



# Overview and Scrutiny Committee

Thursday 3 January 2019  
6.30 pm

Committee Room Two  
Town Hall  
Redditch



[www.redditchbc.gov.uk](http://www.redditchbc.gov.uk)

**If you have any queries on this Agenda please contact  
Jess Bayley, Louise Morris and Farzana Mughal**

**Town Hall, Walter Stranz Square, Redditch, B98 8AH  
Tel: (01527) 64252 (Ext. 3268) or 01527 881412 or 01527 881407  
e.mail: [jess.bayley@bromsgroveandredditch.gov.uk](mailto:jess.bayley@bromsgroveandredditch.gov.uk) /  
[louise.morris@bromsgroveandredditch.gov.uk](mailto:louise.morris@bromsgroveandredditch.gov.uk)  
[farzana.mughal@bromsgroveandredditch.gov.uk](mailto:farzana.mughal@bromsgroveandredditch.gov.uk)**

# Overview and Scrutiny

Thursday, 3rd January, 2019

6.30 pm

Committee Room 2 - Town Hall  
Redditch

## Agenda

### Membership:

Cllrs:	Joe Baker (Chair)	Pattie Hill
	Debbie Chance (Vice-Chair)	Anthony Lovell
	Joanne Beecham	Gemma Monaco
	Michael Chalk	Jennifer Wheeler
	Andrew Fry	

1. Apologies and named substitutes
2. Declarations of interest and of Party Whip  

To invite Councillors to declare any Disclosable Pecuniary Interests and / or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests, and any Party Whip.
3. Minutes of the meeting held on 6 December 2018 (Pages 1 - 10)
4. Medium Term Financial Plan 2019/20 to 2022/23 - Pre-Scrutiny – To Follow
5. Development Partner to Progress the Possible Redevelopment of Winyates and / or Matchborough District Centres and Surrounding Areas - Pre-Scrutiny - To Follow
6. Waste Collection from Houses of Multiple Occupation - Report (Pages 11 - 16)
7. Task Groups, Short Sharp Reviews and Working Groups - Verbal Updates
  - a) Budget Scrutiny Working Group – Chair, Councillor Wheeler
  - b) Performance Scrutiny Working Group – Chair, Councillor Wheeler
8. External Scrutiny Bodies - Verbal updates
  - a) West Midlands Combined Authority (WMCA) Overview and Scrutiny Committee – Council representative, Councillor Chalk; and
  - b) Worcestershire Health Overview and Scrutiny Committee (HOSC) – Council representative, Councillor Chalk.

# Overview and Scrutiny

Thursday, 3rd January, 2019

## **9.** Executive Committee Minutes and Scrutiny of the Executive Committee's Work Programme - Selecting Items for Scrutiny (Pages 17 - 24)

The Executive Committee's Work Programme will be provided in the additional papers as the next version is due to be published on 2<sup>nd</sup> January 2019.

## **10.** Overview and Scrutiny Work Programme (Pages 25 - 28)



# Overview and Scrutiny Committee

Thursday, 6th December, 2018

## MINUTES

### Present:

Councillor Joe Baker (Chair), Councillor Debbie Chance (Vice-Chair) and Councillors Joanne Beecham, Michael Chalk, Andrew Fry, Wanda King, Anthony Lovell, Gemma Monaco and Jennifer Wheeler

### Also Present:

Councillor David Bush – Portfolio Holder for Economic Development, Town Centre and Commercialism

Councillor John Smith, Worcestershire County Councillor Liz Altay, Tracy Furlow, Sally-Anne Osbourne and Dr. Bill Spice

### Officers:

Derek Allen, Kevin Dicks, Luke Samuels and Judith Willis

### Democratic Services Officers:

Jess Bayley and Farzana Mughal

## 60. APOLOGIES AND NAMED SUBSTITUTES

An apology for absence was received on behalf of Councillor Pattie Hill. Members were advised that Councillor Wanda King was attending as substitute.

## 61. DECLARATIONS OF INTEREST AND OF PARTY WHIP

Councillor Wheeler declared an other disclosable interest in respect of Minute no. 66 in relation to the review of the Voluntary and Community Sector Grants Policy, as she was a Member of the Redditch Town Centre Partnership. However, as she had been awarded a dispensation in respect of this matter by the Audit, Governance and Standards Committee she was allowed to speak and vote on any matters related to this item.

.....  
Chair

# Overview and Scrutiny Committee

Thursday, 6th December, 2018

---

**62. MINUTES OF THE OVERVIEW AND SCRUTINY COMMITTEE HELD ON 18 OCTOBER 2018**

The minutes of the Overview and Scrutiny Committee held on 18<sup>th</sup> October, 2018 were submitted for Members' consideration.

**RESOLVED that**

**the minutes of the Overview and Scrutiny Committee held on 18<sup>th</sup> October, 2018 be approved as a correct record and signed by the Chair.**

**63. SEXUAL HEALTH SERVICES IN REDDITCH UPDATE**

The Committee was provided with an update in respect of the range of Sexual Health Services in Redditch, the commissioning process for these services and the arrangements that were in place locally.

