



Council

Mon 20 Sep
2021
7.00 pm

Council Chamber
Redditch Town Hall

REDDITCH BOROUGH COUNCIL

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**If you have any queries on this Agenda please contact
Jess Bayley-Hill**

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GUIDANCE ON FACE-TO-FACE MEETINGS

Due to the current Covid-19 pandemic Redditch Borough Council will be applying social distancing arrangements at face-to-face meetings.

Please note that this is a public meeting and is open to the public to attend

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

GUIDANCE FOR ELECTED MEMBERS ATTENDING MEETINGS IN PERSON

In advance of the Committee meeting, Members are strongly encouraged to consider taking a lateral flow test, which can be obtained from the NHS website. Should the test be positive for Covid-19 then the Member must not attend the Committee meeting, should provide their apologies to the Democratic Services team and should self-isolate in accordance with national rules.

Members and officers are strongly encouraged to wear face masks during the Council meeting, unless exempt. Face coverings should only be removed temporarily if the Councillor or officer is speaking or if s/he requires a sip of water and should be reapplied as soon as possible. As Councillors may remove their masks from time to time during the meeting, seating will be placed two metres apart, in line with social distancing measures, to protect meeting participants.

Hand sanitiser will be provided for Members to use throughout the meeting.

The meeting venue will be fully ventilated and Members and officers may need to consider wearing appropriate clothing in order to remain comfortable during proceedings.

PUBLIC SPEAKING

The usual process for public speaking at Council meetings will continue to be followed subject to some adjustments which allow written statements to be read out on behalf of residents and the virtual participation of residents at meetings of Council and Planning Committee. Members of the public are encouraged to log in virtually, either to speak or observe meetings wherever possible.

Members of the public will also be able to access the meeting to observe proceedings if they wish to do so. However, due to social distancing requirements to ensure the safety of participants during the Covid-19 pandemic, there will be limited capacity and members of the public will be allowed access on a first come, first served basis. Members of the public in

attendance are strongly encouraged to wear face coverings, to use the hand sanitiser that will be provided and will be required to sit in a socially distance manner at the meetings. It should be noted that members of the public who choose to attend in person do so at their own risk.

In line with Government guidelines, any member of the public who has received a positive result in a Covid-19 test on the day of a meeting must not attend in person and must self-isolate in accordance with the national rules.

Notes:

Although this is a public meeting, there are circumstances when Council might have to move into closed session to consider exempt or confidential information. For agenda items that are exempt, the public are excluded.



Council

Monday, 20th September, 2021

7.00 pm

Council Chamber Town Hall

Agenda

Membership:

Cllrs:	Gareth Prosser (Mayor) Ann Isherwood (Deputy Mayor) Salman Akbar Imran Altaf Karen Ashley Tom Baker-Price Joanne Beecham Juliet Brunner Michael Chalk Debbie Chance Brandon Clayton Luke Court Matthew Dormer Aled Evans Peter Fleming	Alex Fogg Andrew Fry Julian Grubb Lucy Harrison Wanda King Anthony Lovell Emma Marshall Gemma Monaco Nyear Nazir Timothy Pearman Mike Rouse David Thain Craig Warhurst Jennifer Wheeler
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1. Welcome

2. Apologies for Absence

3. Declarations of Interest

To invite Councillors to declare any Disclosable Pecuniary Interests or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests.

4. Minutes (Pages 1 - 6)

5. Announcements

To consider Announcements under Procedure Rule 10:

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

6. Questions on Notice (Procedure Rule 9)

7. Motions on Notice (Procedure Rule 11)

8. Executive Committee

Minutes of the meeting of the Executive Committee held on Tuesday 7th September 2021

NOTE: the exempt Minute Item No. 25 (St David's House Extra Care Scheme – Business Case) has only been made available to Members and relevant Officers. Should Members wish to discuss the content of this exempt minute in any detail, a decision will be required to exclude the public and press from the meeting on the grounds that exempt information is likely to be divulged, as defined in paragraphs 3 and 4 of Schedule 12 (a) of Section 100 1 of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006.

(Paragraph 3: Subject to the “public interest” test, information relating to the financial or business affairs of any particular person (including the authority holding that information).

Paragraph 4: Subject to the “public interest” test, information relating to consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matters arising between the authority or Minister of the Crown and employees of, or office holders under, the authority.)

8.1 Electrical Safety Standards in the Private Rented Sector (Pages 21 - 24)

9. Holocaust Memorial Committee Arrangements and Constitution (Pages 25 - 32)

10. Urgent Business - Record of Decisions

To note any decisions taken in accordance with the Council's Urgency Procedure Rules (Part 9, Paragraph 5 and/or Part 10, Paragraph 15 of the Constitution), as specified.

(None to date).

