



Council

Mon 7 Dec
2015
7.00 pm

Council Chamber
Town Hall
Redditch

REDDITCH BOROUGH COUNCIL

*making
difference*

www.redditchbc.gov.uk

**If you have any queries on this Agenda please contact
Democratic Services**

Town Hall, Walter Stranz Square, Redditch, B98 8AH

Tel: (01527) 548240

e.mail: sheena.jones@bromgroveandredditch.gov.uk



Council

Monday, 7th December, 2015

7.00 pm

Council Chamber Town Hall

Agenda

Membership:

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

1. Welcome	The Mayor will open the meeting and welcome all present.
2. Apologies	To receive any apologies for absence on behalf of Council members.
3. Declarations of Interest	To invite Councillors to declare any Disclosable Pecuniary Interests or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests.
4. Minutes (Pages 1 - 4)	To confirm as a correct record the minutes of the Special meeting of the Council held on 8 th October 2015.

Council

Monday, 7th December, 2015

5. Announcements	To consider Announcements under Procedure Rule 10: a) Mayor's Announcements b) Leader's Announcements c) Chief Executive's Announcements. (Oral report)
6. Questions on Notice	No questions have been submitted to date under Procedure Rule 9.2.
7. Motions on Notice	No Motions have been submitted under Procedure Rule 11.
8. Executive Committee (Pages 5 - 24)	To receive the minutes and consider the recommendations and/or referrals from the Executive Committee held on 13 th October 2015 and the special meeting of the Committee immediately before this meeting of the Council on 7th December. 13th October There are recommendations for the Council to consider at: Minute no 45: Creation of a new Energy Efficiency Fund for Homeowners in Redditch; Minute no 47: Medium Term Financial Plan 2016/17 – 2018/19 – Budget Assumptions. The minutes of the Executive Committee held on 13 th October are included in Minute Book 4. Copies of the reports for the items from 13 th October are included in the agenda pack. 7th December There are recommendations to the Council relating to Job Evaluation. All Councillors have been sent a copy of the report in the agenda for the special meeting of the Executive Committee on 7 th December <u>and are asked to bring this with them to the Council meeting.</u>

<p>9. Regulatory Committees (Pages 25 - 64)</p>	<p>To formally receive the minutes of the following meetings of the Council's Regulatory Committees:</p> <p>Planning Committee – 9th September, 14th October, and 11th November 2015</p> <p>Audit, Governance and Standards Committee – 24th September 2015</p> <p>Licensing Committee – 2nd November 2015. There are recommendations to the Council as follows:</p> <p>Minute no. 32 – Composition of Licensing Sub-Committees;</p> <p>Minute no.33 - Revised Statement of Gambling Principles.</p> <p>The reports relating to these items are included with the agenda pack.</p> <p>The minutes of the meetings are included in minute book 4.</p>
<p>10. The Government's Devolution Agenda - Worcestershire Devolution Deal (Pages 65 - 80) Kevin Dicks, Chief Executive</p>	<p>To consider an update on proposals to secure a devolution deal in Worcestershire.</p> <p>(Report attached)</p> <p>(No Specific Ward Relevance)</p>
<p>11. Urgent Business - Record of Decisions (Pages 81 - 82)</p>	<p>To note any decisions taken in accordance with the Council's Urgency Procedure Rules (Part 6, Paragraph 5 and/or Part 7, Paragraph 15 of the Constitution), as specified.</p> <p>Details are attached, to note, of an urgent decision made regarding Virement of Repairs and Maintenance Budget to fund installation of Solar Panels at Abbey Stadium and Crossgates House.</p>

Council

Monday, 7th December, 2015

12. Urgent Business - general (if any)

To consider any additional items exceptionally agreed by the Mayor as Urgent Business in accordance with the powers vested in her by virtue of Section 100(B)(4)(b) of the Local Government Act 1972.

(This power should be exercised only in cases where there are genuinely special circumstances which require consideration of an item which has not previously been published on the Order of Business for the meeting.)



Council

Thursday, 8 October 2015

MINUTES

Present:

Councillor Pattie Hill (Mayor), Councillor Joe Baker (Deputy Mayor) and Councillors Tom Baker-Price, Roger Bennett, Natalie Brookes, David Bush, Michael Chalk, Greg Chance, Anita Clayton, Brandon Clayton, Matthew Dormer, John Fisher, Andrew Fry, Bill Hartnett, Gay Hopkins, Wanda King, Jane Potter, Gareth Prosser, Mark Shurmer, Rachael Smith, Yvonne Smith, Debbie Taylor, David Thain, Jennifer Wheeler, Pat Witherspoon and Nina Wood-Ford

Officers:

Kevin Dicks, Sue Hanley, Claire Felton and Sheena Jones

Democratic Services Officer:

Amanda Scarce

51. APOLOGIES

Apologies for absence were received from Councillors Juliet Brunner, Antonia Pulsford and Paul Swansborough.

52. DECLARATIONS OF INTEREST

There were no declarations of interest on this occasion.

53. MINUTES

RESOLVED that

The minutes of the meeting of Council held on 21st September 2015 be agreed as a correct record and signed by the Chair.

54. ANNOUNCEMENTS

a) The Mayor

The Mayor thanked all those who had attended her Church Service which had been held on 4th October 2015.

.....
Chair

b) The Leader

The Leader had attended a number of events and highlighted the following:

- The Headless Cross Apply Day
- Mental Health and Wellbeing Day
- A fund raising event at a local bank in support of the local Nightstop project.

55. PROPOSALS FOR A WEST MIDLANDS COMBINED AUTHORITY

The Leader introduced the report and in so doing highlighted to Members an additional recommendation, in respect of delegated authority to approve amended documentation, should the Council agree to accept the invitation to become a non-constituent member of the proposal West Midlands Combined Authority (WMCA). This took account of the fast moving and ever changing route which this matter was taking.

In response to a requested from Councillor Brandon Clayton, the Mayor announced that the meeting would be adjourned for a few minutes to allow Members to consider the additional recommendation. The meeting stood adjourned from 7.07 p.m. to 7.09 p.m.

Following the short adjournment the Leader continued his presentation of the report, making specific reference to a number of areas:

- The Council needed to make a decision on 2 very important issues which could lead to advantages to the residents and business of the Borough.
- The WMCA work was much more advanced than that in respect of the Worcestershire Devolution option and the joining of one did not preclude membership of the other.
- The results of the consultation which had been carried out – the Leader had also spoken to both residents and business leaders and discussed the matter at the Economic Development Forum.
- The complexity of the subject and the speed and pace at which the matter was moving, with the timetable being set by Central Government.
- Presentations and updates which had been received in respect of both options – it was highlighted that each had differing powers and scope with one based on a single county and the other with potentially 21 councils and 3 LEPS.
- The Leader thanked officers for their support, work and dedication on the two projects.

In respect of the WMCA option, a decision was needed in order to meet the response date and the Leader spoke in support of this option drawing Members attention to the opportunities for growth, jobs, investment and improved transport which the Borough could potentially benefit from by being a non-constituent member of the WMCA. The WMCA would be the biggest combined authority in the country with the potential for significant growth being available which would allow the Borough to raise skills levels and increase productivity. The Leader highlighted a number of points within the report and in particular made reference to the “metro mayor”, assuring Members that this role would only cover the metropolitan council areas and not the non-constituent members. In respect of the devolution option, work was on going on putting together a package and reports would continue to be received and consideration given to this in due course.

The Leader gave the Chief Executive the opportunity to provide a further update and he provided Members with details of the authorities who had already agreed to become non-constituent members together with those who were yet to make a decision. The Chief Executive also confirmed that the 3 LEPs involved were Black Country, Coventry and Warwickshire and Greater Birmingham and Solihull. He also confirmed that all involved were working together to try and give non-constituent members the ability to vote on as many issues as possible. The Chief Executive informed Members that a further meeting would be held on 9th October and further updates would be provided on a regular basis.

Following presentation of the report and the comments from the Chief Executive, Members discussed the matter in detail, with particular reference to a number of areas:

- The lack of information available currently, which had led to uncertainty around the proposals and the timetable imposed on the Council to make a decision.
- The option to become a member of both the WMCA and the Worcestershire Devolution deal.
- The lack of clear benefits to the Council from being a non-constituent member of the WMCA.
- The need to be a non-constituent member of the WMCA at the earliest possible stage in order to be able to influence any future plans.
- Concerns around the involvement of Birmingham City Council and the problems which that Council had faced in recent years.
- The uncertainties around the role of the “metro mayor” and any influence the role may have on non-constituent members.

CouncilThursday, 8 October 2015

In summing up, the Leader thanked Members for the debate and acknowledged the points and concerns which had been raised. He reiterated that the WMCA and potential Worcestershire Devolution Deal were not mutually exclusive and it was planned that the Council would continue to be represented at discussions about both initiatives. The Chief Executive would also continue to provide written updates on both options to all Councillors.

RESOLVED that

- a) **the Council accept the invitation to become a non-constituent member of the proposed West Midlands Combined Authority;**
- b) **the Council approve the Governance Review and Scheme and request that further reports are brought back to Council on governance arrangements and a devolution 'deal' for WMCA and any proposals for devolution in Worcestershire;**
- c) **authority be delegated to the Chief Executive, following consultation with the Leader of the Council, to approve amendments to the Governance Review and Scheme for the establishment of a Combine Authority for the West Midlands as long as they do not materially change the contents of the Scheme presented to the Council at this evening's meeting; and**
- d) **the Council accept the invitation to become a non-constituent member of the proposed WMCA, and approve the release of balances of £10,000 for this Council's contribution to the WMCA set up costs in the 2015/16 financial year and for the inclusion of £25,000 in the medium term financial plan for an ongoing financial contribution.**

56. URGENT BUSINESS - GENERAL (IF ANY)

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

The Meeting commenced at 7.01 pm
and closed at 7.58 pm

COUNCIL

7th December 2015

45. CREATION OF A NEW ENERGY EFFICIENCY FUND FOR HOMEOWNERS IN REDDITCH

RECOMMENDED that

- 1) the remaining £17k Warmer Worcestershire capital grant funds be transferred to fund the revenue schemes detailed in the report.**

**EXECUTIVE
COMMITTEE**

13 October 2015

Creation of a new Energy Efficiency Fund for homeowners in Redditch

Relevant Portfolio Holder	Mark Shurmer/ Debbie Taylor
Portfolio Holder Consulted	Yes
Relevant Head of Service	Judith Willis
Wards Affected	All
Ward Councillor Consulted	No
Key Decision Yes	

1. SUMMARY OF PROPOSALS

- 1.1 This report summarises proposals to use existing resources to launch a new Energy Efficiency Fund which will help homeowners in Redditch improve the energy efficiency of their properties, helping them to heat their homes more affordably and reliably, also producing carbon savings.

2. RECOMMENDATIONS

- 2.1 The Committee is asked to **RESOLVE** that:

- 1) **An Energy Efficiency Fund for homeowners in Redditch be launched and delivered between November 2015 and November 2018;**
- 2) **That authority be delegated to the Head of Community Services to finalise the inclusion of the Energy Efficiency Fund within the existing Service Level Agreement (SLA) with Act on Energy.**
- 3) **That authority be delegated to the Head of Community Services to finalise details of the approved scheme and, in consultation with the Portfolio Holders for Housing and the Local Environment, to make minor amendments to the scheme and review the scheme as required.**

The Committee is asked to **RECOMMEND**:

- 1) **The transfer of the £17k remaining Warmer Worcestershire funds capital grant to fund the revenue schemes as detailed in this report.**

**EXECUTIVE
COMMITTEE**13 October 2015

3. KEY ISSUES**Financial Implications**

- 3.1 Funding for the Energy Efficiency Fund has been identified within existing budgets. On 11 June 2013 Executive resolved that 'all historic/existing energy efficiency and conservation schemes currently available through the Council's capital budget be formally suspended to avoid conflict with the incoming Green Deal initiative and the remaining funding is redeployed to support the Affordable Warmth initiatives, Green Deal incentives and general Energy Efficiency initiatives'. The Council therefore has £94k capital budget available to undertake these types of initiatives, and it is proposed to utilise this resource to finance the creation of the Energy Efficiency Fund.
- 3.2 It is proposed to divide this £94k into £64k for fuel poverty alleviation and £30k for incentivising replacement of energy inefficient heating systems (£10K per year for the three year period of the scheme). Any underspends will be carried over into subsequent financial years.
- 3.3 The Council also retains £17k of previously unspent Capital Grant from Warmer Worcestershire Home Insulation Scheme funds, which officers at Worcestershire County Council have now confirmed may be used to fund boiler repairs and servicing for vulnerable residents. On 6th July 2011, Executive resolved that funding of £40k from Worcestershire County Council be incorporated into the Council's existing Energy Efficiency Installations budget for a home insulation scheme, and that subject to the agreement of Worcestershire County Council, to utilise such funding remaining at 1st April 2012 for other Home Energy Efficiency initiatives if appropriate. To enable this capital grant to be utilised for revenue schemes there has to be Council approval.

