



# Overview and Scrutiny Committee

Thu 3 Dec  
2020  
6.30 pm

Virtual Meeting  
Microsoft Teams

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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.

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

[Live Stream Overview and Scrutiny Committee Meeting - 3rd December 2020](#)

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

Thursday, 3rd December, 2020

6.30 pm

Microsoft Teams

## Agenda

### Membership:

Cllrs:

Joe Baker (Chair)  
Jennifer Wheeler  
(Vice-Chair)  
Salman Akbar  
Michael Chalk  
Peter Fleming

Pattie Hill  
Andrew Fry  
Ann Isherwood  
Mark Shurmer

**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 - 12)

**4.** Public Speaking

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

**5.** Civil Contingencies Annual Report (Pages 13 - 18)

**6.** Skills in the Local Workforce - Verbal Presentation

**7.** Church Green Draft Conservation Area and Management Plan consultation - pre-scrutiny

(Report to follow).

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## **8.** Executive Committee Minutes and Scrutiny of the Executive Committee's Work Programme - Selecting Items for Scrutiny (Pages 19 - 40)

The latest edition of the Executive Work Programme and the minutes of the meeting of the Executive Committee held on Tuesday 27<sup>th</sup> October 2020 have been attached for Members' consideration to this Agenda Pack.

The next edition of the Executive Work Programme is due to be published on 1<sup>st</sup> December 2020 and will be provided for Members' consideration in an Additional Papers Pack for this meeting.

## **9.** Overview and Scrutiny Work Programme (Pages 41 - 44)

## **10.** Task Groups, Short Sharp Reviews and Working Groups - Update Reports

- a) Budget Scrutiny Working Group – Chair, Councillor 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 45 - 48)

- 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 Committee

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Thursday, 22nd October,  
2020

## MINUTES

### Present:

Councillor Joe Baker (Chair), and Councillors Salman Akbar, Michael Chalk, Peter Fleming, Ann Isherwood, Mark Shurmer and Jennifer Wheeler

### Also Present:

Councillor Nyear Nazir – Portfolio Holder for Community Services and Regulatory Services

Councillor Craig Warhurst – Portfolio Holder for Housing and Procurement

### In Attendance:

Dr Liz Altay - Public Health Consultant, Worcestershire County Council

### Officers:

Derek Allen, Sue Hanley and Judith Willis

### Democratic Services Officers:

J Bayley and J Gresham

## 36. APOLOGIES AND NAMED SUBSTITUTES

Apologies for absence were received on behalf of Councillor Andy Fry and Councillor Pattie Hill with Councillor Yvonne Smith attending as Councillor Hill's substitute.

## 37. DECLARATIONS OF INTEREST AND OF PARTY WHIP

Chair

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Councillors Salman Akbar and Councillor Michael Chalk declared in respect of Minute Item No. 41, Housing Strategy, that they were private landlords. However, as the strategy related all forms of housing more generally it was concluded that they did not have a pecuniary interest and they remained in the meeting.

There were no declarations of any party whip.

## 38. MINUTES

**RESOLVED that**

**the minutes of the meetings of the Overview and Scrutiny Committee held on Wednesday 26th August 2020 and Thursday 3rd September 2020 be approved as true and correct records and signed by the Chair.**

## 39. PUBLIC SPEAKING

There were no registered public speakers on this occasion.

## 40. PRESENTATION FROM PUBLIC HEALTH ENGLAND - OVERVIEW ITEMS

The Chair introduced the Dr Liz Altay and thanked her for attending the Overview and Scrutiny Committee meeting. Dr Altay clarified that her role was Public Health Consultant with Worcestershire County Council and not Public Health England. It was explained to Members that her attendance had been arranged in order to give a brief presentation on items that had been identified as important for further investigation at a meeting between the Leader of the Redditch Brough Council, the Chair of Overview and Scrutiny Committee and the Chief Executive of the Council and agreed by the Committee at a meeting in December 2019.

### Flu Vaccinations

It was explained that flu vaccinations were a very important tool in tackling Winter pressures and particularly this year in light of Covid-19. In previous years residents eligible for flu vaccinations were those aged over 65, under 65 with specific underlying health

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problems and pregnant women. Historically, the uptake of flu vaccinations in Worcestershire and Redditch had been quite good and higher than the England national average. The figures from last year that were received from the then Redditch and Bromsgrove (Clinical Commissioning Group) CCG for over 65s flu vaccination uptake was 73.4% and more specifically information from GP practices based in Redditch showed a 72.1% uptake. It was reported to Members that the aim was to try and achieve 75%, however very few areas achieved that target. It was reported that in England the national average uptake for the under 65s was 44.9% and in Redditch it was 46.6%. This year, in light of Covid-19 it was more important than ever to protect vulnerable residents and Central Government and NHS England had extended the eligibility for flu vaccination recipients to include children aged 2-11, to those in care homes and carers, to household contacts of those who were shielding, front-line health workers, social care workers and those aged 50-64 (once the vaccination programme had been delivered to the priority groups identified above).

## Fruit and Vegetable Consumption

Members were informed that fruit and vegetable consumption in Redditch was below the national average level and had been for a number of years. The indicators were based on the percentage of adults who were eating five portions of fruit and vegetables on a daily basis. It had appeared that the figures had got worse over the past three years. It was reported that the national average was 55% and in Redditch it was lower at 46.4%.

## Alcohol Admissions

The Committee was informed that the alcohol admission rates in Redditch had been worse than the national average admission rate for the previous three or four years. The rates of alcohol admission were recorded using various methods. However, it was confirmed that the rate of admission to hospital where alcohol had been identified as a contributing factor was higher than the English average and appeared to have been rising over the last few years.

## Dementia Diagnosis

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Members were informed that the Dementia diagnosis rate had been falling in Redditch over the previous two or three years. The rates of diagnosis were an estimate that was calculated by the number of older people that had been diagnosed by their GP versus the age and gender of the population of the particular area. The diagnosis rates were reported to Members and it was noted that in the Redditch the rate was 59% compared with the national average of 68.7%.

