



# Overview and Scrutiny Committee

Thu 22 Oct  
2020  
6.30 pm

Virtual Meeting, Skype

**REDDITCH** BOROUGH COUNCIL

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If you have any queries on this Agenda please contact  
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## **GUIDANCE ON VIRTUAL MEETINGS**

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Due to the current Covid-19 pandemic Redditch Borough Council will be holding this meeting in accordance with the relevant legislative arrangements for remote meetings of a local authority. For more information please refer to the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police Crime Panels meetings) (England and Wales) Regulations 2020.

Please note that this is a public meeting conducted remotely by Skype conferencing between invited participants and live streamed for general access via the Council's YouTube channel.

[Live stream for Overview and Scrutiny Committee Meeting - 22nd October 2020](#)

You are able to access the livestream of the meeting from the Committee Pages of the website, alongside the agenda for the meeting.

If you have any questions regarding the agenda or attached papers please do not hesitate to contact the officer named above.

### **Notes:**

As referred to above, the virtual Skype meeting will be streamed live and accessible to view. Although this is a public meeting, there are circumstances when the committee might have to move into closed session to consider exempt or confidential information. For agenda items that are exempt, the public are excluded and for any such items the live stream will be suspended and that part of the meeting will not be recorded.



# Overview and Scrutiny Committee

Thursday, 22nd October, 2020

6.30 pm

Virtual Meeting, Skype

## Agenda

### Membership:

Cllrs:	Joe Baker (Chair)	Andrew Fry
	Salman Akbar	Ann Isherwood
	Michael Chalk	Mark Shurmer
	Peter Fleming	Jennifer Wheeler
	Pattie Hill	

### 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 (Pages 1 - 18)

The minutes of meetings of the Overview and Scrutiny Committee held on the following dates have been attached for Members' approval:

- 26<sup>th</sup> August 2020
- 3<sup>rd</sup> September 2020

### 4. Public Speaking

To invite members of the public who have registered in advance of the meeting to speak to the Committee.

### 5. Presentation from Public Health England - Overview Items

- Influenza vaccinations
- Vegetable consumption
- Alcohol admissions
- Childhood obesity
- Dementia diagnosis
- Mental Health

### 6. Pre-Scrutiny - Housing Strategy

(Report to Follow)

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- 7.** Crime and Disorder Scrutiny Panel - Chair's Verbal Update
- 8.** Executive Committee Minutes and Scrutiny of the Executive Committee's Work Programme - Selecting Items for Scrutiny (Pages 19 - 26)
- 9.** Overview and Scrutiny Work Programme (Pages 27 - 30)
- 10.** Task Groups, Short Sharp Reviews and Working Groups - Update Reports
  - a) Budget Scrutiny Working Group – Chair, Councillor Jennifer Wheeler
  - b) Dementia Task Group – Chair, Councillor Michael Chalk
  - c) Performance Scrutiny Working Group – Chair, Councillor Andrew Fry
- 11.** External Scrutiny Bodies - Update Reports (Pages 31 - 36)
  - 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; and
  - c) Greater Birmingham and Solihull Local Enterprise Partnership Joint Scrutiny Committee (GBSLEP) - Council representative, Councillor Chalk.



# Overview and Scrutiny Committee

Wednesday, 26th August, 2020

## MINUTES

### Present:

Councillor Joe Baker (Chair), and Councillors Joanne Beecham, Michael Chalk, Peter Fleming, Pattie Hill, Ann Isherwood, Mark Shurmer and Yvonne Smith

### Also Present:

Councillor Matthew Dormer, Portfolio Holder for Planning, Economic Development, Commercialism and Partnerships

### Officers:

Ruth Bamford, Kevin Dicks and Mike Dunphy

### Democratic Services Officer:

J Bayley

## 20. APOLOGIES AND NAMED SUBSTITUTES

Apologies for absence were received on behalf of Councillors Salman Akbar, Andrew Fry and Jenny Wheeler. Members were advised that Councillors Joanne Beecham and Yvonne Smith were attending respectively as Councillor Akbar and Wheeler's substitutes.

## 21. DECLARATIONS OF INTEREST AND OF PARTY WHIP

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

## 22. PUBLIC SPEAKING

There were no registered public speakers on this occasion.

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Chair

# Overview and Scrutiny Committee

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## 23. E-SCOOTER TRIAL - REPORT TO THE OVERVIEW AND SCRUTINY COMMITTEE

The Strategic Planning and Conservation Manager presented a report outlining the Council's proposals for a bid to take part in a national e-scooter trial.

