



Council Committee

Mon 11 Apr
2022
7.00 pm

Council Chamber
Redditch Town Hall

REDDITCH BOROUGH COUNCIL

*making
a
difference*

www.redditchbc.gov.uk

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

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GUIDANCE ON FACE-TO-FACE MEETINGS

At the current time, seating at the meeting will be placed in such a way as to achieve as much space as possible for social distancing to help protect meeting participants.

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 take a lateral flow test on the day of the meeting. Should the Member test positive for Covid-19 on the day of the meeting or up to 5 full days before the meeting then the Member is expected not to attend the Committee meeting and should provide their apologies to the Democratic Services team.

Whilst the Council acknowledges that it is no longer a legal requirement to wear face masks, we would really appreciate if the Members who attend a meeting in person would consider wearing a face covering throughout the meeting unless they are exempt or speaking.

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 ATTENDANCE

Members of the public will be able to access the meeting if they wish to do so. However, due to social distancing arrangements to ensure the safety of participants there may be limited capacity and members of the public will be allowed access on a first come, first served basis. Whilst the Council acknowledges that it is no longer a legal requirement to wear face masks, we would really appreciate if members of the public who attend a meeting in person would consider wearing a face covering throughout the meeting unless they are exempt or speaking. It should be noted that members of the public who choose to attend in person do so at their own risk.

Members of the public are strongly encouraged not to attend a Committee meeting if they test positive for Covid on the day of a meeting or up to 5 full days before a meeting. Should the member of the public test positive for Covid-19 on the day of the meeting or up to 5 full days before the meeting then they are expected not to attend the meeting.

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, 11th April, 2022

7.00 pm

Council Chamber Town Hall

Agenda

Membership:

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

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 - 12)

5. Announcements

To consider Announcements under Procedure Rule 10:

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

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Monday, 11th April, 2022

6. Membership of the Council

To note that Councillor Jenny Wheeler resigned as a Councillor with effect from 14th March 2022.

7. Motions on Notice (Procedure Rule 11) (Pages 13 - 16)

Following consultation with the Mayor, the attached Motions have been accepted for consideration at this Council meeting in recognition of the fact that they are cross party Motions on matters of interest to all Members.

8. Executive Committee

Executive Committee minutes - 21st February 2022 Meeting (for noting)

The recommendations that were made at this meeting of the Executive Committee were considered and approved at the council meeting held on 21st February 2022.

Minutes of the Executive Committee meeting held on 22nd March 2022 (for noting)

9. Overview and Scrutiny Annual Report 2021/22 (Pages 31 - 52)

10. Constitutional Review Working Party - Recommendations (Pages 53 - 60)

11. Appointments to Committees

Following the resignation of former Councillor Jenny Wheeler, a vacancy has arisen for the position of Chair of the Audit, Governance and Standards Committee. Members are invited to nominate and approve a new Chair of the Committee.

In considering this matter, Members are asked to note that, as detailed in the Audit, Governance and Standards Committee's Procedure Rules at Part 12 of the constitution (paragraph 5) the Chair of the Committee must not be a member of the controlling political group.

12. 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).

13. 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.)



Council

Monday, 21st February,
2022

MINUTES

Present:

Councillor Gareth Prosser (Mayor), Councillor Ann Isherwood (Deputy Mayor) and Councillors Salman Akbar, Karen Ashley, Tom Baker-Price, Joanne Beecham, Michael Chalk, Debbie Chance, Brandon Clayton, Luke Court, Matthew Dormer, Aled Evans, Peter Fleming, Andrew Fry, Julian Grubb, Wanda King, Anthony Lovell, Emma Marshall, Nyear Nazir, Timothy Pearman, Mike Rouse, David Thain, Craig Warhurst and Jennifer Wheeler

Officers:

Kevin Dicks, Claire Felton and James Howse

Principal Democratic Services Officer:

Jess Bayley-Hill

57. WELCOME

The Mayor welcomed all those present to the meeting and explained the measures that were in place designed to mitigate against the transmission of Covid-19.

58. APOLOGIES FOR ABSENCE

Apologies for absence were received on behalf of Councillors Juliet Brunner, Alex Fogg, Lucy Harrison and Gemma Monaco.

59. DECLARATIONS OF INTEREST

There were no declarations of interest.

60. MINUTES

RESOLVED that

the minutes of the Council meeting held on Monday 31st January 2022 be approved as a true and correct record and signed by the Mayor.

Chair

61. ANNOUNCEMENTS

The following announcements were made at the meeting:

a) The Mayor's Announcements

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

b) The Leader's Announcements

The Leader explained that he had no announcements to make.

c) The Chief Executive's Announcements

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

62. EXECUTIVE COMMITTEE

Sustainable Warmth Funding

The Portfolio Holder for Climate Change presented a report on the subject of Sustainable Warmth Funding. Members were advised that the funding was designed to help residents, in households with combined incomes below £30,000 per year, to upgrade the energy efficiency of their properties. In particular, the funding was due to be used to upgrade the energy efficiency of properties with Energy Performance Certificate (EPC) ratings D – G.