## Childhood Obesity

It was reported to Members that the rates of childhood obesity in Redditch were lower than the national average. The figures for childhood obesity were calculated as part of the National Childhood Measurement Programme. The data that was provided to Members was in relation to the prevalence of childhood obesity of Reception Class and Year 6 children in Redditch.

The figures were as follows:

	Redditch	National Average
Reception Class children	16.2%	22.6%
Year 6 children	32.1%	32.9%

Members expressed an interest in the cost of the flu vaccination if residents did not fall within the priority group and were informed that the cost was between £12-£15.

In respect of the Dementia information that was provided, Members queried where the information regarding diagnosis of Dementia in the Borough was available. The Committee was informed that it was collected from GP lists and Public Health England profiles which provided dataset comparisons for Local Authority areas. It was agreed that the website information should be forwarded to the Democratic Officer in order to be circulated to the members of the Dementia Task Group.

Some Members expressed an interest in the number of the hospital admissions related to alcohol. The Committee was informed that the following information was available for 2018-19 years:



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- 610 admissions (narrow indicator)
- 2116 admissions (broader indicator).

There was further discussion regarding the impact that Covid-19 might potentially have on the diagnosis of Dementia and where information regarding any impact might be found. It was reported that the GP surgeries and CCGs held that information and currently, at this stage of the pandemic, the data might be more anecdotal and not as accurate.

The Chair invited the Head of Community and Housing Services to speak who reported some examples of the work that was being done in respect of the topics that had been presented. In doing so, she highlighted the following:

- Working with the Bromsgrove and Redditch Network (BARN) in supplying volunteers for the flu vaccination programme
- The Starting Well Programme
- The Active Kitchen Project

The Chair thanked Dr Liz Altay for her detailed and interesting presentation and for her attendance at the meeting.

## **RESOLVED that**

**the presentation be noted.**

### **41. PRE-SCRUTINY - HOUSING STRATEGY**

The Strategic Housing Manager presented the Housing Strategy and in doing so highlighted the following:

- The Housing Strategy had previously been a County-wide strategy that was complex and a decision had been made to adopt a more localised approach to the strategy where tangible outcomes could be measured more easily.
- The Housing Strategy was divided into four areas Home Ownership, the Private Rental Sector, Social Housing and Homelessness.

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- The Housing Strategy was written prior to the Covid-19 pandemic however, Covid-19 had been included broadly in the document as a result of the pandemic.
- The Housing Strategy would be out for public consultation for four weeks.

The Chair invited Councillor Warhurst, as Portfolio Holder for Housing and Procurement to comment on the report and the following was highlighted:

- The new Housing Strategy provided actions and presented an opportunity to focus on housing growth.
- Redditch Brough Council, as the Borough's leading social housing provider, was increasing the amount of available stock of social housing.
- Home ownership was an important part of the strategy.
- This was a big piece of work and consisted of working with officers and partner agencies.

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

- Further clarification was requested on Housing First. Members were informed that the Council entered into a trial which involved getting rough sleepers off the street and provided a wraparound service for the needs of rough sleepers.
- The promotion of Right to Buy to tenants. The Committee was advised that the Right to Buy initiative resulted in a decrease of housing stock each year. It was confirmed that the details of the Right to Buy scheme were advertised widely and all information, that was statutorily required was available.
- The potential increase to Houses of Multiple Occupation (HMOs) and the difficulties in regulating them and ensuring they were of adequate quality and standard. Members were informed that this was a difficult area to monitor and relied on tenants or landlords to inform the Council if there were changes made or complaints made.

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- The refurbishment of current housing stock. The Committee was informed that existing sites were being investigated for regeneration.
- The information in respect of the Right to Buy monies received by the Council and the importance of keeping Members informed of the timescales of the spend. It was confirmed, however that there was regular monitoring of the monies and this was reported bi-annually as part of the Strategic Improvement Plan. Officers undertook to provide information on the spend and to circulate accordingly.
- Further clarification was requested on the four areas in the Borough that were in the top 10% most deprived in England and what the challenges were for the strategy if it covers some of the most deprived areas in the country. It was explained that it was important to be flexible when implementing the strategy and how resources were used most effectively.
- The number of affordable homes that had increased year on year and the increase in building housing stock.
- The developments that had already received Planning permission which had not yet been built and the reasons for the delays.
- The stock condition survey that had recently been completed, which provided a programme of works for the next 20 years.
- Members requested a breakdown of those residents on the Housing Waiting List. Officers undertook to circulate this information to the Committee.
- It was discussed that there had recently been £445k awarded across Worcestershire to get rough sleepers off the streets. Members expressed an interest in the allocation of this funding for Redditch. It was agreed that this information would be circulated to Members after the meeting.

Members requested data from officers in respect of the numbers of houses that had been built and were still to be built in the Borough, this included housing that had been built with partners. Officers agreed that this information would be circulated to Members.

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The Chair thanked officers and the Portfolio Holder for Housing and Procurement for their attendance at the meeting and the detailed information they provided in respect of the Housing Strategy.

**RESOLVED that**

**the Housing Strategy be noted.**

**42. CRIME AND DISORDER SCRUTINY PANEL - CHAIR'S VERBAL UPDATE**

The Chair invited Councillor Jennifer Wheeler in her capacity as Chair of the Crime and Disorder Scrutiny Panel to present an update and the following was highlighted for Members' consideration:

- The Crime and Disorder Scrutiny panel met annually. The most recent meeting of the panel took place on 30<sup>th</sup> September 2020. Due to Covid-19 this meeting was held on Skype for Business. Along with officers, Councillor Nazir, as Portfolio for Community Services and Regulatory Services, was in attendance at the meeting.
- The agenda included an update on the work of the North Worcestershire Community Safety Partnership (NWCSP) and their strategic plan. Covid-19 had impacted on the timeline of the plan which had been delayed.
- £195k worth of funding had been awarded to the NWCSP by the Police and Crime Commissioner (PCC) for improvements to the CCTV scheme to upgrade. Further funding was awarded by the three District Councils: Bromsgrove, Redditch and Wyre Forest which meant the total funding allocated for an ambitious scheme £339k. In addition to this, the PCC had recently awarded the scheme a further £65k to complete any outstanding work.
- The Nominated Neighbour Scheme had been very successful and information packs to support the delivery of the scheme were available. It was agreed at the meeting that Members of the Crime and Disorder Scrutiny Panel would all receive one of these packs for information.
- Due to Covid-19 there had been a delay in the delivery of school programmes due to lockdown. However, these

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programmes were due to recommence in October and future projects were planned.

