



Council

Mon 15 Apr
2019
7.00 pm

Council Chamber
Town Hall
Redditch

REDDITCH BOROUGH COUNCIL

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**If you have any queries on this Agenda please contact
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Council

Monday, 15th April, 2019

7.00 pm

Council Chamber - Town Hall
Redditch

Agenda

Membership:

Cllrs:	Juliet Brunner (Mayor)	Julian Grubb
	Roger Bennett (Deputy Mayor)	Bill Hartnett
	Salman Akbar	Pattie Hill
	Joe Baker	Wanda King
	Tom Baker-Price	Anthony Lovell
	Joanne Beecham	Gemma Monaco
	David Bush	Gareth Prosser
	Michael Chalk	Antonia Pulsford
	Debbie Chance	Mike Rouse
	Greg Chance	Mark Shurmer
	Anita Clayton	Yvonne Smith
	Brandon Clayton	Craig Warhurst
	Matthew Dormer	Jennifer Wheeler
	John Fisher	Pat Witherspoon
	Andrew Fry	

1. Welcome

2. Apologies for Absence

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 - 18)

5. Announcements

To consider Announcements under Procedure Rule 10:

- a) Mayor's Announcements
- b) The Leader's Announcements
- c) Chief Executive's Announcements.

6. Executive Committee

Executive Committee, 26th March 2019

6.1 Arrow Valley Catchment Restoration Project (Pages 35 - 42)

The ROSPA report can be viewed in the Background Papers Pack.

6.2 Finance System (Pages 43 - 46)

6.3 Finance Monitoring Quarter 3 2018/19 (Pages 47 - 60)

7. Regulatory Committees

Extract from the Minutes of the Licensing Committee Meeting - 4th March 2019 - Recommendation to Council

7.1 Licensing Act 2003 - Review of Statement of Licensing Policy (Pages 61 - 64)

The report in respect of the Review of Statement of Licensing Policy can be accessed in Additional Papers 1 pack.

Extract from the Minutes of the Audit, Governance and Standards Committee - 7th March 2019 - Recommendation to Council

7.2 Treasury Management Strategy and Capital Strategy Report (Pages 65 - 66)

The report in respect of the Treasury management Strategy and Capital Strategy can be viewed in Additional Papers 1 pack.

8. Overview and Scrutiny Annual Report 2018/19 (Pages 67 - 88)

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9. Urgent Business - Record of Decisions (Pages 89 - 96)

To note the following decision taken in accordance with Paragraph 5 of Part 9 of the constitution since the last ordinary meeting of the Council.

Council Tax Resolutions – Amendment of Preceptor Name

Consideration was given to the fact that at the Council meeting held on 25th February 2019 in relation to the Council Tax Resolutions one of the precepting bodies was incorrectly named. 'Warwickshire and West Mercia Police and Crime Commissioner' was used when reference should have been made to 'Police and Crime Commissioner for West Mercia'. All calculations and billing arrangements are correct and the revised documentation to update the preceptor name is attached.

The reason for urgency was that the Council Tax has to be set before 11th March in the financial year preceding that for which it is set as per Section 30(6) of LGFA '92 to enable the bills to be sent out to residents.

RESOLVED that

the approval of the revision to the name included in the Council Tax Resolutions from 'Warwickshire and West Mercia Police and Crime Commissioner' to 'Police and Crime Commissioner for West Mercia'.

(Council decision)

10. 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 him 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.)

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MINUTES

Present:

Councillor Juliet Brunner (Mayor), Councillor Roger Bennett (Deputy Mayor) and Councillors Salman Akbar, Joe Baker, Tom Baker-Price, Joanne Beecham, David Bush, Michael Chalk, Debbie Chance, Greg Chance, Anita Clayton, Brandon Clayton, Matthew Dormer, John Fisher, Andrew Fry, Julian Grubb, Bill Hartnett, Pattie Hill, Wanda King, Anthony Lovell, Gemma Monaco, Gareth Prosser, Antonia Pulsford, Mike Rouse, Mark Shurmer, Yvonne Smith, Craig Warhurst and Pat Witherspoon

Officers:

Kevin Dicks, Claire Felton, Sue Hanley and Jayne Pickering

Senior Democratic Services Officer:

Jess Bayley

79. WELCOME

The Mayor welcomed those present to the meeting.

80. APOLOGIES FOR ABSENCE

An apology for absence was received on behalf of Councillor Jennifer Wheeler.

81. DECLARATIONS OF INTEREST

The Monitoring Officer advised Members that at a meeting of the Audit, Governance and Standards Committee held on 30th July 2018 all Members had been granted a dispensation to make decisions in respect of the Budget, Council Tax and Members' Allowances. For this reason all Members could participate in the discussions and votes in respect of the recommendations from the Independent Remuneration Panel and the Medium Term Financial Plan 2019/20 to 2022/23, including the Council Tax Resolutions.

.....
Chair

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82. MINUTES

RESOLVED that

the minutes of the meeting of Council held on Monday 28th January 2019 be approved as a correct record and signed by the Mayor.

83. ANNOUNCEMENTS

a) The Mayor's Announcements

The Mayor advised that she had recently visited Mrs Molly Fisher, a Redditch resident who had celebrated her 100th birthday. Mrs Fisher had reported that her longevity was due to hard work. The Mayor had also visited the Snowdrop Festival at Beoley Church.

During the Mayor's announcements Mrs Karen Martin from Inspire Community Training Community Interest Company (CIC) was presented with a certificate in honour of her community work. Ms Martin thanked Members for inviting her to the meeting and noted that she considered the certificate to be an award for the work of the whole team at Inspire Community Training CIC.

b) The Leader's Announcements

The Leader advised that there had been a change in terms of the Government's approach to the review of Local Enterprise Partnerships (LEPs). The implications of this for the Worcestershire and Greater Birmingham and Solihull LEPs would be clarified in due course.

c) Chief Executive's Announcements

The Chief Executive confirmed that he had no announcements to make on this occasion.

84. EXECUTIVE COMMITTEE

Redditch Community Lottery

Members discussed the Redditch Community Lottery in detail and in so doing raised the following points:

- The running costs for the lottery which would be £2,500 per year.
- The management company that would be operating the lottery on the Council's behalf.

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- The insurance coverage that would be required by the Council in order to operate a community lottery.
- The potential financial risks arising from the Redditch Community Lottery and the scale of these risks.
- The introduction of policies for the lottery, which would ensure that vulnerable groups within society, including children and young people, were protected.
- The concerns that had been raised in respect of the Redditch Community Lottery at a recent meeting of the Overview and Scrutiny Committee.
- The funding that would be raised from the lottery for local Voluntary and Community Sector (VCS) groups.
- The examples of community lotteries delivered by other local authorities which had been taken into account when the decision had been taken to introduce a Redditch Community Lottery.
- The extent to which gambling was a problem within the Borough of Redditch.

Independent Remuneration Panel Report and Recommendations for 2019/20

There was a detailed discussion about the recommendations from the Independent Remuneration Panel in relation to Members' allowances. During this discussion the following matters were highlighted:

- The Executive Committee had supported the recommendations proposed by the Independent Remuneration Panel and had added a further proposal to increase the allowances available to members of the Executive Committee without portfolio.
- The level of increase in Members' allowances, should the recommendations be approved, which would result in a total increase of £60,000.
- The potential to invest that £60,000 in other Council services.
- The financial difficulties experienced by some members of society.
- The significant number of years that had passed since Members' allowances had last increased.
- The reasons why Members had chosen not to increase allowances in previous years.
- The allowances that were already paid to Members and the fact that these were the lowest in the county.
- The extent to which an increase in Members' allowances would encourage more people to stand as candidates in local elections.
- The amount of work required from Chairs of Committees and Portfolio Holders and the suitable level of Special

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Responsibility Allowance (SRA) that should be provided to Members in these positions.

- The request that had been submitted by Members in previous years for the Government to determine the level of allowances that should be paid to local Councillors across the country.
- The potential for individual Members to choose not to accept the allowances to which they were entitled.
- The fact that the review of Members' allowances had been conducted by an independent panel of people.

During consideration of this item a named vote was requested in accordance with Council Procedure Rule 17.5 in relation to the Executive Committee's first, second and seventh recommendations on the subject of the Independent Remuneration Panel Report and Recommendations 2019/20.

Members Voting FOR the Resolutions below

Councillors Salman Akbar, Tom Baker-Price, Joanne Beecham, Roger Bennett, Juliet Brunner, Michael Chalk, Anita Clayton, Brandon Clayton, Matthew Dormer, Julian Grubb, Anthony Lovell, Gemma Monaco, Gareth Prosser, Antonia Pulsford, Mike Rouse and Craig Warhurst. (16)

Members Voting AGAINST the Resolutions below

Councillors Joe Baker, Debbie Chance, Greg Chance, John Fisher, Andrew Fry, Bill Hartnett, Pattie Hill, Wanda King, Mark Shurmer, Yvonne Smith and Pat Witherspoon. (11)

The recommendations were therefore carried.

Arrow Valley Countryside Centre – Change of Operator

The Portfolio Holder for Leisure and Tourism, Councillor Mike Rouse, explained that Officers had advised of the need to amend the proposals in respect of the change of operator for the Arrow Valley Countryside Centre which had been made at the Executive Committee on 5th February 2019. The first two recommendations, in respect of the surrender of the current service provider at the Centre of the lease on 31st March 2019 and the transfer of the operation of the centre to Rubicon Leisure Ltd from 1st April 2019, were still applicable. However, Officers had advised that the third recommendation which had been proposed at the Executive Committee in respect of financial implications was not required at this time. This was because the third recommendation reflected figures brought forward by Council Officers and it was premature to incorporate these into the Medium Term Financial Plan. Instead, following the decision at Council there would be negotiations between the Council and Rubicon Leisure Ltd. under the agreement

between them, as to the basis upon which the transfer would be achieved.

Members did, however, need to agree the inclusion of a delegation to officers to implement the Members' decisions regarding the future of the Arrow Valley Countryside Centre. This would activate the mechanism in the agreement between the Council and Rubicon Leisure Ltd. for a negotiation to take place about the detail of the arrangements between them.

During the consideration of this matter Members discussed the proposals for the transfer of the operator for the Arrow Valley Countryside Centre in some detail. Concerns were raised about the possibility that Rubicon Leisure Ltd. might wish to introduce offices in the Arrow Valley countryside Centre. Members noted that the centre should be available for community use only and that they would not support the use of the centre as office space for Rubicon Leisure Ltd.

Following circulation of the information that had been provided to Councillor Rouse in respect of this matter, Members questioned whether the proposed alteration to the recommendations made by the Executive Committee would result in changes to the level of savings that might be achieved by the Council from the transfer. Members were advised that it was difficult to predict in advance what level of savings could be achieved as this would be subject to the outcome of negotiations with Rubicon Leisure Ltd. However, the ambition of Members to achieve savings through the process was acknowledged and shaped the wording of the final third recommendation in respect of the Arrow Valley Countryside Centre. Officers also undertook to report back to the Executive Committee on the outcomes of the negotiations at a later date.

Council Tax Support Scheme 2019/20

Members noted that originally it had been proposed that the Council Tax Support Scheme should be amended to introduce income bands. However, where this had been introduced at other local authorities, problems had emerged where incorrect details had been inputted for customers and this had resulted in residents not receiving the discounts to which they were entitled. Furthermore, during the consultation process the majority of respondents had indicated that they were not in favour of introducing income bands. Therefore Members were not being asked to proceed with this in 2019/20.

Following the Care Leavers' Short Sharp review in 2018 proposals had been brought forward to amend the Council Tax Support Scheme to provide additional support to care leavers aged up to 25. In addition, amendments to the Council's hardship scheme had been proposed to ensure that where care leavers experienced a

change in circumstances transitional support would be available to enable them to manage this process.

Business Case – Domestic Waste Collection Services

The actions proposed in the Business Case for Domestic Waste Collection Services would result in £80,000 additional investment in those services. This would reduce the need to use agency staff as well as pressures on Council staff and the Council's balances.

Medium Term Financial Plan 2019/20 to 2022/23, Including the Pay Policy Statement and the Council Tax Resolutions

Members discussed the proposed Medium Term Financial Plan 2019/20, including the Pay Policy Statement and Council Tax Resolutions in detail. During consideration of this matter the following points were highlighted:

- The fact that a balanced budget had been achieved for 2019/20 but not for the subsequent three years in the plan.
- The level of uncertainty in respect of local government finances, including for Redditch Borough Council, which was reflected in the three final years of the period covered by the plan.
- The Fair Funding Review for Local Government finances that was being conducted by the Government. The outcomes of this review would have implications for the Council's budget moving forward.
- The increase in Council Tax, which would be at the level of 2.2 per cent rather than the maximum 2.9 per cent that the Council could raise Council Tax before triggering a referendum.
- The removal of unidentified savings from the budget.
- The inclusion of an additional £60,000 investment in Members' allowances following the decision to endorse the proposals made by the Independent Remuneration Panel.
- The costs to the Council in terms of maintaining the Redditch Community Lottery, which would be £2,500 per annum.
- The recent Overview and Scrutiny Committee meeting at which Members had reviewed the proposed Medium Term Financial Plan and the issues that Members had raised at this meeting.
- The budget bid for £20,000 for the Christmas lights and the reasons why this was not being funded from alternative sources of income.
- The hard work of Officers in the Financial Services Team on balancing the budget in 2019/20. Members thanked Officers for their work.

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During consideration of this item Councillor Bill Hartnett proposed an amendment to the Medium Term Financial Plan 2019/20 to 2022/23. This amendment was seconded by Councillor Greg Chance.

The amendment proposed the following alternative budget:

	2019-20 £000	2020-21 £000	2021-22 £000	2022-23 £000
Departmental base budget	9,116	9,173	9,387	9,388
Incremental Progression/Inflation on Utilities	132	206	281	483
Unavoidable Pressures	373	287	227	255
Revenue Bids/Revenue impact of capital bids	133	113	105	105
Savings and Additional income	1,107	-821	-826	-796
Reserve release	-262	0	0	0
Efficiency savings rolled forwards	1,117	1,271	1,282	1,282
Net Revenue Budget Requirement	9,503	10,229	10,456	10,717
FINANCING				
Contribution to Worcestershire County Business Rate Pool	2,855	-2,899	-2,941	-2,986
Council Tax	6,241	-6,524	-6,857	-7,178
New Homes Bonus	-754	-430	-231	-209
Collection Fund Surplus (Council Tax)	-14	0	0	0
Parish Precept	8	8	8	8
Parish Precept income	-8	-8	-8	-8
Bad Debt Provision	50	50	50	50
Investment Income	-661	-952	-1,349	-1,673
MRP (Principal)	1,004	1,159	1,249	1,610
Interest payable	158	584	1,002	1,237
Recharge to Capital Programme	-38	-38	-38	-38
Discount on advanced pension payment	-193	-50	-50	-50
Funding Total	9,543	-9,099	-9,164	-9,237
General Balances				
Opening Balances	1,401	1,440	310	-982
Contribution (from) / to General Balances	40	-1,130	-1,292	-1,481

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Agreed in year release of balances				
Closing Balances	1,440	310	-982	-2,463
Alternative Budget Includes :				
- reinstating the grants budget of £20k				
- reducing member allowances to previous year level saving £60k				
- improves the financial position by £160k over 4 years				

In proposing the alternative budget Councillor Hartnett commented that this would reinstate £20,000 of grant funding for local VCS organisations. The alternative budget also proposed that the increases in Members' allowances should not take place in 2019/20 and this in total would result in a saving of £40,000 per year. Members were advised that the alternative budget would have removed investment in the introduction of a Redditch Community Lottery but this could not happen as the budget had already been spent for this purpose.

Members subsequently discussed the alternative budget proposed in the amendment in detail and during this debate raised the following points:

- The changes to the Council's grant funding process and the role of elected Members in this process in 2019/20.
- The value of small savings in making a contribution to the budget planning process as a whole.
- The introduction of the Redditch Community Lottery and the financial implications for the Council.
- The total of £160,000 savings that would be achieved should the alternative budget be approved over the four year period of the Medium Term Financial Plan.

In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 the proposed amendment to the budget calculation was subject to a named vote.

Members voting FOR the amendment below:

Councillors Joe Baker, Debbie Chance, Greg Chance, John Fisher, Andrew Fry, Bill Hartnett, Pattie Hill, Mark Shurmer, Yvonne Smith and Pat Witherspoon (10)

Members voting AGAINST the amendment below:

Councillors Salman Akbar, Tom Baker-Price, Joanne Beecham, Roger Bennett, Juliet Brunner, David Bush, Michael Chalk, Anita Clayton, Brandon Clayton, Matthew Dormer, Julian Grubb, Anthony

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Lovell, Gemma Monaco, Gareth Prosser, Antonia Pulsford, Mike Rouse and Craig Warhurst. (17)

The proposed amendment to the budget calculation was therefore lost.

At the end of the debate, in accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, a named vote was taken in respect of the proposed budget calculation and Council Tax resolutions in the agenda.