During consideration of this item, it was noted that the report had been pre-scrutinised by the Overview and Scrutiny Committee. Concerns had been raised that the funding would be distributed on a first come first served basis and that some eligible households might miss the opportunity to receive funding in this context. Questions were raised about how the funding would be promoted to ensure that eligible property owners were aware of the potential to apply for support through the scheme. Council was advised that communications would form an important part of the process for promoting the scheme and that the Council aimed to target particular properties where it was recognised that they would benefit from the funding.

Pay Policy Statement 2022/23

Council was advised that during the meeting of the Executive Committee held immediately before the Council meeting, Members had endorsed the Pay Policy Statement 2022/23. This was a report

that needed to be agreed by the Council on an annual basis and detailed staff pay scales.

2022/23 Budget and Medium Term Financial Plan 2022/23 to 2024/25 (Including the Capital Programme)

Members were advised that the 2022/23 Budget and Medium Term Financial Plan (MTFP) 2022/23 to 2024/25 report had been considered at the meeting of the Executive Committee held immediately prior to the Council meeting, when the recommendations detailed in the report had been endorsed.

The Portfolio Holder for Finance and Enabling presented the report for Members' consideration. Reference was made to the ways in which the content of the MTFP compared to proposals in the budget in previous years and Members were reminded that the Council had worked hard to address points raised in the Section 24 Notice that had been issued some years previously.

The 2022/23 Budget and MTFP 2022/23 to 2024/25 had been prepared at a time of significant uncertainty for local government finances. Further clarity was needed from the Government regarding long-term future funding arrangements for Councils. Due to the financial challenges faced by the Council, like other authorities, work would need to begin on the next budget as soon as the 2022/23 budget had been agreed.

After the presentation of the budget, Members discussed the following points in detail:

- The difficulties faced by local Councils trying to set a balanced budget in a context of increasing financial uncertainty for local government.
- The role of officers in delivering the proposals detailed in the budget and MTFP.
- The funding that had been allocated to expenditure in local wards.
- The potential move of the central library in Redditch to the Town Hall and the income that the Council would receive for this move. Members were advised that no decisions had been taken on the final location of the library and this matter would need to be determined by Worcestershire County Council.
- The figures in the 2022/23 budget, which would involve the Council setting a balanced budget.
- The Housing Revenue Account (HRA), which had also achieved a balanced position and the use of this funding to manage the Council's housing stock.
- The extent to which the proposals detailed in the budget would result in growth.

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- The investments that had been incorporated into the budget, particularly with respect to ICT systems, and the potential savings that would be accrued from these investments in the long-term.
- The potential pressure that inflation would place on the budget and MTFP moving forward.
- The 6.648 per cent increase to the basic allowance paid to Members, which had been agreed at the previous Council meeting, and how this compared to the proposed increase in pay for staff.
- The decisions taken in previous years by Members not to increase the basic allowance for Councillors. It was noted that if allowances had been increased each year, the increases would actually have been by 2 per cent per annum on average.

In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 the 2022/23 Budget and Medium Term Financial Plan 2022/23 to 2024/25 was subject to a named vote.

Members voting FOR the 2022/23 Budget and MTFP 2022/23 to 2024/25:

Councillors Salman Akbar, Karen Ashley, Tom Baker-Price, Joanne Beecham, Michael Chalk, Brandon Clayton, Luke Court, Matthew Dormer, Aled Evans, Peter Fleming, Julian Grubb, Ann Isherwood, Anthony Lovell, Emma Marshall, Nyear Nazir, Timothy Pearman, Gareth Prosser, Mike Rouse, David Thain and Craig Warhurst (20)

Members voting AGAINST the 2022/23 Budget and MTFP 2022/23 to 2024/25:

None (0)

Members ABSTAINING in the vote on the 2022/23 Budget and MTFP 2022/23 to 2024/25:

Councillors Debbie Chance, Andrew Fry, Wanda King and Jenny Wheeler (4).

The vote on the 2022/23 Budget and MTFP 2022/23 to 2024/25 was therefore carried.

Council Tax Resolutions 2022/23

The Portfolio Holder for Finance and Enabling presented the Council Tax Resolutions 2022/23 for Members' consideration. Council was informed that this was a technical report that had to be

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prepared each year. Officers were thanked for their hard work in preparing the report.

In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 the recommendations in respect of the Council Tax Resolutions were subject to a named vote.