- A report on Anti-Social Behaviour was presented by the officers, as previously requested by the Overview and Scrutiny Committee. Clarification of the number of tools and processes utilised when dealing with Anti-Social Behaviour had been provided in detail to the Crime and Disorder Scrutiny Panel.

The Chair of the Overview and Scrutiny Committee thanked Councillor Wheeler and all of the members of the Crime and Disorder Scrutiny Panel.

## **RESOLVED that**

**the update in respect of the Crime and Disorder Scrutiny Panel be noted.**

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

Members considered the latest edition of the Executive Committee's Work Programme which covered the period 1<sup>st</sup> December 2020 to 31<sup>st</sup> March 2021 and agreed that, in addition to those items already on the Overview and Scrutiny Committee's Work Programme, the following items should be pre-scrutinised:

- Church Green Draft Conservation Area and Management Plan consultation
- Matchborough and Winyates District Centres - Regeneration
- Redditch Town Deal Investment Plan.

The Senior Democratic Officer confirmed that the following items were due to be considered by the Budget Scrutiny Working Group:

- Finance Monitoring Quarter 2 - 2020/2
- Medium Term Financial Plan 2021/22 to 2024/25 - Update Report
- Flexible Homelessness Support Grant and Homelessness Reduction Grant 2021/22

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- Housing Revenue Account Initial Budget 2021/22 to 2024/25

Further clarification was requested about the report in respect of the New Cemetery Provision and how this differed from the planning application for the site. The Deputy Chief Executive explained that the report would follow after the application had been considered and would have a separate focus.

## **RESOLVED that**

- 1) **the Overview and Scrutiny Committee's Work Programme be updated to include the items for pre-scrutiny detailed in the preamble above;**
- 2) **the minutes of the meeting of the Executive Committee held on Tuesday 8<sup>th</sup> September be noted; and**
- 3) **the content of the Executive Committee's work programme for the period 1<sup>st</sup> December 2020 to 31<sup>st</sup> March 2021 be noted.**

## **44. OVERVIEW AND SCRUTINY WORK PROGRAMME**

The Senior Democratic Officer confirmed that there were no other changes to the Overview and Scrutiny Work Programme other than the changes that had been agreed under the previous item.

## **RESOLVED that**

**the content of the Overview and Scrutiny Committee's work programme be noted.**

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

The following updates were provided in respect of the work of a number of Task Groups and Working Groups:

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

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Councillor Wheeler advised that there had been two meetings of the Budget Scrutiny Working Group, held on 22<sup>nd</sup> September 2020 and 19<sup>th</sup> October 2020. During the meeting on 22<sup>nd</sup> September, a presentation was given by Professor Peter Latchford who provided an update in respect of the Commercialism Strategy including the development of business case planning. Professor Latchford had congratulated the staff on their engagement and the good work that had already been undertaken. It was agreed that Professor Latchford should be invited to attend a further meeting of the Working Group in January 2021.

At the meeting held on 19<sup>th</sup> October 2020, Council Tax and Non-Domestic Rate Collection was considered with a particular focus on Covid-19. Members had queried what was being done to help residents in the current financial situation. Fees and charges from the previous year were also considered prior to this year's draft proposal. This included a more streamlined approach to Fees and Charges with a clearer set of criteria. A recommendation was being considered by Members for the future setting of Fees and Charges and would be presented to the Committee in due course.

The Chair thanked all Members of the Budget Scrutiny Working Group and officers that attended these meetings.

b) Dementia Task Group – Councillor Michael Chalk

Councillor Chalk explained that there had been two meetings of the Task Group since the last Committee meeting. At the first meeting the scope of the Task Group was discussed and at the second meeting, Helen Broughton, Redditch Partnership Manager, was in attendance and provided a detailed presentation in respect of the Dementia services available in the Borough.

The Chair once again thanked all Members of the Dementia Task Group that attended these meetings.

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

In the absence of Councillor Andy Fry, the Chair of the Overview and Scrutiny Committee provided an update for the Performance Scrutiny Working Group and informed Members that there had been no meetings of the working group since the last Committee meeting.

**RESOLVED that**

**the update reports be noted.**

**46. EXTERNAL SCRUTINY BODIES - UPDATE REPORTS**

Councillor Michael Chalk introduced the item regarding External Scrutiny Bodies for Members' consideration and in addition to the written updates that he provided he directed Members to the relevant websites if they required further information on the topics discussed at the meetings.

The Chair thanked Councillor Michael Chalk for his written updates and noted that they were very useful when considering this item.

**RESOLVED that**

**the updates be noted.**

The Meeting commenced at 6.30 pm  
and closed at 8.10 pm



**Overview & Scrutiny COMMITTEE**

Date 03 Dec 20

**Civil Contingencies Annual Report**

Relevant Portfolio Holder	Cllr Nazir
Portfolio Holder Consulted	Yes
Relevant Head of Service	Sue Hanley
Ward(s) Affected	None
Ward Councillor(s) Consulted	None
Key Decision / Non-Key Decision	None

**1. SUMMARY OF PROPOSALS**

- 1.1 No proposal. This report will focus on a summary of the internal incident management debrief undertaken following the first lockdown due to Covid19 as this was the most significant aspect of civil contingencies in 2020.