During the presentation of the report the following matters were highlighted for Members' consideration:

- The Government had been proposing to launch an e-scooter trial in 2021. The Department for Transport (DfT) had brought the scheme forward in response to the Covid-19 pandemic in order to provide an alternative form of sustainable transport to the public.
- In Britain, e-scooters remained illegal outside of private land. Legislation was going through parliament to permit e-scooters to operate on public highways in certain circumstances.
- The deadline for applications to be submitted to the DfT to participate in the e-scooter trial was 31<sup>st</sup> August 2020. Successful bidders would need to identify a location in which the trial would take place. E-scooters would not be permitted to operate outside of that identified area.
- Since the Executive Committee meeting the Council had been advised that it was likely that the West Midlands Combined Authority's (WMCA) e-scooter bid would cover parts of Wolverhampton, Birmingham and Coventry. There would not therefore be an opportunity for Redditch to be the focus of the combined authority's trial.
- Should the bid for Redditch be successful, the Council would need to ensure that appropriate Traffic Regulation Orders (TROs) were in place before the trial could be launched.
- The Council had gone out to tender in respect of an e-scooter trial in Redditch and there had been 12 responses. A company had been selected in this process to deliver the trial in Redditch. This operator had experience of managing similar schemes in big cities.
- The location for the trial in Redditch, should the bid be successful, would range throughout parts of the town centre.
- The operator would be expected to take on all liabilities in respect of the e-scooter scheme and would be responsible for

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maintenance and recovery of the e-scooters after use. The company would be insured for these purposes.

- Should the bid be successful Council Officers would meet with representatives of the operator on an ongoing basis to discuss the trial.

After the report had been presented Members discussed the following points in detail:

- The positive impact that e-scooters could have on vehicle emissions in Redditch town centre and the potential for electric buses to operate in the Borough. Officers explained that Bromsgrove District Council had recently made a successful bid for electric buses to operate in their district and Redditch would feature on the routes for some of these vehicles.
- The benefits to be accrued, in respect of climate change, as a result of people using alternative forms of transport rather than relying on cars.
- The extent to which people with physical disabilities and parents with young children in pushchairs could use e-scooters. Officers acknowledged that, as with bicycles, e-scooters would not be suitable for everybody to use.
- The requirements in respect of customers who would use e-scooters. The Committee was informed that drivers would need to be at least 16 years of age and would have to have a provisional driving licence or a driving licence.
- The potential for accidents to occur involving e-scooters. Officers explained that the e-scooters would only operate on public highways where there was a maximum speed limit of 30 miles per hour and the vehicles could only operate at a maximum speed of 15 miles per hour, which would limit the potential for accidents to occur.
- The potential for fatal accidents to occur involving e-scooters. Members were advised that on the continent, where e-scooters could operate at faster speeds than proposed for the trial in Redditch, there had been very few fatalities.
- The potential for accident data to be provided to the Council. Officers explained that this data could be requested for the meetings that would take place between representatives of the Council and representatives of the operator.

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- The need for a data sharing agreement to be drawn up between the Council and the operator, which was a DfT requirement for such schemes.
- The safety features installed on e-scooters. The Committee was informed that the e-scooters would have lights and a dual breaking system which could be operated both on a manual and an automatic basis. Customers who signed up with the operator to use the e-scooters would all be provided with a free helmet to help protect the driver in the event of an accident.
- The concerns that had been raised by the Royal National Institute of Blind People (RNIB) in respect of the safety of people who were partially sighted or blind once e-scooters were in operation.
- The role of the customer in choosing whether to use an e-scooter and in assessing any potential risks to their safety.
- The timeframes for the launch of the scheme, should the Council's bid be successful. Officers explained that the start of the trial would be determined by the DfT, though there would be some time needed to establish the scheme at a local level.
- The potential for the trial to be extended beyond 12 months. The Committee was advised that the 12 months' duration for the trial had been determined by the DfT but there was the possibility that the Council could decide to extend the trial at a local level should Members feel that this was appropriate.
- The reasons why the trial would operate within parts of the town centre rather than the whole of the Borough and the extent to which this would enable an accurate assessment of local demand for e-scooters. Officers explained that the choice of location for the trial was based on market research and advice received from the chosen operator.
- The potential for the location in which the e-scooters operated to be extended to the whole of the Borough once the trial had concluded.
- The arrangements that would be in place to monitor use of the e-scooters and to ensure that privately owned e-scooters were not driven in the Borough as part of the trial. Officers explained that the operator would monitor e-scooter usage and it was likely that the official e-scooters in the trial would have identifiable branding.



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- The requirements in respect of customers disposing of the e-scooters after use. The Committee was informed that before a customer could dispose of an e-scooter they would have to submit a photograph showing that the e-scooter had been left in a safe place.
- The cost that would be charged to hire an e-scooter. Officers explained that customers would need to pay £1 to unlock a scooter and an extra 20 pence every minute.
- The number of e-scooters that would be used as part of a trial in Redditch. The Committee was informed that there would be 100 e-scooters available to use during the trial.
- The hours in which an e-scooter could be used. Members were advised that e-scooters would be available to hire 24 hours a day, seven days a week.