Members voting FOR the Council Tax Resolutions:

Councillors Salman Akbar, Karen Ashley, Tom Baker-Price, Joanne Beecham, Michael Chalk, Debbie Chance, Brandon Clayton, Luke Court, Matthew Dormer, Aled Evans, Peter Fleming, Andrew Fry, Julian Grubb, Ann Isherwood, Wanda King, Anthony Lovell, Emma Marshall, Nyear Nazir, Timothy Pearman, Gareth Prosser, Mike Rouse, David Thain, Craig Warhurst and Jenny Wheeler. (24)

Members voting AGAINST the Council Tax Resolutions:

None (0)

Members ABSTAINING in the vote on the Council Tax Resolutions:

None (0)

The vote on the Council Tax Resolutions 2022/23 was therefore carried.

RESOLVED

- 1) that the minutes of the Executive Committee meeting held on Tuesday 8th February 2022 be received and all recommendations adopted;
- 2) that the Pay Policy Statement 2022/23 be approved;
- 3) to approve the overall net general fund revenue budgets of:

2022/23:	£10.520m
2023/24:	£10.289m
2024/25:	£10.428m

- 4) to approve the unavoidable costs:

2022/23:	£0.427m
2023/24:	£0.140m
2024/25:	£0.134m

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5) to approve the Revenue Bids:

2022/23:	£0.191m
2023/24:	£0.150m
2024/25:	£0.128m

6) to approve the Identified Savings:

2022/23:	£0.305m
2023/24:	£0.327m
2024/25:	£0.327m

7) to approve an increase of the Council Tax per Band D equivalent of £5 for 2022/23;**8) to approve the transfer from General Fund Balances of £0.282m for 2022/23;****9) to approve the planned reallocation of £0.238m from Earmarked reserves to General Fund Balances;****10) to approve the General Fund capital programme of:**

2022/23:	£4.257m
2023/24:	£2.407m
2024/25:	£1.930m

11) to approve the Housing Revenue Account Budget of:

2022/23:	£25.390m
2023/24:	£25.074m
2024/25:	£25.545m

12) to approve the Housing Revenue Account Capital Programme of:

2022/23:	£14.180m
2023/24:	£12.580m
2024/25:	£12.580m

13) that the 2020/21 Capital Outturn be noted;**14) that the Chief Financial Officer's (CFO) Opinion on Estimates and Reserve Levels be noted;****15) that the calculation for the Council Tax requirement for the Council's own purposes for 2022-23 (excluding Parish precepts) be £6,746,772.92;**

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- 16) the following amounts be calculated for the year 2022-23 in accordance with sections 31 to 36 of the Act:
- (a) £46,984,027 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act (taking into account all precepts issued to it by Parish Councils) (*i.e.*, *Gross expenditure*);
 - (b) £40,222,255 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act. (*i.e.*, *Gross income*);
 - (c) £6,761,772 being the amount by which the aggregate of 1.2.2(a) above exceeds the aggregate at 1.2.2(b) above, calculated by the Council, in accordance with Section 31A (4) of the Act, as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act);
 - (d) £254.71 being the amount at 1.2.2 (c) above (Item R), all divided by Item T (1.1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts);
 - (e) £15,000 being the aggregate amount of all special items (Feckenham Parish precept) referred to in Section 34 (1) of the Act;
 - (f) £254.15 being the amount at 1.2.2 (d) above less the result given by dividing the amount at 1.2.2 (e) above by Item T (1.1 (a) above), calculated by the Council, in accordance with Section 34 (2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates;
 - (g) £294.20 being the amount given by adding to the amount at 1.2.2(f), the amount of the special item relating to the Parish of Feckenham 1.2.2(e), divided by the amount in 1.1(b) above;
 - (h) the amounts below given by multiplying the amounts at 1.2.2(f) and 1.2.2(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band, divided by the number which in that proportion is applicable to dwellings listed in Band D, calculated

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by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwelling listed in different valuation bands.

Valuation Band	Proportion of Band D tax paid	Parish of Feckenham £	All other parts of the Council's area £
A	6/9	196.13	169.43
B	7/9	228.82	197.67
C	8/9	261.51	225.91
D	1	294.20	254.15
E	11/9	359.58	310.63
F	13/9	424.96	367.11
G	15/9	490.33	423.58
H	18/9	588.40	508.30

- 17) that it be noted that for the year 2022-23, Worcestershire County Council, Police and Crime Commissioner for West Mercia and Hereford and Worcester Fire Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwelling in the Council's area as indicated below:

	Valuation Bands							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Worcestershire County Council	931.19	1,086.38	1,241.58	1,396.78	1,707.18	2,017.57	2,327.97	2,793.56
Police and Crime Commissioner for West Mercia	166.44	194.18	221.92	249.66	305.14	360.62	416.10	499.32
Hereford and Worcester Fire Authority	59.60	69.53	79.47	89.40	109.27	129.13	149.00	178.80