**2. RECOMMENDATIONS**

Overview & Scrutiny are asked to note and consider the following actions at 2.1 and 2.2 which have already been agreed by the Corporate Management Team.

- 2.1 The Corporate Management team agreed the recommended actions detailed within the debrief report on 19<sup>th</sup> August 20 and an action plan was agreed (See Appendix A). At this of writing this report only 1 of the 18 actions are not yet complete. This particular workstream surrounding vulnerable persons data and data sharing is being progressed as a wider project. Judith Willis is progressing work internally, and there is a parallel workstream within the County Tactical Coordinating Group which will dove-tail together.
- 2.2 With the increase of the infection rate and the move back to Level 4 on the Governments Covid Alert Level and the second lockdown it is likely that there will be another widespread impact on staff and business delivery. CMT understood that it was imperative that all the recommendations were actioned, ensuring we are in a strong position for the second wave of Covid19.

**3. KEY ISSUES****Financial Implications**

- 3.1 None

**Legal Implications**

- 3.2 None

**Service / Operational Implications**

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- 3.3 Covid-19 is and continues to have unprecedented impact on the Country. As we begin to shape the 'new normal', undertake recovery and transformative actions it is imperative that we learn from this event. The Government restrictions, the most significant of which was the first 'Lockdown' has been the largest scale test of business continuity ever seen across all sectors of society.
- 3.4 The debrief was carried out 13 weeks following lockdown which is seen as the end of the first wave of the virus, and at the easing of the most restrictive of the societal measures, including the lockdown. The findings within the report are to be contextualised in that the staff are still working in a 'new normal' and are dynamically developing recovery actions.
- 3.5 The debrief was carried out via an online survey which contained 10 open ended questions to capture learning, thoughts and feedback. This method allowed for flexibility for the recipient, as it could be accessed and completed via any device, at a time most convenient for them and it would take approximately 15 minutes in total to complete.
- 3.6 All the members of the Corporate Management Team (CMT), as well as the 28 business continuity plan owners were invited, via email, to participate in order to capture the lessons learned, and were given 4 weeks to do so. Initially this was a period of 2 weeks but this was further extended to encourage participation, alongside reminder emails.
- 3.7 The emails sent encouraged the original recipients to share with their wider teams to capture learning across the organisation. The engagement was at 35% of the original recipients, with a breakdown of 3 CMT members, 10 managers, and 1 member of staff without a specific responsibility within the Corporate response structure.
- 3.8 An overarching and dominant theme the debrief process has highlighted is that there is a need to undertake action to address the culture and view of business continuity planning within the organisation. It is key that there is engagement at the most senior level not only with business continuity planning, but with the complete incident management process. A debrief is as important as the management of the incident itself, and is a statutory duty under the Civil Contingencies Act (2004). It is crucial organisationally we not only celebrate the success of continuing to deliver our services under times of great difficulty and stress but also capture our learning so we can develop our arrangements for future incident management.

**Customer / Equalities and Diversity Implications**

- 3.9 None

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**4. RISK MANAGEMENT**

4.1 There are two Corporate Risks in the Corporate Risk Register:

- Failure to manage the impact of the Covid Pandemic
- Business Continuity Plans fail to operate effectively in an incident.

**5. APPENDICES**

A. Debrief Report Action Summary Table.

**6. BACKGROUND PAPERS**

None

**7. KEY**

N/A

**AUTHOR OF REPORT**

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Tel.: 07515190922

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**Appendix A: Debrief Report Action Summary Table**

	<b>Action</b>	<b>Timeframe</b>
<b>F1</b>	Teams to update their business continuity arrangements with that is currently in place, and develop an action plan following a review of resources needed to facilitate alternative ways of working.	Completed
<b>F2</b>	Detail management actions for those who are unable to work from home and include these within the arrangements.	Completed
<b>F3</b>	Increase awareness and communication of the role of CMT and the processes undertaken in incident management to manage expectation.	Completed
<b>F4</b>	Teams to utilise section 7 of their Business continuity plans (Generic Team/ Service Action Card for Operational Level Business Continuity Team Meeting) which provides a prompt to appoint a log keep and start an action/decision log.	Completed
<b>F5</b>	Managers within services to review the scope of roles to manage expectations and assist in incident management.	Completed
<b>F6</b>	Managers to continue the excellent work to maintain and improve staff morale as workloads continue to be high and response fatigue begins to impact morale.	Completed
<b>F7</b>	Teams to include within their arrangements time to review guidance and respond to changes during an incident.	Completed
<b>F8</b>	Formalise a timely process for interagency resident data and information sharing that can be used in incidents going forward.	Ongoing
<b>F9</b>	Ensure that all Corporate Communications are clear and communicated appropriately. Ensure the communications team are included as an essential service within business continuity arrangements.	Completed
<b>F10</b>	Each Head of Service is ensuring their tiered management structure are communicated agreed messages and raising concerns appropriately.	Completed
<b>F11</b>	Consider the best practice suggestion of highlighting the changes in information and signpost staff to their location.	Completed
<b>F12</b>	Investigate alternative methods of communication for those who work operationally and have limited access to the Orb and email	Completed
<b>F13</b>	Each team/service are to consider the development a skills matrix to be included within their arrangements to assist in any future redeployment to support incident response, and reduce the need for training on the job.	Completed
<b>F14</b>	Include a prompt to activate possible vulnerable resident actions within Business continuity arrangements.	Completed
<b>F15</b>	Increase awareness within in the teams that the business continuity arrangement they have completed provide direct, adaptable, concise and relevant information in order to respond to key threats including the loss of; staff; building; utilities; IT infrastructure; and essential suppliers.	Completed
<b>F16</b>	Address through training awareness of the action card for manager use that includes staff welfare and morale. Potentially for each manager to capture learning on how this could be undertaken.	Completed

**Overview & Scrutiny COMMITTEE**

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<b>F18</b>	Provide business continuity testing schedule to raise awareness and allow for greater understanding of how business continuity arrangements can be used in contrasting incident types	Completed
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## **Executive**

### **Committee**

**Tuesday, 27 October 2020**

## **MINUTES**

### **Present:**

Councillor Matthew Dormer (Chair), Councillor Mike Rouse (Vice-Chair) and Councillors Greg Chance, Brandon Clayton, Bill Hartnett, Anthony Lovell, Nyear Nazir and David Thain

### **Officers:**

Derek Allen, Kevin Dicks, Mike Dunphy, Clare Flanagan, Chris Forrester, Sue Hanley and Ostap Paparega

### **Senior Democratic Services Officer:**

Jess Bayley

### **27. APOLOGIES**

An apology for absence was received on behalf of Councillor Craig Warhurst.