Legal Implications

- 3.4 Although the Council is not legally obliged to provide an Energy Efficiency Fund it does have a broader agenda around improving energy efficiency, especially for households on low incomes, and around reducing carbon emissions under international agreements, EU Law and the Climate Change Act. The general power of competence in s1 of the Localism Act 2011 empowers the council to undertake such a project.
- 3.5 The scheme will be delivered by local energy advice agency Act on Energy. There is an existing service level agreement (SLA) in place between the Council and "Act on Energy" and delegation is sought for the Head of Community Services to agree the final terms of the SLA in

**EXECUTIVE
COMMITTEE**13 October 2015

respect of the boiler scheme on behalf of the Council.

Service / Operational Implications

- 3.6 The fund of £111k will enable the installation and repair of a range of cost effective energy efficiency measures via grants, together with holistic advice and signposting for eligible households.
- 3.7 Energy efficiency links to the following council purposes;
- Help me to be financially independent
 - Help me to live my life independently
- It also plays a role in sustaining good mental and physical health, so partner agencies may also benefit from positive outcomes in this area of work.
- 3.8 The scheme will be delivered by Act on Energy, which is the Council's energy efficiency advice partner. Along with other local councils, including all Worcestershire councils, we have a longstanding partnership with Act on Energy, which has included the delivery of several energy efficiency projects across Redditch.
- 3.9 The Energy Efficiency Fund aims to have a preventative impact, by focussing on helping to prevent a crisis as well as assisting when difficulties do occur. The measures that can be provided within the available budget are those which are most cost effective – heating and heating controls, loft and cavity insulation, draught proofing, heating system insulation and energy efficient lighting (see Appendix 1). It will help fill a gap in available funding for these measures.
- 3.10 A home visit will be offered by Act on Energy, including a review of and advice on energy bills and home energy efficiency measures. If other issues are identified, Act on Energy will also refer or signpost as appropriate to other agencies.
- 3.11 Act in Energy will assist the resident to arrange the works, as described in 4. Risk Management.
- 3.12 Payment will be from a lump sum held by Act on Energy to the contractor, on receipt of an invoice from the contractor with proof of completion of works. A legal agreement will be drawn up between the Council and Act on Energy to cover these financial arrangements.
- 3.13 Act on Energy will also follow up with the homeowner following the installation of measures. They will also contact the homeowner in a years' time to offer further advice including regarding the benefits of regular servicing of heating appliances.

**EXECUTIVE
COMMITTEE**13 October 2015

- 3.14 Act on Energy will also collect data about the home and health benefits to the resident from the intervention – to enable auditing of the effectiveness of the programme. This will aim to show the cost savings achieved for others agencies e.g. health partners, helping to build a case for partnership working and funding of a continuation of the scheme if it is successful.

The benefits of delivery by Act on Energy include

- The delivery of this scheme by Act on Energy should minimise the Council officer time required to undertake these activities.
- The holistic approach taken by Act on Energy, particularly in relation to vulnerable residents, may help the council and partners to deliver a joined up, more effective service for those residents.

Customer / Equalities and Diversity Implications

- 3.11 The scheme should benefit homeowners on low incomes and in receipt of qualifying benefits in Redditch
- 3.12 The scheme offers an opportunity to help homeowners tackle some of the financial and health issues they experience as a result of ineffective heating in their home.
- 3.13 By assisting residents in this way, we may reduce the demand on our and partners services in relation to crisis situations and health needs

4. RISK MANAGEMENT

- 4.1 Some of the measures available within the fund must be undertaken by suitably qualified tradespersons – for example, the installation, servicing and repair of boilers.
- 4.2 The proposed scheme has safeguards in place to ensure this is adhered to at all times. The homeowner will be asked to provide two quotes from accredited contractors, which will be reviewed by Act on Energy. Any application for grant monies will only be accepted after the contractor provides evidence of appropriate accreditation and current public liability insurance.
- 4.3 Any liability regarding the contract remains between the homeowner and the contractor, but Act on Energy will be available to advise the homeowner if issues arise.

**EXECUTIVE
COMMITTEE**13 October 2015

- 4.4 The scheme will be monitored by the Council's Climate Change and Energy Efficiency Officer.

5. APPENDICES

Appendix 1 – Summary of energy efficiency measures available within the fund and eligibility criteria for accessing the fund.

6. BACKGROUND PAPERS

None

AUTHORS OF REPORT

Name: Derek Allen - Housing Strategy Manager
E Mail: derek.allen@bromsgroveandredditch.gov.uk
Tel: 01527 221278

Name: Kath Manning – Climate Change and Energy Support Officer
E Mail: Kath.Manning@bromsgroveandredditch.gov.uk
Tel: 01527 587094

Creation of a new Energy Efficiency Fund for Homeowners in Redditch supplementary information

Following further consultation with Portfolio Holders it is proposed to make the following revisions to the Energy Efficiency Report.

1. To amend the final sentence of resolution 3. to read : “ to make minor amendments to the scheme and review the scheme **six months after it is launched.**”
2. To add a paragraph under Service/Operational Implications at 3.8 (a) that reads: ‘The scheme is for homeowners in Redditch. Council tenants should seek help with energy efficiency by contacting staff at their Locality Housing Office.
3. To delete the reference to assisting with energy efficient light fittings and bulbs contained in the first section of the list of measures in Appendix 1 and in paragraph 3.9 of the report itself.
4. To add, in the first section of the list of measures in Appendix 1, with reference to the financial support available, that a household financial contribution criterion of £250 will apply towards the costs of works for those households in receipt of qualifying benefits. . Those households earning below the average Redditch household income will automatically be making their own financial contribution.

Explanatory note:

Introducing a financial contribution requirement to the scheme ensures that the Council’s scheme mirrors the approach undertaken within the current Affordable Warmth element of the Energy Company Obligation (ECO), where a minimum £250 contribution is required for broken boilers. Where Redditch residents can benefit from these existing ECO funding streams, Act on Energy will help them access this assistance. The council’s energy efficiency scheme will provide support for those households who do not qualify for these funding streams to prevent them from falling into further difficulty.

Introducing a financial contribution for all households benefiting from the Energy Efficiency Fund to resolve broken boilers should enable the Council to focus on those households who do not qualify for assistance from other schemes. This approach will also maximise the effectiveness of the scheme in terms of the number of households who can be supported.

**EXECUTIVE
COMMITTEE**

13 October 2015

Appendix 1 Energy Efficiency Fund – **Proposed updates highlighted in bold**

The fund will only be available to Redditch owner occupiers and where the property concerned is their only and principle home. The fund will only be made available when there are no other funding streams available to resolve the homeowner's difficulties.

The Head of Community Services will have discretion to consider applications which fall outside of the normal criteria but in respect of which 'exceptional circumstances' apply.

The measures and eligibility are set out below:

<u>Eligibility</u>	<u>Measure</u>	<u>Financial Support available</u>	<u>Additional support</u>
In receipt of qualifying benefit*	Condensing boilers <ul style="list-style-type: none"> to replace low efficiency boilers (F or G rated) to replace boilers broken beyond economic repair associated works Gas condensing heating systems where these are not already present and a connection to mains gas is possible Heating controls Heating system insulation (cylinder, pipes) Cavity wall insulation Loft insulation Draught proofing Energy efficient light fittings and bulbs	<ul style="list-style-type: none"> £250 household contribution required towards the cost of works, Fully funded up to a total cost of works of £5000 	<ul style="list-style-type: none"> Home visit by Act on Energy to assess which measures would be beneficial and to offer additional energy efficiency advice. Signposting to accredited contractors to obtain quotes Review of quotes and check of contractor's accreditation and public liability insurance. Follow-up by Act on Energy after installation. Follow-up by Act on Energy after 1 year.
If under Redditch average local household income of £36k (County Council district profile)	Condensing boilers <ul style="list-style-type: none"> to replace low efficiency boilers (F or G rated) to replace boilers broken beyond economic repair Gas condensing heating systems where these are not already present and a connection to mains gas is	<ul style="list-style-type: none"> £500 towards cost of works 	<ul style="list-style-type: none"> Signposting to accredited contractors to obtain quotes. Review of quotes and check of contractor's accreditation and public liability insurance. Follow-up by Act on Energy after installation. Follow-up by Act on Energy after 1 year.

**EXECUTIVE
 COMMITTEE**

13 October 2015

possible			
<u>Eligibility</u>	<u>Measure</u>	<u>Financial Support available</u>	<u>Additional support</u>
In receipt of qualifying benefit*	<ul style="list-style-type: none"> Boiler servicing 	<ul style="list-style-type: none"> 50% of cost up to £35 	<ul style="list-style-type: none"> Signposting to accredited contractors to obtain quotes Review of quotes and check of contractor's accreditation and public liability insurance.
In receipt of qualifying benefit*	<ul style="list-style-type: none"> Boiler repair 	<ul style="list-style-type: none"> Fully funded 	<ul style="list-style-type: none"> Signposting to accredited contractors to obtain quotes Review of quotes and check of contractor's accreditation and public liability insurance.

***Qualifying benefits:**

- Income Support
- Pension Credit Guarantee (not pension saving credit)
- Working Tax Credit (with an income, after tax, of less than £16,010)
- Jobseekers allowance (JSA) (income based)
- Employment Support Allowance (ESA) (income based)

OR

- Universal Credit – The benefit recipient with an earned monthly take home income of £1,250 or less in any assessment period in the previous 12 months

COUNCIL

7th December 2015

45. MEDIUM TERM FINANCIAL PLAN 2016/17 – 2018/19 - ASSUMPTIONS

RECOMMENDED that

the revenue assumptions detailed in paragraph 3.7 of the report be incorporated into the budget setting process..

EXECUTIVE

13th OCTOBER 2015**MEDIUM TERM FINANCIAL PLAN 2016/17-2018/19 – BUDGET ASSUMPTIONS**

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

1. SUMMARY OF PROPOSALS

- 1.1 To recommend the budget assumptions to be used in preparing the detailed 2016/17 budget and provisional budgets for 2017/18 and 2018/19.

2. RECOMMENDATIONS

- 2.1 **That Executive recommend to Council that the revenue assumptions detailed in 3.5 be incorporated into the budget setting process.**

3. KEY ISSUES**Financial Implications**

- 3.1 The Council is legally obliged to set a balanced budget. The budget setting process is complex and must be undertaken in a planned way. It is equally important that assumptions used in the preparation of the budget are agreed, reasonable and consistently applied by all services. A number of recommendations from the Councils External Auditors, Grant Thornton, are addressed by ensuring robust assumptions and a transparent planned approach is undertaken when agreeing the budget.
- 3.2 Officers are aiming to link the costs associated with delivering the Strategic Purposes of the Council across the whole organisation. This will enable Members to have a wider understanding of the whole costs with delivery rather than the departmental approach that has been seen in previous years. This new financial modelling will be trailed within specific areas to ensure a clear and transparent framework is in place for Members considerations.
- 3.3 In addition members have previously agreed that the following principles would be the focus of the Medium Term Financial plan :

EXECUTIVE

13th OCTOBER 2015

- Reduce enabling costs
- Identifying waste and removing this from the system and its associated costs
- Design new systems for delivery to meet customer demand

3.4 The budget forecast has been based on a number of assumptions, known levels of expenditure and anticipated levels of resources. Final confirmation of these assumptions will not be finalised until December this year. There are a number of areas of the Council's budget where risks to the projections contained in this report have been identified. The most significant of these are:-

- The new Government is to set out its spending plans early in the new parliament; this will have a significant impact on local government funding.
- The Finance Settlement for Redditch Borough Council - the level of resources received from Central Government from the Revenue Support Grant may be different to those assumed. The decrease assumed for 2016/17- 2018/19 is 5% per year
- Monitoring of the 2015/16 budget will provide Executive with regular updates on any pressures/savings for the Council. Any associated on going implications will be incorporated into the budget projections for 2016/17 and future years.
- Savings – The level of savings required for 2016/17, 2017/18 are currently being considered. It is accepted that the savings require clear monitoring to ensure they are being delivered.
- Specific Grants and Contributions – The number and amount of specific grants received by the Council may be lower/higher than anticipated. The budget assumes no increase or reduction in specific grants. If the grant decreases, the associated expenditure must also be reduced to reflect the reduction in the grant received.
- Council Tax – Central Government provided a cap on the amount of Council Tax increase a Local Authority could make before a referendum of the local residents was required. Officers have assumed a 1.9% increase in 2016/17, 2017/18 and 2018/19. This assumption will be reviewed as further announcements are made on both a Referendum and Council Tax Freeze Grants for the relevant years.
- Council Services- The impact of the economic climate on the residents of Redditch Borough and the increased demand this

EXECUTIVE13th OCTOBER 2015

may have for Council Services could impact on cost of services as could general demographic changes.

- Inflation - Impact of changes in the price of goods and services used by the Council compared to the percentage assumed in the budget projections.
- Fees and charges income – Impact of any economic slowdown on levels of usage of charged for Council services could lead to income levels not being achieved.

- 3.5 The Council while setting the budget is working within a time of significant financial uncertainty. The potential implications to the Council of the Chancellor's budget statement on the 8th July, the consultation on the budget for 2016/17 over the summer and the proposed reduction in Central Government's departmental budgets, could be significant. The impact for individual Local Authorities will not be known until provisional figures are released in December 2015 following the Comprehensive Spending Review in late November. The Chancellor announced in his Spring Statement that the level of reduction would be at the same rate as over the previous parliament.
- 3.6 The timing of the Provisional Funding Settlement in means that this report is based on the available information at this point in time. Future reports will make Executive aware of any changes that impact on the current budget assumptions.
- 3.7 As part of the budget setting process the Council makes a number of assumptions in respect of the key elements of the Council's revenue budget. The following paragraphs in this section outline the areas where these assumptions are made.