- 18) having calculated the aggregate in each case of the amounts at 1.2.2(h) and 1.2.3 above, that Redditch Borough Council in accordance with Sections 30 and 36 of the Local Government Finance Act 1992 hereby sets the amounts shown below as the amounts of Council Tax for 2022-23. for each part of its area and for each of the categories of dwellings:

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Monday, 21st February, 2022

Valuation Band	Proportion of Band D tax paid	Parish of Feckenham £	All other parts of the Council's area £
A	6/9	1,353.36	1,326.66
B	7/9	1,578.91	1,547.76
19) C	8/9	1,804.48	1,768.88
D	1	2,030.04	1,989.99
E	11/9	2,481.17	2,432.22
F	13/9	2,932.28	2,874.43
G	15/9	3,383.40	3,316.65
H	18/9	4,060.08	3,979.98

that the Executive Director Finance & Resources be authorised to make payments under Section 90(2) of the Local Government Finance Act 1988 from the Collection Fund by ten equal instalments between April 2022 to March 2023 as detailed below:

	Precept £	Deficit on Collection Fund £	Total to pay £
Worcestershire County Council	37,079,802.00	970,233.00	38,050,035.00
Police and Crime Commissioner for West Mercia	6,627,631.65	173,751.00	6,801,382.65
Hereford & Worcester Fire Authority	2,373,271.31	66,447.00	2,439,718.31

- 20) that the Executive Director Finance & Resources be authorised to make transfers under Section 97 of the Local Government Finance Act 1988 from the Collection Fund to the General Fund the sum of £6,941,602 being the Council's own demand on the Collection Fund (£6,746,773) and Parish Precept (£15,000) and the distribution of the surplus on the Collection Fund (£179,829);
- 21) that the Executive Director Finance & Resources be authorised to make payments from the General Fund to Feckenham Parish Council the sums listed above (£15,000) by instalment after 1 April 2022 in respect of the precept levied on the Council;

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- 22) that the above resolutions to be signed by the Chief Executive for use in legal proceedings in the Magistrates Court for the recovery of unpaid Council Taxes;
- 23) that notices of the making of the said Council Taxes signed by the Chief Executive are given by advertisement in the local press under Section 38(2) of the Local Government Finance Act 1992; and
- 24) that authority be delegated to the Head of Finance and Customer Services (Interim S151) following consultation with the finance portfolio holder to amend the resolution should the Hereford and Worcester Fire Authority Service not approve the estimated figure that is being used in this report. This is due to the Fire service having their approval meeting after this resolution report has been brought to Council.

63. REGULATORY COMMITTEES

The Chair of the Audit, Governance and Standards Committee presented a recommendation from the Committee on the subject of the appointment of external auditors for the Council. Members were advised that the Committee had opted to endorse the proposal to opt into the National Scheme for auditor appointments managed by Public Sector Audit Appointments (PSAA), as it was felt that this would result in better value for money in the long-term.

During consideration of this item, the Audit, Governance and Standards Committee were thanked for their hard work reviewing the arrangements for external audit.

RESOLVED that

the Public Sector Audit Appointments' invitation to opt into the sector-led option for the appointment of external auditors to principal local government and police bodies for a procurement period of five financial years from 1 April 2023 (that is to say from 2023/24 to 2027/28) be accepted.

64. URGENT BUSINESS - RECORD OF DECISIONS

The Mayor advised that there had been no urgent decisions taken since the previous meeting of Council.

65. URGENT BUSINESS - GENERAL (IF ANY)

There was no urgent business for consideration on this occasion.

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Committee

Monday, 21st February, 2022

The Meeting commenced at 7.00 pm
and closed at 7.55 pm

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Redditch Borough Council

11th April 2022

Motions on Notice

1. Remote Meetings

Proposed by Councillor Matthew Dormer, seconded by Councillor Andrew Fry.

“This Council supports the petition launched by ADSO and LLG on 5 January with regard to remote and hybrid meetings. We agree to write to the Secretary of State for Levelling Up, Housing and Communities calling on the Government to change the law to allow councils the flexibility to hold such meetings when they deem appropriate within agreed rules and procedures.”

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Redditch Borough Council**11th April 2022****Motions on Notice****2. Support for Ukraine**

Proposed by Councillor Gemma Monaco, seconded by Councillor Debbie Chance.

“Redditch Borough Council is saddened and disturbed by the aggression against Ukraine, which has caused horrific devastation, and created an escalating humanitarian crisis with millions displaced or affected. In light of this, and as a way of expressing support for the people of Ukraine and members of our communities who are from or who have ties with Ukraine this Council;

- a. Condemns the invasion of Ukraine and stands in solidarity with the people of Ukraine and their families and friends, including those local to Redditch.
- b. Stands ready to provide support and open our arms to innocent people displaced and affected.
- c. Will work with and support the efforts of our local communities to provide help, support and comfort to those in need
- d. Will work to facilitate the safeguarding of any Ukrainian guests alongside the relevant agencies with community partners.
- e. Where possible we will deploy a person-centred approach to any funding that is provided by government to support Ukrainian guests, ensuring transparency and accountability of spending to ensure as much funding as possible reaches the people it intends to help.”