### **28. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **29. LEADER'S ANNOUNCEMENTS**

The Leader explained that at the latest meeting of the Overview and Scrutiny Committee, held on Thursday, 22nd October 2020, Members had pre-scrutinised the Housing Strategy report. However, as the Committee did not propose any recommendations there were no proposals from the Overview and Scrutiny Committee for consideration at the Executive Committee meeting.

Members were asked to note that they had received paper copies of the Executive Committee agenda for the meeting in two parts due to problems that had occurred with printing the previous week. However, the Committee was advised that the full agenda could be viewed electronically on the Council's website or using the Modern.gov app.

### **30. MINUTES**

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 Chair

**RESOLVED that**

**the minutes of the meeting of the Executive Committee held on Tuesday, 8<sup>th</sup> September 2020 be approved as a true and correct record and signed by the Chair.**

**31. HOUSING STRATEGY**

The Housing Strategy Manager presented the Housing Strategy for the Committee's consideration. Members were advised that the strategy was designed to enable the Council to take action in relation to the local housing market. In previous years, the Council had been part of a countywide strategy which had been relatively lengthy and complex. The new strategy had been simplified and focused on housing needs in the Borough, though took into account national, regional and countywide housing pressures.

The Council was statutorily obliged to provide a homelessness strategy and this had been combined with the wider housing strategy within the document. Issues relating to homelessness, social housing, affordable housing and housing within the private rented sector had all been taken into account. Officers had also tried to clarify the potential impact of Covid-19 across the housing market, though due to the level of uncertainty about the pandemic this was difficult to assess.

Subject to the Executive Committee's approval of the policy, Officers intended to undertake a period of consultation with relevant stakeholders, including partner organisations. Any feedback received during this consultation process would be considered and the strategy might be amended in response. The outcomes of the consultation and any changes made to the strategy would be reported to the Executive Committee at a later date.

Following the presentation of the report Members debated the content and noted that there were significant pressures within the housing sector. Over the previous 30 years there had been growth in both the private rented sector and in the demand for social housing, though the supply could not always keep up with demand. It was suggested that Universal Credit was further impacting on demand for social housing as well as on the Council's rental income from Council tenants.

Members noted that the strategy referred to the provision of more appropriate housing for residents and questions were raised about what type of housing this referred to. Officers confirmed that reference was being made here to social housing and that clarification could be provided in the strategy once it was updated.



**RESOLVED that**

- 1) **the draft Redditch Borough Council Housing and Homelessness Strategy 2020-2024 be approved for a period of public consultation to last four weeks; and**
- 2) **a final version of the Housing Strategy, having considered any relevant consultation responses, be brought back to Executive Committee for approval.**

**32. PLANNING FOR THE FUTURE - GOVERNMENT WHITE PAPER - COUNCIL RESPONSE**

The Strategic Planning and Conservation Manager presented the Council's response to the Planning for the Future Government White Paper.

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

- Officers were suggesting in the response that there was a need for further clarity about the proposals that had been made by the Government in the white paper and the implications for how planning would operate in future at the local level.
- The white paper proposed changes to the content required for Local Plans and the ways in which the plans would be developed in future.
- Whilst it generally took between six and eight years to develop a Local Plan under existing arrangements, the proposals in the white paper would require Councils to develop a new Local Plan within 30 months.
- The aim of the white paper was to make the planning system more responsive.
- Local Plans would no be made up of three zonings: growth areas, renewal areas and protection areas.
- Green belt policy would not be changing in respect of developments. However, further clarification was needed in relation to how green belt policy interacted with requirements for developments in protected areas.
- Under the terms proposed in the white paper the number of houses that would need to be developed in future in each area would be determined centrally rather than at the local level.
- The white paper also proposed that Development Plan policies for each Council would be determined at the central level rather than locally.
- There were proposals to abolish the duty to co-operate. The Council had acted on this duty in the past and clarification was

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- needed about how the wider housing needs of the region would be addressed without this duty to co-operate in future.
- Officers were keen to ensure that the right to be heard at the end of the Local Plan process was not removed.
  - The white paper proposed a new arrangement for infrastructure funding. Under this proposal Section 106 funding arrangements would be replaced with a new infrastructure levy, though it was unclear how this would be set. There was a risk that if the levy was not determined locally the levy would not cover the full costs of the infrastructure works required for that development.
  - The white paper also proposed an increase in the size of developments that would trigger the requirement for affordable housing to be built as part of that development. Should this be agreed the target would be to provide affordable housing in developments of 40 or 50 houses rather than the 11 houses in the current threshold.
  - Officers would need to start working on the Local Plan as soon as possible to ensure that the Council's planning policy was compliant with future requirements. The outcomes of the initial stages of this work would be reported to Members at a meeting of the Planning Advisory Panel early in the new year.

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

- The meeting of the Planning Advisory Panel that had taken place the previous month which had provided Members with an opportunity to discuss the white paper in detail.
- The timeframes available for local authorities to respond to the Government in the consultation period for the white paper.
- The length of time that it took to develop a Local Plan and the benefits of having a shorter, more streamlined process.
- The potential consequences arising from housing numbers being determined at the central rather than local level.
- Media coverage of the existing planning system and delays that could occur in development. Members noted that delays could occur after planning permission had been granted because the applicant had chosen not to undertake any development work immediately.
- The valuable role of local democracy in relation to the planning process.
- The process that would be followed in order to determine whether a particular section of land should be designated as a growth area, a renewable area or a protected area.
- The benefits that would arise from using digital technology and visual maps in the planning process in the future.