Members voting FOR the amendment below:

Councillors Salman Akbar, Tom Baker-Price, Joanne Beecham, Roger Bennett, Juliet Brunner, David Bush, Michael Chalk, Anita Clayton, Brandon Clayton, Matthew Dormer, Julian Grubb, Anthony Lovell, Gemma Monaco, Gareth Prosser, Antonia Pulsford, Mike Rouse and Craig Warhurst. (17)

Members voting AGAINST the amendment below:

Councillors Joe Baker, Debbie Chance, Greg Chance, John Fisher, Andrew Fry, Bill Hartnett, Pattie Hill, Mark Shurmer, Yvonne Smith and Pat Witherspoon (10)

The proposed budget calculation and Council Tax resolutions were therefore carried.

RESOLVED that

- 1) **the minutes of the meeting of the Executive Committee held on Tuesday 5th February 2019 be received and all recommendations adopted except at Minute 88 – Arrow Valley Countryside Centre – Change of Operator – recommendation 3 and subject to including the following resolution:**
 - a) **recognising the Council's desire to reduce the overall management fee for Rubicon Leisure Ltd. that authority be delegated to the Head of Legal Democratic and Property Services after consultation with the Portfolio Holder for Leisure and Tourism to take the steps necessary to implement these decisions;**
- 2) **the approval of the Unavoidable costs as attached at Appendix1:**
 - 2019/20 £373k
 - 2020/21 £287k
 - 2021/22 £227k
 - 2022/23 £255k

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- 3) the approval of the Revenue Bids as attached at Appendix 2:
- 2019/20 £193k
 - 2020/21 £173k
 - 2021/22 £165k
 - 2022/23 £165k
- 3) the approval of the Identified Savings as attached at Appendix 3:
- 2019/20 £1,127k
 - 2020/21 £841k
 - 2021/22 £846k
 - 2022/23 £816k
- 4) the approval of the Capital Programme bids as attached at Appendix 4:
- 2019/20 £1.875m
 - 2020/21 nil
 - 2021/22 nil
 - 2022/23 £1.352m
- 5) the approval of the Pay Policy Statement as attached in Appendix 6;
- 6) the approval of the Council Tax Resolutions to include the increase of the Council Tax per Band D at 2.2% and the following:
- a) that it be noted at its meeting on 8th January 2019, the Executive Committee calculated the Council Tax Base 2019/20
 - (i) for the whole Council area as 26,096.00 [Item T in the formula in Section 31B of the Local Government Act 1992, as amended (the “Act”)]; and
 - (ii) for dwellings in those parts of its area to which a Parish precept relates; this being Feckenham Parish as 370.10.
 - b) that the calculation of the Council Tax requirement for the Council’s own purposes for 2019/20 (excluding Parish precepts) is £6,240,858.40.
 - c) that the following amounts be calculated for the year 2019/20 in accordance with sections 31 to 36 of the Act:

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- (i) **£50,996,528** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act (taking into account all precepts issued to it by Parish Councils) (*i.e. Gross expenditure*)
- (ii) **£44,747,370** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act. (*i.e. Gross income*)
- (iii) **£6,249,158** being the amount by which the aggregate of 3 (a) above exceeds the aggregate at 3 (b) above, calculated by the Council, in accordance with Section 31A (4) of the Act, as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).
- (iv) **£239.47** being the amount at 3 (c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
- (v) **£8,300** being the aggregate amount of all special items (Feckenham Parish precept) referred to in Section 34 (1) of the Act.
- (vi) **£239.15** being the amount at 3 (d) above less the result given by dividing the amount at 3 (e) above by Item T (1 (a) above), calculated by the Council, in accordance with Section 34 (2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
- (vii) **£261.58** being the amount given by adding to the amount at 3(f), the amount of the special item relating to the Parish of Feckenham 3(e), divided by the amount in 1(b) above.
- (viii) The amounts below given by multiplying the amounts at 3(f) and 3(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band, divided by the number which in that proportion is applicable to dwellings listed in Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for

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the year in respect of categories of dwelling listed in different valuation bands.

Valuation Band	Proportion of Band D tax paid	Parish of Feckenham £	All other parts of the Council's area £
A	6/9	174.38	159.43
B	7/9	203.46	186.01
C	8/9	232.52	212.58
D	1	261.58	239.15
E	11/9	319.70	292.29
F	13/9	377.84	345.44
G	15/9	435.96	398.58
H	18/9	523.16	478.30

- d) it be noted that for the year 2019/20, Worcestershire County Council, Warwickshire and West Mercia Police & Crime Commissioner and Hereford and Worcester Fire and Rescue Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwelling in the Council's area as indicated below:

	Valuation Bands							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Worcestershire County Council	840.50	980.58	1120.67	1260.75	1540.92	1821.08	2101.25	2521.50
Warwickshire and West Mercia Police and Crime Commissioner	144.44	168.51	192.59	216.66	264.81	312.95	361.10	433.32
Hereford and Worcester Fire and Rescue Authority	56.23	65.60	74.97	84.34	103.08	121.82	140.57	168.68

- e) Having calculated the aggregate in each case of the amounts at 4(h) and 5 above, that Redditch Borough Council in accordance with Sections 30 and 36 of the Local Government Finance Act 1992 hereby sets the amounts shown below as the amounts of Council

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Tax for 2019/20 for each part of its area and for each of the categories of dwellings:

Valuation Band	Proportion of Band D tax paid	Parish of Feckenham £	All other parts of the Council's area £
A	6/9	1,215.55	1,200.60
B	7/9	1,418.15	1,400.70
C	8/9	1,620.75	1,600.81
D	1	1,823.33	1,800.90
E	11/9	2,228.51	2,201.10
F	13/9	2,633.69	2,601.29
G	15/9	3,038.88	3,001.50
H	18/9	3,646.66	3,601.80

- f) that the Executive Director Finance & Resources be authorised to make payments under Section 90(2) of the Local Government Finance Act 1988 from the Collection Fund by ten equal instalments between April 2019 to March 2020 as detailed below:

	Precept £	Surplus on Collection Fund £	Total to pay £
Worcestershire County Council	32,900,532.00	74,370.00	32,974,902.00
Warwickshire and West Mercia Police and Crime Commissioner	5,653,926.95	12,089.00	5,666,015.95
Hereford & Worcester Fire	2,200,935.39	5,024.00	2,205,959.39

- g) that the Executive Director Finance & Resources be authorised to make transfers under Section 97 of the Local Government Finance Act 1988 from the Collection Fund to the General Fund the sum of £6,263,532.40 being the Council's own demand on the Collection Fund (£6,240,858.40) and Parish Precept (£8,300) and the distribution of the Surplus on the Collection Fund (£14,374);
- h) that the Executive Director Finance & Resources be authorised to make payments from the General Fund to Feckenham Parish Council the sums listed above (£8,300) by instalment on 1 April 2019 in respect of the precept levied on the Council;

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- i) **that the above resolutions 3 to 5 be signed by the Chief Executive for use in legal proceedings in the Magistrates Court for the recovery of unpaid Council Taxes; and**
- j) **that notices of the making of the said Council Taxes signed by the Chief Executive are given by advertisement in the local press under Section 38(2) of the Local Government Finance Act 1992.**

(During consideration of this item Councillor David Bush arrived at the meeting. As he was not present for the whole of this item he did not take part in all of the named votes.

Also during consideration of this item Councillor Wanda King left the meeting. As she was not present for the whole of this item she did not take part in all of the named votes).

85. CONSTITUTION REVIEW

The proposals detailed in the review of the Constitution were discussed by Members in some depth. During the debate in respect of this item the following points were raised:

- The proposed changes had been considered at a recent meeting of the Constitutional Review Working Party.
- The introduction of an Electoral Matters Committee would help to reduce the length of time spent debating the subject at meetings of Council.
- However, it was also noted that electoral issues were very important and should the Electoral Matters Committee be introduced they would be considered by only a small number of Councillors.
- The delegation of powers to senior officers to consider employment appeals would ensure that the Council's disciplinary policies were more compliant with ACAS guidelines as appeals should be considered as soon as possible and the Employment Appeals Committee process caused delays.
- However, concerns were raised that staff should have an opportunity to appeal to their ultimate employer, elected Members, who could act in an independent capacity.
- There was general consensus that the introduction of public speaking arrangements at more Committee meetings would help to enhance public engagement in the democratic process.

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RESOLVED that

- 1) an Electoral Matters Committee be established and the proposed terms of reference for this Committee be approved;
- 2) the Officer Scheme of Delegations should be amended so as to delegate Directors with the power to consider appeals by employees in respect of discipline and dismissal for staff below the level of Head of Service;
- 3) the current employment policies remain in place (including the relevant appeal processes) until such time as replacement policies have been formally approved;
- 4) the Parental Leave Guidance for Councillors be adopted;
- 5) public speaking should be permitted to take place at all Committee meetings held in public where there are currently no opportunities for the public to register to speak; and
- 6) the updated Code of Practice in Relation to Licensing matters under the Licensing Act 2003 and the Gambling Act 2005 be adopted.

86. POLITICAL BALANCE REPORT

Members were advised that the introduction of an Electoral Matters Committee, agreed during consideration of the report in respect of the review of the Council's constitution, impacted on the Council's political balance.

Members agreed the proposals detailed in the report with nobody voting against.

RESOLVED that

- 1) the political balance of the Committees of the Council be agreed as set out in paragraph 3.5;
- 2) the arrangement where the seats on the Overview and Scrutiny Committee are not allocated in accordance with the political balance requirements be continued;
- 2) the arrangement where the seats on the Crime and Disorder Scrutiny Panel are not allocated in accordance with the political balance requirements be continued;
- 4) appointments by political group leaders to the places on the Electoral Matters Committee be approved;

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- 5) the Council appoints a Chair and a Vice-Chair of the Electoral Matters Committee.

87. URGENT BUSINESS - RECORD OF DECISIONS

There were no urgent decisions to note.

88. URGENT BUSINESS - GENERAL (IF ANY)

There was no general urgent business for Members' consideration.

The Meeting commenced at 7.33 pm
and closed at 9.50 pm

Council25th February 2019

Appendix 1**Item 8: Nominations to the Electoral Matters****Committee**

Committee / Sub-Committee etc.	Size (Members)	Conservative	Labour
Electoral Matters Committee	5	3 Cllr Dormer (Chair) Cllr Baker-Price (Vice Chair) Cllr Rouse	2 Cllr G Chance Cllr Hartnett

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Executive Committee

Tuesday, 26 March 2019

MINUTES

Present:

Councillor Matthew Dormer (Chair), and Councillors Tom Baker-Price, Greg Chance, Brandon Clayton, Bill Hartnett, Gareth Prosser, Mike Rouse and Craig Warhurst

Also Present:

Dan Johnson (Environment Agency)

Officers:

Matthew Bough, Thomas Curwell, Clare Flanagan, Sue Hanley, Jayne Pickering and Paul Spooner

Committee Services Officer:

Jess Bayley

105. APOLOGIES

There were no apologies for absence.

106. DECLARATIONS OF INTEREST

There were no declarations of interest.

107. LEADER'S ANNOUNCEMENTS

The Leader circulated a written update in respect of his announcements at the meeting.

108. MINUTES

RESOLVED that

the minutes of the meeting of the Executive Committee held on Monday 25th February 2019 be held as a true and correct record and signed by the Chair.

.....
Chair

109. ARROW VALLEY CATCHMENT RESTORATION PROJECT

The Waste Management Engineer, assisted by a representative of the Environment Agency, presented a report outlining proposals in respect of the Arrow Valley Catchment Restoration Project. Members were advised that the project had been launched following a fatality at the Arrow Valley weir in 2014. The Council had subsequently reviewed water safety and a review had been undertaken by the Royal Society for the Prevention of Accidents (ROSPA) which had identified a number of safety issues that needed to be addressed. Many of the recommendations detailed in the ROSPA report had already been implemented. ROSPA had raised concerns about the safety of children swimming in the River Arrow and had suggested that structural changes needed to be made at the sites which presented the greatest risk. The structural changes were very complex as the Council had to liaise with Historic England about what could and could not be done at the site. An application had been made for European funding to support the works required and Members were asked to agree match funding in the form of a capital bid, which added to funds previously agreed in the Medium Term Financial Plan 2019/20 to 2022/23.

The Council had been working closely with the Environment Agency on the project since 2015. The Environment Agency had already contributed £50,000 towards design work in respect of the structures, which would be undertaken by external consultants. This would ensure that the project both addressed safety concerns and that any works did not increase the potential for flooding or associated risks. The catchment for the River Arrow was considered a priority by the Environment Agency. Rivers were assessed on an ecological basis by the Environment Agency and under the criteria that the organisation used the River Arrow was classified as a failing waterway. The project provided a good opportunity to address the causes of this problem.

Following presentation of the report a number of matters were discussed in detail:

- The family of the child who had sadly died at the weir had been informed about the Council and Environment Agency's work on the project. Members paid their respects to the family and thanked them for their hard work to raise awareness in respect of water safety.
- The financial costs involved in checking the safety equipment at the weirs and the amount of time staff spent undertaking safety checks.

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- The ecological benefits of the proposed works, in terms of the positive impact that this might have on fish stocks in the River Arrow.
- The definition of a failing river. Members were advised that this was defined under the Water Framework Directive which assessed the health of a river based on fish stocks, water quality, and other related matters. Whilst the River Arrow had satisfactory fish levels and water quality exposure to industrial waste water resulted in a failing rating.
- The extent to which the funding from the EU had been secured. Members were advised that the EU funding was paid arrears and had already been provided to Solihull Metropolitan Borough Council which would distribute the funding.

RECOMMENDED that

the Council agrees to additional capital funding of £35,000 in 2019/2020 in addition to the £180K already included in the Medium Term Financial Plan for the proposed improvement works to the weirs in the Arrow valley Park; and

RESOLVED that, subject to Recommendation 1 being approved that:

authority be delegated to the Head of Environmental and Housing Property Services to procure the works at each of the sites.

110. HOMELESSNESS GRANT, FLEXIBLE HOMELESSNESS SUPPORT AND HOMELESSNESS NEW BURDEN'S FUND REPORT 2019/20

The Housing Strategy and Enabling Team Leader presented a report in respect of the Homelessness Grant, Flexible Homelessness Support and the Homelessness New Burdens fund and proposed expenditure in 2019/20. Members were informed that the Council had been allocated just over £193,000 for 2019/20 in the flexible support grant and over £30,000 for the New Burdens Fund. The New Burdens Fund had been introduced to help Councils manage the additional duties set out in the Homelessness Reduction Act 2017. A number of suggestions had been made regarding the use of this funding, which included investing in two new posts to assist with temporary accommodation and rents in the private sector. Financial support continued to be provided to Redditch Nightstop and Redditch Borough Council was working with Bromsgrove District Council to provide funding to the CCP Rough Sleeper Outreach Service.

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Following the presentation of the report Members discussed a number of matters in detail:

- The need for the Council to support residents living in both social housing and the private rented sector. Members noted that the proposed use of the funding would support this objective.
- The additional Council duties arising from the Homelessness Reduction Act 2017 and the emphasis that this placed on preventing homelessness which required Councils to be proactive.
- The use of grant funding to support additional posts and the extent to which the Council could expect to receive this funding in the future. Officers advised that the Council had not been advised that the funding would be ending and therefore it had been built into the Medium Term Financial Plan for inclusion in the budget in future years.
- The announcement by the Secretary of State for Housing, Communities and Local Government that an extra £46 million would be invested in the Rough Sleeper Initiative and the impact that this funding could have on rough sleepers in the Borough.
- The number of rough sleepers in Redditch and the reasons why they were in this position. Members noted that there were eight rough sleepers and all had been and would continue to be offered assistance by the Council, though they had to date refused any help.