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Executive Committee

Monday, 21st February,
2022

MINUTES

Present:

Councillor Matthew Dormer (Chair), and Councillors Joanne Beecham, Aled Evans, Peter Fleming, Anthony Lovell, Nyear Nazir, Mike Rouse and Craig Warhurst

Also Present:

Councillors Michael Chalk, Debbie Chance, Luke Court, Andrew Fry, Julian Grubb, Emma Marshall, David Thain and Jennifer Wheeler

Officers:

Peter Carpenter, Kevin Dicks, Claire Felton, James Howse and Deb Poole

Principal Democratic Services Officer:

Jess Bayley-Hill

77. APOLOGIES

An apology for absence was received on behalf of Councillor Gemma Monaco.

78. DECLARATIONS OF INTEREST

There were no declarations of interest.

79. LEADER'S ANNOUNCEMENTS

The Leader explained that there were two agenda packs for consideration at the meeting; the main agenda pack and a supplementary pack. The supplementary pack contained the report in respect of the Council Tax Resolutions. As the supplementary pack had been published close to the date of the meeting, the Leader had agreed that paper copies of the pack should be tabled at the meeting, although the report had been available for Members and the public to access electronically for a number of days.

80. MINUTES

Chair

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RESOLVED that

the minutes of the meeting of the Executive Committee held on Tuesday 8th February 2022 be approved as a true and correct record and signed by the Chair.

81. PAY POLICY STATEMENT 2022/23

The Head of Business Transformation, Organisational Development and Digital Strategy presented the Pay Policy Statement 2022/23 for Members' consideration. The Executive Committee was advised that there was a requirement for the Council to publish the Pay Policy Statement every year. This document needed to detail the remuneration provided to both the lowest paid and the highest paid members of staff and outline the differences between the two. Information was also provided in the report about how the Council calculated the salaries that were paid to staff and the consistent approach that the authority applied to this process.

RECOMMENDED that

the Pay Policy Statement 2022/23 be approved.

82. 2022/23 BUDGET AND MEDIUM TERM FINANCIAL PLAN 2022/23 TO 2024/25 (INCLUDING CAPITAL PROGRAMME)

The Executive Director of Resources presented the 2022/23 Budget and Medium Term Financial Plan (MTFP) 2022/23 to 2024/25. The report detailed the proposals for the budget in the 2022/23 financial year together with the Council's plans for the full three-year period of the MTFP. The content of the report had been changed when compared to previous years, to help provide clarity regarding the figures provided and the factors influencing the content of the budget. The report had been scrutinised by the Budget Scrutiny Working Group, although no recommendations had been made.

The 2022/23 budget was robust and balanced. However, Members were asked to note that a balanced position had only been achieved by using funding from balances. This approach could not be applied in subsequent years and balances were expected to fall below minimum levels considered acceptable by the Section 151 Officer from 2023/24 onwards unless action was taken.

The budget was being set in a challenging financial context for local government. There was also unprecedented uncertainty in terms of future funding arrangements for local Councils.

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There were a number of factors that had influenced the content of the budget and MTFP. This included:

- Inflation, which was anticipated to remain at a higher level than in recent years.
- Pay inflation, which was anticipated at 2 per cent per annum for the full three-year period of the MTFP.
- Budget bids, which placed pressures on the budget.
- Proposed savings.
- Additional income opportunities.
- A release of funding from earmarked reserves.
- An increase in Council Tax for the Council, at £5 per annum.
- A contribution from the Government of £100,000 in the Lower Tier Settlement.

RECOMMENDED that Council approve

1) the overall net general fund revenue budgets of:

2022/23:	£10.520m
2023/24:	£10.289m
2024/25:	£10.428m

2) the unavoidable costs:

2022/23:	£0.427m
2023/24:	£0.140m
2024/25:	£0.134m

3) the Revenue Bids:

2022/23:	£0.191m
2023/24:	£0.150m
2024/25:	£0.128m

4) the Identified Savings:

2022/23:	£0.305m
2023/24:	£0.327m
2024/25:	£0.327m

5) an increase of the Council Tax per Band D equivalent of £5 for 2022/23;

6) the transfer from General Fund Balances of £0.282m for 2022/23;

7) the planned reallocation of £0.238m from Earmarked reserves to General Fund Balances;

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8) the General Fund capital programme of:

2022/23:	£4.257m
2023/24:	£2.407m
2024/25:	£1.930m

9) the Housing Revenue Account Budget of:

2022/23:	£25.390m
2023/24:	£25.074m
2024/25:	£25.545m

10) the Housing Revenue Account Capital Programme of:

2022/23:	£14.180m
2023/24:	£12.580m
2024/25:	£12.580m

11) the 2020/21 Capital Outturn be noted; and

12) the Chief Financial Officer's (CFO) Opinion on Estimates and Reserve Levels be noted.