Council Tax

The budget assumes an increase in Council Tax for 2016/17, 2017/18, and 2018/19 of 1.9%. Central Government has yet to announce plans to freeze Council Tax for 2016/17.

Pay Inflation

The budget assumes that the pay award will be 1% for 2016/17 to 2018/19. The budget also includes payment of the Living Wage for all staff. Should a decision be made on the implementation of Job Evaluation, the impact of this will be included in the budget projections.

Superannuation Rates

The employer superannuation contribution rate increases are 12.8% in 2016/17, 13.3% in 2017/18 and 2018/19. These are based on the advice by Worcestershire Pension Fund. The next valuation of the fund

EXECUTIVE

13th OCTOBER 2015

is due in 2016, therefore the rate of increase assumed for 2016/17 and 2018/19 are subject to change following this valuation.

Price Inflation

The budget assumes 0% inflation across the majority of the Council's non-pay expenditure budgets including grants that the Council gives out. Contractual arrangements and other significant inflation issues will be considered on a case by case basis.

Discretionary Fees and Charges

Fees and Charges are reviewed on an annual basis and officers assess the impact of increases in income charges on the demand on the services. When the financial plan was set it was assumed that inflation would be at a level of 3% over the 3 year period. The cost of Council services increases annually by a number of factors, not just general inflation, including; the nationally set pay award which is estimated at 1% together with the increase in customer demand on our services. It is recommended that, in line with the current Medium Term Financial Plan the increase for 2016/17 to 2018/19 be 3% as there would be further shortfalls to be funded if this level of increase was not implemented.

3.8 Capital

A review of the capital programme is currently being undertaken. This review will provide a three year capital programme for 2016/17 to 2018/19 taking into consideration the estimated reduction in capital resources and the limited revenue funding available for Capital Schemes in these years. A report to Executive in December will recommend a Capital Programme for 2016/17 to 2018/19 for consideration .

3.9 HRA

A review of the HRA budget, Business Plan and rent setting implications is currently being undertaken and a report will be presented to Executive in December with the recommended budget for the medium term. This will include the 1% rent reduction implications on the HRA income levels.

- 3.10 This is an initial report on the budget process which identifies the decision making, assumptions. The forecasts will be refined over the coming months and further reports will be presented to Executive leading up to the approval of the budget and Council Tax in February 2016.

EXECUTIVE13th OCTOBER 2015

Legal Implications

- 3.11 The Council is under a duty to calculate the budget in accordance with Section 32 of the Local Government Finance Act 1992 and must make three calculations namely:
- An estimate of the Council's gross revenue expenditure; an estimate of anticipated income and a calculation of the difference between the two. The amount of the budget requirement must be sufficient to meet the Council's budget commitments and ensure a balanced budget. The amount of the budget requirement must leave the Council with adequate financial reserves. The level of budget requirement must not be unreasonable having regard to the Council's fiduciary duty to its Council Tax payers and non-domestic rate payers.

Service / Operational Implications

- 3.12 Budget Holders will prepare budgets to enable services to be delivered to meet the Councils Strategic Purposes. It is expected that officers will work across the organisation to establish financial projections that best meet the wider community needs and identify any savings or additional income to fund any budget shortfalls.

Customer / Equalities and Diversity Implications

- 3.13 Clarity on budget assumptions will ensure services are delivered to meet customer needs and expectations

4. RISK MANAGEMENT

- 4.1 The risks associated with the budget process and calculations mainly relate to the uncertainties around external funding and the resulting pressures on the budget. To mitigate this risk officers work on a number of scenarios to ensure all options can be reported to members in a timely fashion.

AUTHOR OF REPORT

Name: Jayne Pickering – Exec Director Finance and Resources
E Mail: j.pickering@bromsgroveandredditch.gov.uk
Tel: 01527-881400

COUNCIL

7th December 2015

REFERENCE FROM LICENSING COMMITTEE, 2ND NOVEMBER 2015

45. COMPOSITION OF LICENSING SUB-COMMITTEES

RECOMMENDED that

(a) the composition and terms of reference of the Licensing Sub-Committees as set out at Appendix 1A and 1B to the report be approved; and

(b) the Head of Legal, Equalities and Democratic Services be authorised to make any consequential changes to the Constitution.

LICENSING COMMITTEE2nd November 2015**COMPOSITION OF LICENSING SUB-COMMITTEES**

Relevant Portfolio Holder	Councillor Yvonne Smith
Portfolio Holder Consulted	Yes
Relevant Head of Service	Claire Felton – Head of Legal, Equalities and Democratic Services
Wards Affected	All Wards
Ward Councillor Consulted	N/A
Non-Key Decision	

1. SUMMARY OF PROPOSALS

This report reviews the composition and terms of reference of the Licensing Sub-Committees and recommends changes to these.

2. RECOMMENDATIONS

Members are asked to RECOMMEND;

- 1. That the composition and terms of reference of the Licensing Sub-Committees as set out at appendix 1A and 1B to the report be approved;**
- 2. That the Head of Legal, Equalities and Democratic Services be authorised to make any consequential changes to the Constitution.**

3. KEY ISSUES**Financial Implications**

- 3.1 There are no financial implications arising from this report.

Legal Implications

- 3.2 The Borough Council establishes sub-committee meetings to consider licensing matters under the Licensing Act 2003 and Gambling Act 2005 and associated legislation.

Service / Operational Implications

- 3.3 The Licensing Committee provides a pool of Councillors to sit on sub-committees that consider licensing applications and conduct hearings relating to taxi licensing and related matters. The licensing sub-committees for matters within the scope of the Licensing Act 2003 and Gambling Act 2005 (i.e. premises licences, personal licences, gaming

LICENSING COMMITTEE2nd November 2015

licences, reviews of existing licences etc) are established on an ad hoc basis and comprise three Councillors. The licensing sub-committee dealing with taxis and sex establishments comprises five Councillors and meets monthly and, generally, in private owing to the personal nature of the majority of the business being transacted.

- 3.4 The current arrangements have caused difficulties for officers when setting up sub-committee meetings. The two main issues are:
- Restricting the membership of Licensing Sub-Committee A (premises, personal and Gambling Act) to five members from whom panels of three are set up, means there is a restricted pool of experienced members from whom to select. On occasion, certain members may not be able to act as the issue may be in their ward or affect someone known to them. These issues lead to delays in arranging hearings and increases the risk of challenge to the process as there are often strict time limits which have to be complied with;
 - Maintaining a sub-committee of five members on Licensing Sub-Committee B for taxis, sex establishments etc. The quorum for this meeting is three. Seeking availability of five members for this sub-committee is difficult as it generally meets during the working day. In 2014-15 the sub-committee rarely met with all five members present.
- 3.5 For the vast majority of functions the requirement is to have a minimum of three members of a sub-committee but for Licensing Act 2003 matters it is specifically 'three members'.

There is no requirement for these members to be drawn from a separate sub-group of the Licensing Committee so long as they sit on that committee (which must be between 10 and 15 members).

Assuming that all members of the parent committee have had appropriate training there is no reason why the pool of members drawn from should be limited to a separate, smaller group within that committee.

Premises etc. sub-committee

- 3.6 When a sub-committee sits to hear premises and other Licensing Act issues, the law states that this cannot be more than three members. Currently the constitution requires these hearings to be chaired by the Chair of the parent Committee. This is not required by the legislation or best practice and can cause difficulties if an application falls within the

LICENSING COMMITTEE2nd November 2015

ward of the Chair and/or Vice-Chair of the Committee, when they would be unable to sit. It is recommended that this requirement is removed from the constitution.

- 3.7 The proposed terms of reference for the sub-committee are attached at appendix 1A.

Taxi etc. sub-committee

- 3.8 For taxi hearings, it is proposed that all sub-committee meetings are established with a membership of three Councillors drawn from the whole pool of parent Committee members who have been trained. A fourth member will also be sought as a reserve in case one of the three members is unable to act.
- 3.9 The terms of reference and composition of the sub-committee are attached at appendix 1B.
- 3.7 In accordance with best practice the taxi hearings are chaired by the Chair or Vice-Chair of the parent Committee. It is proposed that this continues.

4. RISK MANAGEMENT

- 4.1 The new arrangements reduce the risk of not being able to assemble members for licensing sub-committee meetings. They also clarify the membership of the sub-committees and hence reduce the risk of misunderstanding and challenge.

5. APPENDICES

Appendix 1A – Proposed terms of reference and composition of the Licensing Sub-Committee (Premises, Personal and Gambling Act)

Appendix 1B – Proposed terms of reference and composition of the Licensing Sub-Committee (Taxis, sex establishments etc);

AUTHOR OF REPORT

Name: Sheena Jones – Democratic Services Manager

E Mail: sheena.jones@bromsgroveandredditch.gov.uk

Tel: (01527) 548240

Appendix 1A

**LICENSING SUB-COMMITTEE - Personal/Premises/Gambling Act
Parent Committee – Licensing Committee**

Number of Members	3 members of the Licensing Committee <i>Membership to be agreed by Officers, in consultation with the Chair, as required per application and to include a 4th reserve member.</i>
Politically Balanced Y/N	N
Quorum	3
Procedure Rules applicable	Council Procedure Rules (with the exception of Council Procedure Rules 1-4, 10, 14, 18.2, 20.1 and 22). Quasi-judicial meetings rules apply.
Terms of Reference	To determine applications referred to it arising from the Licensing Act 2003, the Gambling Act 2005 and the Scrap Metal Dealers Act 2013.
Special provisions as to the Chair	None – the Chair to be elected for each meeting of the Sub-Committee.
Special provisions as to membership	Only those Councillors who have undertaken *appropriate training may sit on the Licensing Sub-Committee. <i>*Quasi-Judicial meetings training / Licensing and Gambling Act requirements training.</i>

Appendix 1B

**LICENSING SUB-COMMITTEE B – Taxis/sex establishments/other
Parent Committee – Licensing Committee**

Number of Members	3 members of the Licensing Committee <i>Membership to be agreed by Officers, in consultation with the Chair, as required per application and to include a 4th reserve member.</i>
Politically Balanced Y/N	N
Quorum	3
Procedure Rules applicable	Council Procedure Rules (with the exception of Council Procedure Rules 1-4, 10, 14, 18.2, 20.1 and 22). Quasi-judicial meetings rules apply.
Terms of Reference	To determine all matters referred to it including (but not limited to):- (1) private hire and hackney carriage driver, operator and vehicle licensing; (2) street trading consents; (3) sex shop applications; (4) pet shop licences; (5) animal boarding licences; (6) riding establishment licences.
Special provisions as to the Chair	Chair or Vice-Chair of the Licensing (Parent) Committee.
Special provisions as to membership	Only those Councillors who have undertaken *appropriate training may sit on the Licensing Sub-Committee. <i>*Quasi-Judicial meetings training..</i>

COUNCIL

7th December 2015

REFERENCE FROM LICENSING COMMITTEE, 2ND NOVEMBER 2015

**33. REVIEW OF STATEMENT OF GAMBLING PRINCIPLES –
CONSULTATION RESULTS**

RECOMMENDED that

the amendments as detailed in the preamble above be incorporated into the draft Statement of Principles and that Council approve and publish the amended Statement of Principles by 31st January 2016.

**LICENSING
COMMITTEE**2nd November 2015**GAMBLING ACT 2005 – REVIEW OF STATEMENT OF PRINCIPLES**

Relevant Portfolio Holder	Councillor Yvonne Smith
Portfolio Holder Consulted	Yes
Relevant Head of Service	Head of Worcestershire Regulatory Services
Wards Affected	All Wards
Ward Councillor Consulted	N/A
Non-Key Decision	

1. SUMMARY OF PROPOSALS

The Council's current Statement of Principles under the Gambling Act 2005 took effect on 31st January 2013. In accordance with the provisions of the Act, the Council is required to prepare and publish a Statement of Principles every three years. Therefore a new Statement of Principles must be published by 31st January 2016.

As part of this process, consultation on a draft Statement of Principles for the three year period beginning on 31st January 2016 has been undertaken and the Licensing Committee are asked to consider the responses and recommend to Council that the draft revised Statement of Principles be approved and published.

2. RECOMMENDATIONS

Members are asked to RESOLVE;

To recommend to Council that the revised draft Statement of Principles at Appendix 4 be approved and published.

3. KEY ISSUES**Financial Implications**

- 3.1 The costs involved in carrying out the consultation were met from existing budgets held by Worcestershire Regulatory Services.

**LICENSING
COMMITTEE**2nd November 2015

Legal Implications

- 3.2 Section 349 of the Gambling Act 2005 requires that the licensing authority produce, consult on and publish a Statement of the Principles that it proposes to apply when exercising its functions under the Act.
- 3.3 The Act also requires that the Statement of Principles should be kept under review and must be re-published at least every three years.
- 3.4 When revising its Statement of Principles, the Council is required to consult with:-
- the Chief Officer of Police for the Authority's area;
 - one or more persons who appear to the Authority to represent the interests of persons carrying on gambling businesses in the Authority's area; and
 - one or more persons who appear to the Authority to represent the interests of persons who are likely to be affected by the exercise of the Authority's functions under this Act.