RESOLVED that

- 1) **the Flexible Homelessness Support Grant is allocated to the initiatives in 1(a) and that the Homelessness Reduction Act 2017 New Burdens Funding be allocated to fund the required homelessness IT system with Housing Partners at £9,000 per year, additional staffing resources and any appropriate training requirements;**

a)

Initiatives	£
Homelessness Reduction Act Prevention – funding for posts Detail – the latest Act created two new legal duties – to prevent and relieve homelessness. As a result the numbers of households living in temporary accommodation could rise and it also becomes increasingly	60,000

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<p>important to help people remain appropriately housed. The proposed funding will therefore create 2 new posts to support the timely move-on from temporary accommodation, and tenancy sustainment in the private rented sector in Redditch. (see 3.8) The Executive has already agreed to support these posts as part of the Medium Financial Plan 2019/20-2022/23 when it met in February 2019.</p>	
<p>Rent Deposits and Spend to Save</p> <p>Detail – most local authorities operate a fund that helps people access the private rented sector, and which can also be used to intervene to prevent tenants losing their existing home. These interventions are far less than the cost of homelessness itself, so they represent good value for money, in addition to helping reduce homelessness in the borough. In the last two years the Council has provided over 80 rent deposits, so investing extra in this area and making spend to save interventions with local households should reduce homelessness in the borough.</p>	17,060
<p>Temporary Accommodation Management Fee replacement.</p> <p>The Council is legally obliged to provide temporary accommodation to eligible homeless households. The Temporary Accommodation Management Fee previously associated with this activity has now been rolled up into the new Flexible Homelessness Support Grant.</p>	66,380
<p>Redditch Nightstop - Outreach Worker up to 35yrs</p> <p>Detail – in August 2018, with financial support from the Council, Nightstop launched a new extended service to</p>	27,000

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<p>provide emergency housing for people aged 21 to 35. This was in response to increasing demand from this client group, who have been subject to some of the most significant changes inside the welfare benefits system. Since August, Nightstop have assisted 23 single people, often with complex and multiple needs, aged 21 to 35 with emergency housing placements, providing short term practical and emotional support whilst also reducing demand on other services. Nightstop also work closely with the Council on addressing the longer term housing needs of this client group.</p>	
<p>CCP Rough Sleeper Outreach Service</p> <p>Detail – in the past year CCP have worked with 40 people, some of whom have been street homeless in Redditch, or have a street presence in the town centre since March 2018. CCP works closely with the Council to secure accommodation for these people, safeguarding their health and wellbeing, reducing costs and demand on other services such as the Police and Health, whilst ensuring the town centre remains an attractive and safe place for local residents and businesses alike. This funding also supports CCP interventions under the Severe Weather Emergency Protocol, which targets street homelessness at times of the year when temperatures are at their lowest.</p>	<p>34,990</p>
<p>Total</p>	<p>£205,430*</p>

- 1) delegated authority be granted to the Head of Community Services following consultation with the Portfolio Holder for Housing to use any unallocated Grant during the year or make further adjustments to current initiatives as necessary to ensure full utilisation of the Grants for 2019/20.

111. WORCESTERSHIRE STRATEGIC DIRECTION FOR TACKLING HOMELESSNESS

The Housing Strategy and Enabling Team Leader presented the Worcestershire Strategic Direction for Tackling Homelessness. Three priorities had been agreed for inclusion in the strategy and officers would undertake work in relation to each of these. Members were asked to note that there was a Redditch Homelessness Forum which hadn't been listed on the draft copy of the document provided for Members' consideration but would be included in the final version of the report. Further changes would need to be made to the strategy 12 months after the date of the meeting to ensure compliance with the new national Rough Sleeping Strategy.

Members discussed the report and in so doing noted the following:

- The introduction of the Redditch Homelessness Forum in recent months and the positive contribution that this would make to tackling homelessness in the Borough.
- The location of the six officers referred to in the strategy who provided support in respect of rough sleeping. Officers advised that there were two officers serving Redditch Borough and Bromsgrove District, though primarily their main demand for work was in Redditch.
- The arrangement by which it had been agreed that two officers would work in Redditch Borough and Bromsgrove District and how this compared to other parts of the county. Members were advised that services in respect of rough sleepers had been determined at a local level and Redditch Borough Council had chosen to work with the CCP Rough Sleeper Outreach Service.
- The support provided by the staff to rough sleepers. Members were advised that the Officers worked with the Housing Options team and also engaged directly with rough sleepers.
- The complexity of rough sleeping cases, whereby individuals often had a range of mental health needs and substance abuse issues.
- The training provided to staff and whether this covered mental health needs. Members were advised that whilst specific details were not available about the training received by staff it was understood that this was comprehensive.
- The levels of homelessness nationally and how this compared to previous years.
- The need for the Council to work in partnership with other organisations to meet the needs of people who were homeless.
- The need to provide residents with secure accommodation.

RESOLVED that

- 1) **the Worcestershire Strategic Direction for Tackling Homelessness be endorsed and supported;**
- 2) **this document expands on previously agreed high level actions within the Housing Partnership Plan that relate to tackling homelessness.**
- 3) **this document will need to be updated and renamed within the next 12 months to ensure compliance with the new national Rough Sleeping Strategy with amendments being made at officer level.**

112. MATCHBOROUGH AND WINYATES DISTRICT CENTRES - UPDATE

The Town Centre Advisor explained that the report followed a previous decision made by Members in January 2019 to permit officers to undertake soft market testing in respect of the redevelopment of Matchborough and Winyates district centres. The Council had approach five organisations from a range of backgrounds about the potential to redevelop the district centres. Four organisations had responded and had indicated that they would be interested in working with the Council in the future in respect of this matter.

In their feedback the four organisations had commented on the potential for housing and commercial units to be provided in the redevelopment. The majority had suggested that between 250 and 300 houses could be built, subject to planning permission. A range of ideas about the centres had been suggested in the feedback, including retention of two district centres, having one smaller district centre and one larger centre and retaining just one district centre. The organisations had all wanted to work not just with the Council but also with the public in respect of the redevelopment. Members were asked, however, to note that no decisions had yet been taken by the Council about the redevelopment of the district centres. A further report would be presented for the consideration of the Executive Committee in June 2019 which would provide more information that would enable Members to make decisions that would lead to the Council going out to tender in July 2019.

Following the presentation of the report Members discussed the matter in detail and in so doing noted that there was a need to engage with the community in respect of the redevelopment of the district centres. The Council needed to ensure that an effective communications plan was in place as residents and local

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businesses would be keen to learn about the project as it progressed.

During consideration of this item Members noted that the Overview and Scrutiny Committee had pre-scrutinised the report at a meeting on 21st March. At the end of their discussions the Committee had endorsed the recommendations detailed in the report. However, a number of questions had been raised by Members about the informal groups that had been established to discuss the redevelopment of the district centres and concerns had been raised that some ward Councillors had not been involved. A briefing note had subsequently been circulated amongst Members of the Overview and Scrutiny and Executive Committees which provided clarification about the various groups. Members noted from this briefing note that:

- There had been an informal meeting at Christ Church, Matchborough, where Officers had met with business tenants to discuss the redevelopment. All ward Members had been invited to attend.
- There was an officer working group that was reviewing areas such as communications arrangements and legal requirements.
- There was a stakeholder group involving a range of stakeholders including the Leader of the Council in his capacity as the relevant Portfolio Holder.
- No minutes were taken at any of these meetings as they were only informal, and for information gathering.
- Ward Members would be welcome to attend future informal meetings and stakeholder meetings.
- The purpose of all of these meetings was to provide an opportunity for attendees to share information. Decisions would need to be taken by the Executive Committee and full Council.

During consideration of this item Councillor Bill Hartnett proposed an amendment to the recommendations. This was seconded by Councillor Greg Chance.

The amendment called for the following two additional recommendations to be added to the three recommendations proposed in the report:

“(d) All Winyates and Matchborough ward Councillors will be fully and meaningfully consulted throughout the process from this point forward including preparing the Council tender documents and the options.

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(e) Consistent consultation with affected residents, Tenants and stakeholders will be undertaken from this point forward in the process.”

In proposing the amendment Councillor Hartnett explained that he was of the opinion that the Borough should continue to have two district centres in Matchborough and Winyates respectively, rather than one. This would ensure that income for the Housing Revenue Account (HRA) and from business rates would remain the same. Councillor Hartnett expressed concerns that not every ward Member had been involved in the project to date and that rumours were circulating within the community which ward Councillors did not feel in a position to address. Information about the redevelopment of the centres had been publicised in the local press and it was suggested that the time was therefore right to start engaging with the public, to provide reassurance and information rather than to wait until 2020. Lessons needed to be learned from the redevelopment of Church Hill district centre and the proposals were designed to address this.

In seconding the amendment Councillor Chance commented that the amendment called for the Council to undertake consistent consultation with the public and other relevant stakeholders, including ward Councillors. This would provide them with an opportunity to shape the proposals. Information about the redevelopment had already been shared with the local press so it seemed appropriate to share details with the public too at this stage.

Members discussed the amendment and in so doing noted that the Council was at the start of the redevelopment process. No decisions had been made and it was considered too early to provide any information for public consultation. However, at the appropriate time consultation would form a key part of the process. There was still a lot of work to be undertaken in respect of the financial and legal implications of the redevelopment and this information would be built into a future business case which would form the basis for terms of reference and a specification. Concerns were also raised that it would be inappropriate for Members to become involved in preparing Council tender documents and considering the outcomes of the procurement process as this was an operational matter managed by Officers.

On being put to the vote the amendment was lost.

Members proceeded to consider the recommendations detailed in the report and it was noted that the desire to enable ward Councillors to shape the project was implicit within the third recommendation. To clarify this Members agreed that the wording

of the third recommendation should be amended to acknowledge the role of ward Councillors and that all stakeholders referred to in the recommendation would be involved in both developing and shaping the redevelopment of the district centres.

RESOLVED that

- a) **the positive outcome of the soft market testing is noted and officers are instructed to continue to analyse the results;**
- b) **as a preparatory to procuring a preferred developer, to instruct officers to continue to work to develop the Council's parameters for a potential scheme (economic, social and environmental) and the frame of reference for joint working with a developer and delivery of a scheme; and**
- c) **Officers report back with specific proposals for the formal procurement of a suitable development partner to work with the Council, stakeholders, the local community and ward Councillors to develop, shape and agree a comprehensive regeneration scheme for Matchborough and Winyates.**

113. FINANCE SYSTEM

The Executive Director of Finance and Corporate Resources presented a report which updated Members on the progress that had been achieved with the procurement of the new finance system. The procurement exercise had been completed and the new system, once delivered would apply to HR, Financial Services, Payments, including cash receipting and Payroll. The systems would be fully integrated, though the full system would take up to 24 months to implement as Officers would review service delivery as part of the system's introduction in line with transformation principles. Unfortunately, the procurement exercise had revealed that the financial costs would be higher than had been anticipated and the Council would ask to provide additional financial investment in order to progress with the system. Savings arising from the introduction of the new system had not yet been built into the Medium Term Financial Plan, though it was anticipated that efficiencies may be achieved in the long-term.

A briefing had been provided to all Members in respect of the system on 19th March. The Budget Scrutiny Working Group had also scrutinised the proposals for the new system in detail and had made a helpful contribution to the work of officers on the project.

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Members subsequently discussed the report and noted the following points:

- The new system would provide an opportunity for the Council to undertake digital transformation and change the ways in which the authority worked.
- The financial costs quoted in the report represented the maximum possible spend on the new system. There was the possibility that the Council would spend less than this if fewer implementation days were used during the roll out of the new system.
- The system was being procured jointly for Redditch Borough and Bromsgrove District Councils and Members questioned what stage had been reached in the decision making process in Bromsgrove. Members were advised that the report was due to be considered at a meeting of Bromsgrove's Cabinet on 27th March and at a full Council meeting in the district that same evening.
- The reasons why the Council had underestimated the financial costs of the new system. Members were advised that the original report had estimated costs based on soft market testing. However, the end specification and the outcomes of the procurement process had led to an increase in the costs.
- The benefits of the new system for the Council. Officers explained that the new system would provide managers with easier and immediate access to budget information for their departments which would help with financial management. At present officers were working with old fashioned spreadsheets and this caused delays.
- The potential to integrate the system with the new housing ICT system. The Committee was informed that Officers from the ICT department were working to ensure that the two systems were integrated.
- The potential to remove residents from the system once they had passed away to ensure that the Council's billing service was sensitive to the needs of family members. The Committee was informed that, subject to complying with GDPR requirements, it would be possible to remove the details of deceased residents.
- The need for the Council to work in a digital manner, in line with developments within society whereby people were working in a more integrated fashion. Members welcomed the fact that the Council had signed up to the Local Digital Declaration in 2018.

RESOLVED that

the completion of the procurement exercise for the new Council enterprise system be noted and that if the project is to be progressed additional funding is required

RECOMMENDED that

additional capital receipts to the value of £208k are approved to fund the system in 2019/20 and that the Capital Programme is updated to reflect this expenditure.

114. FINANCE MONITORING QUARTER 3 2018/19

The Executive Director of Finance and Corporate Resources presented a monitoring report updating Members on the Council's financial position in the period 1st April to 31st December 2019. Unfortunately there was a projected overspend of £236,000 for the end of the financial year. However, since the period covered by the report Heads of Service and managers had been asked to ensure that essential spend only occurred and based on this Officers were anticipating that the shortfall would be closer to £70,000. This gap was primarily in respect of the unidentified savings which had been included in the Medium Term Financial Plan 2018/19 to 2021/22. Members were asked to note that no unidentified savings had been included in the Medium Term Financial Plan for the period 2019/20 to 2022/23 so this problem was unlikely to recur in 2019/20.

Details in respect of the capital budget were referred to during the presentation of the report. Members were advised that the Council had budgeted for borrowing to support capital expenditure of £4.8 million. However, the Council had only used £2.4 million in capital spending during the year. The Corporate Management Team (CMT) had therefore recently discussed the need for officers to more accurately manage the capital budget.

In relation to the Housing Revenue Account HRA the Council was aiming to use £876,000 in balances to balance the budget. There had been some overspends on voids, largely due to the fact that the number of voids turned around by the department had increased. This would ensure that those properties could be let to tenants at an earlier stage than in the past, which would have a positive impact on income for the HRA moving forward.

The Committee discussed the report and it was noted that the Council would be able to balance the budget in time for the accounts to be approved. Questions were raised about the action taken to promote the availability of disabled facilities grants to eligible residents and the reasons why an extra £96,000 had been allocated to this budget when it was generally left underspent each year. Members were advised that further information would be

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requested from relevant Officers, though it was understood that the additional funding was in the form of a Government grant.

Reference was also made to the Feckenham Parish Recreation Ground and whether the funding referred to related to Section 106 monies. Members were advised by Councillor Brandon Clayton, in his capacity as local ward Councillor, that this funding was connected to a Section 106 agreement in respect of an application for Yates Acre in Feckenham. Members agreed that it was important that the Council ensured that Section 106 funds were spent on the projects to which the funding had been allocated.

RESOLVED that

- 1) the Executive Committee note the current financial positions for the period April – December 2018 as detailed in the report.**

RECOMMENDED that

- 2) the Council approve an increase in the 2018-19 Capital Programme of £4.5k s106 monies for use on undertaking a traveller/trespass function for the Council on land adjacent to Oakenshaw South roundabout.**
- 3) the Council approve an increase in the 2018-19 Capital Budget of £96k for the Disabled facilities grant budget. This is due to further grant funding being received following the budget announcement in December 2018.**
- 4) the Council approve the increase to the Capital Programme of £14.5k s106 monies for improvements to the play areas and open spaces on Feckenham Recreation Ground.**

115. INVESTMENT STRATEGY - UPDATE TO THE STRATEGY

The Executive Director of Finance and Corporate Resources presented a report that proposed updates to the Acquisition and Investment Strategy that had been approved in January 2018. The Council had anticipated making investments worth £5 million in 2019/20 but none of the funding had yet been spent. Under the existing terms in the strategy any investment opportunities that were identified would have to first be reported back to the Executive Committee before any action could be taken. The update report proposed that Officers should be able to undertake initial financial modelling in line with KPMG guidance and an initial offer could be made by officers, subject to approval by the Executive Committee.

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During the debate in respect of the strategy Members questioned whether the Council had identified any potential opportunities for investment. Officers confirmed that no opportunities had been identified by the date of the meeting, though the Head of North Worcestershire Economic Development Unit was monitoring local developments. As agreed in the policy the Council could choose to invest in projects within the Borough or in locations adjacent to the Borough.

RESOLVED that**the Investment Strategy Report 2019/20 be approved and adopted.****116. OVERVIEW AND SCRUTINY COMMITTEE**

The Chair advised that there were no outstanding Overview and Scrutiny Committee minutes for consideration at the meeting.

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

The Chair confirmed that there were no further recommendations from either the Overview and Scrutiny Committee or any other Committees for consideration at the meeting.

118. ADVISORY PANELS - UPDATE REPORTS

- a) Constitutional Review Working Party – Chair, Councillor Matthew Dormer

Councillor Dormer confirmed that there had been no further meetings of the Constitutional Review Working Party (CRWP) since the previous meeting of the Executive Committee. The following meeting of the CRWP was scheduled to take place on 16th July 2019.

- b) Corporate Parenting Board – Council Representative, Councillor Gareth Prosser

Councillor Prosser confirmed that there were no updates to provide in respect of the Corporate Parenting Board.

- c) Grants Panel – Chair, Councillor Greg Chance

Councillor Chance confirmed that there were no updates to provide in respect of the Grants Panel.

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- d) Member Support Steering Group – Chair, Councillor Matthew Dormer

Councillor Dormer confirmed that there had been no further meetings of the Member Support Steering Group (MSSG) since the previous meeting of the Executive Committee. The following meeting of the MSSG was scheduled to take place on 18th June 2019.

- e) Planning Advisory Panel – Chair, Councillor Matthew Dormer

Councillor Dormer noted that the latest meeting of the Planning Advisory Panel (PAP) had taken place on 13th March 2019. During the meeting Members had discussed the redevelopment of Matchborough and Winyates district centres as well as housing numbers in the Borough.