11. Urgent Business - general (if any)

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

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

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Council

Monday, 26th July, 2021

MINUTES

Present:

Councillors Gareth Prosser, Ann Isherwood, Salman Akbar, Imran Altaf, Karen Ashley, Tom Baker-Price, Michael Chalk, Debbie Chance, Brandon Clayton, Luke Court, Matthew Dormer, Aled Evans, Peter Fleming, Alex Fogg, Andrew Fry, Julian Grubb, Lucy Harrison, Anthony Lovell, Emma Marshall, Gemma Monaco, Timothy Pearman, Mike Rouse, David Thain, Craig Warhurst and Jennifer Wheeler

Officers:

Kevin Dicks, Clare Flanagan and James Howse

Senior Democratic Services Officer:

Jess Bayley-Hill

15. WELCOME

The Mayor welcomed all those present to the meeting and explained that it would proceed in a socially distanced manner, with attendees strongly encouraged to wear face coverings unless speaking.

16. APOLOGIES FOR ABSENCE

Apologies for absence were received on behalf of Councillors Joanne Beecham, Juliet Brunner, Wanda King and Nyear Nazir.

17. DECLARATIONS OF INTEREST

There were no declarations of interest.

18. MINUTES

RESOLVED that

the minutes of the Annual Council meeting held on 24th May 2021 be approved as a true and correct record and signed by the Mayor.

Chair

Council

Monday, 26th July, 2021

19. ANNOUNCEMENTS

a) The Mayor's Announcements

The Mayor announced that he had attended the following civic engagements since the previous meeting of Council:

- He had visited Moon's Moat following the donation of a defibrillator by the Lear Corporation.
- The Arrow Valley Country Park for the opening of the new play area.
- Crabbs Cross to open additional facilities at Bright Kids nursery.
- The opening of Tommy Wilson's fayre.
- The opening of an art gallery in the town.
- Attended the Morrison's Supermarket event supporting the Drop the Knife campaign.
- The Raising the Flag event for Armed Forces Day.
- A fundraising event at Callow Hill for Guide Dogs for the Blind Association.
- A production of Jimmy Elliott at the Palace Theatre.

b) The Leader's Announcements

The Leader announced that the Portfolio Holder for Finance and Enabling would be taking on responsibility for 5G in the Borough, as part of his portfolio.

Members were advised that the national review of Local Enterprise Partnerships (LEPs) was drawing to a conclusion. It was anticipated that the outcomes of this review would be reported shortly.

c) The Chief Executive's Announcements

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

20. QUESTIONS ON NOTICE (PROCEDURE RULE 9)

There were no Questions on Notice on this occasion.

21. MOTIONS ON NOTICE (PROCEDURE RULE 11)

Arrow Valley Country Park – Tovey Corner

Council

Monday, 26th July, 2021

Councillor Mike Rouse proposed a Motion in respect of officially naming a location in the Arrow Valley Country Park 'Tovey Corner'. This Motion was seconded by Councillor Gemma Monaco.

Councillor Rouse explained that he was proposing the Motion with a slight alteration to the wording that had been printed in the agenda. This had referred to "Tovey's Corner" and the alteration amended this to refer to "Tovey Corner". This alteration was seconded by Councillor Monaco.

Councillor Rouse explained that the Motion had been proposed to pay tribute to Mrs Lizzie Tovey who had sadly died in December 2020 aged 47 following a battle with cancer. Lizzie had been a member of several running groups and had raised thousands of pounds for charity, including during the time of her illness. In 2019, Lizzie had participated in the London Marathon, and she had later participated in a run from the Birmingham Mailbox to Redditch to help raise funds for charity. Lizzie had managed to do all this in spite of sight difficulties. The dedication of a section of the Arrow Valley Park as Tovey Corner would be a fitting tribute to a lady who had made such a significant contribution to her local community.

In seconding the Motion, Councillor Monaco commented that she supported all of the comments that had been made about Lizzie. Tovey Corner would provide a peaceful place for reflection that could be enjoyed by all local residents.

Members subsequently discussed the Motion and in doing so noted that Lizzie had made both a significant contribution to the community and had been a valued former member of staff at the Council.

During consideration of this item the Chief Executive spoke on behalf of staff about Lizzie Tovey. Council was informed that Lizzie had worked for the Council for many years in the Elections team before moving on to a career at the Electoral Commission. Lizzie had been lovely to work with and had continued to send supportive messages to senior officers after she left the organisation on election day. She had been a friend and colleague to many staff employed by Redditch Borough and Bromsgrove District Councils and was admired for her charity fundraising activities.

Members were asked to note that the proposal in respect of Tovey Corner had been accepted for consideration at the Council meeting as an exception. Officers were formulating a policy that would help to shape the Council's approach to similar requests in the future.

RESOLVED that

this Council hereby recognises and declares the area within the Arrow Valley County Park that has hitherto been informally dedicated to the memory of Lizzie Tovey to be officially named and shall henceforth be known as ‘Tovey Corner’ in perpetuity.

22. EXECUTIVE COMMITTEEBomford Hill Pathway

The Portfolio Holder for Leisure presented a report detailing proposals in respect of the introduction of a pathway to a peace memorial at Bomford Hill, Church Hill. Members were informed that funding had been provided by Church Hill Big Local which would be used to pay for the works required to introduce the pathway. Consequently, this action could be taken without financial risk to the Council.