During consideration of this item the Chair of the Committee explained that the Executive Committee had determined at a meeting held on 4<sup>th</sup> August 2020 that the Council should submit a bid to take part in the national e-scooters trial. This had been discussed as an urgent item of business that had not been included on the Executive Committee's Work Programme and therefore there had been no opportunity to pre-scrutinise the proposals. The debate during the extra meeting of the Overview and Scrutiny Committee on 26<sup>th</sup> August 2020 had been requested to provide an opportunity for Members to scrutinise in detail the Council's proposals for a bid to take part in the national e-scooter trial and to make suggestions about that trial.

The Portfolio Holder for Planning, Economic Development, Commercialism and Partnerships attended the meeting in his capacity as the lead Portfolio Holder for the e-scooters trial. Members were asked to note that Officers had worked very hard to prepare the Council's bid in respect of e-scooters, which was an initiative with which the Council had not had any prior involvement. Should the Council's bid be successful, a trial would be launched and this would test local demand for e-scooters. Should there be considerable demand then there was the possibility that the scheme could be extended to a wider geographical area.

**RESOLVED that**

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Wednesday, 26th August, 2020

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- 1) should the Council's bid to participate in the national e-scooter trial be successful, the Overview and Scrutiny Committee should receive an update on the trial six months after the launch of the scheme in Redditch; and
- 2) the report be noted.

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

The minutes of the meeting of the Executive Committee held on Tuesday, 4<sup>th</sup> August 2020, were considered. Officers explained that during that meeting the Suicide Prevention Task Group's final report had been considered and all of the group's recommendations had been approved. Due to the importance of the evidence gathered in this investigation, an additional proposal had been added by the Executive Committee in respect of this matter, which called for a copy of the group's report to be shared with Worcestershire County Council and the MP for Redditch.

During consideration of the minutes of the meeting of the Executive Committee held on 4<sup>th</sup> August 2020, Members noted that there had been a discussion of an updated Amenity Standards Policy for the Council. This policy applied primarily to Houses in Multiple Occupation (HMOs) in the private rented sector. Members commented on the importance of HMOs as a source of housing for residents and the need for these to be managed appropriately. A request was made for an update to be provided to the Overview and Scrutiny Committee in respect of HMOs at a later date.

The content of the Executive Committee's Work Programme for the period 1<sup>st</sup> September to 31<sup>st</sup> December 2020 was considered. Members noted that the Housing Strategy item, that had been scheduled for the Executive Committee's consideration in September and for pre-decision scrutiny in the same month, had been postponed. Clarification was requested in respect of the reasons for this delay.

**RESOLVED that**

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- 1) **an update report in respect of Houses of Multiple Occupation (HMOs) should be provided at a future meeting of the Overview and Scrutiny Committee;**
- 2) **the minutes of the meeting of the Executive Committee held on 4<sup>th</sup> August 2020 be noted;**
- 3) **Officers to clarify the reasons why the Housing Strategy report had been postponed from September to October for the consideration of the Executive Committee and Overview and Scrutiny Committee; and**
- 4) **the content of the Executive Committee's work Programme for the period 1<sup>st</sup> September to 31<sup>st</sup> December 2020 be noted.**

The Meeting commenced at 6.30 pm  
and closed at 7.33 pm

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# Overview and Scrutiny Committee

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Thursday, 3rd September,  
2020

## MINUTES

### Present:

Councillor Joe Baker (Chair), and Councillors Salman Akbar, Michael Chalk, Peter Fleming, Pattie Hill, John Fisher, Andrew Fry, Ann Isherwood and Mark Shurmer

### Also Present:

Councillor Brandon Clayton – Portfolio Holder for Environmental Services  
Councillor Matthew Dormer – Portfolio Holder for Planning, Economic Development, Commercialism and Partnerships  
Councillor Craig Warhurst - Portfolio Holder for Housing and Procurement

### Officers:

Mike Birkinshaw, Sue Hanley, Deb Poole, Guy Revans and Judith Willis

### Democratic Services Officers:

J Bayley and J Gresham

## 25. APOLOGIES AND NAMED SUBSTITUTES

Apologies for absence were received on behalf of Councillor Jenny Wheeler with Councillor John Fisher as named substitute.

## 26. DECLARATIONS OF INTEREST AND OF PARTY WHIP

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

## 27. MINUTES

**RESOLVED** that

Chair

# Overview and Scrutiny Committee

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Thursday, 3rd September, 2020

**the minutes of the meetings of the Overview and Scrutiny Committee held on Thursday 2nd July 2020 and 30th July 2020 be approved as a true and correct record and signed by the Chair.**

## **28. PUBLIC SPEAKING**

The Chair welcomed Mr. I. Soady as a public speaker to the meeting, who was invited to speak to the Committee.

His speech was delivered as follows:

“I note that Item 6 on the Agenda is Pre-scrutiny of the Restoration and Recovery Plan. Under the heading “Living Independent, Active & Healthy Lives”, one of the sub-headings is “Develop a Parks & Open Spaces Strategy (including increased physical activity & cycling).”