The Meeting commenced at 7.00 pm
and closed at 8.47 pm

EXECUTIVE COMMITTEE

26th March 2019

ARROW VALLEY PARK SAFETY IMPROVEMENTS

Relevant Portfolio Holder	Cllr Brandon Clayton, Portfolio Holder for Environmental Services Cllr Mike Rouse, Portfolio Holder For Leisure and Culture
Portfolio Holder Consulted	Yes
Relevant Head of Service	Guy Revans
Ward(s) Affected	Abbey, Winyates, Lodge Park, Greenlands & Matchborough.
Ward Councillor(s) Consulted	
Key Decision / Non-Key Decision	Yes

1. SUMMARY OF PROPOSALS

This report sets out the background to the proposed improvement works to the weirs in the Arrow Valley Park to provide safety and biodiversity improvements and the funding arrangements required to implement these works.

2. RECOMMENDATIONS

The Executive Committee is asked to **RECOMMEND** the following:-

1. **The council agrees to additional capital funding of £35,000 in 2019/2020 in addition to the £180K already included in the Medium Term Financial Plan for the proposed improvement works to the weirs in the Arrow valley Park; and**

to RESOLVE, subject to Recommendation 1 being approved that:

2. **Authority be delegated to the Head of Environmental and Housing Property Services to procure the works at each of the sites.**

3. KEY ISSUES**Financial Implications**

- 3.1 Currently all the costs around the project are all based on estimates, the costs generated for each of the identified sites are based on figures provided by an external quantity surveyor. The “other” costs have been estimated (except the technical designs, which are being procured by the EA).
- 3.2 To implement the preferred option at each of the four sites, the total cost of works is approximately £312,000 as well as associated additional costs of

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£75,000. The estimated overall cost of all the works (including designs) is just below £440,000, due to other contributions highlighted, the cost to the council is estimated at approximately £215,000. Table 1 below shows a summary of the financial breakdown.

Table 1 - Current best estimated financial figures

Summary of Total Project Costs			
Site Costs		Funding Available	
New Meadow Weir	£ 100,442.54	Network Rail Contribution	£ 20,000.00
Broad Ground Road Weir	£ 115,328.44	Partnership Underspend	£ 13,500.00
Five Tunnels	£ 35,955.10	EA 18/19 FY Underspend	£ 50,000.00
Papermill Weir	£ 26,749.00		
Abbydale	£ 34,000.00	Unsecured Funding	
		Small Habitats Contribution	£ 141,500.00
Other Costs		RBC Capital Bid	£ 215,000.00
Technical Designs	£ 50,000.00	Total	£ 440,000.00
Interpretation	£ 5,000.00		
Watching Breifs	£ 20,000.00		
CDM Co ordination	£ 30,000.00		
PM Costs	£ 20,000.00		
Exc Abbydale & Design	£ 278,475.08		
Extra Costs Total	£ 75,000.00		
Total	£ 353,475.08	Total Project Cost	£ 437,475.08

3.3 There are a number of potential savings that are anticipated as a result of the proposed works:-

- Freeing up staff resources required for checking safety equipment. Since rescue equipment and signage were installed in 2014 there has been a requirement for staff to check this is in place. In 2018, 103 staff visits were made to check throw lines at paper mill and five tunnels sites. The burden of these inspections is also disproportionately required during summer months when park use is typically greater. Following completion of works this safety equipment would be removed.
- Sites which are assessed at high and increased risk under the RoSPA risk assessment method are re assessed ever year. A reduction in the risk classification means that sites can be assessed ever three years instead of annually.

3.4 There is currently no provision in existing budgets to finance this proposed work. It has been included within the council's Medium term Financial plan, however money for this work would have to be borrowed and the associated longer term

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impact on council finances to consider. There would not be a requirement to transfer money from any existing reserves.

- 3.5 As indicated in table 1 and paragraph 3.2 the overall cost to the council of works is around 50% of the total cost. Obviously while there is still a significant contribution required by the council, funding from other sources results in considerably more benefit being delivered for the council's investment.
- 3.6 There are limited other options which can be implemented to deliver the same safety improvements. There have already been suitable fencing and signage implemented at sites to reduce risks as far as possible. However it not possible to further reduce the risk, as scored by the ROSPA risk asset methodology, unless physical alterations are made to sites to sites as outlined in paragraph 3.10.
- 3.7 Proposed works would be procured following the councils standard rules. There would be no special arrangements required for this work. From an asset management perspective, one of the main aims of work is to remove engineered assets to reduce burden of managing and maintaining these assets.

Legal Implications

- 3.8 There are no specific legal implications arising out of the bid for funding for this project.

Background / Service Implications

- 3.9 In March 2014, a young man drowned in the weir pool at Paper Mill Weir located in the North of Arrow Valley Park (AVP). This event has driven a fundamental review of the approach to water safety by Redditch Borough Council (RBC). The council commissioned The Royal Society for the Prevention of Accidents (RoSPA) to undertake a complete review of the River Arrow corridor as it passes through the AVP area. The report scores the various riparian locations in terms of their risk and highlighted multiple sites through the park which were classified as at high and increased risk from a water safety perspective.
- 3.10 The RoSPA review made 10 key recommendations, all but one of which have been actioned and implemented. The remaining outstanding recommendation was that structural changes should be made to address the significant safety concerns at sites assessed as having high and increased levels of risk. In practice this involves implementation of several key physical changes at these sites: -
- Reducing the channel depth,
 - Removing weirs which cause dangerous recirculating currents,
 - Re-landscaping the banks to provide gentler slopes,
 - Removing or reducing free boards to discourage jumping into the river.

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- 3.11 Implementation of these activities has presented significant challenges, mainly around the cost of required work as well as development of proposals which are acceptable to all interested parties. Two of the sites identified are located in the Bordesley Abbey Scheduled Ancient Monument (SAM), where there are strict controls on what physical changes can be made by Heritage England.
- 3.12 Beside the safety improvements, there are a series of additional ecological and morphological benefits for the river which would be delivered as a result of these changes. This has led to the establishment of a partnership, in 2015, between RBC and the Environment Agency (EA), who have a strong joint interest in seeing these additional benefits delivered. The EA has provided technical and financial input needed for the design and planning of the practical redevelopment works. The partnership has to date provided approximately £85k of funding, which has been primarily directed into establishing a preferred solution at each of the five weir structures identified.
- 3.13 The improvement of safety at weir sites goes hand in hand with the improvements of the habitat and ecology of the river. There are existing good quality pockets of aquatic habitat on the Arrow. The separation of this habitat by weir structures is a major contributing factor to the Arrow currently being classified as “moderate” ecologically under the Water Framework Directive (WFD); this is despite the river being classified as good and high for fish and invertebrates respectively. Therefore, the river has the potential to support a “good” classification ecologically and the fragmentation of the river habitat is one of the major factors preventing this being achieved.
- 3.14 The weir structures also limit the flow of silt and constrain natural hydrological processes, which in combination with the straightened sections of the river, results in a lack of structural diversity and undermine the river’s ability to achieve its ecological potential. If proposed works are delivered it will result in significant improvements in the habitat and ecological value of the Arrow in Redditch as well as aesthetic improvements to the river.

Project Aims

- 3.15 The overall aim of the project is to implement safety improvement works at five separate sites identified: -
- Five Tunnels Weir
 - Paper Mill Weir
 - Abbydale Weir
 - New Meadow Weir
 - Broad ground Weir

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Project Outcomes

3.16 The anticipated outcomes of the project include:

- Improved water safety and safer access to the river banks for the general public,
- Reduced burden of liabilities, required inspection and maintenance of structures to the LA,
- Improvements to habitat and biodiversity value of the Arrow in the Redditch district
- Follow-up risk assessments of each of the weir sites to record safety improvements,
- Provision of fixed and interactive interpretative information on the ecological benefits of the scheme to improve public understanding and deliver enhanced public engagement,
- Improved the aesthetics of the river and AVP area through removal of large engineered structures.

3.17 Procuring these works and managing the relationship with a successful contractor will require a significant time commitment from one, or a more modest commitment from multiple officers within the council. Development of this work has been undertaken by NWWM, EA and RBC officers. From NWWM's perspective this is largely outside the paid service provided to RBC. If NWWM's on going involvement is on the basis of similar time commitments there would need to be a contribution from RBC to NWWM for this increased officer time.

3.18 Paragraphs 3.9 to 3.12 provide the back ground and context for this work. It is also important to consider that this work is closely aligned with one of the council's core strategic purposes, which is to keep the public realm safe. Clearly this proposed work will be in accordance with this purpose. While the council has been working on this issue for several years there are no previous executive level decisions which are relevant here. Previous work that has been done has been at an officer and managerial level.

3.19 There has been a series of supporting information and surveys that have been completed and commissioned by the partnership to support the design and planning stages of this work. This includes:-

- A preferred design for each site
- Topographical Surveys
- Depth and Velocity Surveys at sites
- Water Level Monitoring Data
- Service Search Information
- Consultation with stakeholders and the public

Customer / Equalities and Diversity Implications

There are no equalities or diversity implications of this project.

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4. RISK MANAGEMENT

- 4.1 The potential risks around this proposed work are similar to those anticipated with any civil engineering project. For example, these are around site health and safety, works over running or costs increasing due to some unforeseen problem. The secured European Structural Investment Fund (ESIF) also presents several risks. Delivery of ESIF projects are claimed back in arrears meaning the council will need to completely finance sites then claim back the 40% contribution from the ESIF on an agreed basis (i.e. quarterly or site by site). There is also a time expiration of when funds can be claimed, which is November 2020 so if works are delayed then there is a risk contribution funds can not be claimed.
- 4.2 There is also an on going public safety risk associated with these structures that will continue to exist if works are not undertaken. The proposed works would reduce the risks around weir sites however there is an inherent risk around sites and the wider river environment that can not be completely eliminated.
- 4.3 These risks would be managed by ensuring that there is sufficient planning and collation of background information produced. For example, a lot of the risk around delays and over spend on the engineering work can be mitigated by detailed survey and having a realistic programme of works in place with allowances for delays built in. It would also be ensured there is a detailed and prescriptive specification for works at each site to allow the contractor appointed to accurately programme works within the available time.
- 4.4 Due to the length and scale of works they would need to comply with Construction Design Management (CDM) Regulations.
- 4.5 This work would reduce risk of future negative publicity as a result of any future injuries or fatalities.
- 4.6 Disruption or delay to this work at one or more sites would mean there would be no associated ecological benefits delivered.

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5. BACKGROUND PAPERS

RoSPA Report

6. KEY

This is an optional extra and may be particularly useful if you have used a number of acronyms throughout the report.

RBC (Redditch Borough Council)

EA (Environment Agency)

NWWM (North Worcestershire Water Management)

CDM (Constructions, Design & Management Regulations)

RoSPA (Royal Society for the Prevention of Accidents)

ESIF (European Structural Investment Fund)

AVP (Arrow Valley Park)

WFD (Water Framework Directive)

River Morphology - The shapes and form of river channels and how they change in dimension and direction over time.

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REDDITCH BOROUGH COUNCIL**EXECUTIVE**26th MARCH 2019**ENTERPRISE RESOURCE PLANNING SYSTEM**

Relevant Portfolio Holder	Councillor Tom Baker Price
Portfolio Holder Consulted	Yes
Relevant Head of Service	Jayne Pickering
Ward(s) Affected	All
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 This report requests the financial requirements to progress the implementation of the Enterprise Resource Planning (ERP) system following the completion of the procurement exercise.

2. RECOMMENDATIONS**Executive Committee NOTES;**

- 2.1 That the procurement exercise for the new council enterprise system has been completed and that if the project is to be progressed additional funding is required

Executive Committee RECOMMEND to Council;

- 2.2 That additional capital receipts to the value of £208k as detailed 3.4 are approved to fund the system in 2019/20 and that the Capital Programme is updated to reflect this expenditure.

3. KEY ISSUES**Background**

- 3.1 As Members are aware approval was given in July 2018 to undertake a procurement exercise to secure a fully integrated Enterprise Resource Planning System to ensure the Council can view a more strategic, long term approach to financial management, ensure decisions are informed by accurate, real time information and enable flexible access for customers and officers. Therefore officers have undertaken a procurement exercise through the G Cloud framework.
- 3.2 The exercise involved a detailed specification being written by the council as part of a clarification exercise, and the suppliers on the framework responding to the clarification questions asked. Supplier responses were evaluated by officers against the Council's requirements and in accordance with the framework rules and this has resulted in the selection of a preferred supplier.
- 3.3 Officers are confident that the specification was structured so as to ensure the Council has the system with the most appropriate functionality to deliver financial

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services and information within the commercial and constantly changing financial environment it is working within.

Financial Implications

- 3.4 The tendering exercise undertaken has demonstrated that initial cost estimates of the system were lower than the final preferred bidder's price. The original estimate was £395k total (£197.5k approved per council). The preferred supplier's price is £735.7k total (£367.9k per council) therefore an additional £171k per Council) is required. In addition it is prudent to include a contingency of 10% to provide funding for unknown costs of £74k (£37k per Council). Therefore the total additional funding required is £208k (£171k + £37k) for the Council. The preferred supplier's price includes an implementation cost based on the number of days that it estimates will be required for implementation of the system. If less implementation days are used by the council than are budgeted for by the supplier then there will be a consequential reduction in implementation costs.
- 3.5 The Council is using capital receipts to fund the project and therefore there are no borrowing costs or requirement to deliver a return on the system. There are a number of posts currently vacant in the finance team that may be reassigned however it is anticipated that the annual license cost of £46k would be offset by the deletion of currently vacant posts

Legal Implications

- 3.6 A procurement exercise was undertaken for a new ERP system. This has resulted in the selection of a preferred supplier. The exercise has been concluded in accordance with the G Cloud framework and it cannot now be re-opened. If the Council does not wish to progress the project with the preferred supplier on the basis specified by the Council because the required funding is not available but still wishes to procure a new ERP system, the Council would need to conduct a new procurement exercise with a revised specification.

Service / Operational Implications

- 3.7 Moving to the new system will enable significant improvements in service delivery, both from a back office perspective and an end user viewpoint. Budget managers will be provided with their own real time dashboards so they can see their budgets and orders. This will significantly improve financial reporting timeliness and accuracy. It will also enable council customers to self-serve more and use new technologies to facilitate transactions making it easier for them to interact with the council.

Customer / Equalities and Diversity Implications

- 3.8 The new system will drive and support self-help for all users of the finance and HR services. We will co-design the future service, including the various interfaces and portals, to ensure that they are intuitive and easy to navigate. It is

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anticipated that self-service becomes the most convenient approach to finance servicing for both internal and external customers to improve accessibility and realise further efficiencies

4. RISK MANAGEMENT

- 4.1 Should Members not approve the additional costs a new specification (reduced) and further procurement exercise would have to be undertaken. There are a number of risks associated with this; firstly the delay (6-12 months) which would have a significant impact on the financial management and innovation of the Council in supporting its transformational change needed to face future financial pressures. In addition there would be financial costs associated with extending current contracts which may be costly for the Council to enter into. Finally, procurement of a new system on a reduced specification may result in a system which is not fit for purpose or does not deliver all anticipated benefits and efficiencies.
- 4.2 Several departmental risks arise concerning the migration of data to a new system and the implementation of the new system which will require strong project management to ensure that the project remains on track and will deliver its anticipated benefits. These risks will be recorded in the departmental risk register which is monitored on an ongoing basis.

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EXECUTIVE COMMITTEE26th March 2019**Finance Monitoring Quarter 3 2018/19**

Relevant Portfolio Holder	Councillor Tom Baker-Price
Relevant Head of Service	Jayne Pickering
Non Key Decision	

1. Purpose and summary

This report details the Council's final financial position for 2018/19 for both General Fund and Housing Revenue Account.

2. Recommendations

The Executive Committee is asked to

RESOLVE that

- 2.1 The Executive Committee note the current financial positions for the period April – December 2018 as detailed in the report.

That Executive recommend to Council

- 2.3 Approval that an increase in the 2018-19 Capital Programme of £4.5k s106 monies for use on undertaking a traveller/trespass function for the council on land adjacent to Oakenshaw South roundabout.
- 2.4 Approval of an increase in the 2018-19 Capital Budget of £96k for the Disabled facilities grant budget. This is due to further grant funding being received following the budget announcement in December 2018.
- 2.5 Approval of the increase to the Capital Programme of £14.5k s106 monies for improvements to the play areas and open spaces on Feckenham Recreation Ground.

3. Revenue budgets

- 3.1 This report provides details of the financial information across the Council. The aim is to ensure officers and members have relevant information to consider the overall financial position of the Council. The report reflects the finances across the Strategic Purposes to enable Members to be aware of the level of funding attributed to these areas and how this compares to budget. The summary at 3.4 shows the financial position for revenue funding for 2018/19
- 3.2 Financial reports are sent to budget holders on a monthly basis and a detailed review is undertaken with financial support to ensure that all issues are considered and significant savings or cost pressures addressed. This report aims to focus on the key variances to budgets to ensure a focus is undertaken during the year on areas where there are significant savings or additional costs.
- 3.3 The £9.094m original budget as included in the table below is made up of the budget approved in February 2018.

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In addition the Latest Budget 2018/19 of £9.334m includes transfers to/from reserves of £241k which are shown in appendix 2.