Members subsequently discussed the proposals detailed in the report and noted that it would be helpful to the community to introduce a pathway to the peace memorial, particularly for people with physical disabilities. In addition, the benefits for the community in terms of the authority working with local groups, such as Church Hill Big Local, on projects was highlighted as a positive way of working. The debate concluded with Members thanking Church Hill Big Local for the group’s hard work in respect of this matter.

Covid-19 Grant Funding – Delegations

The Portfolio Holder for Finance and Enabling presented a report which outlined proposals for Officers to receive delegated authority to utilise Covid-19 grant funding received from the Government. The Financial Services team was thanked for their hard work throughout the pandemic and it was noted that the proposed delegation would enable Officers to respond to circumstances in a timely manner without having to wait for prior authorisation by Council.

During the debate about this report, reference was made to the grant funding that had been provided to local businesses that had been impacted by Covid-19 and questions were raised about the number of businesses that had been unsuccessful in securing this funding. Members were advised that the report did not relate to the Covid-19 grant funding that had been provided to businesses, though it was noted that stringent checks were undertaken in respect of all applications and, where possible, funding was granted.

Council

Monday, 26th July, 2021

RESOLVED that

the minutes of the meeting of the Executive Committee held on Tuesday, 13th July 2021 be received and all recommendations adopted.

23. URGENT BUSINESS - RECORD OF DECISIONS

Council considered one urgent decision that had been taken since the previous meeting of Council. This urgent decision extended the delegation to the Head of Worcestershire Regulatory Services (WRS) in respect of Taxi Licensing arrangements at the Council to 30th September 2021.

24. URGENT BUSINESS - GENERAL (IF ANY)

There was no further urgent business for consideration on this occasion.

The Meeting commenced at 7.00 pm
and closed at 7.36 pm

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Executive Committee

Tuesday, 7 September 2021

MINUTES

Present:

Councillor Matthew Dormer (Chair), Councillor Gemma Monaco (Vice-Chair) and Councillors Brandon Clayton, Peter Fleming, Anthony Lovell, Nyear Nazir, Mike Rouse, David Thain and Craig Warhurst

Also Present:

Councillor Michael Chalk (Chair, Dementia Task Group)

Officers:

Claire Felton, Sue Hanley, James Howse, Steve Shammon and Judith Willis

Senior Democratic Services Officer:

Jess Bayley-Hill

14. APOLOGIES

There were no apologies for absence.

15. DECLARATIONS OF INTEREST

There were no declarations of interest.

16. LEADER'S ANNOUNCEMENTS

The Leader advised that during the meeting of the Overview and Scrutiny Committee held on Thursday 2nd September 2021, Members had endorsed the recommendations in the Dementia Task Group's report and added an additional recommendation. This additional recommendation had been listed in an extract from the minutes of that meeting which had been provided for the consideration of the Executive Committee in a supplementary pack.

The Overview and Scrutiny Committee had also agreed recommendations on the subject of St David's House, which corresponded with the recommendations in the report for this item. An extract from the minutes of the Overview and Scrutiny Committee in respect of this item had also therefore been included

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Chair

in a supplementary pack for the consideration of the Executive Committee.

The Overview and Scrutiny Committee had also pre-scrutinised the Homes England Asset Transfer report. However, no recommendations had been made by the Committee on this subject.

17. MINUTES

RESOLVED that

the minutes of the meeting of the Executive Committee held on Tuesday 13th July 2021 be approved as a true and correct record and signed by the Chair.

18. DEMENTIA TASK GROUP - FINAL REPORT

Councillor Michael Chalk, in his capacity as Chair of the Dementia Task Group, attended the meeting to present the group's final report.

The Committee was informed that the Task Group's investigation had taken 12 months to complete. During the review Members had gathered evidence from a range of expert witnesses. The review had taken slightly longer than originally anticipated due to delays caused by the Covid-19 pandemic and lockdown.

There were various forms of dementia and it was estimated that, by the date of the meeting, up to 1.6 million people had a form of dementia in the UK and people in a range of age groups could develop dementia. The group had concluded that it was important to raise awareness of dementia, including both the symptoms and the impact that the illness could have on both patients and their families.

The group had proposed three recommendations. The first proposed that a Dementia Awareness Event should take place at the Town Hall. This type of event had taken place in previous years, prior to the pandemic, and provided a useful opportunity to share information about both dementia and the support services that were available locally to patients and families.

The second recommendation called for the Older People's Services Booklet to be updated. Members were advised that there was a booklet already, though the content needed to be refreshed. This proposal would have implications, in terms of the officer time that would be required to work on updating the booklet.

Executive Committee

Tuesday, 7 September 2021

The third recommendation suggested that there should be a Member training session focusing on dementia awareness. This would enable Members to identify the symptoms of dementia and potentially enable Members to work effectively with residents and families impacted by dementia, as part of their ward work activities.