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- The potential for more detail to be provided about the implications of the proposals for the National Planning Policy Framework.
- The changes that had been proposed in respect of an infrastructure levy and the extent to which there was a risk that some local areas would miss out on funding if a national formula was applied to this.
- The demand in the community for social housing and the risks arising from changes to requirements for affordable housing to be built as part of smaller developments.
- The need for local planning policies and procedures to change and to be more responsive to local and national housing needs.
- The likelihood that further clarification would be provided by the Government following consideration of submissions that had been made in the national consultation process for the white paper.

## **RECOMMENDED that**

- 1) Appendix A is submitted to the Ministry of Housing, Communities and Local Government as the Council's Response to the Planning for the Future White Paper;**
- 2) Appendix B is confirmed as the Council's response to the Changes to the Planning System consultation; and**
- 3) authority is granted to officers to begin the creation of a new Local Plan for Redditch.**

### **33. MEDIUM TERM FINANCIAL PLAN 2021/22 TO 2024/25 - UPDATE REPORT**

The Head of Financial and Customer Services presented an update on the Medium Term Financial Plan 2021/22 to 2024/25 and in so doing highlighted the following for Members' consideration:

- The report set the parameters for the budget planning process.
- Two recommendations had been included in the report; the second related to the Section 24 Notice that had been issued the previous year against the Council by the external auditors and would only apply subject to the Section 24 Notice being renewed.
- In planning the budget, Officers were aiming to allocate resources to support the Council's strategic purposes.
- The Council would aim to maximise income opportunities in order to balance the budget whilst continuing to support vulnerable people.

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- Any new proposals for expenditure or service reviews needed to be underpinned by robust business cases.
- Officers were aiming to develop the Council as a commercial authority.
- Key areas for review would be vacant posts, consistent underspends in service budgets, spending plans and progress with expenditure in the capital programme to ensure that this remained on track.
- The Council had been advised that it was likely that the Government funding settlement would be for the first year of the four-year plan period only.
- Covid-19 had already impacted on the Council's financial position and on demand for services.
- By the date of the meeting Officers were anticipating that the Council would be overspent by £158,000 by the end of the 2020/21 financial year.
- There was some uncertainty about the impact that the end of the furlough scheme would have locally and it was possible that an increase in demand for Council services could result in a commensurate increase in costs.
- The Council had already received £1.38 million from the Government in additional funding during the year to help address costs arising from the Covid-19 pandemic. Further financial support had been requested in respect of leisure services but there was uncertainty about the amount that might be provided.
- There was also uncertainty about the extent to which the Council could expect to receive funding through the New Homes Bonus (NHB) in the future.
- Officers were anticipating that Council Tax would increase by 2% in 2021/22 and this would be incorporated into the calculations for the budget moving forward.
- In total, over £1.7 million savings needed to be identified over the four years.

The Committee subsequently discussed the report and whilst welcoming the government settlement for 2020/21 noted that uncertainty would arise because this did not cover the entire four years. Budget planning for the Council remained challenging, though there had been particular uncertainty for local government in 2020 due to the Covid-19 pandemic. The grant funding that had already been provided by the Government to support the Council during the Covid-19 pandemic was welcomed. However, Members had been in correspondence with the Government urging the need for additional funding to help support leisure services as well as Council companies such as Rubicon Leisure.

Members commented that it was important to monitor the risks to the Council as part of the budget setting process. There was

general consensus that the Council had worked hard to address the issues that had been raised by the external auditors when the Section 24 Notice was applied to the Council and Members raised hopes that this notice would be lifted.

**RESOLVED that**

- 1) **the parameters to be used to prepare the 2021/22 budget and the framework for the Medium Term Financial Plan to 2024/25 be noted; and**
- 2) **should the Section 24 notice be continued, there should be regular reporting of the Section 24 action plan, once approved by Audit, Standards and Governance, through to the Executive Committee.**

**34. BOROUGH LEVEL ECONOMIC RECOVERY FRAMEWORK**

The Head of Economic Development and Regeneration for North Worcestershire presented the Borough Level Economic Recovery Framework for the Committee's consideration.

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

- The framework outlined the key interventions that were proposed to support economic recovery in the Borough in response to the Covid-19 pandemic.
- The framework was a live document and would be updated as circumstances changed and new projects emerged.
- The framework focused on supporting people, businesses and places.
- There were three sets of data underpinning the framework which were utilised by partner organisations, including the Worcestershire Local Enterprise Partnership and the Greater Birmingham and Solihull Local Enterprise Partnership.
- This data revealed that the trend was for an increase in the number of people claiming out of work benefits during the year.
- The number of job vacancies had reduced during the year so vacancies were competitive.
- There were 15,500 people in Redditch on furlough by the end of July 2020 which was 4% above the average rate in England. There was a risk that at the end of the furlough scheme some of these people would be made redundant.
- Immediate concerns were to ensure that support was provided to people who had been made redundant or were at risk of being made redundant to secure employment.

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- In the medium to long-term the focus needed to be on ensuring that people had the right skills needed to secure jobs. Increasingly, this would include having the right skills to work in digital industries.
- Young people leaving education also needed to be supported to develop the right skills to ensure that they could secure employment in the future.
- The North Worcestershire Economic Development Team could support local businesses by signposting them to available grant funding that would help those businesses to continue to operate.
- Businesses could also receive support from local growth hubs in the areas supported by the Local Enterprise Partnerships.
- In both growth hub areas there had been a reported increase in demand for space for start-up companies.
- Many companies had identified opportunities to innovate during the Covid-19 pandemic and the North Worcestershire Economic Development Unit could provide support to enable businesses to do this.
- There was an ongoing priority to promote inward investment into the business sector within Redditch.
- Place making had a key role to play in local economic recovery. The regeneration of Redditch town centre could therefore play an important role in the economic recovery of the town.
- There were very ambitious plans in place for the regeneration of Redditch town centre and key partners would need to provide support through private sector investment in order to deliver on these plans.
- The report had recorded that a key decision would be required. However, Members were in fact being asked to make a non-key decision.