Written responses were provided to questions that had been asked by Members in advance of the meeting. There were supplementary questions asked by the Committee and the following points were raised during a subsequent discussion of the matter:

- Training would be rolled out to all health professionals to help increase understanding of services required for transgender patients.
- Outreach nurses could provide support across the voluntary sector, schools, and colleges.
- There had been some challenges engaging with the Lesbian, Gay, Bisexual and Transgender (LGBT) community. The Chair suggested that services should contact him with regards to the activities of the Redditch LGBT community group.
- The requirement to collect data in respect of chlamydia had not been mandatory until recently and this was partly why the figures were low.
- It was anticipated that clinics would be in operation every Saturday once staff had been trained in order to meet patient demand.
- It was reported that the rates of teenage pregnancy in Redditch were falling.
- Screening kits for Sexually Transmitted Infections (STI) were available online.
- It was difficult to say if there would potentially be further reductions in staff numbers as budgets for relevant services were constantly changing.

# Overview and Scrutiny Committee

---

Thursday, 6th December, 2018

Members suggested that online booking arrangements for appointments would be useful to help meet patient demand. It was also noted that services for young people would more usefully be provided to young people in the afternoon rather than in the mornings.

Furthermore, the Committee suggested that more had to be done to raise awareness of the red and white ribbon campaign in Redditch.

It was acknowledged that more had to be done to work closely with partner organisations to promote awareness in the Borough and the Council could assist by providing ribbons for customers in the Town Hall.

## 64. PUBLIC BUS SERVICES IN REDDITCH UPDATE

Members were informed that representatives from Diamond Buses were unavailable to attend this meeting due to ill health. Therefore, consideration of this item in respect of the bus Services in Redditch had been deferred until March, 2019.

## 65. HOMELESSNESS POLICY (HOMELESSNESS REDUCTION ACT)

The Strategic Housing Manager and the Housing Options Officer provided a report in respect of the Council's policy in Homelessness Policy and the impact of the Homelessness Reduction Act 2017.

It was reported that the Homelessness Reduction Act profoundly altered the ways in which local authorities and their clients would work together to try and resolve housing issues. The Act recognised that there was a shortage of social housing and that by clients and the Council working together there was a much better chance of preventing homelessness.

The Act had transformed the way the Council tackled homelessness and the way the services were delivered by introducing two new duties in addition to the main housing duty:

- **Duty to prevent homelessness:** The Council had to help people at risk of losing suitable accommodation, as soon as they were threatened with homelessness, within 56 days. This meant that the Council would try to prevent the homelessness of everyone who was eligible and threatened with homelessness.

# Overview and Scrutiny Committee

Thursday, 6th December, 2018

---

- **Duty to take steps to relieve homelessness:** This duty was for those who were already homeless. The Council would provide advice and assistance to all those who were homeless to help them find suitable accommodation for themselves and their families.
- **The original Housing Duty:** If the Council had not been able to secure alternative accommodation, Officers would assess whether or not a main housing duty would be owed to the client after the relief duty ended. The main housing duty was owed to those who remained homeless after the relief duty, were in priority need and had not made themselves intentionally homeless.

In advance of the introduction of the Act in April, 2018, training events had been provided for all Housing Options staff to ensure that they had a good working knowledge of current local authority homelessness duties and associated policies and procedures.

The challenges and risk going forward were identified as follows:

- The additional administrative requirements associated with the Act 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.

The Chief Executive reminded the Committee that the Overview and Scrutiny Committee had proposed a recommendation in September, 2018 that "Redditch Borough Council should take part in any opportunity to deliver Housing First in properties in the Borough. This should include applying to participate in any Housing first pilot schemes operated by the West Midlands Combined Authority (WMCA)". The Chief Executive stated that Officers were working closely with the WMCA on this and hoped to be able to deliver Housing First arrangements in the Borough in the future.

One of the key challenges that Housing Services were facing related to the availability of experienced and trained staff. To help individuals and families to avoid homelessness it was recognised that there was a need for more capacity in order to work with all

# Overview and Scrutiny Committee

---

Thursday, 6th December, 2018

clients to help resolve any housing issues. As part of the review of the Housing department the number of staff and the specialisms required were being assessed.

## 66. REVIEW OF THE VOLUNTARY AND COMMUNITY SECTOR GRANTS POLICY - PRE-SCRUTINY

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.

Members were reminded that on 19th November, 2018, full Council had agreed to change the way in which the Council allocated grant funding to voluntary and community sector in Redditch. From April 2019 all Members would have a budget of £5,000 from which they could provide funding to Voluntary and Community Sector (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 Members 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.

In discussing the revised scheme, Members highlighted some concerns and expressed the view that this scheme would be more onerous for officers. Some Members commented that the scheme was not transparent and that they did not feel comfortable with the process. Clarity was requested in respect of who would make the final decision in relation to the £350 that would be dedicated from each Councillor's allocated projects. Questions were raised about how funding would be spent in some wards where there were very few Voluntary and Community Sector groups that would be eligible to apply for funding. Members also expressed concerns that £20k would be cut from the budget for 2019/20.