I would like to bring to the Committee’s attention the publication in March this year by Worcestershire Green Infrastructure Partnership on behalf of Worcestershire County Council of a document entitled “Planning for a Multifunctional Green Infrastructure Framework in Worcestershire”. It is effectively an analysis of current green spaces throughout the County, a statement of their importance, and a strategy for their maintenance and improvement. Redditch Borough Council was one of the contributors and signatories to this document.

Table 5 of the report lists major Worcestershire sites at or near capacity. Arrow Valley Country Park appears in this list.

Other parts of the document (particularly Section 5) emphasise the benefits that readily accessible open spaces have for the more deprived areas of the County. Redditch is identified as having some of the most deprived areas.

The report also supports the Redditch Local Plan No 4 published in 2017 which makes strong recommendations for retaining open spaces, especially Chapter 8: “Creating and Sustaining a Green Environment”. Objectives under this heading include: ““To maintain and provide a high quality natural, rural and historic environment

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with a Green Infrastructure network which maximises opportunities for biodiversity value, wildlife and ecological connectivity” and “To protect, promote and where possible enhance the quality of the Borough’s landscape and Redditch Borough’s other distinctive features”. Section 13 goes into more detail regarding Primarily Open Space, which constitutes much of the Country Park.

I commend the report to the Committee and hope that they will endorse its findings and make every effort to ensure that its recommendations regarding preservation and enhancement of green space in Redditch are adopted in full by the Borough Council, and in particular that its contents are made known to all sub-committees”.

## **29. NEW CEMETERY - UPDATE REPORT**

The Chair welcomed the Bereavement Services Manager to the meeting who presented a report to the Committee outlining the historical discussions and decision-making process undertaken in respect of the provision of a new cemetery. He confirmed that the item would be further scrutinised at a future Overview and Scrutiny Committee meeting.

The Portfolio Holder for Environmental Services was invited to speak to the Committee and explained that this was an important item and that there was a considerable need for new cemetery provision.

Some Members were keen to understand the process in more detail and whether a single report that summarised the process was available and what work had specifically been undertaken in the previous twelve months. It was clarified that due to the ongoing suitability testing and because the Planning applications was a material part of the process, as yet no single report had been produced. It was reiterated that various reports had been provided to Members previously and that information regarding the current testing of sites was available in the Planning application. Some Members indicated that they hoped there would be complete transparency in the decision-making process once a decision on the subject was brought before Executive Committee and Full Council.

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The Bereavement Services Manager explained that there had been delays in the process for several reasons including due to the ecology and archaeology of certain sites and the appropriateness of surveying these areas. This was in addition to the Covid-19 pandemic and associated lockdown.

The Chair requested that regular updates were provided to the Overview and Scrutiny Committee on the new Cemetery as and when information was available. On being put to the vote this was carried.

## **RESOLVED that**

- 1) the Overview and Scrutiny Committee be provided with regular updates on the new cemetery as and when available; and**
- 2) the report be noted.**

## **30. PRE-SCRUTINY - RESTORATION AND RECOVERY PLAN**

The Head of Business Transformation, Organisational Development and Digital Strategy outlined the report in respect of the Restoration and Recovery Plan and in doing so highlighted the following:

- Delivery of essential services had continued during the pandemic.
- Economic recovery plans were being established across both Redditch and the Worcestershire area and the Restoration and Recovery Plan would sit alongside these two documents.
- Learnings from the 'first wave' of Covid-19 had been recognised and had resulted in major changes to how the Council operated.
- The Restoration and Recovery Plan had been formulated around the five Strategic Purposes and included priorities from the Council Plan. The Council Plan was drafted prior to the pandemic and, due to changes in priorities during the pandemic, a Council Plan review was scheduled to take place in early 2021



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to ensure priorities were refreshed and remained relevant.

Members questioned what the plans were for brownfield sites mentioned in the Recovery and Restoration Plan and what type of use they may be allocated to. Officers undertook to ask the Head of Planning and Regeneration for the information for circulation for the consideration of members of the Committee at a later date.

The Head of Business Transformation, Organisational Development and Digital Strategy confirmed that the Executive Committee had a role to monitor performance around the actions contained within the Restoration and Recovery Plan. The Deputy Chief Executive also confirmed that this was a huge priority for the Strategic Management Team and that the Council's Chief Executive and the Head of North Worcestershire Economic Development and Regeneration were preparing an economic recovery plan and framework for the Borough.

The Chair queried the loss of rental income incurred during the pandemic and it was accepted that there would be a significant loss in this area but that officers were working proactively to mitigate any losses.

**RESOLVED that**

**the report be noted.**

**31. PRE-SCRUTINY - HOUSING REVENUE ACCOUNT STRATEGIC IMPROVEMENT PLAN PROGRESS**

The Portfolio Holder for Housing and Procurement introduced the report in respect of the Housing Revenue Account Strategic Improvement Plan Progress and in doing so highlighted the following:

- Successes had been achieved in the key compliance areas of the Housing Revenue Account Strategic Improvement Plan including gas servicing, asbestos and fire safety.