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

- The impact that Covid-19 had had on the local economy and the action that would need to be taken to ensure the planned recovery.
- The number of employees in Redditch who had been placed on furlough and the implications for the town should a significant proportion of these people be made redundant once the furlough scheme ended.
- The support that had already been provided by the Council to large businesses in the town, including signposting these companies to available sources of support.
- The success that the Borough had had traditionally in supporting large businesses.

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- The smaller number of small and micro businesses in Redditch compared to other districts in Worcestershire and the need to support further initiatives at this scale in the future.
- The value of socially responsible companies and the potential to encourage people to establish these businesses.
- The role of Councillors as key partners in the Borough.
- The £25 million founding that had been announced for town centre regeneration and the potential for partner organisations to secure additional funding for Redditch.
- The increase in Redditch in the number of young people aged over 16 claiming out of work benefits, which had grown from 1,550 in February 2020 to 3,355 in August 2020.
- The decrease in Redditch in the number of job vacancies by 35% between March and September 2020.
- The date by which the website for the Town's Fund Board would be available to access. Officers confirmed that a response would be provided in respect of this matter outside the meeting but it was anticipated that a website would be available to access shortly.
- The Town Investment Plan and when this would be available for Members to view. Officers explained that a specialist engagement consultant had been procured to undertake consultation involving workshops, interviews and online surveys. This process would start in November 2020.
- The regeneration plans for the town centre and the date by which a masterplan would be available to view. The Committee was advised that this was at an early stage and a consortium was in the process of being appointed which would carry forward the work. A consultation process would form part of the consortium's work.
- The redevelopment of Matchborough and Winyates District Centres and the date by which plans for this redevelopment process would be available to consider. The Committee was informed that Officers had been working through the options but nothing would be confirmed until further discussion with Members.
- The form of consultation that would be undertaken with interested stakeholders for these projects. Officers explained that due to the Covid-19 pandemic consultation would inevitably need to be held online.
- The approach that would be adopted to consultation. Members were advised that the organisation that had been appointed to undertake this consultation work was highly experienced and would adopt a scientific approach.
- The composition of the Town's Fund Board and the extent to which the Voluntary and Community Sector (VCS) had been consulted in the Board's work. The Committee was informed that two representatives of the VCS had been appointed to the Board.

**RESOLVED that**

**the report and the Redditch Local Economic Recovery Framework (2020-2023) be endorsed.**

**35. OVERVIEW AND SCRUTINY COMMITTEE**

The Committee considered minutes from the meetings of the Overview and Scrutiny Committee held on Wednesday, 26<sup>th</sup> August 2020 and Thursday, 3<sup>rd</sup> September 2020 and noted that there were no recommendations for consideration.

During consideration of this item reference was made to the e-scooter scheme in the town, which had been discussed at the meeting of the Overview and Scrutiny Committee held in August 2020. Members noted that some teenagers had been observed using the e-scooters even though they did not have driving licences. The company that was operating the e-scooters scheme in Redditch had provided an update on action that was being taken to tackle any problems identified in the first few weeks of operation and it was agreed that this update should be shared with members of the Executive Committee.

**RESOLVED that**

- 1) the minutes of the meeting of the Overview and Scrutiny Committee held on Wednesday, 26<sup>th</sup> August 2020 be noted; and**
- 2) the minutes of the meeting of the Overview and Scrutiny Committee held on Thursday, 3<sup>rd</sup> September 2020 be noted.**

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

The Executive Committee was advised that there were no additional minutes or referrals from any Committees for consideration on this occasion.

**37. ADVISORY PANELS - UPDATE REPORTS**

The following updates were provided in respect of the Executive Advisory Panels and other external groups:

- a) Climate Change Cross-Party working Group – Chair, Councillor Anthony Lovell



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Councillor Lovell explained that a meeting of the group was scheduled to take place on Wednesday, 4<sup>th</sup> November 2020. Every Member had been invited to attend this meeting as a briefing was due to be delivered in respect of energy advice which would be of interest to all Members.

b) Constitutional Review Working Party – Chair, Councillor Matthew Dormer

Councillor Dormer advised that a meeting of the Constitutional Review Working Party was scheduled to take place on Tuesday, 3<sup>rd</sup> November 2020.

c) Corporate Parenting Board – Council Representative, Councillor Nyear Nazir

Councillor Nazir confirmed that a meeting of the Corporate Parenting Board was scheduled to take place on Thursday, 19<sup>th</sup> November 2020.

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

Councillor Dormer advised that a meeting of the Member Support Steering Group was due to take place on Thursday, 19<sup>th</sup> November 2020.

e) Planning Advisory Panel – Chair, Councillor Matthew Dormer

The Committee was advised that no meetings of the Planning Advisory Panel were scheduled to take place.

The Meeting commenced at 6.31 pm  
and closed at 7.51 pm

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# EXECUTIVE COMMITTEE LEADER'S WORK PROGRAMME

1 December 2020 to 31 March 2021

(published as at 2<sup>nd</sup> November 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:</b> No	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
Decarbonisation Funding for Council Owned Buildings <b>Key:</b> No	Executive 8 Dec 2020 Council 25 Jan 2021		Report of the Head of Legal, Democratic and Property Services	John Homer, Properties Officer Tel: 01527 64252 ext: 1477
Domestic Abuse Policy - Identifying Abuse and Responding Effectively <b>Key:</b> No	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:</b> No	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:</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
Green Homes Funding <b>Key:</b> No	Executive 8 Dec 2020  Council 25 Jan 2021		Report of the Head of Community and Housing Services	Kath Manning, Climate Change and Energy Support Manager Tel: 01527 587094