Councillor David Bush – Portfolio Holder for Economic Development, Town Centre and Commercialism, stated that the new scheme would be beneficial for the people of Redditch and that the money would be fairly distributed across the town. Councillor Bush also noted concerns that the existing grants systems was too bureaucratic and often smaller groups that did not have access to professional bid writers struggled to secure funding. There were lots of wards in the Borough where grant funding had not been

# Overview and Scrutiny Committee

---

Thursday, 6th December, 2018

received in recent years and Councillor Bush suggested that the new system would help to address this problem. A proposal was made for the Committee to endorse the resolution detailed in the report to approve the policy and guidance. On being put to the vote this proposal was lost.

A further proposal was made for the £20,000 that would otherwise be cut from the grants budget to be retained for use by all Members where needed to provide funding to address issues relevant to the town as a whole. This proposal was agreed.

## **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.**

## **67. TASK GROUPS, SHORT SHARP REVIEWS AND WORKING GROUPS - UPDATE REPORTS**

Councillor Wheeler provided an updates in respect of the following Working Groups:

### a) Budget Scrutiny Working Group

#### Redditch Business Improvement District

The Chair of the Budget Scrutiny Working Group presented a report detailing proposals in respect of the introduction of a Redditch Business Improvement District.

It was reported that on Friday 19<sup>th</sup> October, 2018, Members considered information about proposals for the introduction of a Redditch Business Improvement District (BID). The group had concluded that, should a BID be introduced in Redditch, this could have a positive impact on the economy in the town centre.

## **RECOMMEND that**

**the Executive Committee should support the introduction of a Business Improvement District in Redditch Town Centre.**

# Overview and Scrutiny Committee

---

Thursday, 6th December, 2018

## Fees and Charges for Shopmobility

On 26<sup>th</sup> November, 2018 the Head of Community Services was invited to a meeting of the Budget Scrutiny Working Group to address a number of questions in respect of the fees and charges for Shopmobility, Dial A Ride and homes for elderly and vulnerable people.

During their discussions Members had learned that the introduction of fees and charges for Shopmobility had led to a greater decline in customer numbers than had been anticipated. To encourage more customers to use the service Members had suggested that incentives should be offered.

### **RECOMMENDED that**

**the Council should investigate the potential to introduce special discount fees for frequent use of the Shopmobility service.**

## Enterprise System

It was reported that on 3<sup>rd</sup> December, 2018 the Budget Scrutiny Working Group considered a report in respect of the new Finance and HR system for the Council, also known as the Enterprise System. The Group was provided with an overview of the progress that had been made with the procurement of an Enterprise System for the Council.

Members had learned that the system, regardless of the choice of software provider, would cost the Council a lot of money.

To ensure that Members could make an informed decision on the matter the group was proposing that there should be a briefing for all Members prior to this matter being reported to full Council.

### **RECOMMENDED that**

**there should be an all Member briefing on the subject of the new Finance System before Council makes a decision on this subject on 28<sup>th</sup> January, 2019.**

The Chair concluded by thanking the Group for their hard work and commitment.

# Overview and Scrutiny Committee

---

Thursday, 6th December, 2018

b) Performance Scrutiny Working Group

Members were reminded that the Measures Dashboard training was scheduled to be delivered on 10th December, 2018 and that all Members who were not on the group were also welcome to attend the training.

**68. EXECUTIVE COMMITTEE MINUTES AND SCRUTINY OF THE EXECUTIVE COMMITTEE'S WORK PROGRAMME - SELECTING ITEMS FOR SCRUTINY**

Members considered the Executive Committee minutes held on 23<sup>rd</sup> October, 2018 and the Executive Committee's Work Programme.

The Committee was informed that the Executive Committee had rejected the Overview and Scrutiny Committee's recommendation in respect of the Corporate Peter Challenge.

Members considered the Executive Committee's work programme and agreed to pre-scrutinise the Homelessness Grant, Flexible Homelessness Support and Homelessness New Burden's Fund for 2019/20.

**RESOLVED that**

- 1) the minutes of the Executive Committee held on 23<sup>rd</sup> October, 2018 be noted:**
- 2) the Executive Committee's Work Programme be noted; and**
- 3) the following item be included to the Overview and Scrutiny Work Programme for pre-scrutiny as agreed:**
  - a) Homelessness Grant, Flexible Homelessness Support and Homelessness New Burden's Fund for 2019/20.**

**69. OVERVIEW AND SCRUTINY WORK PROGRAMME**

The Senior Democratic Services Officer (Redditch) presented the Overview and Scrutiny Committee's Work Programme for 2018/19.

# **Overview and Scrutiny Committee**

---

Thursday, 6th December, 2018

Members were reminded that currently there was no Task Group or Short Sharp Review and that there was capacity if Members had an appetite to undertake a review if there was a matter they felt needed to be urgently investigated.