**Revenue Budget Summary – Overall Council
Financial Year 2018/19**

Please note figures have been rounded

Strategic Purpose	Original Budget 2018/19	Revised budget 2018/19	Budget to date 2018/19	Actuals 2018/19	Variance 2018/19	Projected outturn 2018/19	Projected Variance 2018/19
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Keep my place safe and looking good	3,829	4,102	3,284	3,205	-79	4,061	-42
Help me run a successful business	3	197	184	83	-101	96	-101
Help me be financially independent	358	222	-92	-90	2	202	-20
Help me to live my life independently	156	156	117	10	-107	72	-84
Help me find somewhere to live in my locality	864	863	648	490	-158	748	-115
Provide Good things for me to see, do and visit	1,391	1,181	1,004	959	-44	1,126	-55
Enable others to work/do what they need to do (to meet their purpose)	2,494	2,613	2,425	3,080	655	3,238	625
Totals	9,094	9,334	7,569	7,735	167	9,543	209
Corporate Financing	-9,094	-9,334	-11,563	-11,557	6	-9,307	27
Grand Total	0	0	-3,993	-3,821	173	236	236

Financial Commentary:

There are a number of significant variances across the strategic purposes. The summary above shows the overall position for the Council and the main variations are as a result of:

Keep my place safe and looking good

These budgets include those relating mainly to Environmental Services, Planning, CCTV and other activities to deliver against the purpose to ensuring an area is a safe and attractive place for the community. The variances to report are :

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- It is projected that Bereavement services will receive less income than expected on the burial fees by the end of 2018/19 and there has been some additional costs due to cremator repairs therefore showing a year end variance for the service of **£67k**.
- There is a saving within Community safety budgets due to salary vacancies which are being addressed in a service review. The underspend, however, will be offset against the overhead recharge to the HRA (shown in enabling services) due to the service being 100% attributable to the HRA of **£89k**.
- Whilst a significant growth in income has been achieved within Core Waste services, there have been additional costs required for running the domestic waste services. This is currently under review and therefore projecting an overspend by the end of 2018/19 of **£103k**.
- Development Management has achieved full year budgeted income by quarter 3 but the income trend is not expected to continue at the same rate due to one off large income of **£23k**.
- There have been some salary savings due to vacancies of **£99k** within Core Environmental Operations, Environmental management, Place teams and Planning.

Help me run a successful business

The budgets within the strategic purpose include economic development, all licenses and costs associated with the town and other Properties within the Borough.

- The variance shown in this strategic purpose is mainly due to savings on NNDR & utility budgets for leased building and also additional income.

Help me be financially independent

The strategic purpose includes all costs relating to the support of benefits and the administration and delivery of Council Tax services in the Borough.

- There are no significant variances this quarter to report.

Help me to live my life independently

There are a number of budgets relating to the delivery of the strategic purpose including; Lifeline and Community Transport.

- There has been additional income received within the Lifeline service due a new contract that has been procured with Cannock Chase District Council. This has been reflected in 2019/20 budgets.

Help me find somewhere to live in my locality

The costs associated with homeless prevention, housing strategy and land charges are all included in this strategic purpose. It is worth noting that these costs solely relate to those charged to the General Fund not the Housing Revenue Account

- The variance shown in this strategic purpose is due to salary savings as a consequence of posts not being filled. It is anticipated that this will be addressed in the full housing review.

Provide Good things for me to see, do and visit

- The majority of budgets within this purpose relate to Leisure and Culture services.

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- The variance shown is mainly to do with temporary salary savings due to the change of service delivery and new staff structure implementation.

Enable others to work/do what they need to do (to meet their purpose)

All support services and corporate overheads are held within the enabling purpose. These include; IT, HR, Finance, Management team and other support costs.

- There are a number of unallocated savings that sit within the corporate / enabling service of **£489k** to quarter 3. It is anticipated that these will be partially offset by service savings during the year as detailed with savings monitoring at point 4 below.
- Within Customer Services support there are projected savings of **£62k** due to salary vacancies and additional income received.
- There is an underspend with Legal services due to a vacant position and a one off additional income received. **£53k** is projected by the end of the financial year.
- There are other salary vacancies within Financial Services and Equalities & Policy projected as **£74k** by the end of 2018/19 however this is offset against some additional salary costs within PAs and Directorate support due to redundancy and pension costs following a restructure **£37k**.

Corporate Financing

The projected outturn variance mainly relates to capital and treasury activities (£35k overspend) where savings on minimal revenue provision and discount from the early repayment of pension contributions is offset by reduced recharges to the capital programme.

4. Savings Monitoring

- 4.1 The medium term financial plan included £721k of savings identified to be delivered during 2018/19. The breakdown of these savings is attached at Appendix 3. To quarter 3 £537k has been realised against the budgeted April to September savings of £541k.
- 4.2 In addition there are £777k of unidentified savings for 2018/19 which sit within the corporate / enabling service as highlighted in the table above. To date a projection for year-end 2018/19 of £476k has been identified against these unidentified savings.

5. Cash Management

- 5.1 The cash position of this Council at the start of the financial year and the expected end of year cash positions for the coming financial years is shown in the table below

Date	£m	Position
As at 31 st March 2018 (Actual)	7.0	Borrowing
As at 31 st December 2018	nil	Borrowing

EXECUTIVE COMMITTEE26th March 2019**5.2 Borrowing**

As at the 31st December 2018 there are no short term borrowings with associated borrowing costs within the quarter and £103.929m in long term borrowing with associated costs in the quarter of £888k. All long term borrowing costs relate to the HRA.

An interest payable budget has been set of £34k for 2018/19 due to expenditure relating to current capital projects.

5.3 Investments

At 31st December 2018 there were £7.2m investments held.

6. Capital Budgets

Capital Budget Summary – Overall Council Financial Year 2018/19
--

6.1

Please note figures have been rounded

Strategic Purpose	Original Budget 2018/19 £'000	Revised budget 2018/19 £'000	Budget to date 2018/19 £'000	Actuals 2018/19 £'000	Variance 2018/19 £'000	Projected outturn 2018/19 £'000	Projected Variance 2018/19 £'000
Keep my place safe and looking good	3,273	3,273	2,455	1,375	-1,080	1,655	-1,618
Help me run a successful business	80	80	60	0	-60	0	-80
Help me to live my life independently	1,271	1,271	953	357	-597	603	-668
Provide Good things for me to see, do and visit	102	102	76	9	-67	44	-58
Enable others to work/do what they need to do (to meet their purpose)	150	150	112	112	-0	150	0
Totals	4,876	4,876	3,657	1,853	-1,804	2,452	-2,424

Keep my place safe and looking good

The variance for quarter 3 relates to the several projects including Locality Capital Projects, Cleansing vehicle purchases and Public Buildings.

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- Locality Capital Projects - this is due to majority of the schemes dependant on approval from Worcestershire County Council and therefore causing delays due to slow responses. It is likely that a request will be made to continue the project into 2019/20.
- Vehicle replacement budget - there are delays on the vehicle replacement programme due to specification delays. it is therefore anticipated that a request to carry forward the budget into next financial year 2019/20 will be made.
- Public Buildings – Projects have been delayed due to the transfer of Property Services from PPL back to RBC, these will recommence at the beginning of 2019/20.

Help me run a successful business

The variance relates to improvements at the Business Centres and this is now likely to be delayed until April 2019/20 and therefore a request will be made to carry forward the capital budget to the New year.

Help me to live my life independently

The underspend projected relates to a number of projects. Firstly, the Energy Efficiency installations. This fund has been unable to be spent this year due to the need to procure the energy advice service prior to restarting the Redditch Energy Efficiency Fund. The energy advice service will be procured with a 3 year contract April 2019 - March 2022. There is a underspend showing on discretionary home repairs assistance which is due to a lack of applications being received despite advertising. There will be a request to carry forward an underspend on the disabled facilities grants due to delays in referrals from occupational therapists and reduced demand in private sector.

Provide Good things for me to see, do and visit

There is a small underspend projected at quarter 3. This is a s106 budget for the regrading of football pitches at Terry's Field, Redditch . This is due to the project now requiring to take place post season and therefore will commence in April 2019 and will require the budget carrying forward to the new financial year.

Enable others to work/do what they need to do (to meet their purpose)

The projects are expected to be completed by the end of 2018/19.

6.2 The request for approval of an increased budget £4.5k at 2.3 relates to the Private Sector Housing who currently undertake the traveller/trespass function for the council. For the past two years a plot of council land adjacent Oakenshaw South roundabout has been repeatedly targeted by various groups of travellers, giving rise to anti-social behaviour and causing distress to nearby residents. It is clear that the land requires protection from further incursions and the cost of defensive work is approximately £7.5k. The existing Gypsies & Travellers' revenue budget will fund the remainder of the money required.

6.3 The request for approval of an increased budget £95,666 at 2.4 is due to an additional £55m for disabled facilities grant being distributed to all relevant authorities for the ministry of Housing, Communities and Local Government. The £95,666 allocated to Redditch Borough Council is planned to be used for the delivery of agreed joint plans between Adult Social Care, Clinical Commissioning Groups and the Housing authorities across the county.

6.5 The approval for the request of an increase to the capital budget of £14.5k s106 monies at 2.5 is to provide a contribution to the Feckenham Moated Manor Community Archaeology Project who are

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managing a volunteer group of the Scheduled Ancient Monument on site. The amount is also to go towards the improvements and updating of the existing play provision at Feckenham Recreation ground including re-surfacing of the whole play area.

7. Housing Revenue Account

Appendix 1 details the financial position for the Housing Revenue Account (HRA) for the period April – December 2018.

8. Earmarked Reserves

The position as at 31st December 2018 is shown in Appendix 2. The position at the 1st April 2018 was £1.6m and at the end of quarter 3 includes £3.1m that have been transferred to reserves. The majority of this relates to setting aside section 31 Business rate grant/estimated Business rate surplus to provide funding for future risks.

9. General Fund Balances

The General Fund Balance as at the 31th March 2018 is £1.790m. A balanced budget was approved in February 2018 to include identified savings which have been built into individual budget allocations. This also included a planned use of balances for 2018/19 of £89k.

During 2018/19 there has been a further approval of a use of balances of £300k towards a Public Sector Services Hub and the Council now operating the Facilities Management Services which was previously run by Place Partnership. Therefore, the current level of balances is £1.4m.

10. Legal Implications

No Legal implications have been identified.

11. Service/Operational Implications

Managers meet with finance officers on a monthly basis to consider the current financial position and to ensure actions are in place to mitigate any overspends.

12. Customer / Equalities and Diversity Implications

No direct implications as a result of this report.

EXECUTIVE COMMITTEE26th March 2019**13. Risk Management**

The financial monitoring is included in the corporate risk register for the authority.

APPENDICES

Appendix 1 – HRA Monitoring April – December 2018/19

Appendix 2 – Earmarked Reserves 2018/19

Appendix 3 – Savings Monitoring 2018/19

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Appendix 1

HOUSING REVENUE ACCOUNT (HRA)**REVENUE 2018/19 Quarter 3**

	2018/19 Full Year Budget £'000	2018/19 Budget to Date Apr - Dec £'000	2018/19 Actuals Apr - Dec £'000	2018/19 Variance Apr - Dec £'000	2018/19 Projected Outturn £'000	2018/19 Projected Variance £'000
INCOME						
Dwelling Rents	22,805	17,579	17,603	-24	22,810	-5
Non-Dwelling Rents	483	438	474	-36	501	-18
Tenants' Charges for Services & Facilities	648	473	491	-18	630	18
Contributions towards Expenditure	18	14	111	-97	124	-106
Total Income	23,954	18,504	18,679	-175	24,065	-111
EXPENDITURE						
Repairs & Maintenance	5,187	3,863	4,189	326	5,533	346
Supervision & Management	8,542	2,789	2,237	-552	8,292	-250
Rent, Rates, Taxes & Other Charges	149	112	253	141	333	184
Provision for Bad Debts	400	0	0	0	200	-200
Depreciation & Impairment of Fixed Assets	6,129	0	0	0	6,259	130
Interest Payable & Debt Management Costs	4,179	0	0	0	4,179	0
Total Expenditure	24,586	6,764	6,679	-85	24,796	210
Net cost of Services	632	-11,740	-12,000	-260	731	99
Net Operating Expenditure	632	-11,740	-12,000	-260	731	99
Interest Receivable	-36	0	0	0	-36	0
Revenue Contribution to Capital Outlay	280	0	0	0	181	-99
Use of Balances	-876	0	0	0	-876	0
Transfer to Earmarked Reserves	0	0	0	0	0	0
(Surplus)/Deficit on Services	0	-11,740	-12,000	-260	0	0

Financial Commentary:

Appendix 1 details the financial position for the Housing Revenue Account (HRA) for the period April - December 2018

The major variances are due to the following:

- Contributions towards Expenditure Worcs County Council funding reduction delayed until April 19 together with insurance reimbursement claims for major damage to properties
- Repairs & Maintenance: voids repairs and ad hoc repairs costs have been significantly higher than expected
- Supervision & Management: the variance is predominantly due to vacant posts pending the ongoing review of the Housing function
- Rents, Rates, Taxes & Other Charges backdated Council Tax charges for void properties & insurance excess costs on major damage claims
- Provision for Bad Debts the level of debts written off to date is lower than anticipated
- Depreciation the additional costs are related to purchased vehicles and new software costs (commenced during 2018)

For items where budgets to date show as zero this is due to these costs being allocated as part of the year end accounting processes

HRA CAPITAL 2018/19 Quarter 3**Strategic Purpose****Help Me to Find Somewhere to Live in my Locality**

		2018/19 Full Year Budget £'000	2018/19 Budget to Date Apr - Dec £'000	2018/19 Actuals Apr - Dec £'000	2018/19 Variance YTD £'000
C1012	1-4-1 Housing Replacement	1,902	951	1,183	232
C1201	Catch Up Rep-Bath Replacements	100	50	3	-47
C1202	Catch Up Rep-Kitchen Upgrades	100	50	5	-45
C1203	Catch Up Repairs	0	0	51	51
C1204	Asbestos General	1,000	500	126	-374
C1205	Structural Repairs	60	30	0	-30
C1206	General Roofing	50	25	0	-25
C1207	Electrical Upgrades	400	200	293	93
C1209	Upgrade Of Central Heating Systems	400	200	248	48
C1210	Window Replacements	100	50	0	-50
C1222	Equipment & Adaptations	696	348	392	44
C1241	Solid Wall Insulation	0	0	18	18
C1242	Repairs To Sheltered Housing Stock	0	0	0	0
C1243	Winslow Close Heating	0	0	0	0
C1246	Ext Cladding & Wall Hanging	0	0	0	0
C1247	Insulation	0	0	0	0
C1248	Drainage	0	0	5	5
C1249	Water Supply	50	25	0	-25
C1250	Environmental Enhancements	375	188	22	-166
C1251	Masonry Works	0	0	0	0
C1253	Bathroom Voids	0	0	0	0
C1254	Kitchen voids	0	0	0	0
C1255	FRA Works	500	250	36	-214
C1256	Stock Condition Survey	150	75	12	-63
C1257	Fencing Renewals	90	45	0	-45
C6300	Design & Supervision	350	175	0	-175
		6,323	3,162	2,394	-768

Financial Commentary:

The projects form the basis of an interim capital improvement plan pending the outcome of a comprehensive stock condition survey. The survey will be used to inform the budgets required for the 30 year business plan.