Service / Operational Implications

- 3.5 Redditch Borough Council is a licensing authority in accordance with the provisions of the Gambling Act 2005.
- 3.6 Each licensing authority is required before each successive three year period, to prepare and publish a statement of the principles that they propose to apply in exercising their functions under the Act during that period. This document is commonly referred to as the authority's Statement of Principles.
- 3.7 The Council's current Statement of Principles took effect on 31st January 2013 and therefore a new Statement of Principles must now be prepared and published ready to take effect on 31st January 2016.
- 3.8 There have been no significant changes to the provisions of the Gambling Act 2005 since the last Statement of Principles took effect.
- 3.9 On 20th July 2015 the Licensing Committee approved a draft revised Statement of Principles for the purpose of consultation with relevant parties.

**LICENSING
COMMITTEE**2nd November 2015

- 3.10 Consultation on the revised draft Statement of Principles took place between 21st July 2015 and 30th September 2015 with all relevant parties including:
- The Chief Officer of West Mercia Police
 - The Gambling Commission
 - All other responsible authorities identified under the Act
 - Relevant Trade Associations
 - Organisations working with people who are problem gamblers
 - Parish Councils
 - The general public
- 3.11 The consultation was also made available for comment via the Council's website and publicised via social media and also through the local press.
- 3.12 During the consultation period three responses were received from the Gambling Commission, Hereford and Worcester Fire and Rescue Service, and Coral Racing Limited.
- 3.13 The response from the Gambling Commission can be seen at Appendix 1. The suggestions from the Commission have led to some changes being incorporated into the draft revised Statement of Principles at Appendix 4.
- 3.14 The first of these is the inclusion of a new section that sets out the Council's intention to develop a "Local Area Profile" in partnership with the other licensing authorities in Worcestershire and other relevant stakeholders.
- 3.15 Another new section has been included in the draft statement in order to provide guidance to operators on the matters the Council believes they should consider when compiling their own local risk assessments, which will be a requirement from April 2016.
- 3.16 Finally additional paragraphs have been added to provide more details in relation to the way the Council will approach its enforcement and compliance roles under the Gambling Act 2005.
- 3.17 The response from the Fire and Rescue Service can be seen at Appendix 2. The Fire and Rescue Service had no comments to make at this stage with regard to the revised statement of principles and confirmed that any applications will be looked at on an individual basis to ensure compliance with fire safety legislation.

**LICENSING
COMMITTEE**2nd November 2015

- 3.18 The response from Coral Racing Limited can be seen at Appendix 3. The response states that Coral Racing Limited is supportive of the draft Statement of Principles.
- 3.19 Members of the Committee are asked to consider the responses and recommend to Council that the draft revised Statement of Principles at Appendix 4 be approved and published.

4. RISK MANAGEMENT

- 4.1 Failing to prepare and publish a new Statement of Principles by 31st January 2016 would leave the Council in a position where it was failing to comply with its duties as a licensing authority under the provisions of the Gambling Act 2005.

5. APPENDICES

- Appendix 1 – Response from Gambling Commission
Appendix 2 – Response from Fire and Rescue Service
Appendix 3 – Response from Coral Racing Limited
Appendix 4 – Revised Draft Statement of Principles

AUTHOR OF REPORT

- Name: Dave Etheridge – Senior Practitioner (Licensing)
Worcestershire Regulatory Services
- E Mail: dave.etheridge@worcsregservices.gov.uk
- Tel: (01905) 822799

From: Andrew Wright
Sent: 29 July 2015 15:46
To: Dave Etheridge; Niall McMenamin
Subject: Statement of Principles Consultation

Hello Both

Following on from our discussion with regards to the revised Statement of Principles 2016-2019 and as part of your consultation I would like to highlight four areas for consideration and in addition to the requirements set out in the Gambling Act 2005 (Licensing Authority Policy Statement) (England and Wales) Regulations 2006

- 1) Your approach to compliance and enforcement, for example what the inspection regime looks like and how you will manage illegal gambling activity.
- 2) Your expectations of operators, this could be in general terms or expectations of a sub-sector, for example sharing information with you in relation to results of test purchase scheme carried out or participation in social responsibility schemes.
- 3) As Operators are required to develop their own premises specific risk assessments by 6 April 2016 authorities should provide a clear indication of what factors, as a non-exclusive list they expect to be taken into account.
- 4) Look towards a development of a local area profile to understand how gambling is provided in a particular area and what the risks might be.

In conjunction with this I would highlight the Licensing Authority Bulletins included in this email which may assist in providing further information.

Many Thanks

Andrew Wright
Senior Officer - Compliance
Gambling Commission
4th Floor Victoria Square House Victoria Square Birmingham
B2 4BP

www.gamblingcommission.gov.uk



HEREFORD & WORCESTER
HWFR
 FIRE AND RESCUE SERVICE

Chief Fire Officer/Chief Executive M Yates QFSM MA MCGI DMS MIFireE
 Hereford & Worcester Fire and Rescue Service Headquarters
 2 Kings Court Charles Hastings Way Worcester WR5 1JR
 Tel 0845 12 24454 Fax 01905 357 466 Web www.hwfire.org.uk

Redditch Borough Council Gambling
 Consultation
 Worcestershire Regulatory Services
 Wyre Forest House
 Finepoint Way
 Kidderminster
 DY11 7WF

Telephone	01905 368225
Your reference	Gambling Act 2005
My reference	N2403703/DGH/AM
Please ask for	Darren Hunt
Date	22 July 2015

Dear Sir

**Gambling Act 2005 - Consultation on Revised Statement of Principles –
 Redditch Borough Council**

Further to your e mail dated 21 July 2015, I confirm the Fire and Rescue Service have no comments to make at this stage with regard to the revised statement of principles

Any applications will be looked at on an individual basis to ensure compliance with fire safety legislation

Should you require any further information, please do not hesitate to contact me.

Yours faithfully

Fire Safety Officer

Copy by email: wrsenquiries@worcsregservices.gov.uk



Licensing Officer
 Redditch Borough Council
 Wyre Forest House,
 Finepoint Way,
 Kidderminster,
 Worcestershire
 DY11 7WF

24th September 2015

Dear Sir,

Consultation on Redditch Borough Council's Statement of Principles – Gambling Act 2005

Coral Racing Limited is most grateful to be given the opportunity to respond to this consultation exercise. Coral was one of the first national bookmakers to be licensed under the Betting and Gaming Act of 1960, and so has been operating the length and breadth of the UK for over 50 years. Its premises comprise locations in the inner city, on the high street, in suburbs and in rural areas, and in areas of both high and low deprivation. It now operates 1850 betting offices across Great Britain, which comprise about 20% of all licensed betting offices. It is, therefore, a highly experienced operator.

Coral Racing Limited are supportive of the document. It again notes that the Board when considering applications are still required to 'aim to permit gambling' where this is 'reasonably consistent with the licensing objectives', additionally noting that it should not take into account of any moral objections to gambling.

Coral Racing Limited recognise the requirement to supply risk assessments with future applications & variations following the consultation completion (requirement is from 6th April 2016) and whilst this detail is not currently included within the Statement, we would be pleased to contribute to a consultation when it is.

Coral's experience is that through all it does, it achieves an exemplary degree of compliance already, and attracts negligible evidence of regulatory harm. Through the additional local risk assessment to be introduced, Coral believe that these should be a) to assess specific risks to the licensing objectives in the local area, and b) to assess whether control measures going beyond standard control measures are needed.

If we can provide any further information, we would be pleased to do so.

Yours faithfully,



John Liddle
 Director of Development – Coral Retail



Coral Racing Limited
 One Stratford Place, Montfichet Road, London E20 1EJ
Registered Office: New Castle House, Castle Boulevard, Nottingham NG7 1FT
 Registered in England No. 541600
 Tel: 020 3288 7000 Fax: 020 3288 7050



0800 242 232

a  company



www.redditchbc.gov.uk

Town Hall, Walter Stranz Square, Redditch, B98 8AH
Phone: 01905 822799 Email: wrsenquiries@worcsregservices.gov.uk

Gambling Act 2005

Statement of Principles

Contents	Page
Introduction	3
Gambling Act 2005	4
Local Area Profile	4
General Statement of Principles	5
Preventing gambling from being a source of crime and disorder	6
Ensuring gambling is conducted in a fair and open way	6
Protecting children and vulnerable people from gambling	7
Premises licences	7
Local Risk Assessments	8
Responsible Authorities	10
Interested Parties	11
Licence conditions	12
Gaming Machines	12
Temporary Use Notices	13
Occasional Use Notices	13
Lotteries	13
Exchange of Information	14
Enforcement	14
Reviews	15

Appendices

Appendix A Map of the Borough of Redditch

Appendix B List of Consultees

Statement of Principles – Gambling Act 2005

1.0 Introduction

1.1 Redditch Borough Council is situated in the County of Worcestershire, which contains 6 District Councils in total. The Council area has a population of 84,300 (2011 Census) and covers an area of around 21 square miles making it the smallest in the County in terms of population and area.

The Borough of Redditch consists of 2 distinct areas:-

- An essentially urban area, which includes a vibrant and thriving town centre and smaller centres within local districts; and
- An essentially rural area, which includes Astwood Bank, Feckenham, Elcocks Brook and Ham Green.

The Borough and its address districts are shown in the map at Appendix 'A'.

1.2 Redditch Borough Council is committed to providing residents with effective and efficient services that not only meet their needs but understand them too. This statement accords with that vision in seeking to promote the licensing objectives set out in the Act, which are central to the regulatory regime created by the Act. These are:

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime;
- Ensuring that gambling is conducted in a fair and open way, and
- Protecting children and other vulnerable persons from being harmed or exploited by gambling.

1.3 The Licensing Authority has produced this statement as required by Section 349 of the Gambling Act 2005 (referred to in this statement as “the Act”) and having had regard to the Gambling Commission’s formal guidance issued under Section 25 of the Act, the licensing objectives and to the views of those that the Licensing Authority have consulted. The Licensing Authority consulted widely upon this statement before finalising and publishing. The list of those persons and organisations consulted is appended. The consultation took place between July and October 2015 in line with current published Government consultation principles. The statement was approved at a meeting of the Full Council on 7th December 2015. Should you have any comments with regards to this policy statement please send them via email or letter to: wrsenquiries@worcsregservices.gov.uk.

This statement must be published at least every three years. The statement may also be reviewed from ‘time to time’ and any amended parts re-consulted upon.

1.4 The Licensing Authority intends that this document should provide information and guidance on the general approach that the Licensing Authority will take to licensing. A series of advice sheets with more specific guidance is available on request; advice tailored to individuals is available by phone or to personal callers.

1.5 Nothing in this statement takes away the right of any person to make an application under the Act and to have that application considered on its merits; nor does it undermine the right of any person to object to an application or to seek a review of a licence where the law provides that they may do so. Applications will be considered in line with our statement of general principles, below.

2.0 Gambling Act 2005

- 2.1 This statement reflects and aims to support our strategic purposes, as set out in the Council Plan.
- 2.2 The Act provides for gambling to be authorised in a number of different ways. Our main functions are to:
- licence premises for gambling activities, including the issue of provisional statements;
 - regulate and grant permits for gambling and gaming machines in clubs, including commercial clubs,
 - regulate gaming and gaming machines in alcohol licensed premises;
 - grant permits to family entertainment centres for the use of certain lower stake gaming machines;
 - grant permits for prize gaming;
 - receive and endorse notices given for the temporary use notices;
 - receive occasional use notices for betting at tracks;
 - register small societies lotteries;
 - maintain public registers; and
 - provide information to the Gambling Commission on issued licences.
- 2.3 The Gambling Commission regulates remote gambling and issues personal and operating licences for premises. The “National Lottery” is also regulated by the Gambling Commission. Spread betting is regulated by the Financial Conduct Authority.

3.0 Local Area Profile

- 3.1 Alongside its statement of principles, the Licensing Authority would like to work with the other Licensing Authorities in Worcestershire and other partners during the lifetime of this statement to develop a “Local Area Profile” for the County as a means of mapping out local areas of concern, which can be reviewed and updated to reflect changes to the local landscape.
- 3.2 This Local Area Profile is likely to take account of a wide range of factors, data and information held by the Licensing Authority and its partners. An important element of preparing the Local Area Profile will be proactive engagement with responsible authorities as well as other organisations in the area that can give input to ‘map’ local risks in the area.
- 3.3 These are likely to include public health, mental health, housing, education, community welfare groups and safety partnerships, and organisations such as Gamcare or equivalent local organisations.
- 3.4 The aim of the Local Area Profile will be to increase awareness of local risks and improved information sharing, to facilitate constructive engagement with licensees and a more coordinated response to local risks. The Local Area Profile will also help to inform specific risks that operators will need to address in their own risk assessments, which will form a part of any new licence application, or an application to vary a licence from April 2016.
- 3.5 The creation of a Local Area Profile, however, is dependent on information and knowledge of the local area gathered by partner agencies and other relevant organisations that have the expertise and knowledge of the impact gambling has in the local area. Where evidence is submitted to the Licensing Authority which identifies areas of concern it is intended to produce a Local Area Profile separate to this Policy.

- 3.6 Once a Local Area Profile has been developed, it will be published on the Licensing Authority's website and updated on a regular basis to reflect changes to the local environment.