**RESOLVED that**

**the Overview and Scrutiny Committee's Work Programme be noted.**

The Meeting commenced at 6.30 pm  
and closed at 8.51 pm

This page is intentionally left blank

Date 19<sup>th</sup> December 2018

---

**Waste Collection from Houses of Multiple Occupation**  
**Briefing Note for Overview & Summary – 3 January 2019**

**SUMMARY**

Changes in Houses of Multiple Occupation (HMO) licensing which came into force on 1<sup>st</sup> October 2018 mean that Landlords must provide facilities for storing and disposing of household waste, recycling and garden waste.

It also extends the description of HMO's to include properties that are less than three stories high.

With regards to the waste element of this statutory instrument, landlords are expected to:

- Plan for waste storage at their properties when applying for an HMO license
- Make arrangements for the proper storage of waste containers within the boundary of their property
- Ensure bins and containers are stored in a neat and tidy manner
- Give waste collection information to tenants

**Legal Implications**

In April 2018, Parliament approved secondary legislation which reforms the mandatory HMO licensing regime. The Licensing of Houses in Multiple Occupation Order 20182 ('the Prescribed Description Order 2018') extends the scope of section 55(2)(a) of the Housing Act 2004 so that mandatory HMO licensing now also applies to HMO properties which are less than three storeys high.

A second statutory instrument, the Licensing of Houses in Multiple Occupation (Mandatory Conditions of Licences) (England) Regulations 20185 ('the Mandatory Conditions Regulations 2018') amends Schedule 4 of the Act, introducing new conditions that must be included in licences that have been granted under Part 2 of the Act. These are:

- Mandatory national minimum sleeping room sizes
- Waste disposal provision requirements

All HMO licences issued after 1 of October 2018 need to include a condition requiring the compliance with the council's storage and waste disposal scheme.

A licence holder's failure to comply with the scheme is a breach of the licence. This offence could be subject to an unlimited fine or alternatively a financial penalty of up to £30,000. This condition must be included in all licences

**Date 19<sup>th</sup> December 2018**

---

(mandatory or additional) granted or renewed after commencement of the regulations.

### **Background**

The private rented sector is the second largest tenure after home ownership. HMOs are an important form of accommodation within this sector because they are typically cheaper than other private rental options and often house vulnerable tenants. There are currently 85 licensed HMO's in Redditch. This figure is likely to increase slightly due to the recent changes as to what is classified as an HMO.

HMOs, occupied by separate and multiple households, generate more waste and rubbish than single family homes. Inadequate facilities for refuse disposal can result in pest infestation, cause health and safety problems and more generally blight the immediate neighbourhood. This can be a particularly problematic where there are large numbers of occupiers.

Occupiers of HMO's may use the kerbside waste collection service and Household Waste Recycling Centres (HWRC) free of charge, however, the Manager of the HMO may not access the HWRC or the kerbside collection service to dispose of waste from the property. In this instance it will be classed as commercial waste.

A Manager of an HMO may access the Bulky Waste collection service and a charge will be levied accordingly relating to the items to be disposed of.

While overall responsibility for refuse collection remains with Redditch Borough Council, managers of HMO's have responsibility for ensuring there are appropriate facilities for storing rubbish their properties generate.

### **Contamination**

i) Where waste is collected from HMO's and any other communal waste or recycling receptacle due to the lack of ownership, the quality and cleanliness of the items presented are generally very poor. Waste is often uncontained and deposited direct into bins rather than bagged which causes smell, flies and leaks. Recycling is generally highly contaminated and side waste and bulky waste items are frequently deposited in, at and around bins and waste collection points. It is the lack of overall responsibility over the bins which clearly creates the very poor state of communal bins as residents frequently blame one another for the cleanliness of the bin / site.

ii) Contamination of recycling bins in particular is a major concern as the quality of the loads collected are severely compromised. Worcestershire County Council's Waste Contractors (Severn Waste Services) will reject loads which result in higher disposal costs. Common contamination identified in communal bins includes recycling contained in black sacks, dirty nappies, liquids and food

**Date 19<sup>th</sup> December 2018**

---

waste. More pressingly residents using communal bins frequently use recycling in as as overflow for general residual waste.

Bulky waste in particular at HMO's can be of concern as tenants move out and furniture, white goods and black sacks will appear in the garden or the frontage of the property. Landlords in this circumstance should access the Bulky waste collection service or other similar collection service offered by another reputable waste collection operator.

When waste remains within the property boundary of the HMO, RBC will not remove the items as flytipping, street cleansing and thus they tend to perpetuate and degrade the overall appearance of the neighbourhood.

In May 2017 Environmental Services supplied the information in Appendix 1 to the Strategic Housing Team for distribution to private landlords as part of the Landlords forum.