Works are also currently being undertaken on a needs only basis pending the survey outcome

1-4-1 Housing Replacement: properties built or purchased using 1-4-1 capital receipts generated from Right to Buy sales

Description	Balance b/fwd 1/4/2018	Transfers in existing reserve 2018/19	Transfers out existing reserve 2018/19	New Reserve 2018/19	C/fwd 31/3/2019	Comment
	£'000	£'000	£'000	£'000	£'000	
GF Earmarked Reserves						
Business Rates Grants	(7)	0	0	(3,125)	(3,133)	Small Business Rate Relief - Ringfenced grant
Commercialism	(48)	0	10	0	(37)	To help fund costs in relation to commercialism projects
Community Development	(4)	0	0	0	(4)	To support the costs associated with community projects
Community Safety	(270)	0	270	0	(0)	External grant funding to be released over a number of years on Community Safety Projects ongoing
Corporate Services	(150)	0	0	0	(150)	Funding for Locality Enhancements
Customer Services	(12)	0	0	0	(12)	Contribution to WCC for an open portal
Electoral Services	(48)	(11)	8	0	(51)	To support the delivery of individual electoral registration and to set aside a reserve for potential refunds to government
Equalities	(11)	0	0	0	(11)	To fund licence fees
Equipment Replacement	(83)	0	10	0	(73)	ICT equipment reserve
Housing Benefits Implementation	(81)	(66)	0	(23)	(169)	Specific welfare reform grant received
Housing Support	(569)	(38)	6	0	(601)	Government Specific Grant - annual funding
Land charges	(9)	0	0	0	(9)	To fund potential litigation in relation to Land Charges
Land Drainage	(162)	0	0	0	(162)	To support costs associated with health and safety issues within the environment
Leisure	(21)	0	21	0	0	To support set up costs relating to the new Leisure company
Mercury Emissions	(34)	0	34	0	0	To be used to re line the cremators
Parks and Open spaces	(10)	0	0	0	(10)	To fund a review of the local allotments.
Public Donations	(13)	0	0	0	(13)	Accumulated donations for designated projects.
Sports Development	(20)	0	20	0	(0)	Ringfenced grants for a number of sports development activities to improve Health and Wellbeing in the Borough
Town Centre	(56)	0	0	0	(56)	To support improvements in the Town Centre High Street
Warmer Homes	(12)	0	0	0	(12)	To support the costs associated with community projects (repair)
Totals	(1,618)	(116)	379	(3,148)	(4,503)	
HRA Capital Reserve						
Capital Reserve-HRA	(19,835)	0	0	0	(19,835)	Reserve to enable the debt repayment on HRA, and future repairs and maintenance along with support for the Housing Growth Programme.
Totals	(19,835)	0	0	0	(19,835)	

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REDDITCH - SAVINGS & ADDITIONAL INCOME FROM 18-19 BUDGET ROUND

Appendix 3

Department	Description of saving	2018-19 £'000	Comments	Quarter 3			
				On target Y/N	Additional (add to to in yr savings) £'000	below target Y/N	Pressure £'000
Business Transformation	Annual Revenue Budget Saving	-177	Review of IT contract spend	Y			
Community Services	accommodation charge	-18	Review of budget required	Y			
Community Services	telephones	-4	Review of budget required	Y			
Community Services	travellers and unauthorised campers costs	-7	Review of budget required	Y			
Community Services	staff savings from reduced mileage and reduced hours	-3	Review of budget required	Y			
Community Services	additional income	-2	Review of income generated	Y			
Community Services	NNDR	-1	Savings identified	Y			
Community Services	accommodation charge	-18	Review of budget required	Y			
Corporate	Amalgamate postage budget	-14	Savings identified	Y			
Corporate	RBC staff awards	-3	Savings identified	Y			
Corporate	Insurance	-27	Savings identified	Y			
CAFS	Reduction in Hrs	-5	Savings identified	Y			
CAFS	Additional income	-125	Additional income based on previous year	Y			
Environmental Services	Fuel and Vehicle R&M	-67	Savings identified	Y			
Environmental Services	Materials, equipment and waste disposal	-21	Savings identified	Y			
Environmental Services	Overtime	-6	Savings identified	Y			
Environmental Services	Utilities	-4	Savings identified	Y			
Environmental Services	Contractors and Credit Card Fees	-5	Savings identified	Y			
Environmental Services	Increase in cremation income	-50	Additional income generated	Y			
Environmental Services	Additional work for County Council and inflation of fees	-15	Additional income generated	Y			
Environmental Services	Replacement waste bins	-72	Revenue savings achieved by capitalising all bin replacements	Y			
Corporate	Subscriptions	-4	Savings identified	N			4
Corporate	Subscriptions	-25	Savings identified	Y			
Corporate	Subscriptions	-8	Savings identified	Y			
Housing General Fund	General reduction in budget based on prior year(s) actuals	-0	}	Y			

Department	Description of saving	2018-19 £'000	Comments	On target Y/N	Additional (add to to in yr savings) £'000	below target Y/N	Pressure £'000
Leisure & Cultural Services	savings on spend budgets	-5	Mainstream funding no longer needed received/in place	Y			
Leisure & Cultural Services	Furniture purchase for Chamber and CR2/3 - budget allocation is more than required	-4	Savings identified	Y			
Leisure & Cultural Services	Vehicle Costs	-3	Savings identified	Y			
Leisure & Cultural Services	savings on accommodation costs	-8	Savings identified	Y			
Leisure & Cultural Services	Additional income	-20	Increased income generated at Palace Theatre	Y			
TOTAL		-721			0		4



Licensing Committee

Monday, 4 March 2019

MINUTES

Present:

Councillor Anita Clayton (Chair), and Councillors Joanne Beecham, Andrew Fry, Julian Grubb, Pattie Hill, Antonia Pulsford, Yvonne Smith, Pat Witherspoon, Jennifer Wheeler, Tom Baker-Price and Matthew Dormer

Officers:

Jess Bayley, Sue Garratt and Vanessa Brown

Committee Services Officer:

Sarah Sellers

28. CONSULTATION ON REVISED STATEMENT OF POLICY UNDER LICENSING ACT 2003 - CONSIDERATION OF RESPONSES

Members received a report setting out the outcome of the consultation exercise regarding the draft revised Statement of Licensing Policy.

The Licensing and Support Services Manager, Worcestershire Regulatory Service (WRS), presented the report and reminded Members that the Statement of Licensing Policy needed to be renewed every five years. The current policy had taken effect from 1st October 2014. Therefore a new Statement of Licensing Policy needed to be published by 1st October 2019.

On 16th July 2018 the Licensing Committee had approved a draft revised Statement of Licensing Policy for the purposes of consultation with the relevant parties.

The revised policy had been updated to reflect changes in legislation and guidance and Members were referred to the key changes which included:-

.....
Chair

Licensing Committee

Monday, 4 March 2019

- A new section to explain the implications of the Immigration Act 2006 on the Council's functions under the Licensing Act 2003.
- New wording around how the Council would deal with applications for, and suspension or revocation of, personal licences in accordance with new legislation in the Policing and Crime Act 2017 which gave Licensing Authorities the power to suspend or revoke personal licences.
- Updating of the section regarding the Live Music Act 2012 to reflect further deregulation of the licensing of entertainment.
- Updating of the section regarding powers of local authorities to adopt special policies on cumulative impact, as introduced by the Policing and Crime Act 2017.
- A new section regarding local powers to deregulate the licensing of late night refreshment under the Deregulation Act 2015.

The consultation ran from 2nd October 2018 to 11th January 2019 and Members were referred to the list of consultees at paragraph 3.16 of the report. It was noted that only one response was received on behalf of the Director of Public Health at Worcestershire County Council.

The Director of Public Health had requested that a section be added to the Statement of Licensing Policy in all districts recognising the contribution of public health to the licensing process. Such a section had been added into the draft revised Statement of Licensing Policy between paragraphs 7.21 and 7.23 the wording of which had been agreed in consultation with the Public Health Directorate.

With regard to the text of the draft revised Statement of Licensing Policy the only comments from Members related to the "Protection of Children from Harm", and specifically paragraph 6.42 on page 110 of the main agenda pack. A request was made that some additional information should be included to direct readers of the policy to more information about safeguarding procedures for children involved in entertainment productions, and the need for suitably qualified adults to be identified to supervise/ chaperon children performing in shows and productions.

Officers confirmed that suitable wording to cover this request would be added to the policy.

Licensing Committee

Monday, 4 March 2019

RESOLVED that

The Revised Statement of Licensing Policy at Appendix 1 be amended by the addition of extra wording at paragraph 6.42 regarding the safeguarding of children involved in entertainment productions.

RECOMMENDED that

Subject to the inclusion of the additional wording to paragraph 6.42, the Revised Statement of Licensing Policy at Appendix 1 be approved and published to take effect on 1st June 2019.

The Meeting commenced at 7.00 pm
and closed at 8.15 pm

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Audit, Governance & Standards

Thursday, 7 March 2019

Committee

MINUTES

Present:

Councillor John Fisher (Chair), Councillor Mark Shurmer (Vice-Chair) and Councillors Salman Akbar, Joanne Beecham, Michael Chalk, Yvonne Smith, Julian Grubb and Anthony Lovell

Also Present:

Richard Percival, (Grant Thornton, external auditors)

Officers:

Andy Bromage, Clare Flanagan and Chris Forrester

Democratic Services Officer:

F Mughal

36. TREASURY MANAGEMENT STRATEGY AND CAPITAL STRATEGY REPORT

The Committee considered the Capital Strategy and the Treasury Management Strategy reports 2019/20 as well as the mid year treasury report. The capital strategy report was a new report for 2019/20 due to the changes made by CIPFA and the Ministry of Housing, Communities and Local Government (MHCLG) to relevant guidance. The strategies were set against the Council's MTFP, UK economy and projected interest rates.

The Financial Services Manger highlighted the key points as follows:

- The Council planned to incur £20m of capital expenditure on investments over the next three years;
- Planned borrowing was forecast to increase significantly in order to support the planned expenditure;
- The Capital Financing Requirement (CFR) for general fund services was forecast to see a significant increase over the next five years due to planned expenditure on capital projects and investments;

.....
Chair

Audit, Governance & Standards

Committee

Thursday, 7 March 2019

- The Financial Services Manager highlighted a number of Key Performance Indicators, measures and controls related to the strategies;
- The half year treasury report highlighted three investments, two with local authorities and one with the Staffordshire Police and Crime Commissioner, which exceeded the £2m limit set in the treasury strategy. Their creditworthiness was viewed in the same light as that of central government, and as such these investments were deemed to be of a similar risk level.

Members were made aware that work would be carried to determine what impact, if any, Brexit might have on planned strategies and pension liabilities.

RECOMMENDED that

- a) the Capital Strategy (Appendix A) as an appropriate overarching strategy for the Council be recommended to Council for approval and the flexible use of capital receipts policy as per appendix E; and**
- b) Council approve the Treasury Management Strategy for 2019/20 (Appendix B) and the associated limits, MRP policy and treasury management policy (appendences C and D) and specific indicators included in this report.**

RESOLVED

that the half year treasury management report be noted

The Meeting commenced at 7.00 pm
and closed at 8.35 pm

REDDITCH BOROUGH COUNCIL
OVERVIEW AND SCRUTINY
COMMITTEE
ANNUAL REPORT 2018 – 2019



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CHAIR'S FOREWORD

Over the last year it has been a privilege and a pleasure to be the Chair of the Overview and Scrutiny Committee. It has been an especially good year as most of the recommendations and suggestions given to the Executive Committee have been cross-party. This is significant in a number of different ways; the importance of cross-party decision-making when representing the community as a whole, decisions taken by the Executive Committee that have followed our recommendations have had added strength due to cross-party approval, and finally it shows that by working together in partnership we can move things forward as a Council.

It is noted that there have been no specific Task Groups or Short Sharp reviews established during the year, though the scrutiny of support for care leavers was completed in this municipal year. However, we have had in-depth group discussions at meetings of the Overview and Scrutiny Committee. Frequently we discussed individual items put forward by the whole Committee and raised issues that mattered to the community.

I would like to take this opportunity to thank Members of the Overview and Scrutiny Committee who have contributed their time and energy to make this a successful year for Overview and Scrutiny.



**Councillor Joe Baker, Chair of
the Overview and Scrutiny
Committee**

This report outlines the work undertaken by the Overview and Scrutiny Committee of Redditch Borough Council during 2018 – 2019.

THE ROLE OF OVERVIEW AND SCRUTINY

The role of overview and scrutiny is an important one in the Council's governance structure, in providing challenge and driving improvement. It is often referred to as the "critical friend" of the Council and can review any issues of concern or real interest to local residents.

The Overview and Scrutiny Committee has a number of roles within the Council. These include:

- Holding the Executive Committee to account by thoroughly scrutinising their decisions to ensure that the Council continues to provide the best services possible for Redditch residents. As part of this role, the Committee has the power to 'call-in' decisions made by the Executive Committee and to request that the Executive Committee review the original decisions, taking into account the issues raised by the Committee.
- Acting as a 'critical friend' to the Executive Committee by reviewing Council policies and strategies, making recommendations where appropriate.
- Performance and financial monitoring, to ensure the Council's services are sustainable and to the highest possible standard.
- Commissioning reviews of services/topics that impact on the Council or on the lives of Redditch residents.
- Pre-scrutiny of items prior to a decision being made by the Executive Committee.
- Setting up Task Groups to focus on specific subjects and recommend ways to improve existing practices within the Council and community as a whole. A flow chart on how to consider potential scrutiny reviews can be found at Appendix A and the Council's scoping form at Appendix B.

MEMBERSHIP

The Committee appoints individual Members to oversee the work of Overview and Scrutiny. Membership of the Committee for 2018/2019 is as follows:



Cllr Joe Baker (Chair)



Cllr Debbie Chance (Vice Chair)



Cllr Joanne Beecham
(From August 2018)



Cllr Michael Chalk



Cllr Andy Fry



Cllr Pattie Hill



Cllr Anthony Lovell



Cllr Gemma Monaco



Cllr Mike Rouse
(From May to July 18)



Cllr Jennifer Wheeler

ACTIVITIES AND OUTCOMES DURING 2018/19

Non-Executive Members attended Overview and Scrutiny training in June 2018 and during this session the Councillors identified priority issues to add to the Overview and Scrutiny Committee's work programme.

The Overview and Scrutiny Committee monitors the impact of all of its recommendations that have been endorsed by the Executive Committee. A tracking report is presented to the Committee during the year stating progress made to date. Further information about the issues discussed by the Committee during the year and Members' findings are detailed below.

HOUSING BENEFITS PRESENTATION – 31 MAY 2018

The Committee received a presentation detailing the impact of changes to welfare support. The presentation made reference to the Benefit Cap, the Spare Room Subsidy, Discretionary Housing Payments, the Council Tax Support Scheme, the Hardship Scheme, Universal Credit, the Essential Living Fund and the work of the Financial Independence Team.

Members learned that following a number of welfare changes at a national level there had been some development in terms of the support available to those in receipt of housing benefit. For example, the introduction of the spare room subsidy, impacted on the amount of housing benefit available to some applicants. At Redditch Borough Council those struggling financially could access alternative means of support if housing benefit was unable to cover all of their expenses, for example support from the Essential Living Fund.

REDDITCH PARTNERSHIP - MONITORING UPDATE REPORT – 5 JULY 2018

A report was received on the Redditch Sustainable Community Strategy (SCS) and work of the Redditch Partnership. This update was provided to the Committee on an annual basis in response to a recommendation from a 2010 Task Group which considered the work of the Redditch Partnership.

In the course of the presentation, Members were advised that health inequalities, educational attainment levels, raising the expectations of young people, the economy in Redditch and transformational change of services were key priorities for the partnership. The Redditch Partnership was also leading on a piece of work to review mental health needs in the Borough.

**REDI CENTRE LEASE ARRANGEMENT - PRE DECISION SCRUTINY
5 JULY 2018**

The Committee received a report detailing the proposal to grant a twelve year lease to Redditch Youth and Community Enterprise (RYCE) for the use of the REDI Centre.

During consideration of this report Members learned that RYCE had been using the REDI centre since 2014 under a meanwhile lease arrangement. It was also noted

that RYCE had since applied for big lottery funding to be spent on the building but this would be contingent upon securing a long-term lease. On balance Members concluded that it would be appropriate to grant a twelve year lease to RYCE for use of the building, subject to the lottery funding being approved.

PRE-DECISION SCRUTINY - REDDITCH TOWN CENTRE REGENERATION 9 AUGUST 2018

The Committee was presented with a report in relation to the regeneration of Redditch town centre. This followed on from the Committee's consideration of proposals in respect of the One Public Estate in the previous municipal year. A regeneration prospectus had been drafted and this contained a number of proposals relating to Redditch Town Centre. This included a proposal to introduce a public sector hub on the site of the current Town Hall.

SAFEGUARDING AND EARLY HELP - WORCESTERSHIRE COUNTY COUNCIL 6 SEPTEMBER 2018

Representatives from Early Help and Commissioning for Worcestershire County Council presented a report in respect of Safeguarding and Early Help services. During the delivery of this presentation it was noted that Worcestershire Children's Services had been the subject of a full Safeguarding Inspection undertaken in October, 2018 by Ofsted, and subsequently had been subject to regular monitoring visits in order to assess progress.

A summary of the inspections was highlighted in the report together with areas for improvement. These outlined some of the significant challenges faced in the services provided to children and young people in Worcestershire, particularly those who were looked after. The Committee acknowledged that further work was required to ensure that the voice of the child was heard and services were making a difference to their lives. Members were also keen to ensure that services continued to improve, building on the lessons learned from the inspection.

Members questioned how Worcestershire County Council would ensure that children and young people were kept safe from harm. Officers advised that regular feedback from children and young people and quarterly reports were shared across Children's Services and there was good engagement with children and young people through welfare interviews.

Due to the importance of safeguarding matters every Member was invited to attend this meeting, as it was recognised that this was important in relation to their roles as corporate parents.

PRE-DECISION SCRUTINY - DRAFT COUNCIL TAX REDUCTION SCHEME AND WIDER SUPPORT FRAMEWORK – 6 SEPT 2018

The Committee received a report in relation to the Draft Council Tax Support Scheme (CTSS) and Wider Support Framework. The Executive Director of Finance and Resources provided information on the work undertaken by the Customer Access and Financial Support Service to date in respect of the redesign of the CTSS

for implementation by 1st April 2019. The report also set out proposals for public consultation in relation to the potential to introduce income bands for the CTSS.

Following discussions about the report the Committee recommended that the Council undertake a formal consultation with the major preceptors and the public on the proposed redesign of a revised scheme to take place for eight weeks from 1st October, 2018. This was subsequently agreed by the Executive Committee and the consultation process did take place. However, a decision was eventually taken by Council to not introduce income banding at this time.