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- The Covid-19 pandemic and associated lockdown had impacted on the provision of Housing Services at the Council which had forced a change in priorities so that major compliance issues and emergency and essential repairs were only carried out.
- Rent collection had been impacted due to the increase in Universal Credit applicants and residents who had been placed on furlough or had lost jobs.
- Measures had been put in place to mitigate the deficit in rent arrears and residents had been contacted regarding the options for rent payment and the process for applying for Universal Credit if needed.
- Staff had worked positively and with success throughout the implementation of the measures.
- Voids were at a record low number.
- Structural changes implemented in the Housing Service had been successful.
- Reduction of costs had been successful and reserves of £144k that had been previously agreed for use to balance the budget in 2019/20 had not needed to be used.

The Deputy Chief Executive provided further information regarding the report and the following matters were highlighted for Members' consideration:

- The financial situation of the Housing Revenue Account was still being monitored extremely closely and the Committee was advised that the Ministry of Housing, Communities and Local Government had had a strategic discussion with the Council regarding the impact of Covid-19 and the financial returns that had been made.
- There had been some delays in the Culture Action Plan however, it was still progressing in Housing and corporately and as a result of remote working there would be some fundamental changes however, it was important that the plans remained flexible in the current situation.

# Overview and Scrutiny Committee

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The Chair asked the following questions with regard to Housing Services:

1. How many homeless people there were currently in the Borough?
2. What was happening with the homeless people who were provided temporary accommodation during the Covid-19 pandemic at The Blue Inn?
3. Would there be an increase in local labour contracts within the Council and apprenticeship positions created?
4. What was the current turnaround timescale for Voids?

The Head of Community and Housing Services reported to Members that during lockdown rough sleepers had to be provided with temporary accommodation consequently there were no homeless people in the Borough. A number of families had been placed in temporary accommodation and the Housing Options team were working closely with the Voids team to provide a solution to more permanent accommodation. It was hoped that there would be apprenticeships established over the next 2 to 3 years in the department. Some Members expressed concerns about the retention of apprentices and the final qualifications provided to apprentices. Officers acknowledged that retention of apprentices was dependent on vacancies however, succession planning was underway to create leaders for the future to make improvements in this area.

Regarding the use of local labour, the Head of Environmental and Housing Property Services explained that over the next 12 months work would be divided into smaller programmes in order for smaller, local contractors to bid for work. It had, however, been necessary to engage non-local contractors during the pandemic in order to carry out essential works urgently.

Officers confirmed to the Committee that all staff were provided with adequate Personal Protective Equipment and undertook full risk assessments when carrying out inspections and any works. Furthermore, if tenants felt that the appropriate Personal Protective Equipment was not being utilised during appointments they were advised to report this to Housing Services. It was acknowledged that there had been problems with contacting some of the Housing

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teams, and although the Covid-19 pandemic had certainly had an impact it was confirmed that a simplified solution was being created in order for Members to report complaints and get responses more quickly.

The Head of Environmental and Housing Property Services explained that gas servicing was not suspended during lockdown and that due to the way gas servicing was scheduled in advance the service was able to continue with the servicing plan. This would continue as residents felt more comfortable having gas servicing staff in their property.

The Chair thanked officers for a detailed report and comprehensive answers.

**RESOLVED that**

**the report be noted**

**32. SCRUTINY OF THE EXECUTIVE COMMITTEE'S WORK  
PROGRAMME - SELECTING ITEMS FOR SCRUTINY**

The Senior Democratic Officer (Redditch) presented the Executive Committee's Work Programme and reported that a further item had been added to the work programme since the latest edition was published, entitled Borough Level Economic Recovery Framework which was due to be considered by the Executive Committee on 27th October.

**RESOLVED that**

**the report be noted.**

**33. OVERVIEW AND SCRUTINY WORK PROGRAMME**

It was confirmed that there were no updates to the Overview and Scrutiny Committee's Work Programme however, Officers undertook to take account of any changes made during the meeting.

# Overview and Scrutiny Committee

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**RESOLVED that**

**the report be noted.**

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

- a) Budget Scrutiny Working Group – Chair, Councillor Jenny Wheeler

The Senior Democratic Services Officer (Redditch) reported to Members that the Budget Scrutiny Working Group had not met since the previous Overview and Scrutiny Committee meeting and the next meeting was due to be held on 22<sup>nd</sup> September 2020.

- b) Dementia Task Group – Chair, Councillor Michael Chalk

Councillor Chalk reported to the Committee that the first meeting of the Task Group was scheduled to take place on 14<sup>th</sup> September 2020.

- c) Performance Scrutiny Working Group – Chair, Councillor Andrew Fry

Councillor Fry advised Members that a date had been identified for the next meeting on 7<sup>th</sup> September 2020.

The Chair thanked all the Members that were involved in the Working Groups and Task Groups.