Redditch Bourough Council Private Housing Team grant licences to HMO's which carry 2 schedules. Schedule 1 contains standard licence conditions, one of which is the duty under Section 9 to provide sufficient waste disposal facilities taking regard of disposal facilities provided by the local authority. In cases where waste disposal is identified as a particular issue officers have included specific reference to waste disposal in conditions prescribed within Schedule 2 of the licence via the following condition;

'Refuse receptacles capable of being stored outside, of a suitable size and being vermin proof, should be provided. The tenants should be made aware of the day of refuse collections and their obligations regarding the management of litter'

With the recent changes to HMO licencing which now extends licencing to any HMO of 5 or more persons irrespective of the number of storey's in the property, it is intended that this condition will be included in all Schedule 2 conditions attached to any further licences issued and any renewed licences issued

HMO waste is being discussed at a national level where there is a call from some Local Authorities to consider reclassification of HMO's as business premises, thus bringing them within waste requirements for commercial waste premises. This is particuallry the case where HMO's are abundant within the authority that continue to create very large quantities of poorly contained waste.

### **Customer / Equalities and Diversity Implications**

Private sector rental accommodation including HMO's often house residents that do not speak English as their first language, this can be a significant barrier when communicating with residnets about the ir waste collection service. It is therefore more beneficial to have the the landlord advise and instruct their

**Date 19<sup>th</sup> December 2018**

---

tenants at the time of arranging their tenancy whilst other arrangements and conditions are being negotiated.

Within the HMO sector many landlords also do not have English as their first language. The Private Sector Housing Team are sensitive towards this and as such ensure their team can cater for communication requirements of the landlords.

Private Sector Housing are ensuring that all future licences granted for HMO will include a written statement ensuring waste is sufficiently catered for as part of their conditions. The team also carry out inspections before granting any licence and during this inspection officer can communicate verbally the specifics of their conditions of licence.

### **APPENDICES**

Appendix 1 - Waste Responsibilities for Landlords

Name: Anna Wardell-Hill, Environmental Policy & Awareness Officer

email: [a.wardell-hill@bromsgroveandredditch.gov.uk](mailto:a.wardell-hill@bromsgroveandredditch.gov.uk)

Tel.: (01527) 01527 Ext: 881715

Date 19<sup>th</sup> December 2018

---

## **APPENDICES**

### **Appendix 1 - Waste Responsibilities for Landlords**

**As a landlord renting out a property, you will want to make sure that is being looked after and this includes getting the tenants to use the waste collection services correctly whilst in your building.**

#### **As a landlord you must:**

- i. Ensure tenants are disposing of waste appropriately. The Services provided by Bromsgrove and Redditch Waste Collection Services are designed to be easy to use and allow for safe collection and disposal of regular household waste.
- ii. Arrange for an alternative collection of waste should your tenants not be utilising the Council provided collections in the correct way. For example if tenants produce in excess of 240L of black bin waste or if they heavily contaminate recycling bins on a regular basis, you will need to find alternative methods of dealing with this waste. (Please enquire with us if have this problem).
- iii. Ensure that any bulky waste items or other items of rubbish are removed from the premises. Leaving waste in within the property boundary or on the street is not acceptable and can result of imprisonment or unlimited fines

#### **As a Local Authority we must:**

- i. Provide a waste collection service to each property and supply each dwelling with:
  - 1 x 240 litre grey bin for residual waste
  - 1 x 240 litre green bin for recycling waste

Our grey and green bins are collected on alternate weeks and have been designed for the convenience of the resident allowing a wide range of household packaging to be recycled.

- ii. Where appropriate, provide apartments and flats with communal bins, allowing the above capacity for each dwelling.
- iii. Offer a bulky waste collection service for household waste items that are too large for the regular bin collection service (this is a chargeable service.)

**Once the property become vacant, any waste items left behind are no longer considered household waste but commercial waste. It is then the landlord's responsibility to pay for and remove. It is therefore within your best interest to ensure your tenants are fully aware of the services available to them as residents and are using them correctly throughout their tenancy.**

This page is intentionally left blank



## Executive Committee

Tuesday, 11 December  
2018

### MINUTES

#### Present:

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

#### Officers:

Ruth Bamford, Helen Broughton, Claire Felton, Sue Hanley, Jayne Pickering and Judith Willis

#### Committee Services Officer:

Amanda Scarce

#### 56. APOLOGIES

There were no apologies.

#### 57. DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 58. LEADER'S ANNOUNCEMENTS

The Chair circulated a written update on the Leader's Announcements.

#### 59. MINUTES

##### RESOLVED that

The minutes of the meeting of the Executive Committee held on 23<sup>rd</sup> October 2018 be approved as a correct record and signed by the Chair.

.....  
Chair

**60. REDDITCH BUSINESS IMPROVEMENT DISTRICT (BID)**

The Head of Planning Services and Regeneration presented the report in respect of the Redditch Business Improvement District (BID) and reminded Members that this matter had been discussed a number of times over many months. In presenting the report she highlighted a number of key issues, including:

- A cost to the Council in respect of properties that it owned within the proposed BID boundary. The estimated annual cost was £10,450 during the lifetime of the BID.
- Statutory responsibilities of the local authority and the indicative costs.