4.0 Authorised Activities

- 4.1 'Gambling' is defined in the Act as gaming, betting, or taking part in a lottery.
- gaming means playing a game of chance for a prize;
 - betting means making or accepting a bet on the outcome of a race, competition, or any other event; the likelihood of anything occurring or not occurring; or whether anything is true or not, and
 - a lottery is an arrangement where persons are required to pay in order to take part in an arrangement whereby one or more prizes are allocated by a process which relies wholly on chance.

5.0 General Statement of Principles

- 5.1 In carrying out the licensing functions in accordance with the Act, particularly with regard to premises licences, the Licensing Authority will generally aim to permit the use of premises for gambling as long as it is considered to be :-
- in accordance with any relevant Codes of Practice issued by the Gambling Commission;
 - in accordance with any relevant Guidance issued by the Gambling Commission; in accordance with this statement of principles, and
 - reasonably consistent with the licensing objectives.
- 5.2 The Licensing Authority will not seek to use the Act to resolve matters that are better dealt with by other legislation. Licensing is not the primary mechanism for general control of nuisance and the antisocial behaviour of people once they are away from licensed premises.
- 5.3 The Licensing Authority will ensure that in dealing with applications under the Act the Licensing Authority follows the required procedures, and only takes into account issues that are relevant. Specifically the Licensing Authority will not have regard to "demand" when considering applications for gambling premises; nor will the Licensing Authority consider the suitability of applicants for premises licences (which is a matter for the Gambling Commission). The Licensing Authority will not reject an application on moral grounds. If the Licensing Authority decides to reject an application, the Licensing Authority will make known the reasons for doing so.
- 5.4 The Council has delegated its licensing function to its Licensing Sub-Committee and Licensing Officers. In the remainder of this statement of principles they are referred to collectively as the 'Licensing Authority'.
- 5.5 Where an application is for a new premises licence, the responsible authorities may visit to check that gambling facilities meet all necessary legal requirements.

- 5.6 Where there are no representations (objections), licences and permissions will be granted subject only to any appropriate mandatory conditions (Section 167 of the Act) and any conditions having at least the effect of appropriate default conditions made under Section 168.
- 5.7 If there are objections that can't be resolved informally, or the Licensing Authority intends to impose extra conditions, the Licensing Authority will hold a public hearing at which the Licensing Sub-Committee will hear evidence and make a decision in accordance with the Act.
- 5.8 This statement is not intended to override the right of any person to make an application under the Act, and to have that application considered on its merits. Equally, this statement of principles is not intended to undermine the right of any person to make representations about an application or to seek a review of a licence where provision has been made for them to do so.

6.0 Preventing gambling from being a source of crime and disorder

- 6.1 The Gambling Commission takes the leading role in preventing gambling from being a source of crime, and maintains rigorous licensing procedures aiming to prevent criminals from providing facilities for gambling. Applicants need an operating licence from the Commission before the Licensing Authority will issue a licence to use premises for gambling.
- 6.2 The Licensing Authority will not issue a premises licence to someone who does not hold an operator's licence, the Licensing Authority is not generally concerned with the suitability of an applicant. Where concerns about a person's suitability arise the Licensing Authority will bring those concerns to the attention of the Commission.
- 6.3 If an application for a licence or permit is received in relation to premises which are in an area noted for particular problems with organised crime, the Licensing Authority will, in consultation with the Police and other relevant authorities, consider whether specific controls need to be applied to prevent those premises from being a source of crime. This could include a requirement for Security Industry Authority registered door supervisors.
- 6.4 Disorder will only be considered under this Act if it amounts to activity which is more serious and disruptive than mere nuisance, and where it can be shown that gambling is the source of that disorder. A disturbance might be serious enough to constitute disorder if police assistance was required to deal with it; the Licensing Authority will then consider how threatening the behaviour was to those who could see or hear it, and whether those people live sufficiently close to be affected or have business interests that might be affected.
- 6.5 "Disorder" is generally a matter for the Police; the Licensing Authority will not use this Act to deal with general nuisance issues, for example, parking problems, which can be dealt with using alternative powers.
- 6.6 When making decisions relating to disorder, the Licensing Authority will give due weight to comments made by the Police.

7.0 Ensuring gambling is conducted in a fair and open way

- 7.1 The Gambling Commission does not expect Licensing Authorities to become concerned with ensuring that gambling is conducted in a fair and open way. The Commission, through

the operating and personal licensing regime, will regulate the management of the gambling business and the suitability and actions of an individual.

- 7.2 Because betting track operators do not need an operating licence from the Commission the Licensing Authority may, in certain circumstances, require conditions of licence relating to the suitability of the environment in which betting takes place.
- 8.0 Protecting children and vulnerable people from being harmed or exploited by gambling**
- 8.1 The intention of the Act is that children and young persons should not be allowed to gamble, and should be prevented from entering those gambling premises which are 'adult-only' environments.
- 8.2 Codes of Practice, including advice about access by children and young persons may be published by the Gambling Commission for specific kinds of premises. Applicants will be expected to heed this advice where applicable.
- 8.3 The Licensing Authority expects steps to be taken to prevent children from taking part in, or being in close proximity to, gambling. This may include restrictions on advertising to ensure that gambling products are not aimed at children, nor advertised in such a way that makes them particularly attractive to children.
- 8.4 When determining a premises licence or permit the Licensing Authority will consider whether any additional measures are necessary to protect children, such as the supervision of entrances, the segregation of gambling from areas frequented by children and the supervision of gaming machines in non-adult gambling specific premises like pubs, clubs and betting tracks.
- 8.5 In seeking to protect vulnerable people the Licensing Authority will include people who gamble more than they want to, people who gamble beyond their means, and people who may not be able to make informed or balanced decisions about gambling, perhaps due to a mental impairment, alcohol or drugs.
- 8.6 The Licensing Authority will always treat each case on its own individual merits and when considering whether specific measures are required to protect children and other vulnerable people will balance these considerations against the overall principle of aiming to permit the use of premises for gambling.
- 8.7 The Licensing Authority is required by regulations to state the principles it will apply in exercising its powers under Section 157(h) of the Act to designate, in writing, a body which is competent to advise the authority about the protection of children from harm.

These principles are:

- The need for the body to be responsible for an area covering the whole of the Licensing Authority's area.
- The need for the body to be answerable to democratically elected persons, rather than any particular vested interest group.

In accordance with the suggestion in the Gambling Commission's Guidance for local authorities, this authority designates the Worcestershire Safeguarding Children Board for this purpose.

9.0 Local Risk Assessments

- 9.1 From 6 April 2016 it will be a requirement for operators to assess local risks to the licensing objectives taking into account this Council's statement of principles. The operator must also have policies, procedures and control measures in place to mitigate these risks. Risk assessments must be reviewed whenever there are significant changes in local circumstances, or at the premises, or when applying for a new licence or a variation of a licence. Risks in this context include actual, potential and possible future emerging risks to the licensing objectives.
- 9.2 The Licensing Authority will expect the local risk assessment to consider, for example:
- whether the premises is in an area of deprivation;
 - whether the premises is in an area subject to high levels of crime and/or disorder;
 - whether the premises is near an addiction treatment facility and in general consider the demographics of the area in relation to vulnerable groups;
 - the location of sensitive buildings such as schools, playgrounds, toy shops, leisure centres, libraries and other areas where children are likely to gather; and
 - how vulnerable persons as defined within this statement are protected.
- 9.3 In compiling their local risk assessment the Licensing Authority shall also expect operators to take into account the general principles as set out in this statement.
- 9.4 Other matters that the risk assessment may include are, for example:
- staff training, including refresher training, such as intervention when customers show signs of excessive gambling, in the mandatory licensing conditions, in location of the premises licence; in location of information relating to gambling care providers, etc.;
 - where installed, details of CCTV coverage and how the system will be monitored;
 - layout of the premises to ensure staff have unobstructed views of persons using the premises or, where this is not possible, evidence of how this can be achieved;
 - the number of staff employed at the premises at any one time taking into account any effects from seasonal trade in the area.
 - where only one staff member is employed in the case of smaller premises, what the supervisory and monitoring arrangements are when that person is absent from the licensed area or distracted for any other reason;
 - provision of signage and documents relating to games rules, gambling care providers;
 - what mix of gambling is provided;
 - consideration of primary gambling activity and location of gaming machines;
- 9.5 Operators are expected to share their risk assessments with the Licensing Authority when applying for a new premises licence, applying for a variation to an existing licensed premise or otherwise upon request. These risk assessments must in any event be kept under regular review and updated as necessary.

- 9.6 The information contained within the risk assessment may be used to inform the decision the Licensing Authority makes about whether or not to grant the licence, to grant the licence with special conditions or to refuse the application.
- 9.7 However, in all circumstances each application will be treated on its own merits with the onus on the applicant providing the Licensing Authority with sufficient information to make their determination with the underpinning statutory aim of permitting gambling subject to being reasonably consistent with the licensing objectives.
- 9.8 In its Guidance to Licensing Authorities, the Gambling Commission suggests that Licensing Authorities should adopt a 'Local Area Profile'. The Guidance suggests that a Local Area Profile is a process of gathering and presenting information about a locality and any particular areas of concern within that locality. It underpins and explains the approach that the Licensing Authority will apply when granting licences. By developing a Local Area Profile it is likely to assist operators in identifying specific local risks within the area.

10.0 Premises licences

- 10.1 A premises licence can authorise the provision of facilities at the following:
- casino premises
 - bingo premises
 - betting premises, including betting tracks
 - adult gaming centres
 - family entertainment centres
- 10.2 Premises can be 'any place' but the Act generally prevents more than one premises licence applying to any one place. A single building could be subject to more than one premises licence provided they are for different parts of the building and those parts can be reasonably regarded as being separate 'premises'.
- 10.3 This will allow large, multiple unit premises such as tracks, shopping malls or service stations to obtain discrete premises licences, with appropriate safeguards in place. The Licensing Authority will pay particular attention if there are issues about sub-divisions of a single building or plot and mandatory conditions relating to access between premises are observed. The Licensing Authority will not consider that areas of a building that are artificially or temporarily separated, for example by ropes or moveable partition, can properly be regarded as different premises. Whether different parts of a building can properly be regarded as being separate premises will depend on the individual circumstances of the case.
- 10.4 A particular requirement might be for entrances and exits from parts of a building covered by one or more licences to be separate and identifiable so that the separation of the premises is not compromised and people are not allowed to 'drift' accidentally into a gambling area. It should normally be possible to access the premises without going through another licensed premises or premises with a permit. The Licensing Authority would also expect customers to be able to participate in the activity named on the premises licence.
- 10.5 The Secretary of State appointed an independent Casino Advisory Panel to advise the Government on the areas in which small and/or large casinos may be located. The Borough of Redditch was not identified as a suitable location for a casino; consequently the Licensing Authority is currently prevented from granting a Casino Premises Licence.

- 10.6 The Council has not passed a resolution under section 166(5) of the Gambling Act 2005 to not issue casino premises licences. If such a resolution were considered in the future, the Council would carry out a full public consultation and consider all responses before passing such a resolution.
- 10.7 The Licensing Authority will not turn down applications for premises licences where relevant objections can be dealt with through the use of licence conditions.
- 10.8 Other than an application for a betting premises licence for a track, the Licensing Authority are not able to issue a premises licence unless the applicant holds the relevant operating licence from the Gambling Commission.
- 10.9 When considering applications for premises licences the Licensing Authority will not take into account either the expected 'demand' for facilities or the likelihood of planning permission or building regulation approval being granted, as well as 'moral' objections to gambling. Equally, the grant of a premises licence would not prejudice or prevent any action that may be appropriate under the law relating to planning or building regulations.
- 10.10 The Licensing Authority are aware that demand issues cannot be considered with regard to the location of premises but that considerations in terms of the licensing objectives are relevant to our decision-making. Should any specific policy be decided upon as regards areas where gambling premises should not be located, this statement will be updated.
- 10.11 The Licensing Authority will only issue a premises licence once the Licensing Authority are satisfied that the premises is ready to be used for gambling in the reasonably near future, consistent with the scale of building or alterations required. If the construction of a premises is not yet complete, or if they need alteration, or the applicant does not yet have a right to occupy them, then an application for a provisional statement should be made.
- 10.12 The Licensing Authority will apply a two stage consideration process if there is outstanding construction or alteration works at the premises:
- should the premises be permitted to be used for gambling;
 - can appropriate conditions be imposed to cater for the situation that the premises is not yet in the state in which they should be before gambling takes place.
- 10.13 The Licensing Authority is entitled to decide whether or not it is appropriate to grant a licence subject to conditions.
- 10.14 Applicants for premises licences are encouraged to propose any prohibitions or restrictions of their own in circumstances where it is felt that the presence of children would be undesirable or inappropriate.
- 10.15 The Licensing Authority will maintain a public register of premises licence applications received which may be viewed at the Council Offices during normal office hours which are generally Monday – Friday 9am until 5pm.

11.0 Responsible authorities

- 11.1 Responsible authorities are identified in the legislation, and have to be notified about licence applications so that they can identify any risks. The responsible authorities that the Licensing Authority recognises are listed below, contact details for each of the responsible

authorities identified are available on our website www.redditchbc.gov.uk, and will be sent on request.