The fourth recommendation had been added at the meeting of the Overview and Scrutiny Committee held on 2nd September. This recommendation called for the Council's Chief Executive, as part of work on the Integrated Care System, to work alongside partner agencies to provide Members with information about dementia services in the Borough. The Overview and Scrutiny Committee had concluded that this was a particularly important addition as it would help to ensure that Members were kept apprised of changing circumstances.

The Executive Committee subsequently discussed the proposals in detail. The Portfolio Holder for Community Safety and Regulatory Services, in her capacity as the lead Portfolio Holder for health, commented that producing an insightful report such as this during a pandemic was commendable. Members were advised that the recommendations appeared to be achievable and would help to raise awareness of a condition that could have devastating impacts on both patients and their families. The reality of caring for a person with dementia was that it could be challenging, and carers could experience grief, loneliness, isolation, embarrassment and discrimination and these were all implications that needed to be taken into account. The Council would always try to address such issues and to provide communities with the information and support they required. The Dementia Awareness Event would be key to achieving this. The report had also helpfully noted that there were many people who had not yet received a diagnosis, though were already exhibiting symptoms and this could make it difficult for those individuals to receive the support they required.

Reference was made to the proposed Member training and it was suggested that this would also potentially be beneficial for Parish Councillors. For this reason, Members agreed that the third recommendation from the group should be amended slightly to enable Parish Councillors to be invited to participate in the dementia training that would in future be provided to elected Members. The Committee also suggested that it would be important to ensure that information about the early signs and symptoms of dementia was included in this training, as it would help Members to work with residents at an early stage of the illness, including those who might not yet have received a diagnosis. There was general consensus that ideally all Members should aim to achieve the status of Dementia Friends, and it was possible that the training would assist with this process.

Executive Committee

Tuesday, 7 September 2021

The Committee also discussed the involvement of the Council's Armed Forces Champion, Councillor Julian Grubb, in the review. Members were advised that during the investigation, the Task Group had discovered that there were higher rates of early onset dementia amongst armed forces veterans compared to the general population. The interview with Councillor Grubb had provided a useful opportunity to explore the matter further. It was suggested that it would be helpful for further information about the Armed Forces Champion to be provided for the public's consideration on the Council's website.

During consideration of this item, questions were raised about whether the booklet referred to in recommendation 2 would be available as a physical object or would be electronic. The Committee was advised that this would need to be clarified by officers outside the meeting. However, it was envisaged that a paper copy could be made available, though there would be financial implications attached.

Councillor Chalk concluded his remarks by thanking the other Members who had served on the review, the officers who had provided support to the exercise and the expert witnesses from a range of organisations who had submitted evidence for Members' consideration.

RESOLVED that

- 1) officers work with local agencies including the Older People's Forum, Age UK to hold a Dementia Awareness Event in the Town Hall and promote the event on the Council's website;**
- 2) officers undertake a refresh of the Older People Services Booklet which is currently available on the Redditch Borough Council website and include a specific section regarding Dementia Services available in the Borough.;**
- 3) Dementia Training be provided to all Elected Members and Parish Councillors in order for them to better understand the changing needs of the residents in the Borough; and**
- 4) as part of the work in respect of Integrated Care System, the Chief Executive of Redditch Borough Council to work alongside partner agencies to provide Members with further information on Dementia services in the Borough and potential services for the future.**

19. ELECTRICAL SAFETY STANDARDS IN THE PRIVATE RENTED SECTOR (ENGLAND) REGULATIONS 2020

The Private Sector Housing Manager presented a report on the subject of the Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020.

These regulations had been in force for new tenancies in the private rented sector for some time. However, the regulations also now applied to existing tenancies. The regulations ensured that landlords for properties in the private rented sector had to make sure that electrical safety checks were carried out for each property, as they were for gas safety inspections. Assessments needed to be completed every five years. Landlords were obliged to inform local authorities of any issues that were identified during the checks and were required to address these problems within 28 days.

The report proposed penalties that would be imposed on landlords for non-compliance, in terms of undertaking remedial works to address any issues that were identified. Should landlords fail to act, the Council could take the action on the landlord's behalf and recharge for the works. The penalties represented an additional fee that landlords would be obliged to pay for non-compliance. In considering the level at which to set the penalty fee, the Council had taken into account the approach that was being adopted at other local authorities in Worcestershire. The proposed penalty fees were:

- £1,000 for a first offence
- £3,000 for any subsequent offences.

Following the presentation of the report, the Portfolio Holder for Housing and Procurement explained that Officers had worked hard to ensure that the proposed penalties were set at an appropriate level. Nationally, there was evidence to suggest that if penalties were too punitive landlords would prefer to take their case to court, which could result in considerable costs for all parties. The proposed penalties were considered to be a sufficient deterrent without being likely to encourage many landlords to resort to the legal process. Members were asked to note that there were many good landlords in the Borough. It was likely that good landlords would welcome the requirements set out in the legislation, as it would help to address the actions of rogue landlords and would encourage fair competition.