Officers requested an additional recommendation to say that £10k be included in unavoidable pressures within the Medium Term Financial Plan, which Members were in agreement with.

Following presentation of the report a number of questions and comments were made by Members, including the length of time it had taken to get to the current position. It was confirmed the cost of the ballot software, estimated at £2,720 would be refunded to the Council if the BID went through. Members also briefly discussed the role of CMS and the feasibility study they had produced.

The Chair referred Members to a recommendation which had been put forward by the Overview and Scrutiny Committee's Budget Scrutiny Group and explained to Members that this Group had not seen the final report and therefore the recommendation put forward was similar to that within the report before them. He suggested that the wording within the report be used, but acknowledged the work of the Group and thanked them for their input.

**RESOLVED that**

- a) the relevant information relating to the proposed Redditch Business Improvement District (as detailed in appendix 1 and 2) be noted;**
- b) the position in respect of the vote in favour of the BID in respect of Council properties in the Town Centre be agreed;**
- c) authority be delegated to the Head of Planning and Regeneration and the relevant Portfolio Holder to exercise the Council's vote in support of the proposed BID in the ballot in respect of properties in the Council's ownership/occupation within the BID area, which will be entitled to cast a vote on the ballot; and**
- d) £10k be included within the Medium Term Financial Plan as an unavoidable pressure.**

**61. REVIEW OF THE VOLUNTARY AND COMMUNITY SECTOR GRANTS POLICY**

The Redditch Partnership Manager presented the report and in so doing explained that this was the draft Policy and Councillor Guidance Notes for the recently approved Councillor Community Grant Scheme. In presenting the report a number of areas were highlighted, including:

- Key elements of the old scheme had been incorporated within the new scheme, including areas such as the type of project that could be funded and the need to meet the Council's strategic purposes as one of the guiding principles.
- There would be £5k allocated to each Councillor with the option to "club together" up to £20k.
- Details around the types of groups that should be considered and who can apply.
- What would and would not be funded by a grant.
- Risk considerations in grant giving and evidence which would need to be provided to the Ward Councillor and the Grants Team.
- Conditions around the grants given – small grants would be funded up front, but larger one would be split and paid by instalments and monitored by the Grants Team.
- The process and administration of the scheme, which would be carried out by the Grants Team. The Councillor would need to complete the appropriate paperwork with the Grants Team checking to ensure that it was appropriate and then making the necessary payments.
- Records will be kept by the Grants Team and regular updates provided for both Councillors and displayed on the Council's Grants pages of the website.

The Portfolio Holder for Economic Development, Town Centre and Commercialism thanked Officers for their work on the Scheme and advised that it would continue to provide the voluntary sector with financial support for the good work that was being carried out in Redditch. Members were remind that the introduction of the scheme had been agreed at full Council and this report was the next step in setting up the scheme and providing Members with guidance going forward. The scheme would be implemented from the new municipal year.

During consideration of this item an amendment was proposed by Councillor Bill Hartnett, which involved the inclusion of additional funding. This was seconded by Councillor Greg Chance.

The proposed additional recommendation stated the following:

# Executive Committee

Tuesday, 11 December 2018

---

“That the £20k which was proposed to be withdrawn from the grants pool for 2019/20 be reinstated to bring it back to a total of £165k.”

Councillor Hartnett explained that the inclusion of a further £20k would take the funding available to the voluntary sector back up to its current level. He also raised concerns that the new scheme was more cumbersome and would be more difficult and complicated to administer, which would lead to increased costs.

Some Members also raised concerns that the “pot” of funding available to the voluntary sector would be reduced and that previously it had been discussed that the introductory of the local lottery would also impact on funding available to them. It was noted that this Council still had the largest grants budget within Worcestershire, which was commendable, particularly in light of the current financial challenges that it faced.

On being put to the vote the proposed amendment was lost.

Further discussion took place and some Members commented that they continued to be disappointed as the scheme did not appear to address some of the concerns which had been raised when this scheme had first been suggested. It was confirmed by Officers that the Scheme was to be a trial for one year and an evaluation would be brought back to Executive Committee next year.

The Chair drew Members’ attention to the additional papers pack which contained a recommendation from the Overview and Scrutiny Committee. He requested that this be noted by the Executive Committee. However, Councillor Hartnett proposed the recommendation and it was seconded by Councillor Chance.

The proposed additional recommendation stated the following:

“The Council should retain the £20k due to be cut from the grant budget, to invest in town wide issues and issues of importance to Redditch.”

On being put to the vote the proposed amendment was lost.