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
Homes England Asset Transfer <b>Key: Yes</b>	Executive Not before 8th Dec 2020	<p>Consideration of this item is the subject to agreement of certain matters with Homes England in January 2019.</p> <p>This report will contain commercially sensitive information and therefore parts of the report may need to be considered in private session.</p>	Report of the Chief Executive	Claire Felton, Head of Legal, Democratic and Property Services Tel: 01527 881429
Housing Policies <b>Key: No</b>	Executive Not before 8th Dec 2020  Council Not before 25th Jan 2021			Judith Willis, Head of Community and Housing Services Tel: 01527 64252 ext 3284

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
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
Redditch Borough Council's response to the Solihull Local Plan (draft submission version) <b>Key:</b> No	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:</b> No	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:</b> No	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

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
Final Council Tax Support Scheme <b>Key:</b> No	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
Flexible Homelessness Support Grant and Homelessness Reduction Grant 2021/22 <b>Key:</b> No	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:</b> No	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
Independent Remuneration Panel Report 2021/22 <b>Key:</b> No	Executive 12 Jan 2021 Council 25 Jan 2021		Report of the Head of Legal, Democratic and Property Services	Darren Whitney, Electoral Services Manager Tel: 01527 882547
Matchborough and Winyates District Centres - Regeneration <b>Key:</b> Yes	Executive 12 Jan 2021 Council 25 Jan 2021		Report of the Head of North Worcestershire Economic Development	Lyndsey Berry, Town Centre Co-Ordinator Tel: 01527 587002



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 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
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

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
Council Tax Resolutions <b>Key:</b> No	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:</b> No	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:</b> No	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
New Cemetery Provision <b>Key:</b> No	Executive Not before 23rd Mar 2021  Council Not before 12th Apr 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
Overview and Scrutiny Committee's Annual Report 2020/21 <b>Key:</b> No	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

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**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
December 2020	Skills in the Local Workforce Update	Relevant Lead Head(s) of Service.
December 2020	Civil Contingencies Annual Report	Relevant Lead Head(s) of Service.
December 2020	Church Green Draft Conservation Area and Management Plan consultation	Report of the Head of Planning, Regeneration and Leisure Services
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	Matchborough and Winyates District Centres - Regeneration	Report of the Head of North Worcestershire Economic Development
January 2021	Redditch Town Deal Investment Plan	Report of the Chief Executive
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.
February 2021	Overview and Scrutiny Recommendation Tracker	Relevant Lead Head(s) of Service.

**Overview & Scrutiny**

Committee

22<sup>nd</sup> October 2020

<b>February 2021</b>	Pre-Decision-Scrutiny - Homes England Asset Transfer	Relevant Lead Head(s) of Service
<b>March 2021</b>	Pre-scrutiny - New Cemetery	Relevant Lead Head(s) of Service
<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 Overview and Scrutiny Committee****2<sup>nd</sup> November 2020**

Due to IT issues, which were corrected by the IT Helpdesk, I unfortunately joined the meeting 40 minutes later than anticipated. Upon arrival, the West Midland Combined Authority Portfolio Holder was answering questions on amounts of social housing and the West Midland Combined Authority's responsibility in respect of that housing. It was reported that the West Midland Combined Authority were only permitted to spend money for the purpose for which it had been allocated.

The next item was the consideration of the possibility of a Gigafactory for the production of automotive batteries. This item was led by the Chief Executive of the Coventry and Warwickshire Local Enterprise Partnership, Mr. Martin Yardley. He reported that the number of jobs at stake was enormous and would have an effect in Redditch and North Worcestershire. Some Members questioned the effect as it was in the Coventry area, but it was explained that all 3 Local Enterprise Partnerships and the West Midland Combined Authority were involved and that the benefit would be for all. It was further noted that there was a need to start to develop the necessary skills and learning to ensure that the jobs were filled by the local people. I queried, how Members could help in this matter and it was suggested that Members take a coordinated approach to any communications once the process was underway.

The meeting was running over for time so the item on transport was brief, however the Chair of the Sub-Committee suggested that they were looking at alternative ticketing methods and a way to help young people with their transport costs. There were also comments that some members of the public were ignoring the need for PPE on the buses.

This is a brief overview due to missing some of the items due to IT issues.

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## **Health Overview and Scrutiny Committee**

**16<sup>th</sup> November 2020**

This was a virtual meeting held by Zoom from County Hall.

The meeting started with a presentation on the vaccination scheme in the County. It was reported that although there were minor issues, on the whole they were performing better than average but, as with all departments, preparations were being made for the possible introduction of a Covid-19 vaccine.

This was followed by a presentation by Matthew Hopkins the Chief Executive of the Worcestershire Acute Hospitals Trust. His initial remarks suggested that the implication of Covid-19 had been, and still was a priority and that the Trust was 90% back to normal working. There had been a slight rise in the number of mental health cases and also longer waits for minor operations. The priority had been on Covid-19 and major operations and to help with this the private sector was still being used.

As of the morning of the 16<sup>th</sup> November 2020 there were 71 cases of Covid-19 in the County with 29 cases being in the Alexandra Hospital and 42 cases at the Worcester Royal Hospital with a further 179 beds being kept ready for the expected influx of Covid-19 patients. There was some concern about the usual Winter problems and Covid-19 plus being able to deal with the usual activities.

The introduction of the new 111 system had produced a 50/50 split between the walk in and the ambulance admittance to hospitals even though the numbers are down due to lock down 2. The trust had a number of digital innovations on line one of which was the monitoring of chronic diseases.

All Members where happy to endorse the acknowledgment that the staff were under extreme stress from Covid-19.

In response to a question it was suggested that endoscopy had reduced by 25%, due to the time taken to change PPE for each patient, however there had been some use of the private sector.

It was anticipated that by March 2021 there would be more than 2000 patients who had waited over 52 weeks. To overcome this there would need to a be 160% increase in diagnosis. This would need more staff but they were currently not available.

Finally, a call for more hand washing, face covering and individual space to reduce the impact of Covid-19.

The Meeting papers for this meeting are available if required.

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