During consideration of this item, Members expressed concerns that there might be tenants living in the private rented sector who were not aware of their rights. Officers were therefore urged to

Executive Committee

Tuesday, 7 September 2021

publish communications on the Council's website which helped to clarify tenants' rights.

RECOMMENDED that

the proposed financial penalty charges for non-compliance are adopted and the respective enforcement powers of the Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020 are delegated to the Head of Community and Housing Services.

20. HOMES ENGLAND ASSET TRANSFER

The Head of Legal, Democratic and Property Services presented a report detailing arrangements for the transfer of assets from Homes England to Redditch Borough Council. Members were advised that this was a housekeeping matter and the Council would manage the assets that were received moving forward.

RESOLVED that

Approval is given to the transfer of the following assets from Homes England to the Council.

- 1) Land at Auxerre Avenue;
- 2) The Anchorage;
- 3) Land adjacent to Crossgates Depot, Crossgates Road, Park Farm; and
- 4) Matchborough West Meeting Rooms

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

The Chair confirmed that there were no referrals from the Overview and Scrutiny Committee or other Committees on this occasion.

22. ADVISORY PANELS - UPDATE REPORTS

The following updates were provided with respect to the Executive Advisory Panels and other bodies:

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

Councillor Lovell confirmed that a meeting of the Climate Change Cross Party Working Group had recently taken place. During this meeting on-street electric charging points had been discussed. Members were advised that Councillor Lovell had subsequently raised this issue with Worcestershire

Executive Committee

Tuesday, 7 September 2021

County Council's Cabinet Member with Responsibility for Highways and Transport.

The group had also discussed action that could be taken to improve the carbon efficiency of Council houses. There were various options available which had been adopted in other parts of the country.

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

Councillor Dormer explained that a meeting of the Constitutional Review Working Group was scheduled to take place on 14th October 2021.

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

Councillor Nazir advised that a meeting of the Board that had been scheduled to take place in May had been cancelled. A meeting of the Board had taken place though on 8th July 2021. During this meeting, the Annual Independent Reviewing Officer (IRO) Report had been considered, which focused on the performance of the Independent Reviewing Service for Children's Social Services. Reference had also been made at this meeting to the Worcestershire Children's First Sufficiency Strategy 2021, which related to a process for ensuring that there were adequate placements for children and to avoiding placing children unnecessarily into care.

Due to the interruption caused by the Covid-19 pandemic and the associated lockdown, the Board did not have a Work Programme. Therefore, there were plans to discuss the appropriate content for the work programme at the following meeting of the Board.

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

The Committee was informed that a meeting of the Member Support Steering Group was scheduled to take place on 5th October 2021.

e) Planning Advisory Panel – Chair, Councillor Matthew Dormer

Councillor Dormer explained that there were no meetings of the Planning Advisory Panel scheduled to take place.

Executive Committee

Tuesday, 7 September 2021

23. OVERVIEW AND SCRUTINY COMMITTEE

RESOLVED that

the minutes of the meeting of the Overview and Scrutiny Committee held on Thursday 8th July 2021 be noted.

24. EXCLUSION OF THE PRESS AND PUBLIC

Under S100 A (4) of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, the public be excluded from the meeting for the following matters on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 3 and 4 of Part 1 of Schedule 12 of the said act, as amended.

Minute Item No. 25 – St David’s House Extra Care Scheme – Business Case

25. ST DAVID'S HOUSE EXTRA CARE SCHEME - BUSINESS CASE

The Head of Community and Housing Services presented a report outlining the proposals detailed in a business case for the future delivery of the St David’s House Extra Care Scheme.

The Committee was informed that the Extra Care Scheme enabled residents to live independently whilst receiving support. St David’s House and the Queen’s Cottages were located in Batchley and consisted of 54 units. Many of the tenants living in this accommodation had previously been Council tenants.

Redditch Borough Council had a contract with Worcestershire County Council to provide a range of services at St David’s House and the Queen’s Cottages, including domiciliary care, personal care packages and kitchen services for tenants and their visitors. The Extra Care Scheme at St David’s House was not a statutory service. Many stockholding Councils had chosen to outsource provision of such services to specialist care providers.

In previous years, Redditch Borough Council had received £200,000 from Worcestershire County Council in Supporting People Funding, which had helped to cover many of the costs of delivering the service. Unfortunately, this funding had been withdrawn some years ago and the Council subsequently received a much-reduced sum of £58,000 from the County Council, meaning that the service was heavily subsidised by Redditch Borough Council.

Executive Committee

Tuesday, 7 September 2021

The report proposed that the Extra Care Scheme should be procured in future for St David's House and the Queen's Cottages. Any procured provider would be robustly monitored and would need to be on Worcestershire County Council's preferred provider list. In order for service providers to be included on this list, they needed to demonstrate that they met particular conditions in service delivery.