Following a further brief discussion it was

## **RESOLVED that**

- (a) the Policy and Guidance Notes for the Councillor Grants Scheme as detailed in Appendix 1 and 2 of the report be approved; and**
- (b) the Councillor Grants Scheme be implemented from the 2019/20 municipal year.**

**62. REDDITCH BOROUGH COUNCIL'S RESPONSE TO THE BROMSGROVE PLAN REVIEW - ISSUES AND OPTIONS CONSULTATION**

The Head of Planning Services and Regeneration introduced this report and reminded Members that it had been discussed at the most recent meeting of the Planning Advisory Panel. It was explained that Bromsgrove District Council (BDC) had chosen to begin the process of reviewing its local plan and part of that process involved a consultation in respect of Issues and Options. This report contained the Officers' formal response and was an opportunity for Members to agree it or make any changes.

It was highlighted that it referred to two matters in particular, that BDC give the Council the opportunity to discuss nearby facilities and services should any sites be proposed which are adjacent to Redditch Town and the other was in respect of two existing cross-boundary housing sites at Brockhill and Foxlydiate. The Head of Planning Services and Regeneration explained to Members that it was important to consider the housing need going forward and beyond the timescale of the current Local Plan. This land should therefore be reserved for the use of this Council going forward.

Members briefly discussed BDC's decision to review its local plan and that this should not impact on the arrangements for this Council.

**RESOLVED that**

**the RBC response to the BDC issues and Options consultation be noted.**

**RECOMMENDED that**

**the draft officer response to the Bromsgrove District Plan Review Issues and Options (as attached at appendix A) be approved by Council and submitted to Bromsgrove District Council as a formal consultation response.**

**63. FINANCE MONITORING APRIL - SEPTEMBER 2018 (QUARTER 2)**

The Executive Director, Finance and Resources introduced this report and in so doing drew Members' attention to a number of points within the report, including:

- Projected variance of £215k and the supporting explanatory notes in respect of these.
- The saving made under the strategic purpose Help me find somewhere to live in my locality which was predominantly due to salary savings as a consequence of posts not being filled. It was anticipated that this would be addressed in the full housing review.
- There was currently no short term borrowing other than that for the Housing Revenue Account (HRA).
- Capital underspends which largely related to the Locality Capital budget. This was due to the majority of schemes being dependant on approval from Worcestershire County Council.
- Redditch Energy Efficiency Fund – it was likely that there would be a request to carry this forward.
- The major variances in respect of the HRA account and further work which needed to be carried out.
- HRA Capital programme and the properties being built in the next 5-10 years.
- Financial Reserves Statement – the bulk of this related to the HRA Reserves and included growth and repairs. Heads of Services had been asked to go through this line by line to see if there were any items which could be released.
- Identified savings were currently all on target to be delivered.

Members appreciated that it was difficult for any local authority financial officer to make savings during these difficult times and thanked the Executive Director, Finance and Resources and her team for all their hard work.

**RESOLVED that**

**the current financial position for quarter 2 July – September 2018 as detailed in the report.**

**RECOMMENDED that**

**An increase in the 2018-19 Capital programme of £16k for Section 106 monies for use in improving the Batchley Play area be approved.**

**64. MEDIUM TERM FINANCIAL PLAN 2019/20 TO 2022/23 - PRESENTATION**

The Executive Director, Finance and Resources gave a short presentation which covered the current financial position in respect of the assumptions that had been made and the current position. It was confirmed that there would be a full report presented to the Executive Committee meeting in January.

The presentation included the following:

- Costs in respect of pay scales and adjustments to take account of the increase in the living wage.
- Treasury and capital borrowing costs.
- Unidentified savings – these would be stripped out and put back in as pressures.
- There would not now be a negative impact from the Revenue Support Grant.
- A shortfall in the Non Domestic Rates and also in Council Tax – this was due to there not being the developments that had been expected.
- Details around the Section 31 grant.
- A budget gap of £496k and the work which was being carried out to address this, including the possible inclusion of vacancy management savings.
- The impact of changes to the New Homes Bonus Scheme (NHB). 2019/20 would be last year for new payments.

**RESOLVED that**

**the presentation be noted.**

**65. OVERVIEW AND SCRUTINY COMMITTEE**

The Chair noted that there were no outstanding recommendations for Members' consideration as these had been addressed during the previous meeting of the Executive Committee.

**RESOLVED that**

**The minutes from the meeting of the Overview and Scrutiny Committee held on 18<sup>th</sup> October 2018 be noted.**

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

The Chair confirmed that the Overview and Scrutiny Committee had made a recommendation in respect of the Review of the Voluntary and Community Sector Grants Policy at their latest meeting on 6<sup>th</sup> December 2018 and this had been considered by the Executive Committee during the debate in this evening.

**67. ADVISORY PANELS - UPDATE REPORTS**

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

# Executive Committee

Tuesday, 11 December 2018

---

Councillor Dormer confirmed that the next meeting of this Group was due to take place on 12<sup>th</sup> February 2019.

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

Councillor Prosser read out an extract of a letter from OFSTED, addressed to Catherine Driscoll, Director of Children and Families, Worcestershire County Council. The full details of the letter were available on the OFSTED website, but Councillor Prosser took the opportunity to remind Members that this had been sent following the sixth visit by OFSTED on 2<sup>nd</sup> October 2018, which followed the service being classed as inadequate in November 2016. He believed that progress continued to be made.