## **35. EXTERNAL SCRUTINY BODIES - UPDATE REPORTS**

- a) West Midlands Combined Authority Overview and Scrutiny Committee – Redditch Member, Councillor Michael Chalk

The Committee was informed by Councillor Chalk that the next meeting of the West Midlands Combined Authority was due to take place on 7<sup>th</sup> September 2020.

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- b) Worcestershire Health Overview and Scrutiny Committee –  
Redditch Member, Councillor Michael Chalk

The Committee was informed by Councillor Chalk that the next meeting of the Worcestershire Health Overview and Scrutiny Committee was due to take place on 30<sup>th</sup> September 2020.

The Meeting commenced at 6.30 pm  
and closed at 8.07 pm

# EXECUTIVE COMMITTEE LEADER'S WORK PROGRAMME

1 November 2020 to 28 February 2021

(published as at 1<sup>st</sup> October 2020)



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

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

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

The Executive Committee's meetings are normally held at 7pm on Tuesday evenings at the Town Hall. They are open to the public, except when confidential information is being discussed. If you wish to attend for a particular matter, it is advisable to check with the Democratic Services Team on (01527) 64252, ext: 3268 to make sure it is going ahead as planned. If you have any other queries, Democratic Services Officers will be happy to advise you. The full Council meets in accordance the Council's Calendar of Meetings. Meetings commence at 7.00pm.

## EXECUTIVE COMMITTEE MEMBERSHIP

Councillor Matthew Dormer, Leader and Portfolio Holder for Planning, Economic Development, Commercialism and Partnerships  
Councillor Mike Rouse, Deputy Leader and Portfolio Holder for Leisure  
Councillor Brandon Clayton, Portfolio Holder for Environmental Services  
Councillor Anthony Lovell, Portfolio Holder for Climate Change  
Councillor Nyear Nazir Community Services and Regulatory Services  
Councillor David Thain, Portfolio Holder for Finance and Enabling  
Councillor Craig Warhurst, Portfolio Holder for Housing and Procurement  
Councillor Greg Chance  
Councillor Bill Hartnett

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Church Green Draft Conservation Area and Management Plan consultation <b>Key: No</b>	Executive 8 Dec 2020		Report of the Head of Planning, Regeneration and Leisure Services	Mike Dunphy, Strategic Planning and Conservation Manager Tel: (01527) 881325
Devolution and Local Recovery - Government White Paper - Council Response <b>Key: No</b>	Executive Not before 8th Dec 2020 Council Not before 25th Jan 2021		Report of the Chief Executive	Kevin Dicks, Chief Executive Tel: 01527 64252 ext 3250
Domestic Abuse Policy - Identifying Abuse and Responding Effectively <b>Key: No</b>	Executive Not before 8th Dec 2020 Council Not before 25th Jan 2021		Report of the Head of Community and Housing Services	Bev Houghton, Community Safety Manager (Redditch and Bromsgrove) Tel: 01527 64252 ext 3656
Fees and Charges 2021/22 <b>Key: No</b>	Executive 8 Dec 2020 Council 25 Jan 2021		Report of the Head of Financial and Customer Services	Kate Goldey, Senior Business Support Accounting Technician Tel: 01527 881208



Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Finance Monitoring Quarter 2 2020/21 <b>Key: No</b>	Executive Not before 8th Dec 2020  Council Not before 25th Jan 2021		Report of the Head of Financial and Customer Services	Chris Forrester, Head of Financial and Customer Services Tel: 01527 881673
Homes England Asset Transfer <b>Key: Yes</b>	Executive Not before 8th Dec 2020	Consideration of this item is the subject to agreement of certain matters with Homes England in January 2019.  This report will contain commercially sensitive information and therefore parts of the report may need to be considered in private session.	Report of the Chief Executive	Claire Felton, Head of Legal, Democratic and Property Services Tel: 01527 881429

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Housing Policies <b>Key:</b> No	Executive 8 Dec 2020  Council 25 Jan 2021			Judith Willis, Head of Community and Housing Services Tel: 01527 64252 ext 3284
Matchborough and Winyates District Centres - Regeneration <b>Key:</b> Yes	Executive 8 Dec 2020  Council 25 Jan 2021		Report of the Head of North Worcestershire Economic Development	Lyndsey Berry, Town Centre Co-Ordinator Tel: 01527 587002
Medium Term Financial Plan 2021/22 to 2024/25 - Update Report <b>Key:</b> No	Executive Not before 8th Dec 2020  Council Not before 25th Jan 2021		Report of the Head of Financial and Customer Services	Chris Forrester, Head of Financial and Customer Services Tel: 01527 881673
New Cemetery Provision <b>Key:</b> No	Executive Not before 8th Dec 2020  Council Not before 25th Jan 2021		Report of the Head of Environmental and Housing Property Services	Michael Birkinshaw, Bereavement Services Manager Tel: 01527 62174