PRE-DECISION SCRUTINY - LEISURE SERVICES BUSINESS PLAN 6 SEPTEMBER 2018

A report was presented to the Committee in relation to the Leisure and Cultural Services – Local Authority Trading Company Business Case (LATC), prior to the introduction of Rubicon Leisure Ltd. The Executive Director of Finance and Resources provided an overview and highlighted the key areas.

Members were advised on the progress that was being made following approval in March, 2018, to set up a not for profit, Teckal compliant, Local Authority Trading Company (LATC) to operate a number of the Council's Leisure and Cultural Services subject to the approval of the final business plan.

The Committee was informed about the services that would be provided by the new company. Some services would remain within the Council's jurisdiction, in line with best practice across the country. The Council would be the only shareholder in the new company and Members would be included in the decision making process. In order to achieve this it was proposed that a new Shareholders' Committee be established.

PRE-DECISION SCRUTINY - HOUSING / HRA OVERVIEW AND RECOVERY PLAN – 6 SEPTEMBER 2018 / FEBRUARY 2019

The Deputy Chief Executive presented the Housing / HRA Overview and Recovery Plan. During the presentation of the report the key findings arising from a recent review of Housing Services were highlighted for Members' consideration. The Committee was informed about the steps that were already being taken to address the issues that had been identified in the department. An action plan was also presented for Members' consideration which highlighted the timeframes for addressing key areas.

In February 2019, a further update was provided to the Committee outlining the progress that had been achieved to date. Members welcomed the hard work of officers to address various problems and invited the Executive Committee to formally thank staff.

HEREFORD AND WORCESTERSHIRE SUSTAINABILITY AND TRANSFORMATION PARTNERSHIP UPDATE - 18 OCTOBER 2018

Representatives from the Worcestershire Health and Care Trust and Worcestershire County Council provided an update in respect of the Herefordshire and Worcestershire Sustainability and Transformation Plan (STP). This followed discussion of the STP at meetings of the Committee in previous years and those attending outlined the work of the various STP Workstreams.

The Committee was informed that the STP Programme Committee had agreed on its top priorities which were to address health and well-being; care and quality and finance and efficiency.

As this subject had been discussed on a number of occasions by the Overview and Scrutiny Committee, and significant progress had been achieved, Members discussed whether it was necessary to continue to debate this matter. However, due to the importance of health services to the people of Redditch the Committee concluded that a further update on the Herefordshire and Worcestershire STP should be provided at a future meeting.

**EMERGENCY PLANNING (CIVIL CONTINGENCIES) ANNUAL UPDATE
18 OCTOBER 2018**

The North Worcestershire Civil Contingencies and Resilience Manager provided an update on the Council's Civil Contingencies arrangements. This report had been requested in a Short Sharp Review of Civil Contingencies completed in 2017.

Members were advised that in 2018 there had been two incidents which required an internal and multi-agency debrief session to be commissioned. Training was being planned for Duty Incident Response Officers to enable them to fulfil their jobs effectively. A further update will be provided to the Committee in 2019/20.

**PRE-DECISION SCRUTINY - COUNCIL HOUSING GROWTH PROGRAMME
18 OCTOBER 2018**

The Committee received a report in relation to the Council Housing Growth Programme, which was launched in 2017. Officers from the Private Sector Housing Team provided information on the proposed development sites. A number of options to increase the Council's housing stock were outlined for Members' consideration, which included the potential to construct new Council houses.

Members expressed the view that the Housing Growth Programme was beneficial, as work on this programme would help the Council to address the housing needs of residents living in the Borough.

Following consideration of the subject Members endorsed the recommendations in the report which were then considered and approved by the Executive Committee.

**PRE-DECISION SCRUTINY - CORPORATE PEER CHALLENGE ACTION PLAN
18 OCTOBER 2018**

The Chief Executive presented the Corporate Peer Challenge, which had been conducted by representatives of other local authorities and the Local Government Association and covered both Redditch Borough and Bromsgrove District Councils. Members were advised that similar exercises had been undertaken by other local authorities and they were designed to help Councils improve services moving forward.

Members were advised that the challenge focused on five key areas including, financial sustainability, priority setting, capacity to deliver, political and managerial leadership and governance and decision making. There had been a number of recommendations arising from this report; the majority of which Officers were suggesting should be acted on. However, Officers suggested that there would not be sufficient benefit in terms of moving on the Corporate Peer Challenge suggestion to move to a single workforce at this stage.

Members considered the proposals contained within the report in detail. Some concerns were raised that some of the recommendations, particularly in respect of the political and decision making process, were more applicable to Bromsgrove District Council than to Redditch Borough Council. When this matter was considered by the Executive Committee the concerns of the Overview and Scrutiny Committee were noted, though the Executive Committee endorsed the report in full.

SEXUAL HEALTH SERVICES IN REDDITCH UPDATE - 6 DECEMBER 2018

Representatives of Worcestershire County Council and the Worcestershire Health and Care Trust attended a meeting of the Committee at the request of Members to discuss sexual health services provided in Redditch. Written responses were provided to a series of questions.

During consideration of this item particular reference was made to the challenges in terms of services engaging with representatives of the Lesbian, Gay, Bisexual and Transgender (LGBT) community. The Chair explained that there was a Redditch LGBT community group and it was noted that services could potentially work with this group to engage with the LGBT community. Reference was also made to the services provided to young people and it was suggested that the opening hours should be reviewed to align more closely with the needs of adolescents. The Committee also suggested that the Council could help to raise awareness of the white ribbon campaign in respect of domestic violence.

**HOMELESSNESS POLICY (HOMELESSNESS REDUCTION ACT)
6 DECEMBER 2018**

Representatives of the Private Sector Housing Team were invited to present a report outlining the key features of the Council's Homelessness Policy and the impact of the Homelessness Reduction Act 2017 and the impact that this had had on Council

services. The report had been requested by Members during the Overview and Scrutiny Work Programme planning session in June 2018.

Officers reported that the Homelessness Reduction Act profoundly altered the ways in which local authorities and their clients worked together to try and resolve housing issues. The Act recognised that there was a shortage of social housing and that by clients and the Councils working together there was a much better chance of preventing homelessness. The legislation placed a greater emphasis on preventing homelessness.

Members were advised that there were challenges and risks going forward which were identified as follows:

- the additional administrative requirements associated with the legislation could lead to backlogs in casework and lengthen waiting times for appointments;
- accommodation options had not increased to cater for the greater focus on prevention and relief so the increase in duties had not been accompanied by an increase in resources; and
- recruitment issues could impact on provision of the service - high turnover rates of temporary staff could be particularly challenging with a national shortage of experienced staff driving up the rates of pay.

One of the key challenges that local authorities were facing was the availability of experienced and trained staff to work in Housing Services. As part of the review Members were advised that the number of staff and the specialisms required were being assessed.

REVIEW OF THE VOLUNTARY AND COMMUNITY SECTOR GRANTS POLICY - PRE-SCRUTINY – 6 DECEMBER 2018

The Head of Community Services provided Members with an overview of the draft policy and Councillor guidance notes in respect of the Councillor Community Grants Scheme. In November, 2018, full Council had agreed to change the way in which the Council allocated grant funding to Voluntary and Community Sector (VCS) organisations in Redditch. From April 2019, all Members would have a budget of £5,000 from which they could provide funding to VCS groups.

The Committee was provided with full details in respect of the revised scheme. Members were advised that training would be provided to all Councillors which would be mandatory. In addition, guidance notes would be provided to all Members explaining the full process. The scheme would be piloted for one year with it being evaluated during the year.

The Committee recommended that the Council should retain the £20,000, due to be cut from the grants budget, to invest in town wide issues and issues of importance to Redditch. However, this proposal was rejected by the Executive Committee on 11th December, 2018.

MEDIUM TERM FINANCIAL PLAN 2019/20 TO 2022/23 - PRE-SCRUTINY

3 JANUARY 2019 / 20TH FEBRUARY 2019

The Committee was provided with an update on the Medium Term Financial Plan 2019/20 – 2022/23. The report outlined the issues faced by the Council in achieving a balanced budget and the action that was being taken to address this.

A number of key issues were highlighted including that unavoidable costs would not be included in the budget moving forward. A significant level of savings had been achieved, due to receiving additional income in some places, such as from a new contract for the Lifeline service. There were some unavoidable pressures which would need to be met and some budget bids had been submitted. However, the government had confirmed that the negative support grant, by which the Council would have had to pay funding back to the Government, would not need to be paid in 2019/20.

Members also pre-scrutinised the Executive Committee's proposed budget at a meeting on 20th February 2019. During that meeting Members were advised that the budget had been balanced for 2019/20. However, there remained considerable uncertainty about the budget position moving forward in relation to matters such as the New Homes Bonus and the negative support grant.

The Committee concurred that additional income was needed to help balance the Council's budget in future years. With this in mind Members proposed that the Council should investigate the potential to introduce charges for Council events, such as Morton Stanley Festival and a review should be undertaken of the Council's assets in order to maximise income. Members also raised concerns about some aspects of the Council's proposed budget, including the introduction of the Redditch Community Lottery. The Overview and Scrutiny Committee's proposals were noted by the Executive Committee at a meeting on 25th February, when Members were also advised that action was already being taken to review the potential to secure further income from use of the Council's assets and from Council events.

DEVELOPMENT PARTNER TO PROGRESS THE POSSIBLE REDEVELOPMENT OF WINYATES AND / OR MATCHBOROUGH DISTRICT CENTRES AND SURROUNDING AREAS - PRE-SCRUTINY – 3 JANUARY 2019

The Interim Head of the North Worcestershire Economic Development and Regeneration (NWEDR) presented the report in respect of the redevelopment of Winyates and Matchborough District Centres and surrounding areas. The report outlined the initial proposals for the redevelopment of Winyates and Matchborough District Centres. Due to the relevance of these proposals to the local community Members had agreed in 2017/18 that all reviews focusing on the redevelopment of the district centres should be subject to detailed scrutiny.

The Committee recommended that assurances be given that no Council housing stock or business unit assets should be lost from the redevelopment of the Winyates and Matchborough District Centres. The Executive Committee determined that assurance should be provided that there would be no net loss of Council houses as a result of the redevelopment.

**WASTE COLLECTION FROM HOUSES IN MULTIPLE OCCUPATION -
3 JANUARY 2019**

The Head of Environmental Services provided Members with information in respect of waste collection services for Houses in Multiple Occupation (HMOs). Members had requested an update in respect of this matter during the Overview and Scrutiny Work Programme Planning event in June 2018, in light of relevant licensing changes which were due to come into force on 1st October 2018. The changes meant that landlords needed to provide facilities for storing and disposing of household waste, recycling and garden waste. The changes also extended the description of HMOs to include properties which were less than three stories high. The Head of Environmental Services provided Members with details around the legal implications of the changes and the impact of failure by the licence holder to comply with the scheme.

Background information was provided in respect of HMOs and the important role that they played within the housing sector. Members were advised that the Environmental Services team was working closely with the Private Sector Housing Team to ensure that all future licenses granted for HMOs included a written statement that ensured waste was sufficiently catered for as part of their conditions. The team also carried out inspections before granting any licence with the specifics of those conditions being reiterated.

CRIME AND DISORDER SCRUTINY PANEL

Local authorities are required to have a Committee designated with responsibility to review the work of the local Crime and Disorder Reduction Partnership and this Committee must meet at least once a year to discuss the work of the partnership. In Redditch this role is undertaken by the Crime and Disorder Scrutiny Panel, which is a permanent sub-committee of the Overview and Scrutiny Committee. The Panel holds the North Worcestershire Community Safety Partnership to account for its work in Redditch.

A meeting of the Crime and Disorder Scrutiny Panel took place in September 2018. During the meeting Members received an update on the work of the partnership in the Borough in the preceding 12 months, received an update on child sexual exploitation and the action that had been taken by the partnership to address this problem and considered information about rates of anti-social behaviour in the Borough and the work of the partnership to address this.

At a meeting of the Executive Committee in September 2018 Members considered a report in respect of the Anti-Social Behaviour Crime and Policing Act 2014 and the action proposed by Officers to address the provisions in this legislation. Under this legislation Councils could take measures such as introducing Public Safety Protection Orders (PSPOs) and it had been proposed that power should be delegated to Officers to fulfil these duties. Due to the significance of these measures to community safety, Members agreed that Officers should report on a six month basis to the Crime and Disorder Scrutiny Panel about the implementation of these powers.

In 2017 Members agreed that two meetings of the Crime and Disorder Scrutiny Panel should take place due to the importance of the issue to the Borough. However, the second meeting of the panel that was due to take place in March 2019 was cancelled due to a lack of business. It is anticipated that the first update in respect of PSPOs and other new powers set out in the Anti-Social Behaviour Crime and Policing Act 2014 will be provided at the next meeting of the Crime and Disorder Scrutiny Panel in September 2019.

TASK GROUPS AND SHORT SHARP REVIEWS

Task Groups are established by the Overview and Scrutiny Committee to conduct an in-depth review of any service, policy or issue that affects the Borough. The work carried out by Task Groups in 2018/19 is summarised below.

CARE LEAVERS SCRUTINY TASK GROUP

At the meeting of the Council on 29th January, 2018, it was agreed that the Overview and Scrutiny Committee, working with officers, should undertake a review and bring forward proposals to the Council to introduce any changes to either exempt or reduce the amount of Council Tax paid by care leavers for the age group of 18 to 25.

The Overview and Scrutiny Committee agreed to launch a Short Sharp Review to investigate support for care leavers in Redditch, and in particular, the Council Tax Support available to care leavers. Members identified a lot of positive work carried out by multiple agencies in supporting care leavers as well as areas where improvements could be made.

At the end of the review, the Short Sharp Review group presented three recommendations, which proposed changes to the Council Tax Support Scheme designed to support care leavers. The recommendations were approved by the Executive Committee in an amended form in August 2018.

In February 2019 the Council Tax Support Scheme for 2019/20 was debated at a meeting of full Council. Changes to the scheme to support care leavers, which built on the findings of the group, were agreed.

A detailed account of the group's findings can be viewed in their final report which can be accessed on the Council's website.

SUICIDE PREVENTION

The Overview and Scrutiny Committee will consider a proposal to launch a Short Sharp Review of action that could be taken to prevent and reduce suicide rates in the Borough at a meeting on 21st March 2019. Should this be approved by the Committee the review will launch in the new municipal year.

WORKING GROUPS

In 2017 the Overview and Scrutiny Committee agreed to establish working groups that would focus on the Council's budget and the performance of Council services.

BUDGET SCRUTINY WORKING GROUP – CHAIR, COUNCILLOR JENNY WHEELER (UNTIL JANUARY 2019) AND COUNCILLOR ANDREW FRY (FEBRUARY – APRIL 2019)

The Budget Scrutiny Working Group held a number of meetings in 2018/19. At the start of the year the Chair of the group agreed to schedule meetings of the group to consider items in accordance with the approach suggested by the Centre for Public Scrutiny (CfPS). This was designed to enable the group to comply with national best practice.

During the year the Budget Scrutiny Working Group considered the following matters:

- Proposals to introduce a Redditch Business Improvement District (BID) – The group supported this proposal as they concluded that a BID would enhance the economic vibrancy of the town centre.
- Fees and Charges – This year Members reflected back on the fees and charges report that had been agreed in January 2018 and based on this identified a number of areas where charges could be introduced or amended to meet the needs of the Council's customers. As part of this process the group recommended that Officers should investigate the potential to introduce special discount fees for frequent use of the Shopmobility Service. Members also pre-scrutinised the Fees and Charges report for 2019/20.
- Enterprise (Finance) System - The introduction of a new finance system has been reviewed in detail at meetings of the group. Members have been provided with regular updates on progress with the project and the group recommended that a briefing should be provided to all Members on the subject due to the financial implications for the Council. This took place on 19th March 2019.
- The Housing Revenue Account (HRA) 2019/20 – Members pre-scrutinised the content of this report at a meeting in January 2019. The group welcomed news that the Council had balanced the HRA budget for 2019/20 and noted the challenges facing the Council in respect of the HRA moving forward.
- Members received an update in respect of the new Housing IT system that was due to be procured and welcomed news that this would replace a relatively old IT system that had been in use for many years.
- The group received an update on the work that had been undertaken in preparation for the return of Property Services to the Council from the Place Partnership Ltd. Members were pleased to learn that the transfer arrangements were progressing well.
- At every meeting of the group Members received a verbal update on the work of the Commercialism Board and progress in respect of the Council securing alternative sources of income.
- Members conducted a consultation exercise with members of the Redditch Community Panel about the Council's budget. Two of the questions included in

a public survey circulated on the group's behalf focused on the Council's grants process and Redditch Community Lottery respectively. Members agreed to revisit the feedback received from the public in respect of this matter in the new municipal year when it was agreed that the grants process and lottery should be investigated in further detail. A third question from the group asked participants to highlight the services that they felt should be prioritised in the Council's budget. The group will revisit the top five priority areas in 2019/20 and their findings should inform any recommendations that will be made about the budget for 2020/21 onwards.