Councillor Prosser invited Councillor Tom Baker-Price to provide Members with an update in respect of the Corporate Parenting event he had hosted in October and he confirmed that this had been both successful and well attended and he hoped to be able to build on this in the future.

c) Grants Panel – Chair, Councillor Greg Chance

Councillor Chance took the opportunity to thank all those who had been involved in the Grants Panel and thanked officers for their support.

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

Councillor Dormer confirmed that the next meeting was due to take place on 21<sup>st</sup> January 2019.

e) Planning Advisory Panel – Chair, Councillor Matthew Dormer

Councillor Dormer confirmed that as Members would already be aware a meeting of PAP had taken place in November when the Bromsgrove District Council Issues and Options consultation had been considered, as previously discussed at this meeting.

The Meeting commenced at 7.00 pm  
and closed at 7.52 pm

# Overview & Scrutiny

Committee

3<sup>rd</sup> January 2019

## WORK PROGRAMME 2018/19

(Report of the Chief Executive)

Date of Meeting	Subject Matter	Officer(s) Responsible for report
<b>ALL MEETINGS</b>	<b>REGULAR ITEMS</b>	<b>(CHIEF EXECUTIVE)</b>
	Minutes of previous meeting  Consideration of the Executive Committee Work Programme  Call-ins (if any)  Pre-scrutiny (if any)  Task Groups / Short, Sharp Review Groups – feedback  Working Groups - feedback  Committee Work Programme	Chief Executive  Chief Executive  Chief Executive  Chief Executive  Chair of Task Group / Short, Sharp Review  Chair of Working Group  Chief Executive
	<b>REGULAR ITEMS</b>  Update on the work of the Crime and Disorder Scrutiny Panel  Tracker Report  Updates on the work of the Worcestershire Health Overview and Scrutiny Committee  Annual Monitoring Report – Redditch Sustainable Community Strategy	Chair of the Crime and Disorder Scrutiny Panel  Relevant Lead Head(s) of Service  Redditch Borough Council representative on the Health Overview and Scrutiny Committee  Relevant Lead Head(s) of Service

# Overview & Scrutiny

Committee

3<sup>rd</sup> January 2019

MEETING DATE	ITEM TO BE CONSIDERED	RELEVANT LEAD
3 <sup>rd</sup> Jan 2019	Medium Term Financial Plan 2019/20 to 2022/23 - Update	Relevant Lead Head(s) of Service
3 <sup>rd</sup> Jan 2019	Development Partner to Progress the Possible Redevelopment of Winyates and / or Matchborough District Centres and Surrounding Areas – Pre-Scrutiny	Relevant Lead Head(s) of Service
3 <sup>rd</sup> Jan 2019	Waste collection for houses of multiple occupation	Relevant Lead Head(s) of Service
18 <sup>th</sup> Feb 2019	Overview and Scrutiny – Select Committee Findings and new Government Guidance	Relevant Lead Head(s) of Service
18 <sup>th</sup> Feb 2019	Pre-decision Scrutiny - Matchborough and Winyates District Centre Redevelopment Consultation	Relevant Lead Head(s) of Service
18 <sup>th</sup> Feb 2019	Acute Hospital Services Review – Proposed Short Sharp Review	Relevant Lead Head(s) of Service
18 <sup>th</sup> Feb 2019	Private Sector Home Repair Assistance Policy Update – Pre Scrutiny	Relevant Lead Head(s) of Service
18 <sup>th</sup> Feb 2019	Medium Term Financial Plan – Proposed Budget – considering scrutiny proposals	Relevant Lead Director
18 <sup>th</sup> Feb 2019	Action Tracker	

# Overview & Scrutiny

Committee

3<sup>rd</sup> January 2019

<b>21<sup>st</sup> March 2019</b>	The public bus service in Redditch	Diamond Bus Company
<b>21<sup>st</sup> March 2019</b>	CCTV Service Provision Review – Pre-Scrutiny	Relevant Lead Head(s) of Service
<b>21<sup>st</sup> March 2019</b>	Pre-decision Scrutiny - Service Delivery Options – HRA Gas Maintenance	Relevant Lead Head(s) of Service
<b>21<sup>st</sup> March 2019</b>	Tenancy Conditions for Council Housing Tenants and Tenants Handbook	Relevant Lead Head(s) of Service
<b>OTHER POSSIBLE ITEMS FOR SCRUTINY – DATE NOT FIXED</b>	<ul style="list-style-type: none"> <li>• Eastern Gateway</li> <li>• Parking on roads inappropriately</li> <li>• Landscaping</li> <li>• Local Hospital Service Provision – outcome of Health Commission</li> <li>• Mental health services</li> <li>• Health services for young people</li> <li>• Cuts to school budgets and parental choice</li> <li>• Council owned shops and rateable values</li> <li>• The night time economy</li> </ul>	

This page is intentionally left blank