83. COUNCIL TAX RESOLUTIONS 2022/23 (TO FOLLOW)

The Executive Director of Resources presented the Council Tax Resolutions 2022/23 for the Executive Committee's consideration. Members were advised that this was a technical report which outlined the Council Tax contributions that would be made to all precepting authorities in the 2022/23 financial year. The various partner organisations that were precepting authorities had agreed their Council Tax requirements in recent weeks and had notified the Council, which had incorporated the figures into the report.

RESOLVED to NOTE that at a meeting on 11th January 2022, the Executive Committee calculated the Council Tax Base 2022-23 as:

- (a) for the whole Council area as 26,546.63 [Item T in the formula in Section 31B of the Local Government Act 1992, as amended (the "Act")]; and
- (b) for dwellings in those parts of its area to which a Parish precept relates; this being Feckenham Parish as 374.52.

RECOMMENDED that

Executive Committee

Monday, 21st February, 2022

- 1) the calculation for the Council Tax requirement for the Council's own purposes for 2022-23 (excluding Parish precepts) be £6,746,772.92;
- 2) the following amounts be calculated for the year 2022-23 in accordance with sections 31 to 36 of the Act:
 - (a) £46,984,027 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act (taking into account all precepts issued to it by Parish Councils) (*i.e.*, *Gross expenditure*);
 - (b) £40,222,255 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act. (*i.e.*, *Gross income*);
 - (c) £6,761,772 being the amount by which the aggregate of 1.2.2(a) above exceeds the aggregate at 1.2.2(b) above, calculated by the Council, in accordance with Section 31A (4) of the Act, as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act);
 - (d) £254.71 being the amount at 1.2.2 (c) above (Item R), all divided by Item T (1.1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts);
 - (e) £15,000 being the aggregate amount of all special items (Feckenham Parish precept) referred to in Section 34 (1) of the Act;
 - (f) £254.15 being the amount at 1.2.2 (d) above less the result given by dividing the amount at 1.2.2 (e) above by Item T (1.1 (a) above), calculated by the Council, in accordance with Section 34 (2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates;
 - (g) £294.20 being the amount given by adding to the amount at 1.2.2(f), the amount of the special item relating to the Parish of Feckenham 1.2.2(e), divided by the amount in 1.1(b) above;

Executive Committee

Monday, 21st February, 2022

- (h) the amounts below given by multiplying the amounts at 1.2.2(f) and 1.2.2(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band, divided by the number which in that proportion is applicable to dwellings listed in Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwelling listed in different valuation bands.

Valuation Band	Proportion of Band D tax paid	Parish of Feckenham £	All other parts of the Council's area £
A	6/9	196.13	169.43
B	7/9	228.82	197.67
C	8/9	261.51	225.91
D	1	294.20	254.15
E	11/9	359.58	310.63
F	13/9	424.96	367.11
G	15/9	490.33	423.58
H	18/9	588.40	508.30

- 3) it be noted that for the year 2022-23, Worcestershire County Council, Police and Crime Commissioner for West Mercia and Hereford and Worcester Fire Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwelling in the Council's area as indicated below:

	Valuation Bands							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Worcestershire County Council	931.19	1,086.38	1,241.58	1,396.78	1,707.18	2,017.57	2,327.97	2,793.56
Police and Crime Commissioner for West Mercia	166.44	194.18	221.92	249.66	305.14	360.62	416.10	499.32
Hereford and Worcester Fire Authority	59.60	69.53	79.47	89.40	109.27	129.13	149.00	178.80

Executive Committee

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- 4) having calculated the aggregate in each case of the amounts at 1.2.2(h) and 1.2.3 above, that Redditch Borough Council in accordance with Sections 30 and 36 of the Local Government Finance Act 1992 hereby sets the amounts shown below as the amounts of Council Tax for 2022-23. for each part of its area and for each of the categories of dwellings:

Valuation Band	Proportion of Band D tax paid	Parish of Feckenham £	All other parts of the Council's area £
A	6/9	1,353.36	1,326.66
B	7/9	1,578.91	1,547.76
C	8/9	1,804.48	1,768.88
D	1	2,030.04	1,989.99
E	11/9	2,481.17	2,432.22
F	13/9	2,932.28	2,874.43
G	15/9	3,383.40	3,316.65
H	18/9	4,060.08	3,979.98

- 5) the Executive Director Finance & Resources be authorised to make payments under Section 90(2) of the Local Government Finance Act 1988 from the Collection Fund by ten equal instalments between April 2022 to March 2023 as detailed below:

	Precept £	Deficit on Collection Fund £	Total to pay £
Worcestershire County Council	37,079,802.00	970,233.00	38,050,035.00
Police and Crime Commissioner for West Mercia	6,627,631.65	173,751.00	6,801,382.65
Hereford & Worcester Fire Authority	2,373,271.31	66,447.00	2,439,718.31

- 6) the Executive Director Finance & Resources be authorised to make transfers under Section 97 of the Local Government Finance Act 1988 from the Collection Fund to the General Fund the sum of £6,941,602 being the Council's own demand on the Collection Fund (£6,746,773) and Parish Precept (£15,000) and the distribution of the surplus on the Collection Fund (£179,829);

Executive Committee

Monday, 21st February, 2022

- 7) the Executive Director Finance & Resources be authorised to make payments from the General Fund to Feckenham Parish Council the sums listed above (£15,000) by instalment after 1 April 2022 in respect of the precept levied on the Council;
- 8) the above resolutions to be signed by the Chief Executive for use in legal proceedings in the Magistrates Court for the recovery of unpaid Council Taxes;
- 9) notices of the making of the said Council Taxes signed by the Chief Executive are given by advertisement in the local press under Section 38(2) of the Local Government Finance Act 1992; and
- 10) authority be delegated to the Head of Finance and Customer Services (Interim S151) following consultation with the finance portfolio holder to amend the resolution should the Hereford and Worcester Fire Authority Service not approve the estimated figure that is being used in this report. This is due to the Fire service having their approval meeting after this resolution report has been brought to Council.

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

The Leader advised that there were no referrals from the Overview and Scrutiny Committee or the Executive Advisory Panels on this occasion.

85. ADVISORY PANELS - UPDATE REPORT

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 there had been no meetings of the Climate Change Cross Party Working Group since the previous meeting of the Executive Committee.

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

Executive Committee

Monday, 21st February, 2022

Members were advised that a meeting of the Constitutional Review Working Party was due to take place on 3rd March 2022.

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

Councillor Nazir explained that there were no updates to report.

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

Councillor Dormer advised that a meeting of the Member Support Steering Group had taken place on 15th February 2022. During the meeting, Members had discussed the draft induction pack for Councillors due to be elected in May 2022. The requirements for Members to attend training, including the circumstances under which training should be classified as mandatory, had also been considered.

Members had given consideration to the need for Members' safety training to be provided, following the death of Sir David Amess MP. It was anticipated that this training would be delivered before the end of the municipal year.

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

The Executive Committee was informed that there were no scheduled meetings of the Planning Advisory Panel due to take place.

The Meeting commenced at 6.30 pm
and closed at 6.43 pm

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Executive Committee

Tuesday, 22 March 2022

MINUTES

Present:

Councillor Matthew Dormer (Chair), Councillor Gemma Monaco (Vice-Chair) and Councillors Joanne Beecham, Aled Evans, Anthony Lovell, Mike Rouse and Craig Warhurst

Officers:

Clare Flanagan, Sue Hanley and James Howse

Principal Democratic Services Officer:

Jess Bayley-Hill

86. APOLOGIES

Apologies for absence were received on behalf of Councillors Peter Fleming and Nyear Nazir.

87. DECLARATIONS OF INTEREST

There were no declarations of interest.

88. LEADER'S ANNOUNCEMENTS

The Leader advised that at the latest meeting of the Overview and Scrutiny Committee, held on 17th March 2022, Members had pre-scrutinised the Declaration of Land Surplus to requirement at Lodge Road/Union Street, Smallwood and Available for Disposal report, which was also on the agenda for the consideration of the Executive Committee at Minute Item No. 90. However, the Committee had made no recommendations on the subject and therefore there were no referrals from the Committee for consideration at the Executive Committee meeting.

89. MINUTES

RESOLVED that

the minutes of the Executive Committee meeting held on Monday 21st February 2022 be approved as a true and correct record and signed by the Chair.

.....
Chair

Executive Committee

Tuesday, 22 March 2022

90. DECLARATION OF LAND SURPLUS TO REQUIREMENT AT LODGE ROAD/UNION STREET, SMALLWOOD AND AVAILABLE FOR DISPOSAL

The Principal Solicitor presented the Declaration of Land Surplus to Requirement at Lodge Road/Union Street, Smallwood and Available for Disposal report.

Members were advised that, should the site be declared surplus to requirement, it could be disposed of at market value. This would generate a capital receipt for the Council. This was a small site that had once been used for local amenities. However, in recent years, the site had become rough ground and there had been some issues with fly tipping. Subject to planning permission, a housing development would occur at the site and this would lead to improvements benefiting the local environment.

In proposing the resolution, the Leader and Portfolio Holder for Planning, Economic Development, Commercialism and Partnerships commented that the proposal to dispose of the site would benefit the local community. The fly tipping that had been occurring at the site was not acceptable and would be addressed through development.