- the Gambling Commission
- the Chief of Police for the area
- Fire & Rescue Service
- Redditch Planning Department
- Environmental Services Department
- Worcestershire Safeguarding Children Board
- HM Revenue and Customs
- Redditch Licensing Department
- any other bodies identified in Regulation by the Secretary of State,
- for vessels, the Environment Agency, Canal and River Trust, Secretary of State.

11.2 Any concerns expressed by a Responsible Authority cannot be taken into account unless they are relevant to the application itself and the licensing objectives. However, each representation will be considered on its own individual merits.

12.0 Interested Parties

12.1 An interested party is someone who:

- lives sufficiently close to the premises to be likely to be affected by the authorised activities; or
- has business interests that might be affected by the authorised activities; or
- represents persons in either of the two groups above.

12.2 The Licensing Authority will generally require written evidence that a person/body 'represents' someone who either lives sufficiently close to the premises to be likely to be affected by the authorised activities and/or has business interests that might be affected by the authorised activities. A letter from one of these persons, requesting the representations is sufficient. Whilst this may not apply to those elected ward members or MP or Parish Councillors, those persons should be aware of the need to represent the whole of the community that they represent and not just the vocal 'minority'.

12.3 In determining whether someone lives sufficiently close to a particular premises so as to be affected, the Licensing Authority will take into account, among other things:

- the size of the premises
- the nature of the premises
- the distance of the premises from the person making the representation
- the identity of the complainant
- the potential impact of the premises

12.4 In determining whether a person has a business interest which could be affected the Council will consider, among other things:

- the size of the premises
- the catchment area of the premises, and
- whether the person making the representation has business interests in the catchment area that might be affected

12.5 If an existing gambling business makes a representation that it is going to be affected by another gambling business starting up in the area, the Licensing Authority would not

consider this, in the absence of other evidence, as a relevant representation as it does not relate to the licensing objectives and instead relates to demand or competition.

- 12.6 The Licensing Authority may consider a representation to be either frivolous or vexatious, and reject it. This will generally be a matter of fact given the circumstances of each individual case but, before coming to a decision the Licensing Authority will normally consider:
- who is making the representation and whether there is a history of making representations that are not relevant,
 - whether it raises an issue relevant to the licensing objectives, or
 - whether it raises issues specifically to do with the premises which are the subject of the application.

13.0 Licence conditions

- 13.1 In particular cases the Licensing Authority may find it necessary to impose conditions beyond appropriate mandatory and default conditions. Any such conditions will be relevant to the need to make the building suitable for use as a gambling facility; directly related to the premises and the type of licence applied for; fairly and reasonably related to the scale and type of premises and reasonable in all other respects. The Licensing Authority will not have recourse to a pool of standard conditions.
- 13.2 The Licensing Authority will also ensure that where category C or above machines that are on offer in premises to which children are admitted are located in an area of the premises which is separated by a physical barrier to prevent access other than through a designated entrance; the designated area is supervised and observed by staff or the licence holder.
- 13.3 Examples of conditions which are likely to be attached in certain circumstances include those relating to opening hours, segregation of gambling from non-gambling areas frequented by children, SIA licensed door supervisors, appropriate signage for adult only areas, age limits, or keeping children and young persons away from gaming machines. The Licensing Authority will also expect the applicant to offer their own suggestions as to ways in which the licensing objectives can be promoted effectively.
- 13.4 The Licensing Authority will not seek to control those matters specified in the Act with conditions:
- which make it impossible to comply with an operating licence condition imposed by the Gambling Commission;
 - relating to gaming machine categories or method of operation;
 - which specify that membership of a club or other body is required; or
 - in relation to stakes, fees, winnings or prizes.
- 13.5 Duplication with other statutory or regulatory regimes will be avoided as far as possible. The need for conditions will be assessed on the specific merits of each application.

14.0 Gaming Machines

- 14.1 Gaming machines include all types of gambling activity which can take place on a machine, including betting on 'virtual' events.
- 14.2 The Act itself prescribes the number and category of gaming machines that are permitted in each type of gambling premises.

14.3 Subject to the provisions of the Act, gaming machines can be made available in a wide variety of premises, including:

- casinos;
- bingo premises;
- betting premises, (including tracks);
- adult gaming centres;
- family entertainment centres;
- clubs;
- pubs and other alcohol licensed premises;
- travelling fairs.

14.4 A machine is not a gaming machine if the winning of a prize is determined purely by the player's skill. However, any element of 'chance' imparted by the action of the machine would bring it within the definition of a gaming machine.

14.5 The Licensing Authority will encourage permit and premises licence holders to adopt applicable codes of practice which may be introduced by the amusement industry or Gambling Commission, from time to time.

15.0 Temporary Use Notices

15.1 These allow the use of premises for gambling where there is no premises licence but where a gambling operator wishes to use the premises temporarily for providing facilities for gambling. The Licensing Authority would object to notices where it appears that their effect would be to permit regular gambling in a place that could be described as one set of premises. Premises that might be suitable for a temporary use notice would include hotels, conference centres and sporting venues. A temporary use notice may only be granted to a person or company holding a relevant operating licence.

15.2 Temporary use notices may only be used to permit the provision of facilities for equal chance gaming, where the gaming is intended to produce a single overall winner. Equal chance gaming is gaming which does not involve playing or staking against a bank and gives equally favourable chances to all participants. Examples of equal chance gaming include games such as backgammon, mah-jong, rummy, kalooki, dominoes, cribbage, bingo and poker.

16.0 Occasional Use Notices

16.1 The Licensing Authority has very little discretion as regards these notices aside from ensuring that the statutory limit of 8 days in a calendar year is not exceeded. Whilst tracks are normally thought of as permanent racecourses, this can also include land which has a number of uses for example agricultural land upon which a point-to-point meeting takes place. Land used temporarily as a track can qualify, provided races or sporting events take place or will take place there. The track need not be a permanent fixture.

17.0 Lotteries

17.1 All lotteries are unlawful unless they are run in accordance with an operating licence issued by the Gambling Commission - unless they are 'exempt' lotteries as defined by the Act. One of those exemptions is for "small society lotteries," which the Licensing Authority will allow, after registration. The Licensing Authority will maintain a register of small society lotteries.

- 17.2 A society will be allowed to register with us if it is 'non-commercial', in other words, if it is established and conducted:
- for charitable purposes ;
 - for the purpose of enabling participation in, or of supporting, sport, athletic or a cultural activity; or
 - for any other non-commercial purpose other than for private gain.

18.0 Exchange of Information

- 18.1 To ensure the licensing objectives are met, the Licensing Authority will establish a close working relationship with the police, the Gambling Commission and, where appropriate, other responsible authorities.
- 18.2 Subject to the provisions of the Data Protection Act 1998, the Licensing Authority will share any information it receives through the application process with the Gambling Commission and any relevant responsible authority. In doing so, the Licensing Authority will have regard to the Act itself, any guidance issued by the Commission and to any Regulations issued by the Secretary of State. People can access personal information that the Licensing Authority holds about them by contacting our Information Management Officer.
- 18.3 The Licensing Authority is committed to being open about what it does and how the Licensing Authority comes to decisions, in accordance with the spirit of the Freedom of Information Act 2000 (FOIA). An important feature of the FOIA is the requirement for each public authority to produce a publication scheme setting out what information it will publish as a matter of course, how and when it will be published, and whether this information will be free of charge or on payment. Copies of our FOI publication scheme are available on request from our Information Management Officer or via the Council's website www.redditchbc.gov.uk.
- 18.4 FOIA also provides the public with a general right of access to information held by public authorities, and subject to exemptions, to be supplied with a copy of that information. Individual requests should be made in writing to the Information Management Officer or via the Council's website.
- 18.5 Unless restricted by the Gambling Act, details about applications, licences and representations will be made available in our public register. Representations that the Licensing Authority accepts will be copied in their entirety to applicants, to provide an opportunity for mediation and to ensure that the rights of the applicant are not compromised.

19.0 Enforcement Protocols

- 19.1 The main enforcement and compliance role for the Licensing Authority in terms of the Gambling Act 2005 will be to ensure compliance with the premises licences and other permissions which it authorises. The Gambling Commission will be the enforcement body for the operator and personal licences and will also take the lead role on the investigation and where appropriate, the prosecution of illegal gambling. Any concerns about manufacture, supply or repair of gaming machines will not be dealt with by the Licensing Authority but will be notified to the Gambling Commission.
- 19.2 The Licensing Authority will work with the Commission, the Police and other enforcing authorities, having regard to any specific guidance produced by the Gambling Commission,

relevant codes of practice, the licensing objectives and this statement of principles, to provide for the targeting of agreed problem or high-risk premises. A lighter touch will be applied to those premises which are shown to be well managed and maintained.

- 19.3 The overall aim is to permit the use of premises for gambling. With that in mind it is intended that action will generally be taken against 'problem' premises through the licence review process.
- 19.4 We will also have regard to the Regulators' Code whilst carrying out our regulatory functions.
- 19.5 The Licensing Authority will endeavour to be proportionate; accountable; consistent; transparent and targeted, as well as avoiding duplication with other regulatory regimes so far as possible.
- 19.6 In order to ensure compliance with the law, the Licensing Authority will prepare a risk based inspection programme and will carry out regular 'routine' day time programmed inspections, based on risk assessment in the categories High, Medium and Low and will also carry out 'non routine' evening programmed inspections. Where a one off event takes place under a temporary use notice or occasional use notice, the Licensing Authority may also carry out inspections to ensure the licensing objectives are being promoted.
- 19.7 High-risk premises are those premises that have a history of complaints and require greater attention with low risk premises needing only a lighter touch so that resources are effectively concentrated on problem premises.

20.0 Reviews

- 20.1 A review of a premises licence can be requested by interested parties or responsible authorities, however, the Licensing Authority will decide if the review is to be carried out on the basis of the following:
- In accordance with any relevant Code of Practice and/or guidance issued by the Gambling Commission
 - Consistent with the licensing objectives
 - In accordance with our statement of principles.
- 20.2 The Licensing Authority will also consider whether or not the request for a review is frivolous, vexatious, or repetitious or whether the Licensing Authority would wish to alter/revoke or suspend the licence.
- 20.3 The Licensing Authority can also initiate a review of a premises licence on the basis of any reason which the Licensing Authority think is appropriate, including if a premises licence holder has not provided facilities for gambling at the premises. This is to prevent people from applying for licences in a speculative manner without intending to use them.
- 20.4 Once a valid application for a review has been received by the Licensing Authority, representations can be made by responsible authorities and interested parties during the statutory consultation period. The purpose of the review will be to determine whether the Licensing Authority should take any action in relation to the licence. The options available are:

- add, remove or amend a licence condition;
- remove or amend a default condition, such as opening hours;
- suspend the premises licence for a period not exceeding 3 months;
- revoke the licence.

REDDITCH BOROUGH COUNCIL EQUAL OPPORTUNITIES STATEMENT

This statement is intended to operate within the Council's commitment to equalities and diversity including:

- Equal treatment regardless of race, gender, age, disability, sexual orientation, religion or belief, with reasonable adjustments where necessary in line with the Disability Discrimination Act.
- Working to eliminate **unlawful** discrimination.
- **Promoting equal opportunities**
- Promoting community cohesion, **including good relations between people from different racial groups**.
- Providing reasonable access to interpretation or support on request.
- Responding to the needs of all, and working to engage all sections of the community.

This statement will be assessed as part of a rolling programme of reviews to ensure that it does not have a detrimental or disproportionate effect on any group. Any concerns that the policy is operating in a way that could be construed as discriminatory should be passed to the responsible Manager and will be dealt with as part of the official Complaints Procedure, in line with the Council's Equality Schemes.

Redditch Borough Council Boundary



List of Consultees

Chief Officer of West Mercia Police

Gambling Commission

All Other Responsible Authorities Identified in the Gambling Act 2005

District Councillors

Parish Councils

Holders of Premises Licences issued by the Council under the Gambling Act 2005

Gambling Trade Associations:

Association of British Bookmakers

British Amusement Catering Trade Association

Bingo Association

National Casino Forum

Lotteries Council

Hospice Lotteries Association

Organisations working with those who have a gambling problem:

GamCare

Gamblers Anonymous

COUNCIL7TH DECEMBER 2015**THE GOVERNMENT'S DEVOLUTION AGENDA – WORCESTERSHIRE
DEVOLUTION DEAL**

Relevant Portfolio Holder	Cllr Bill Hartnett
Portfolio Holder Consulted	Yes
Relevant Head of Service	Kevin Dicks
Ward(s) Affected	All
Ward Councillor(s) Consulted	None Specific
Key Decision / Non-Key Decision	Non-Key Decision

1. SUMMARY OF PROPOSALS

To update the Council on the proposals to secure a devolution deal for Worcestershire.

2. RECOMMENDATIONS**Council is asked to:**

- 1) note the report and attached summary document on Worcestershire's emerging case for devolution;
- 2) support the direction of travel as set out in the attached summary document; and
- 3) receive a further report in 2016 to determine the Council's approach to devolution.

3. KEY ISSUES**Financial Implications**

- 3.1 None contained in this report. The Council has contributed £5,000 alongside all other district Councils in Worcestershire to secure support from KPMG for the progression of Phase 2 of the work needed on the devolution deal. This was met from existing budgets.

Legal Implications

- 3.2 The legal implications are set out in the report.