Following the presentation of the report, the Portfolio Holder for Housing and Procurement commented that Members were being asked to make a difficult decision. However, unfortunately the Council had been subsidising the Extra Care Service delivered at St David's House and the Queen's Cottages for a number of years and the financial position was not considered to be sustainable. There were a number of specialist care providers operating in the region that could provide excellent care to tenants and monitoring would help to ensure that service quality did not suffer. The Council would retain ownership of St David's House and the Queen's Cottages and consequently the authority could continue to ensure that an Extra Care Service remained available at the site. Should the Council have chosen to sell the site, there would have been a risk that the new owners might have sold the land for development and a valuable service could have been lost in the Borough.

During consideration of this item, reference was made to the Overview and Scrutiny Committee's debate in respect of this item. The Executive Committee was informed that some Members of the Overview and Scrutiny Committee had raised concerns that they were uncomfortable with the proposal that had been made. The Overview and Scrutiny Committee had also suggested that the proposal needed to be discussed with representatives of the Trades Unions and that action needed to be taken to ensure that staff were protected through the TUPE transfer process.

Following the presentation of the report, the Committee discussed the proposals in some detail. Members noted that communications had already been issued on the subject of the proposals and this would help to keep the public informed about the situation. Questions had been raised by some members of the public with elected Members prior to the meeting concerning the implications for these proposals of the Government's recent announcement of an increase in National Insurance (NI) contributions to help cover the costs of adult social care. Members commented that further information on the Government's proposals was needed moving forward.

Executive Committee

Tuesday, 7 September 2021

RESOLVED that

the delivery of the Personal Domiciliary Care, Core Services and Kitchen services at St David's House Extra Care Scheme be procured in accordance with the Business Case attached to the report.

(During the consideration of this item, Members discussed matters that necessitated the disclosure of exempt information. It was therefore agreed to move to exclude the press and public prior to any debate on the grounds that information would be revealed which related to the financial and business affairs of any particular person (including the authority holding that information) and which related to consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matters arising between the authority or Minister of the Crown and employees of, or office holders under, the authority.)

The Meeting commenced at 6.30 pm
and closed at 7.29 pm

By virtue of paragraph(s) 3, 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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**EXECUTIVE
COMMITTEE**28th June 2021Report title: **Electrical Safety Enforcement Charges in the Private Rented Sector**

Relevant Portfolio Holder	Councillor Craig Warhurst
Portfolio Holder Consulted	Yes
Relevant Head of Service	Judith Willis
Report Author	Job Title: Private Sector Housing Officer (EHO) Contact email: Haroon.chaudhry@bromsgroveandredditch.gov.uk Contact Tel: 0152764252 ext 3378
Wards Affected	All
Ward Councillor(s) consulted	Yes
Relevant Strategic Purpose(s)	
Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. RECOMMENDATIONS

Following the introduction of the Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020, as set out in this report, it is recommended the related provision of the financial penalties to full Council for approval.

The Executive Committee is asked to RECOMMEND:

That the proposed financial penalty charges for non-compliance set out within this report are adopted and the respective enforcement powers of the Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020 are delegated to the Head of Community & Housing Services.

2. BACKGROUND

From 1st of July 2020 the Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020 apply to all new tenancies. From 1st of April 2021 these Regulations became applicable to all existing tenancies.

These Regulations have been introduced to make it mandatory for all private rented properties to ensure that every electrical installation in the residential premises is inspected and tested at regular intervals, not more than 5 years, by a qualified person. The landlord must obtain a report of the inspection and supply a copy of the report within 7 days of a request by the Local Authority.

The Local Authority can impose a financial penalty, to a maximum of £30,000, where it is satisfied that beyond reasonable doubt that the landlord has failed in their legal duty. It can also impose more than one penalty if the landlord continues to breach the regulations. It is proposed to set the financial penalty to be £1000 for the first offence. This is in line with the charge for not having a smoke alarm in a privately rented property and the same level of fine set for

**EXECUTIVE
COMMITTEE**28th June 2021

HMO Management Regulation breaches such as failure to provide Gas Safety certification. The proposed penalty for a second or continued offence by the same landlord is £3000. The Private Sector Housing Team will be enforcing the legislation and will be promoting awareness of these changes through local media, the authorities website and Landlord Forums.

Properties with potential breaches in the Regulations will be identified reactively by the Private Sector Housing Team from tenant complaints, letting agent enquiries, Councillor enquiries and other agencies such as solicitors and Citizen Advice Bureau.

2.1 Recommended Option

The recommendation is to adopt the penalty charges structure set out below.

Charges under the Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020. The amount of penalty shall not exceed £30,000 based on the sum of the following

Penalty for first offence requiring a Remedial Notice	£1000
Penalty for any subsequent offences requiring a Remedial Notice by the same landlord	£3000

2.2 Other Options Considered

The other option considered is not to issue a penalty fine for the offence. While the majority of landlords carry out their legal duties and obligations, the small minority of landlords may disregard their legal obligations if there is no deterrent.