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Redditch Borough Council's response to the Solihull Local Plan (draft submission version) <b>Key: No</b>	Executive 8 Dec 2020 Council 25 Jan 2021		Report of the Head of Planning, Regeneration and Leisure Services	Mike Dunphy, Strategic Planning and Conservation Manager Tel: (01527) 881325
St David's House Extra Care Scheme - Business Case <b>Key: No</b>	Executive 8 Dec 2020 Council 25 Jan 2021		Report of the Head of Community and Housing Services	Judith Willis, Head of Community and Housing Services Tel: 01527 64252 ext 3284
Council Tax Base 2021/22 <b>Key: No</b>	Executive Not before 12th Jan 2021		Report of the Head of Financial and Customer Services	Chris Forrester, Head of Financial and Customer Services Tel: 01527 881673
Final Council Tax Support Scheme <b>Key: No</b>	Executive 12 Jan 2021 Council 25 Jan 2021		Report of the Head of Financial and Customer Services	David Riley, Revenues Services Manager Tel: 01527 64252 ext 3382

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Flexible Homelessness Support Grant and Homelessness Reduction Grant 2021/22 <b>Key: No</b>	Executive 12 Jan 2021 Council 25 Jan 2021		Report of the Head of Community and Housing Services	Judith Willis, Head of Community and Housing Services Tel: 01527 64252 ext 3284
Housing Revenue Account Initial Budget 2021/22 to 2024/25 <b>Key: No</b>	Executive 12 Jan 2021 Council 25 Jan 2021		Report of the Head of Financial and Customer Services	Chris Forrester, Head of Financial and Customer Services Tel: 01527 881673
Redditch Town Deal Investment Plan <b>Key: Yes</b>	Executive Not before 12th Jan 2021 Council Not before 25th Jan 2021	This report may contain exempt information that would need to be considered by the Councillors in private.	Report of the Chief Executive	Lyndsey Berry, Town Centre Co-Ordinator Tel: 01527 587002
Medium Term Financial Plan 2021/22 to 2024/25 (including the capital programme) <b>Key: No</b>	Executive Not before 9th Feb 2021 Council Not before 22nd Feb 2021		Report of the Head of Financial and Customer Services	Chris Forrester, Head of Financial and Customer Services Tel: 01527 881673

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Pay Policy Statement 2021/22 <b>Key: No</b>	Executive Not before 9th Feb 2021  Council Not before 22nd Feb 2021		Report of the Head of Financial and Customer Services	Chris Forrester, Head of Financial and Customer Services Tel: 01527 881673
Council Tax Resolutions <b>Key: No</b>	Executive Not before 22nd Feb 2021  Council Not before 22nd Feb 2021		Report of the Head of Financial and Customer Services	Chris Forrester, Head of Financial and Customer Services Tel: 01527 881673
Dementia Task Group - Final Report <b>Key: No</b>	Executive 23 Mar 2021		Report of the Overview and Scrutiny Committee	Joanne Gresham, Democratic Services Officer Tel: 01527 64252 Ext: 3031 Councillor Michael Chalk
Finance Monitoring Quarter 3 2020/21 <b>Key: No</b>	Executive 23 Mar 2021  Council 12 Apr 2021		Report of the Head of Financial and Customer Services	Chris Forrester, Head of Financial and Customer Services Tel: 01527 881673

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Overview and Scrutiny Committee's Annual Report 2020/21 <b>Key: No</b>	Council 12 Apr 2021		Report of the Overview and Scrutiny Committee	Jess Bayley, Senior Democratic Services Officer (Redditch) Tel: 01527 64252 ext 3268 Councillor Joe Baker

**Overview & Scrutiny**

Committee

22<sup>nd</sup> October 2020**WORK PROGRAMME 2020/21**

(Report of the Chief Executive)

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

**Overview & Scrutiny**

Committee

22<sup>nd</sup> October 2020

MEETING DATE	ITEM TO BE CONSIDERED	RELEVANT LEAD
October 2020	Pre-scrutiny - Housing Strategy	Relevant Lead Head(s) of Service
October 2020	Public Health Presentation – Liz Altay	Liz Altay
December 2020	Skills in the Local Workforce Update	Relevant Lead Head(s) of Service.
December 2020	Pre-scrutiny - New Cemetery	Relevant Lead Head(s) of Service
December 2020	Civil Contingencies Annual Report	Relevant Lead Head(s) of Service.
December 2020	Pre-Decision-Scrutiny - Homes England Asset Transfer	Relevant Lead Head(s) of Service
January 2021	Redditch Community Lottery Update	Relevant Lead Head(s) of Service.
January 2021	Redditch Partnership Plan – Annual Report	Relevant Lead Head(s) of Service.
January 2021	Homelessness Grant – Pre-scrutiny	Relevant Lead Head(s) of Service.
February 2021	Medium Term Financial Plan 2021/22 to 2024/25 – Consideration of the Executive Committee's Proposals	Relevant Lead Head(s) of Service.