PERFORMANCE SCRUTINY WORKING GROUP

The group has an important role in scrutinising the delivery of the Council's priorities. The group agreed Members would monitor performance of services in relation to the strategic purposes. Each Member was allocated responsibility for taking a lead on monitoring the Council's performance in relation to a single strategic purpose. Members agreed that, due to the significant number of changes being made to leisure services, resulting in the recent introduction of Rubicon Leisure Ltd, that the strategic purpose "good things to do, so and visit" would be monitored by the whole group.

The Group met three times in 2018/19. During one of these meetings training was provided in respect of the Council's measures dashboard and an invitation was extended to all Members to attend.

At a meeting in February 2019 the Chair of the Overview and Scrutiny Committee raised concerns about the number of meetings held in 2018/19 of the Performance Scrutiny Working Group. The Committee agreed that the group needed to meet more frequently in order to make an effective contribution to Council business. Therefore Members requested that the group should meet at least six times in 2019/20.

EXTERNAL SCRUTINY BODIES

West Midlands Combined Authority (WMCA) Overview and Scrutiny Committee – Council representative, Councillor Michael Chalk

The Committee received regular updates from Councillor Chalk, the Council's representative on the West Midlands Combined Authority Overview and Scrutiny Committee. During the year Councillor Chalk frequently provided written updates about the work of the Committee and highlighted the following points:

- The “Local Industrial Strategy” and the links with the Local Enterprise Partnerships (LEPs).
- How Overview and Scrutiny could serve the WMCA by supporting and forming policies.
- The question and answer session for the WMCA Mayor in relation to housing, transport and air quality.
- The Transport group's report, and its focus on cycling, and new stations.
- The quorum for the WMCA Overview and Scrutiny Committee. Unfortunately, Councillor Chalk reported that there had been some difficulties ensuring that a full quorum was present for all of the meetings and this highlighted the need for Members to attend or arrange a substitute where necessary.

Worcestershire Health Overview and Scrutiny Committee (HOSC) – Council Representative, Councillor Mike Rouse until July 2019 and then Councillor Michael Chalk.

The Committee received regular updates from Councillor Rouse and subsequently Councillor Chalk about the work of the Worcestershire Health Overview and Scrutiny Committee (HOSC). Some of the issues highlighted during the year included:

- Winter pressures on hospitals and patient flow in and out of hospital.
- The ambulance divert pilot.
- An ongoing update in respect of Worcestershire Acute Hospitals NHS Trust.
- The services provided at hospitals managed by the trust, particularly the Alexandra Hospital.

Further details are available at Worcestershire County Council website.

CONCLUSION

This has been a busy year for Overview and Scrutiny in Redditch. In particular Members have undertaken a significant amount of pre-scrutiny work and many of the Committee's recommendations have influenced the decisions reached by the Executive Committee and Council.

In 2019 the Government is due to publish new guidance in respect of Overview and Scrutiny. This should lead to changes at a local level, but whatever those changes may entail, Overview and Scrutiny will continue to have an important role to play in the local decision making process.

To ensure that the Council's Overview and Scrutiny process continues to meet the needs of Redditch residents whilst complying with legislative requirements, a scrutiny training session will be provided in the new municipal year. All non-Executive Members will be invited to attend.

The Chair of Overview and Scrutiny Committee express his thanks to all Members of the Overview and Scrutiny Committee, recognising in particular the valuable contribution made by Members through Task Group investigations and on the Budget and Performance Scrutiny Working Groups.

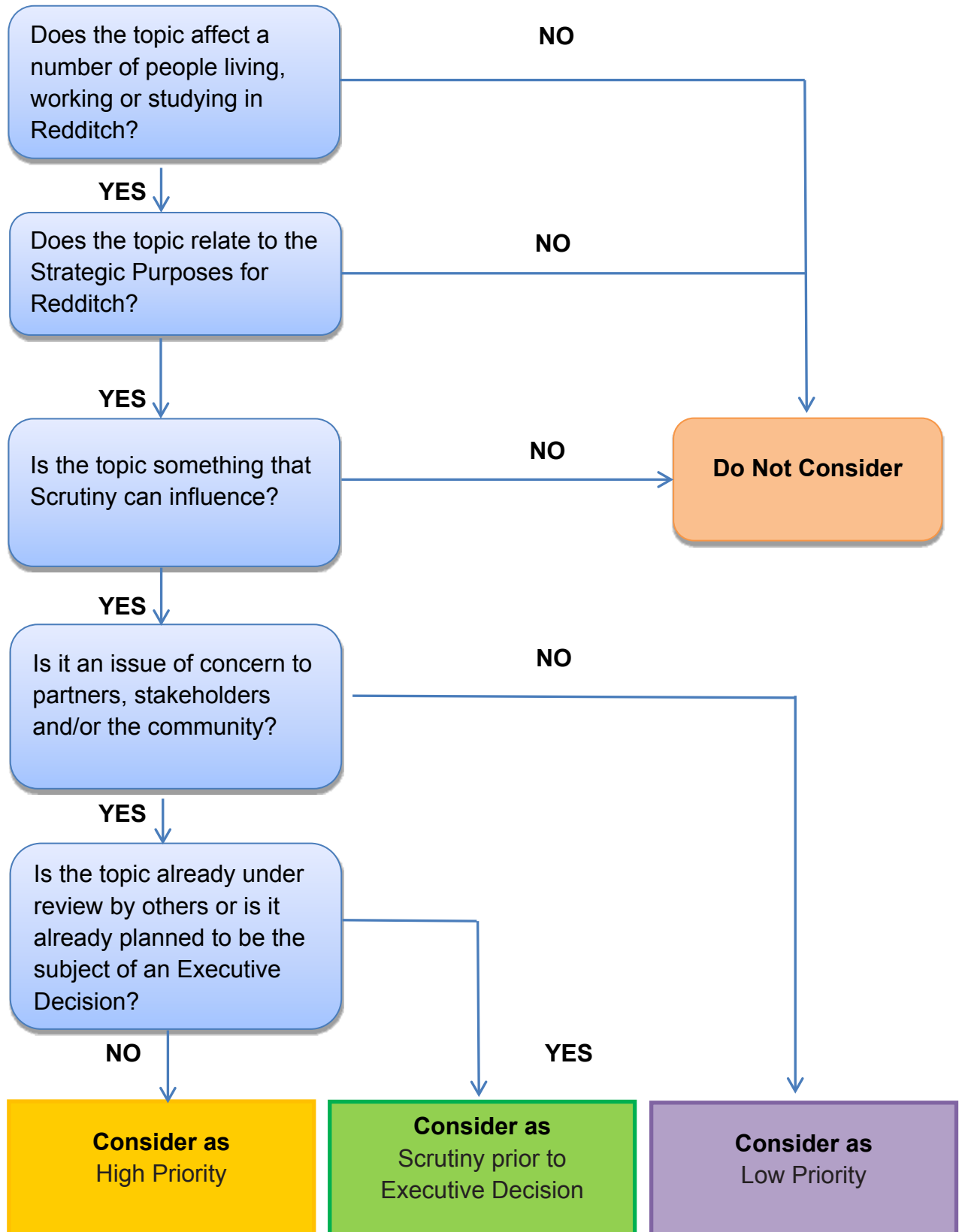
For any background information on the work of Overview and Scrutiny Committee in Redditch, please visit <https://www.redditchbc.gov.uk/council/the-council.aspx>

Democratic Services, Redditch Borough Council, Town Hall, Walter Stranz Square, Redditch, B98 8AH
Tel: 01527 64252 Ext 3268 email: scrutiny@redditchbc.gov.uk

Appendix A

Overview and Scrutiny Prioritisation Tool

The Overview and Scrutiny Prioritisation Tool can help determine priorities for each topic and provide members with a structured method of creating a focussed work programme.



Appendix B

Scrutiny Proposal Form

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

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

Proposer's name and designation		Date of referral	
Proposed topic title			
Link to local priorities including the strategic purposes			
Background to the issue			
Key Objectives Please keep to SMART objectives (Specific, Measurable, Achievable, Relevant and Timely)			
How long do you think is needed to complete this exercise? (Where possible please estimate the number of weeks, months and meetings required)			

Please return this form to: Jess Bayley, Louise Morris, Farzana Mughal or Amanda Scarce, Democratic Services Officers, Redditch Borough Council, Town Hall, Walter Stranz Square, Redditch, B98 8AH

Email: jess.bayley@bromsgroveandredditch.gov.uk
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REDDITCH BOROUGH COUNCIL

RECORD OF DECISION TAKEN UNDER URGENCY PROCEDURES

SUBJECT: COUNCIL TAX RESOLUTIONS – Amendment of Preceptor Name

BRIEF STATEMENT OF SUBJECT MATTER:

At the Council meeting on Monday 25th February 2019 in relation to the Council Tax Resolutions one of the precepting bodies was incorrectly named. ‘Warwickshire and West Mercia police and Crime Commissioner’ was used when it should have been ‘Police and Crime Commissioner for West Mercia’. All calculations and billing arrangements are correct.
The revised documentation to update the preceptor name is attached.

DECISION: Change of name of Preceptor in Council Tax Resolutions as per documentation attached.

RESOLVED that

The approval of the revision to the name included in the Council Tax Resolutions from ‘Warwickshire and West Mercia police and Crime Commissioner’ to ‘Police and Crime Commissioner for West Mercia’

(Council decision)

GROUND FOR URGENCY:

The Council Tax has to be set before 11th March in the financial year preceding that for which it is set as per Section 30(6) of LGFA ‘92 to enable the bills to be sent out to residents.

DECISION APPROVED BY:

(Deputy) **CHIEF EXECUTIVE**

EXECUTIVE DIRECTOR FINANCE & RESOURCES
(if financial implications)

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

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

Date: 2019

PROPOSED ACTION SUPPORTED *(amend as appropriate)*

..... (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>
MAYOR *	PF HOLDER	LEADER / LDR LABOUR Group	LEADER CONSERVATIVE Group	CHAIR O&S Committee
Date:	Date:	Date:	Date:	Date:

Notes:

* 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 8 of the Constitution shall not apply where an Executive decision being taken is urgent.

REDDITCH BOROUGH COUNCIL
Council Tax Setting 2019/20

REPORT OF THE EXECUTIVE DIRECTOR FINANCE & RESOURCES

1.0 PURPOSE

To seek approval of the appropriate formal resolutions to determine the levels of Council Tax for Redditch Borough Council for 2019/20. The levels of tax take account of the requirements of Redditch Borough Council, Worcestershire County Council, Police and Crime Commissioner for West Mercia, Hereford and Worcester Fire & Rescue Authority and Feckenham Parish Council.

2.0 BACKGROUND

The Localism Act 2011 made significant changes to the Local Government Finance Act 1992 and requires the billing authority to calculate a Council Tax requirement for the year, not its budget requirement as previously.

3.0 PRECEPTS AND LEVIES

Details have been received from the various precepting bodies to enable the Council to set the Council Tax for 2019/20. The amounts of the precepts are set out below:

	£
Worcestershire County Council	32,900,532.00
Police and Crime Commissioner for West Mercia	5,653,926.95
Hereford & Worcester Fire & Rescue Authority	2,200,935.39
Redditch Borough Council	6,240,858.40
Parish precept	8,300.00
Total	47,004,552.74

REDDITCH BOROUGH COUNCIL
Council Tax Setting 2019/20

4.0 INFORMATION

It is necessary to formally set Council Tax levels throughout the area for the spending requirements of Redditch Borough Council, Worcestershire County Council, Police and Crime Commissioner for West Mercia, Hereford and Worcester Fire & Rescue Authority and Feckenham Parish Council. If the Council approves the recommendations set out below the average band D Council Tax in 2019/20 will be £1,823.33, made up as follows:

Authority	2018/19 £	2019/20 £	Increase %
Redditch Borough Council	234.00	239.15	2.20
Worcestershire County Council	1,212.38	1,260.75	3.99
Police and Crime Commissioner for West Mercia	197.07	216.66	9.94
Hereford & Worcester Fire & Rescue	81.90	84.34	2.98
Feckenham Parish Council	22.30	22.43	0.58
Total Council Tax	1,747.65	1,823.33	4.33

The % increases all relate to the change from current year levels.

The necessary formal resolutions are set out below.

The Council is recommended to resolve as follows:

1. that it be noted at its meeting on 8th January 2019, the Executive Committee calculated the Council Tax Base 2019/20
 - (a) for the whole Council area as 26,096.00 [Item T in the formula in Section 31B of the Local Government Act 1992, as amended (the "Act")]; and
 - (b) for dwellings in those parts of its area to which a Parish precept relates; this being Feckenham Parish as 370.10.
2. Calculate the Council Tax requirement for the Council's own purposes for 2019/20 (excluding Parish precepts) is **£6,240,858.40**.
3. That the following amounts be calculated for the year 2019/20 in accordance with sections 31 to 36 of the Act:
 - (a) £50,996,528 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act (taking into account all precepts issued to it by Parish Councils) (*i.e. Gross expenditure*)

REDDITCH BOROUGH COUNCIL
Council Tax Setting 2019/20

- (b) £44,747,370 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act. (*i.e. Gross income*)
- (c) £6,249,158 being the amount by which the aggregate of 3 (a) above exceeds the aggregate at 3 (b) above, calculated by the Council, in accordance with Section 31A (4) of the Act, as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).
- (d) £239.47 being the amount at 3 (c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
- (e) £8,300 being the aggregate amount of all special items (Feckenham Parish precept) referred to in Section 34 (1) of the Act.
- (f) £239.15 being the amount at 3 (d) above less the result given by dividing the amount at 3 (e) above by Item T (1 (a) above), calculated by the Council, in accordance with Section 34 (2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
- (g) £261.58 being the amount given by adding to the amount at 3(f), the amount of the special item relating to the Parish of Feckenham 3(e), divided by the amount in 1(b) above.
- (h) The amounts below given by multiplying the amounts at 3(f) and 3(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band, divided by the number which in that proportion is applicable to dwellings listed in Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwelling listed in different valuation bands.

REDDITCH BOROUGH COUNCIL
Council Tax Setting 2019/20

Valuation Band	Proportion of Band D tax paid	Parish of Feckenham £	All other parts of the Council's area £
A	6/9	174.38	159.43
B	7/9	203.46	186.01
C	8/9	232.52	212.58
D	1	261.58	239.15
E	11/9	319.70	292.29
F	13/9	377.84	345.44
G	15/9	435.96	398.58
H	18/9	523.16	478.30

4. It be noted that for the year 2019/20, Worcestershire County Council, Police and Crime Commissioner for West Mercia and Hereford and Worcester Fire and Rescue Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwelling in the Council's area as indicated below:

	Valuation Bands							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Worcestershire County Council	840.50	980.58	1120.67	1260.75	1540.92	1821.08	2101.25	2521.50
Police and Crime Commissioner for West Mercia	144.44	168.51	192.59	216.66	264.81	312.95	361.10	433.32
Hereford and Worcester Fire and Rescue Authority	56.23	65.60	74.97	84.34	103.08	121.82	140.57	168.68

5. Having calculated the aggregate in each case of the amounts at 4(h) and 5 above, that Redditch Borough Council in accordance with Sections 30 and 36 of the Local Government Finance Act 1992 hereby sets the amounts shown below as the amounts of Council Tax for 2019/20 for each part of its area and for each of the categories of dwellings:

REDDITCH BOROUGH COUNCIL
Council Tax Setting 2019/20

Valuation Band	Proportion of Band D tax paid	Parish of Feckenham £	All other parts of the Council's area £
A	6/9	1,215.55	1,200.60
B	7/9	1,418.15	1,400.70
C	8/9	1,620.75	1,600.81
D	1	1,823.33	1,800.90
E	11/9	2,228.51	2,201.10
F	13/9	2,633.69	2,601.29
G	15/9	3,038.88	3,001.50
H	18/9	3,646.66	3,601.80

6. That the Executive Director Finance & Resources be authorised to make payments under Section 90(2) of the Local Government Finance Act 1988 from the Collection Fund by ten equal instalments between April 2019 to March 2020 as detailed below:

	Precept £	Surplus on Collection Fund £	Total to pay £
Worcestershire County Council	32,900,532.00	74,370.00	32,974,902.00
Police and Crime Commissioner for West Mercia	5,653,926.95	12,089.00	5,666,015.95
Hereford & Worcester Fire	2,200,935.39	5,024.00	2,205,959.39

7. That the Executive Director Finance & Resources be authorised to make transfers under Section 97 of the Local Government Finance Act 1988 from the Collection Fund to the General Fund the sum of £6,263,532.40 being the Council's own demand on the Collection Fund (£6,240,858.40) and Parish Precept (£8,300) and the distribution of the Surplus on the Collection Fund (£14,374).
8. That the Executive Director Finance & Resources be authorised to make payments from the General Fund to Feckenham Parish Council the sums listed above (£8,300) by instalment on 1 April 2019 in respect of the precept levied on the Council.
9. That the above resolutions 3 to 5 be signed by the Chief Executive for use in legal proceedings in the Magistrates Court for the recovery of unpaid Council Taxes.
10. Notices of the making of the said Council Taxes signed by the Chief Executive are given by advertisement in the local press under Section 38(2) of the Local Government Finance Act 1992.

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