Service / Operational Implications**Devolution discussions in Worcestershire**

- 3.3 Devolution isn't new. In the late 1990s, the UK Parliament devolved powers to the legislatures of Scotland, Wales and Northern Ireland. However, in England, the concept is a more recent one. Powers for creating Combined Authorities, which allow local authorities to combine their economic development and strategic transportation functions in a new body created by the Secretary of

COUNCIL7TH DECEMBER 2015

State, which can also receive additional functions, go back as far as the Local Democracy, Economic Development and Construction Act 2009.

- 3.4 The most recent emerging legislation is the Cities and Local Government Devolution Bill 2015. This is still progressing through the Parliamentary process and is subject to change. However, the government intends that this legislation will define the way in which the devolution agenda progresses. It would open up the mechanisms for Government to confer powers on to public bodies such as County or District Councils. It would also simplify the creation or alteration of a Combined Authority or Unitary Council.
- 3.5 The Coalition government announced the Manchester deal ('Devo Manc') in 2014 and this was followed by a deal in relation to the Sheffield City Region. Since the 2015 election, the new government has been swift to announce some emerging devolution deals including the first non-metropolitan one for Cornwall as a single county.
- 3.6 As of September 2015, 38 local authorities, including Worcestershire, expressed an interest to central government to pursue options for devolving powers. These 38 will now enter negotiations with government, with the results being the first true demonstration of the level of appetite that the newly elected government has for devolution of power, and shape the local government environment for the next decade.
- 3.7 With devolution stories so far being predominantly city-focused, Worcestershire has the opportunity to push this agenda forward in relation to a county acting as a pioneer for developing a suitable governance arrangement for a more typical non-urban county as well as an ambitious set of priorities to achieve genuine results.

The Worcestershire position

- 3.8 Building on the existing shared commitment for public sector reform and economic growth, in September 2015 all seven local authority Leaders in the county signed the attached summary document signalling their intent to work together on the case for devolution across a Worcestershire footprint. The commitment to work together also includes wider public sector partners including the Police, LEP and local Clinical Commissioning Groups.
- 3.9 Up to September 2015, developing the case for devolution has primarily focused on outlining a discrete set of initial 'asks' and 'offers'. These build on existing plans for Worcestershire, but focus on the added value that a devolution deal could bring. The six main themes are outlined below and are all underpinned by improved data sharing:
- Public Estates
 - Connecting People
 - Health and Social Care Reform
 - Infrastructure and Investment
 - Skills and Innovation
 - Environment.

COUNCIL7TH DECEMBER 2015

A presentation was given to members on 6th October 2015 outlining these in more detail.

- 3.10 Early discussions around potential future governance arrangements with the seven Leaders have concluded that there is no appetite (red line) for a move towards a unitary deal and any governance model would need to be proportionate to the 'deal' if and when agreed.

Next Steps

- 3.11 Working closely with civil servants in DCLG, BIS, the Treasury and local Partners the focus over the next three months will be to further develop the detail within each of the specific themes for devolution. This will involve:-
- Seeking Member and Partner feedback on draft propositions
 - Agreeing timelines for negotiations and initial appetite for proposed priorities
 - Further development of the detail on the high level business cases and the proposed future governance arrangements; and
 - Continued engagement with Members and local Partners.
- 3.12 A further report will be brought back to Council in 2016 to enable a formal decision to be made upon the Council's approach to devolution in the light of the new legislation and ongoing work and discussions.

West Midlands Combined Authority

- 3.13 Council took the decision on 8th October 2015 to become a member of the West Midlands Combined Authority and agreed that “further reports are brought back to Council on governance arrangements and a devolution ‘deal’ for WMCA...” As members will probably be aware a devolution deal for the WMCA was agreed in October however it is still unclear as to the specific benefits that will arise for Redditch. A further report will be brought to Council for consideration when the position is clearer. This will need to be considered alongside any potential devolution deal for Worcestershire.

Customer / Equalities and Diversity Implications

- 3.14 None at this stage

4. RISK MANAGEMENT

None specifically contained in the report. Council will have to consider the potential devolution deal in full and assess the risks / benefits of each element to Redditch Borough.

5. APPENDICES

Appendix 1 - Worcestershire's Case for Devolution Summary Document V7.

COUNCIL

7TH DECEMBER 2015

6. BACKGROUND PAPERS

Cities and Local Government Devolution Bill

AUTHOR OF REPORT

Name: Kevin Dicks, Chief Executive
email: k.dicks@bromsgroveandredditch.gov.uk
Tel.: 01527 534000

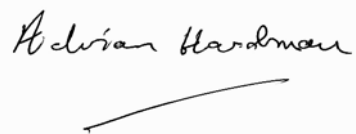
WORLD CLASS WORCESTERSHIRE:

OUR CASE FOR DEVOLUTION



The Summary

October 2015



Cllr. Adrian Hardman
Leader of Worcestershire
County Council



Cllr. Margaret Sherrey
Leader of Bromsgrove
District Council



Cllr. Phil Grove
Leader of Malvern Hills
District Council



Cllr. Bill Hartnett
Leader of Redditch
Borough Council



Cllr. Simon Geraghty
Leader of Worcester
City Council



Cllr. Linda Robinson
Leader of Wychavon
District Council



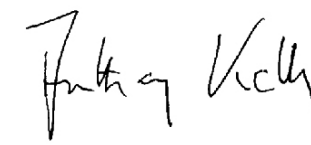
Cllr. Marcus Hart
Leader of Wyre Forest
District Council



Mark Stansfeld
Chairman of
Worcestershire LEP

Bill Longmore
Police and Crime Commissioner,
West Mercia Police

Simon Hairsnape
Chief Officer, NHS Redditch
& Bromsgrove CCG NHS
Wyre Forest CCG



Dr Anthony Kelly
Chair of South Worcestershire
Clinical Commissioning Group

OUR VISION

WELCOME TO WORCESTERSHIRE

Welcome to World Class Worcestershire. We have set high ambitions for our county - to be a world class place to do business and invest in, a world class place to live in, with world class services delivered by innovative public organisations working ever closer together.

This document summarises our compelling case to work with government on a devolution deal for our county to make 2 things happen - faster economic growth and faster, and better, public sector reform.

The purpose of our deal is to help us achieve even more together in Worcestershire. It's about what we, as public sector partners, will be able to deliver through greater local control over decision making and resources, putting us firmly in control of our own destiny. With this in place it means we can go further and faster on our 6 priorities that we know matter most for our communities.

We have a great track record of success in Worcestershire; we are the third best performing economy in the country. We have already committed to creating an extra 25,000 new jobs and add £2.9bn to the economy by 2025, with a massive programme of infrastructure investment including our new Worcestershire Parkway station. These initiatives will help tackle our low wages and improve productivity too, driving benefits not just locally, but nationally. We've taken millions of pounds out of our budgets yet still continue to be rated highly by our residents and maintain good levels of services. But there's more to be done, hence the focus on our six priorities.

OUR 6 PRIORITIES IN SUMMARY

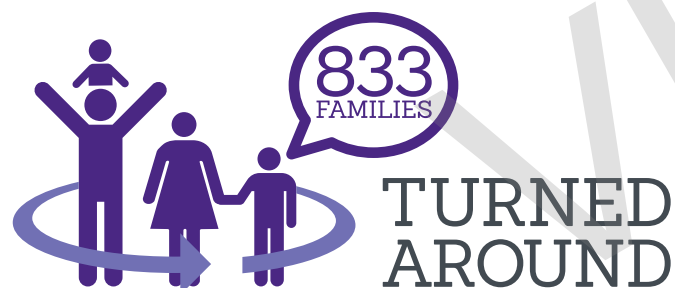
- 1. CONNECTING PEOPLE**
Pioneer a brand new service with a key worker for people most in need, to help people deal with multiple Government and local organisations.
- 2. HEALTH & SOCIAL CARE REFORM**
Bring together health and social care services to tackle the ever increasing costs of our aging population.
- 3. PUBLIC ESTATES**
Deliver the first integrated approach to public sector estates to reduce costs and regenerate our area.
- 4. INFRASTRUCTURE & INVESTMENT**
Support growth and jobs through better infrastructure and new financial tools.
- 5. SKILLS & INNOVATION**
Developing skilled workers and driving innovation in our key growth sectors and business sites.
- 6. ENVIRONMENT**
Valuing what an amazing place we live in and how essential a great environment is to future economic growth.

CONNECTING PEOPLE

Our goal is to bring together local services for struggling families and individuals needing support from different government organisations. We will set up a pioneering new service to co-ordinate agencies, making it far better for families under pressure, with a key worker to support people to get the help they need.

TO ACHIEVE THIS WE WILL

1. **Create a new organisational model** to service delivery to bring partners and organisations together, centred on the person.
2. Incorporate **central Government's procured services within our model**, taking on part of the delivery role in areas like the Work Programme, for those on the highest tariff especially.
3. **Expand the current pathfinder** to cover a wider area to provide more compelling proof that our joined up approach works; this will help other partnerships in other areas to follow our approach.



WHAT WE ASK OF GOVERNMENT

1. We ask for relevant government departments, from the DWP and MoJ to the NHS and RSLs to **become fully engaged partners with the joint entity** and dedicating staff time to the venture.
2. We ask for a **Central Government sponsor to help break down the structural constraints and support the cultural change required** for effective collaboration between local and central agencies.
3. We ask for a **new approach to Work Programme funding**, with Connecting People taking responsibility and funding for the hardest to reach.
4. We ask for government to **commit relevant central departments to work collaboratively** with Connecting People through the sharing of data to identify those most at risk and work within the new model to provide a more complete service.

WHAT THE BENEFITS WILL BE

1. Families and individuals will have a **single service interface** improving the service user experience.
2. Support will be more appropriate, better targeted and **less prone to duplication**.
3. Those most at risk will be identified earlier and **costly emergency interventions avoided**.
4. **Value for money for the Worcestershire £** will be improved through demonstrable cost savings alongside better outcomes.



HEALTH & SOCIAL CARE REFORM

Our goal is to further integrate health and social care services to address the spiralling costs that we face with increasing use of these services, because of our aging population and people with multiple long term conditions. We want to find new ways to commission and deliver the services that our residents need.

TO ACHIEVE THIS WE WILL

Underpinned by our Health and Well-Being strategy, our five year Health and Care Strategy and the NHS Five Year Forward View.

1. **Improve the supporting systems** that underpin our services, including ICT, procurement and back office systems.
2. **Commit to developing a single care record** for both health and care and will continue to strive for better value for money from our contracts.
3. **Work on a more collaborative model of service design** and delivery across health and care; committing to identifying and testing opportunities for integration.



WHAT WE ASK OF GOVERNMENT

1. We ask NHS England to provide a **broker to assist in overcoming the challenges faced as we move to a more collaborative way of working.**
2. We ask for **multi-year funding settlements** for both CCGs and Local Authorities to enable more flexible financial and strategic planning.
3. We ask for **support from the Health and Social Care Information Centre**, working with the Information Commissioner's Office to help adopt of the single care record.
4. We ask for **exemption from the National Lead Provider Framework** for NHS commissioning.
5. We ask for the **acute services review currently being carried out by NHS England to be brought to a conclusion.**
6. We ask for government to allocate an **additional ring-fenced pot of funding for CCGs** to develop new service delivery models. Only fiscally neutral investments would be approved.

WHAT THE BENEFITS WILL BE

1. Long term planning and resource allocation will provide the **flexibility necessary to permit innovation.**
2. A single care record will reduce duplication and help **manage demand** and model improved care pathways.
3. Our approach to bring together **health and social care services in real reform** will provide the blue print for other areas.



PUBLIC ESTATES

Our goal is to deliver the first public sector-wide integrated approach to publicly owned assets to reduce costs, unify services, fuel regeneration and improve value for money for tax payers.

TO ACHIEVE THIS WE WILL

1. Commit to ensuring all authorities in Worcestershire use Place Partnership, by Summer 2016, **to commission and procure estate services.**
2. **Undertake a review of publically held estates owned by government departments** who do not join the venture, to explore opportunities to apply the 'Right to Contest' policy on land with high economic potential.

WHAT WE ASK OF GOVERNMENT

1. We ask that central government commits agencies with land holdings in Worcestershire to **join the Place Partnership by summer 2016.** Suggested agencies include, HCA, MoD, NHS Prop Co, Network Rail and HMCTS.
2. We ask for all **sales of publically held estates in Worcestershire to be brokered through Place Partnership**, working with district partners to complement local plans and grant strategic planning permission. A share of any uplift in the capital receipt as a result of this is retained for use in the Economic Development Fund.
3. We ask for **exemption from stamp duty land tax** on the purchase of land and property from other public sector organisations to reduce the barriers to innovative public sector ventures.
4. We ask for **details of the full public sector asset base** in Worcestershire to be shared with the Place Partnership including information on the status and nature of use where permissible.

WHAT THE BENEFITS WILL BE

1. **Regenerative effects of key sites maximised** through strategic development plans as well as councils' planning and CPO powers.
2. Through co-location of services and operations, **overheads will be reduced**, streamlining management and generating efficiencies.
3. We will provide the **physical infrastructure necessary for our flagship schemes**, such as the Connecting People programme, to thrive.
4. Retention of a share of capital receipts will allow us to safeguard the future of the partnership and **re-invest in initiatives to drive growth locally.**



INFRASTRUCTURE & INVESTMENT

Our goal is to establish the infrastructure and develop the financial instruments for growth investment through increasing infrastructural capacity and unlocking sites for use in our high value industries.