3.0 FINANCIAL IMPLICATIONS

This work will be continued with in the existing service resources. Any financial penalty from the Electrical Safety Standards Regulations, received by the Council, is required by the regulation to meet the local authority's costs and expenses incurred, or associated with the carrying out its enforcement function within the Private Rented Sector.

4.0 LEGAL IMPLICATIONS

Local housing authority has a legal duty to enforce the Electrical Safety Regulations. There is an appeal process to the Residential Property Tribunal. The private rented sector plays an important role in meeting the diverse housing needs that exist in the Borough. It is therefore important that the accommodation is regulated effectively to ensure good property standards are maintained and hazards associated with dangerous electrics are effectively addressed.

**EXECUTIVE
COMMITTEE**28th June 2021

5. STRATEGIC PURPOSES - IMPLICATIONS**5.1 Relevant Strategic Purpose**

By ensuring all privately rented properties in the Borough comply with the Electrical Safety Regulations will meet the Council's overall objective of providing a safe home, for its residents, which are free from any electrical hazards.

5.2 Climate Change Implications

No adverse climate change implication is expected if the Executive Committee accepts the recommendation proposed in this report.

6.0 OTHER IMPLICATIONS**6.1 Equalities and Diversity Implications**

The application of these regulations will have a positive impact on many family households living in private rented sector accommodation as these will reduce the risk and dangers associated with electrical hazards.

6.2 Operational and Health & Safety Implications

There are no staffing implications, envisaged at this stage, as the additional enforcement will be undertaken by existing staff in the course of general Private Sector Housing duties. No health and safety implications have been identified to staff by the introduction of new regulations.

6.3 RISK MANAGEMENT

There is a risk of legal challenge if the process is not followed correctly, which could result in Residential Property Tribunal over-turning Notices and penalty fines imposed by the Council. A Private Sector tenant could apply to the Housing Ombudsman if they feel the council has failed to act in a case of non-compliance.

7.0 APPENDICES and BACKGROUND PAPERS

[Electrical safety standards in the private rented sector: guidance for landlords, tenants and local authorities - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/electrical-safety-standards-in-the-private-rented-sector-guidance-for-landlords-tenants-and-local-authorities)

**EXECUTIVE
COMMITTEE**28th June 2021**8. REPORT SIGN OFF**

Department	Name and Job Title	Date
Portfolio Holder		
Lead Director / Head of Service		
Financial Services		
Legal Services		
Policy Team (if equalities implications apply)		
Climate Change Officer (if climate change implications apply)		

Council
2021

20th September

Holocaust Memorial Day Committee Constitution

Relevant Portfolio Holder	Councillor David Thain, Portfolio Holder for Finance and Enabling Services
Portfolio Holder Consulted	Yes
Relevant Head of Service	Deb Poole, Head of Business Transformation and Organisational Development
Report Author	Rebecca Green Job Title: Policy Manager Contact email: r.green@bromsgroveandredditch.gov.uk Contact Tel: 01527 881616
Wards Affected	All
Ward Councillor(s) consulted	N/A
Relevant Strategic Purpose(s)	High Quality Services
Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. RECOMMENDATIONS

Council is asked to RESOLVE that:-

- 1) **The new Constitution for the Holocaust Memorial Day Committee be adopted**

2. BACKGROUND

- 2.1 A new constitution for the Holocaust Memorial Day Committee has been drafted in collaboration with the Chair of the Holocaust Memorial Steering Group, to ensure clarity over roles and responsibilities for the Committee, which advises the Council on the development and implementation of memorial activities for Holocaust Memorial Day each January.
- 2.2 The constitution details the roles of Chair and Vice-Chair being delivered by nominated Councillors from the Holocaust Memorial Steering Group.
- 2.3 The constitution also details the core elements of the civic commemoration of Holocaust Memorial Day.

Council
2021

20th September

3. FINANCIAL IMPLICATIONS

- 3.1 The Holocaust Memorial Day Event has a small budget, held by the Events Team, for the delivery of memorial activities. This budget remains unchanged.

4. LEGAL IMPLICATIONS

- 4.1 There are no legal implications arising from this report

5. STRATEGIC PURPOSES - IMPLICATIONS

Relevant Strategic Purpose

- 5.1 The ongoing work of the Holocaust Memorial Day Committee contributes to the engagement element of the 'High Quality Services' organisational priority, as identified in the Council Plan.

Climate Change Implications

- 5.2 There are no climate change implications arising from this report.

6. OTHER IMPLICATIONS

Equalities and Diversity Implications

- 6.1 The aims of the Holocaust Memorial Day Committee are in line with the Council's responsibilities under the Equality Act as part of the Public Sector Equality Duty.

Operational Implications

- 6.2 There are no operational implications directly arising from this report; the new constitution for the Holocaust Memorial Day Committee details clearly where different operational responsibilities lie.

7. RISK MANAGEMENT

- 7.1 There are no risks directly arising from this report.