**Overview & Scrutiny**

Committee

22<sup>nd</sup> October 2020

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<b>March 2021</b>	Overview and Scrutiny Annual Report 2020/21	Councillor Joe Baker
<b>March 2021</b>	Dementia Task Group – Final Report	Councillor Michael Chalk
<b>Dates to be determined</b>	Houses of Multiple Occupation - Presentation	Relevant Lead Head(s) of Service.

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**West Midland Combined Authority – Update from Councillor Michael Chalk****7th September 2020**

This meeting was held on Microsoft Teams, however, was inquorate therefore decisions taken at the meeting would be submitted to the WMCA Board on 18 September 2020 for formal approval.

The first item was the Battery Gigafactory that is expected to act as a focal point for the development of electric vehicles in the West Midlands and to generate thousands of jobs and save many more. The questions, where and when were asked but with no answers.

Although health is not a direct responsibility of the WMCA, as part of developing the work force and general wellbeing of the population a new approach is envisaged where 'Central Diagnostic Hubs' are prepared. The first may well be in Grand Central (New Street Station) the idea is that the foot fall in this area would allow more people to access the hub and have early diagnosis of problems.

Members received a presentation of the Economic recovery of the region that showed 4 areas:

1. an overview that was split into 10 sections
2. Intelligence and diagnostic
3. Short term case leading to a Government submission
4. Long term based on the next devolution deal

There was some concern by members that we were not sure what the information was telling us.

The following presentation was on The Comprehensive Spending Review that was going, possibly with modification and additions, to the board on the 18<sup>th</sup> September. Three sections were explained:

- 1 sustainable funding for local government
- 2 a levelling up
- 3 a green recovery

The major concern of the committee was that review did not address the problems of the general population.

The final item a Task & Finish was arranged consider investments within the Black Country.

The agenda can be made available for those who require more detail.

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**Health Overview and Scrutiny Committee****30<sup>th</sup> September 2020**

This Health Overview and Scrutiny Committee meeting was held by Zoom and lasted two and a half hours.

Item 6 - End of Life Care and ReSPECT.

*“End of life care should help you live as well as possible until you die and to die with dignity. The people providing your care should ask about your wishes and preferences, and take these into account as they work with you to plan your care. They should also support your family, carers or other people who are important to you”*

This will be achieved by:

- Early identification of the patient
- High quality care
- Accessible, coordinated and digitally palliative care
- A work force with the appropriate skills
- High quality bereavement care
- Embedding the ReSPECT process to enable advanced planning

This report received a mixed reception with some Members describing personal experiences that that did not match this procedure.

The Chairman, on behalf of the Committee, congratulated the Trust on being out of special measures

Item 7 - Working with Covid-19 and the restoration of elective surgeries and other usual procedures.

There is a desire to get back to pre-Covid arrangements but there was an acceptance that there was still a long way to go. Even when some patients have been offered appointments, they have been declined over fears of contracting Covid-19. It was expected that Primary Care will work as normal.

Health Watch has done research and shown that there were various levels of access to GPs. CCG expects more face to face appointments.

Mental Health support is still available 24/7 via the website and all centres are open. Work with children is available and it is expected that mental health problems may rise if the levels of Covid-19 increases.

There will be national guidelines on the use of the 111 system to reduce the impact on emergency services. The system will have 13 path ways starting with making appointments with the GP or A&E or MIU. Worcestershire is the 3<sup>rd</sup> group to introduce this, after London then Portsmouth. It is important that the public is introduced to this and start to use it. As Councillors we can help by disseminating this information.

**Greater Birmingham and Solihull Local Enterprise Partnership  
Joint Scrutiny Committee Friday 25th September 2020 2.00 pm**

This meeting was held online and streamed on YouTube.

The first item was the “Step Forward”:

This was based on a fluid environment and as some locations within the LEP were in lock down this emphasised the need more support for business and communications on this was through the local authorities. It showed that unemployment was increasing with more to come and exports are down by some £2bn due to a combination of Covid-19 and Brexit.

There was a fund of £2M to help businesses to adjust for the impact of Covid-19 and £3K for advice and equipment.

To access this fund an online form would be available at the Growth Hub from Monday 28<sup>th</sup> September.

Agenda item 6 was “Place Delivery Plan update”

There have been a wide number of initiatives including the Town Centre Fund, a number of green economy schemes and help with digital working. The work with the Hospitality sector has been less successful because of poor communications. It was hoped that local authorities could help with details on their own web sites or social media.

There is likely to be a reduction in the amount of office space required as the amount of home working continues to rise.

There were weekly meetings with the local authorities, but these have moved to fortnightly and then to monthly. There was general agreement that most wished to remain with GBSLEP but that the White paper may not give us an option.

For more information on the agenda and reports the web site address is :-

[Agenda - Greater Birmingham and Solihull Local Enterprise Partnership Joint Scrutiny Committee Friday 25th September 2020](#)

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