TO ACHIEVE THIS WE WILL

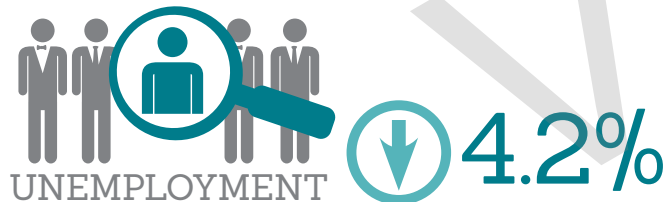
1. We will speed up our work to **understand the key drivers of productivity** in Worcestershire through an enquiry led by the LEP with a strong business focus.
2. We will ensure that our **investment decisions are made with full regard for the stipulations of local plans** with a focus on investment in key assets, including starter homes and ICT connectivity.
3. We commit to **preparing full business cases for investment**, compliant with Treasury Green Book methodologies.
4. We will **augment the existing Local Transport Board** to establish a Strategic Transport Board. This will act as a single interface coordinating Worcestershire priorities and communicating these to Central Government.

WHAT WE ASK OF GOVERNMENT

1. We ask for government to assist in establishing a **Memorandum of Understanding with Highways England and a Duty to Cooperate with Network Rail**.
2. We ask that government **support the Worcestershire LEP's Enterprise Zone bid** with permission for full business rate retention on the identified sites for the next 25 years. This new revenue stream will be used as the basis for the **Worcestershire Economic Development Fund**.
3. We ask for government to **raise the borrowing cap on the Housing Revenue Accounts** to help address the national housing supply shortage and make housing more affordable.
4. We ask that government **bring forward investment in our two priority infrastructure projects, the Carrington Bridge and A38**.

WHAT THE BENEFITS WILL BE

1. **Investment in infrastructure** will cement our position as one of the fastest growing economies in the country.
2. Worcestershire will become a **powerful cog in the Midlands Engine** by investing in the infrastructure necessary to support our high growth sectors.
3. Our single economic development fund will allow us to achieve **better value for money by capitalising on economies of scale**.



SKILLS & INNOVATION

Our goal is to build a network for skills provision that delivers first class education and training in our high value growth sectors in advanced manufacturing, agri-tech, cyber security, defence and IT. Upskilling our population will help with our goal to further improve our productivity.

TO ACHIEVE THIS WE WILL

1. We will accelerate growth in our **cyber security sector by developing an industry catapult to support SMEs** in areas like research and development and concept commercialisation.
2. We will work together to **create a University Technical College**, involving local businesses from our priority sectors in the development of course content.
3. We will work with government to take on a wider range of powers, funding and responsibility in areas **such as Further Education and the adult skills budget** in line with government plans.
4. We will continue developing a **framework for an 'Innovation Ecosystem'** to drive a constant stream of high quality investment opportunities for Innovate UK.

OVER  **10,000** NEW APPRENTICES SINCE **2011**

WHAT WE ASK OF GOVERNMENT

1. We ask for **Innovate UK to match the funding from local partners for the creation of a cyber-tech industry catapult and a 12 month joint arrangement with Innovate UK.**
2. We ask that government **commit GCHQ resource to partner with the cyber-tech industry catapult** to ensure a practical, market focus.
3. We ask that government work **with us to ensure our bid for a University Technical College is approved.**
4. We ask that government **fund a pilot programme as part of the continuing development of the Apprenticeship Levy**, offering financial support to encourage higher level, business led apprenticeship programmes in the STEM subjects, and helping SMEs take on more apprentices.
5. We ask that government **commits DWP to working with local employers and skills providers to develop a local employment offer for older workers** who are willing and capable to work.

WHAT THE BENEFITS WILL BE

1. SMEs will find it easier to take on **young learners in the key STEM subjects.**
2. **Our catapult will drive genuine innovation** as a catalyst for growth, raising ambition and the profile of the county at home and overseas.
3. The **new University Technical College** will improve relationships between employers and skills providers, and help people develop their skills needed for our growth sectors.
4. The drag on our economy often attributed to the older population will be turned on its head as we **tap into the productive capacity, skills and experience of older workers.**



ENVIRONMENT

Our goal is to value the exceptional environment we have in Worcestershire and make the most of our world class asset as a key component for our economic growth now and in the future.

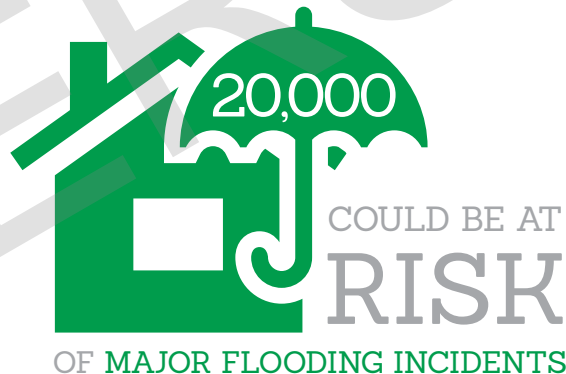
TO ACHIEVE THIS WE WILL

1. We will formalise the role of the **Local Nature Partnership**, giving it greater political status and influence.
2. We will develop an **environmental infrastructure strategy** to prioritise flood defences in response to local needs.
3. We will promote our **exceptional natural environment and quality of life** as a key part of our World Class Worcestershire campaign to attract businesses to locate here.



WHAT WE ASK OF GOVERNMENT

1. We ask for **devolved funding for the Rural Development Programme** through the formation of a partnership with Natural England and Forestry Commission.
2. We ask for **devolved funding for the total flood risk investment available to Worcestershire** to properly allocate the funding according to priorities agreed in partnership with the Environment Agency and the LNP.
3. We ask that government work with Worcestershire County Council, WLEP and Worcestershire Regulatory Services to **identify opportunities for devolved regulatory and licensing powers**.



WHAT THE BENEFITS WILL BE

1. We will be better able to prioritise and **respond to local flood needs** with our local environmental infrastructure strategy.
2. With devolved functions, Worcestershire Regulatory Services will become the **one stop shop for all businesses** to help them meet their statutory obligations, with just one point of contact, helping to reduce red tape.
3. Our marketing campaign for World Class Worcestershire for inward investment will focus on the **business benefits of our exceptional environment**.



SECURING DATA-SHARING BY DEFAULT

Our goal is to develop a culture of data sharing by default, whereby a decision to not share data must be supported by a full case justifying the rationale. We see this as a pivotal outcome which supports all of our priorities and as such have identified improved data sharing as a critical work-stream to run alongside our work on the six priorities.

TO ACHIEVE THIS WE WILL

1. Establish a **cross-agency leadership board** with a focus on moving to data sharing by default across the county.
2. Develop a **data sharing by default strategy for Worcestershire**.
3. Invest in establishing an **innovative new technical platform** which supports our data sharing vision.

WHAT WE ASK OF GOVERNMENT

In addition to our data-sharing related asks of government listed within our priorities we also ask that government considers

1. **Matching the total fiscal outlay required to deliver our strategy** with dedicated expert resource from the Information Commissioner's Office to help break down barriers to data-sharing and create a new model with potential nationwide application.

WHAT THE BENEFITS WILL BE

1. Improved data-sharing will allow us to take a **more pro-active and preventative approach** to service delivery.
2. Triangulating multiple sources of information around problematic bottlenecks will **create opportunities for both savings and unlocking future growth**.



GOVERNANCE

We are not asking to create a super council or unitary council for Worcestershire, that isn't needed here. Our model, to create a Public Sector Leadership Board, will give us a strategic decision making body to oversee our projects that result from devolved powers. It will have wide involvement of partners, with elected representatives able to vote, so that the Board is accountable to residents.

OUR PRINCIPLES

The governance model we adopt must be proportional to the powers and funding being devolved from Westminster. Therefore we believe that negotiations with government will drive our approach as conversations regarding our priorities mature. However, regardless of the degree with which powers are passed down, we consider there to be an underlying set of principles which must lay the foundation for any proposed model of governance.

We look forward to developing the governance conversation further with government as the scope and extent of Worcestershire's ambitions for devolution evolve.

Principles of Governance	Our model suggests
An all-inclusive public sector and local partner strategy forum	Local council leaders, Police and fire services, LEP and central government agency representatives attend the meetings
Accountable decision making through publically elected bodies	Only local council leaders and PCC to vote on final decisions of the board
Accountable project delivery led by a publically elected body	A voting member volunteers to take the lead on delivery on a workstream by workstream basis, and is fully accountable for outcomes
Most simple, streamlined governance structure proportional to devolved powers	No need for further layers of government or new legal entities
Equal partnership (for publically elected bodies)	Every elected bodys vote is equal



REDDITCH BOROUGH COUNCIL

RECORD OF DECISION TAKEN UNDER URGENCY PROCEDURES

SUBJECT: Virement of Repairs and Maintenance Budget to fund installation of Solar Panels at Abbey Stadium and Crossgates House

BRIEF STATEMENT OF SUBJECT MATTER:

Approval is sought to vire funds from the R&M capital programme into a new specific project budget to fund the initial installation of electricity generating solar panels at the Abbey Stadium and Crossgates House. This capital will be recouped within 5-7 years at the most, from the Government's current Feed in Tariff scheme incentive and from significant reductions in current electricity costs for these sites as a result of on-site electricity generation. After payback is achieved, the project will continue to generate Feed in Tariff income for 20 years from the date of commissioning and electricity savings for the lifetime of the panels (at least 20 years). This project will also significantly contribute to our Climate Change objectives as a council.

Below is an indicative quotation which outlines the cost of the electricity generating solar panels and the anticipated cost savings and income from the Feed in Tariff and electricity savings. The electricity savings are conservative and will be greater than outlined, as the unit rate that RBC pays is slightly higher. Electricity prices are also set to significantly increase over the next 5 – 10 years so the installation will help to protect against this.

Should the funding be agreed, then Place Partnership will procure and manage this project for Redditch Borough Council as they would for any other R and M capital project and via their usual channels.

Building	System kWp	Cost + VAT	Energy PA	Fuel Savings	FIT Payments	Export	Total Savings
Abbey Stadium	25	£29,950	20575	£2,058	£2,325	£499	£4,881
Crossgates	28	£31,500	23324	£2,332	£2,636	£566	£5,534

6.1 year payback

5.6 year payback

*Fuel savings assumes that RBC are paying 10p per kWh for electricity and that 100% of the free electricity is consumed on site

Benefit to RBC over 20 year contract

Building	System kWp	Cost + VAT	Total Savings	Return	Benefit to RBC over 20 years
Abbey Stadium	25	£29,950	£4,881	16.3%	£97,628
Crossgates	28	£31,500	£5,534	17.6%	£110,672

*Benefit to RBC over 20 years does not account for fuel or FIT inflation or maintenance costs over scheme

DECISION:**RESOLVED that**

up to £62,000 be vired from the Repairs and Maintenance capital budget to a specific project capital budget to fund the installation of electricity generating solar panels at Abbey Stadium and Crossgates House.

(Executive decision)

During the previous successful programme of installation of electricity generating solar panels on Redditch Town Hall, the Palace Theatre, Redditch Crematorium as well as several Redditch Borough Council owned sheltered housing sites, it was impractical to include Cross-gates House and the Abbey Stadium, as the former was leased out to the NHS at the time and the Abbey Stadium was undergoing redevelopment. Changes in these circumstances together with incorporation of Energy Management Services into the Place Partnership agreement now means that we are in a position to install such solar panels on these buildings. However, the government has put out to consultation a proposal to significantly decrease the Feed-In tariff from Jan 2016, making any electricity generating solar installations from that point on likely to be much less cost beneficial (unless the market responds by a massive drop in prices). The Place Partnership team advise that the project is achievable within this time constraint, as long as we are able to get a decision to go ahead with the project by the end of this month (October 2015).

DECISION APPROVED BY:

(Deputy) **CHIEF EXECUTIVE**

EXECUTIVE DIRECTOR FINANCE & RESOURCES
(if financial implications)

.....
(Signature) (Sue Hanley / Kevin Dicks - (D)CX)

.....
(Signature) (Jayne Pickering)

Date: 26 October 2015

PROPOSED ACTION SUPPORTED <i>(amend as appropriate)</i>				
..... (Signature) (Signature) (Signature) (Signature) (Signature)
<i>(Block Capitals)</i>	<i>(Block Capitals)</i>	<i>(Block Capitals)</i>	<i>(Block Capitals)</i>	<i>(Block Capitals)</i>
Cllr Pattie Hill MAYOR *	Cllr John Fisher PF HOLDER	Cllr Bill Hartnett LEADER / LDR LABOUR Group	Cllr Juliet Brunner LEADER CONSERVATIVE Group	Cllr Jane Potter CHAIR O&S Committee
Date:	Date:	Date:	Date:	Date:

Notes:

'Live' Signatures on a paper form are not necessary, so long as Officers receive an e.mailed confirmation of agreement from relevant Members/Officers.

** In addition to the Executive decision above regarding the matter under consideration, the Mayor is signing to agree both that the Executive decision proposed is reasonable in all the circumstances and to it being treated as a matter of urgency. This is to ensure that the call-in procedures as set out in Part 11 (Overview and Scrutiny Procedure Rules) of the Constitution shall not apply where an Executive decision being taken is urgent.