8. APPENDICES and BACKGROUND PAPERS

Appendix 1

Holocaust Memorial Day Committee Constitution 2021

REDDITCH BOROUGH COUNCIL

Council
2021

20th September

9. **REPORT SIGN OFF**

Department	Name and Job Title	Date
Portfolio Holder	Councillor David Thain, Portfolio Holder for Finance and Enabling Services	24/08/2021
Lead Director / Head of Service	Deb Poole Head of Business Transformation and Operational Development	03/09/2021
Financial Services	N/A	
Legal Services	N/A	
Policy Team (if equalities implications apply)	Rebecca Green Policy Manager	08/09/2021
Climate Change Officer (if climate change implications apply)	N/A	

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Redditch Holocaust Memorial Day Committee Constitution- DRAFT 2021

Aims:

- To advise Redditch Borough Council on the civic remembrance of Holocaust Memorial Day (HMD) in Redditch – the international day on 27th January (the anniversary of the liberation of Auschwitz-Birkenau) to remember the six million Jews murdered during the Holocaust, alongside the millions of other people killed under Nazi Persecution and in genocides that followed in Cambodia, Rwanda, Bosnia and Darfur.
- To support the design, organisation and delivery of the civic event to mark Holocaust Memorial Day.
- To promote and encourage the involvement of the wider community in any activities linked to the themes of Holocaust Memorial, in addition to the civic obligations that Redditch Borough Council has.
- To support opportunities for the community to learn, reflect and remember together.

Membership:

The Redditch Holocaust Memorial Day Committee will consist of designated Redditch Borough elected members, members from the Redditch community* and Redditch Borough Council Officers from the Events and Policy Teams.

Community membership will be in a voluntary capacity and any new members are to be agreed by the Committee.

Equal Opportunities:

Redditch Holocaust Memorial Day Committee will not discriminate on the grounds of sex, race (including colour, ethnic or national origin), sexual orientation, disability, gender reassignment, gender identity, religious or political belief, pregnancy or maternity, marital status or age*

*membership of the Committee will be open to those 16 and over; under 16's can become members if they are accompanied by a responsible adult.

Roles & Responsibilities:

All members- work towards the delivery of the aims of the Committee, ensuring that they treat other Committee members with respect at all times, in line with the Seven Principles of Public Life 1995 (otherwise known as the Nolan Principles). These principles are:

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Leadership

[The Seven Principles of Public Life - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

Chair- a Redditch Borough Councillor, the elected Chair of the Redditch Holocaust Memorial Steering Group (appointed at RBC AGM)

Vice Chair- a Redditch Borough Councillor, the elected Vice Chair of the Redditch Holocaust Memorial Steering Group (appointed at RBC AGM)

Minutes/Admin/Sign-off for decisions- this role will be undertaken by the Redditch Borough Council Policy Team. They will coordinate information, minute taking and communication between members of the Committee and elected members; minutes will be sent to all members of the Committee, the Leader of the Council, the Deputy Leader of the Council, and the Portfolio Holder. Sign-off for any decisions (relating to the Civic Event only) will be done in agreement with the Chair of the Committee and advanced to the Executive Committee for final sign-off if required.

Finance- the budget for activities is held by the Redditch Borough Council Events Team.

Events coordination- this will be undertaken by the Redditch Borough Council Events Team, activities include:

- Programming the Civic Event (in line with the decisions of the Committee) and producing an Event Management Plan
- Support for additional community driven online content, outside of civic obligations
- Contact point for schools/community groups who are also commemorating HMD and link where it complements the Civic Event, whilst also supporting school/community engagement outside the civic event, as appropriate.
- Liaising with communications/print room to print the leaflet/posters, plan social media content, HMD website
- Coordination of the readings
- Booking the venue and liaising with presenters, partners (including the market) and contractors (e.g. PA company, photographer, florist) as required
- On the day set-up and management of the event (based on the Event Management Plan):
 - providing stewards for the day
 - arranging refreshments as required
 - updating placards
- Coordinating health and safety requirements (including risk assessment)
- Managing the budget

Civic Event obligations:

- Invitation of local leaders, including:
 - Member of Parliament
 - Leader of the Council
 - Mayor
 - Other dignitaries as appropriate
- Processional walk to the Holocaust Memorial
- The lighting of the candle
- Wreath laying
- Appropriate readings

Meetings:

The Committee will meet (in person or remotely) monthly as required to plan for Holocaust Memorial Day, from September through to February (post-event de-brief).

Communication (coordinated by the Borough Council) between meetings will take place by email.

Rules of Procedure for Meetings:

Redditch Borough Council officers will work with the Chair to agree an agenda for each meeting.

All items on the agenda will be discussed openly and the meeting will seek to find general agreement that everyone present can agree to. Where consensus cannot be reached, officers will work with the Chair to bring an amended item to the next meeting. If consensus cannot be reached, the decision will rest with the Chair (in relation to the Civic Event only).

Minutes will be taken for each meeting and distributed to the members of the Committee, plus the Leader of the Council, the Deputy Leader of the Council, and the Portfolio Holder, prior to the next meeting.

Meetings will take place in private, however, minutes will be made available to the public if requested.

Agreed **TBC 2021**

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