RESOLVED that

the land adjacent to Nos. 140 - 144 Lodge Road, Smallwood, be declared surplus to Council requirements and disposed of at market value.

91. OVERVIEW AND SCRUTINY COMMITTEE

The Leader confirmed that there were no outstanding recommendations from the meeting of the Overview and Scrutiny Committee held on 3rd February 2022.

RESOLVED that

the minutes of the meeting of the Overview and Scrutiny Committee held on Thursday 3rd February 2022 be noted.

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

The Leader confirmed that there were no referrals from either the Overview and Scrutiny Committee or any of the Executive Advisory Panels on this occasion.

Executive Committee

Tuesday, 22 March 2022

93. ADVISORY PANELS - UPDATE REPORT

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

- 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 was due to take place on 23rd March 2022.

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

Councillor Dormer explained that a meeting of the Constitutional Review Working Party had taken place on 3rd March 2022. During the meeting, Members had discussed the potential for Officers to receive delegated authority to act in the event of an emergency and the potential to avoid holding Council meetings during the pre-election period. Recommendations had been made on these subjects which were due to be considered at the following meeting of Council.

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

Members noted that there was no update in respect of the Corporate Parenting Board.

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

The Executive Committee was informed that a meeting of the Member Support Steering Group was scheduled to take place on 29th June 2022.

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

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

The Meeting commenced at 6.30 pm
and closed at 6.37 pm

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Redditch Borough Council
Overview and Scrutiny Committee
Annual Report 2021 – 2022



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CHAIR'S FOREWORD

As Chair of the Overview and Scrutiny committee I would like to extend my thanks to the members of the Committee for their time, effort, and involvement over the last year. None of this would have been possible without the dedication and hard work of the Scrutiny Officers who have supported me and the Committees throughout this time.

I would also like to extend my special thanks to Cllr Michael Chalk for reporting back from Worcestershire County Council Health Overview and Scrutiny Committee and West Midlands Combined Authority. I would also like to thank him and the members of Dementia Task Group.

In addition to this I would like to thank Councillor Jennifer Wheeler and members of the Budget Scrutiny and Performance Scrutiny Working Groups. Councillor Jennifer Wheeler has also been very supportive whilst serving as Vice-Chair to the main Committee and substituting for me on two occasions.

It has been an honour and a privilege to serve as Chair of this Committee over the last year as democracy and accountability need to be cornerstone of the work of this Council through the scrutiny process.



Councillor Debbie Chance
Chair of the Overview and Scrutiny Committee

INTRODUCTION

This report outlines the work undertaken by the Overview and Scrutiny Committee of Redditch Borough Council during 2021 – 2022.

THE ROLE OF OVERVIEW AND SCRUTINY

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

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

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

MEMBERSHIP

The Committee appoints individual Members to oversee the work of Overview and Scrutiny. Membership of the Committee for 2020/21 is as follows:



Cllr Debbie Chance (Chair)



Cllr Jennifer Wheeler (Vice-Chair)
May 2021 – March 2022



Cllr Salman Akbar



Cllr Karen Ashley



Cllr Joanne Beecham
May 2021 – December
2021



Cllr Michael Chalk



Cllr Brandon Clayton
December 2021-May
2022



Cllr Alex Fogg



Cllr Lucy Harrison



Cllr Julian Grubb

ACTIVITIES AND OUTCOMES DURING 2021-22

The Overview and Scrutiny Committee held a scrutiny training and work programme planning session at the start of the municipal year. This session was held online and provided an opportunity for both existing and new Members of the Committee to understand the importance of the scrutiny process at the Council and the function of the Committee. During the training session, areas of interest were identified by Members for potential Overview items that could be considered during municipal year 2021/2022. These Overview items are subjects for discussion at a single meeting of the Committee and are of particular interest to residents within the Borough. In addition to this the following were identified by Members:

- Items for pre-scrutiny, identified from the Executive Committee's Work Programme.
- Subjects considered suitable for further scrutiny through a Task Group investigation.

Covid-19 And Remote Meetings

During the municipal year 2021-2022 the Covid-19 pandemic continued to have a significant impact on Council operations. In May 2021 the Government removed the temporary legislation that allowed local authorities to hold public meetings virtually. This meant that Overview and Scrutiny Committee meetings were once again held in person after May 7th, 2021. Meetings are live streamed if there is significant local interest in the items being considered at Overview and Scrutiny Committee meetings. Meetings of scrutiny Task Groups and Working Groups continue to be held remotely, since these meetings are private and are not live streamed.

The Overview and Scrutiny Committee monitors the impact of all of its recommendations that have been endorsed by the Executive Committee. A tracking report is presented to the Committee during the year stating progress made to date.

During consideration of the Executive Committee's Work Programme, Members agreed to pre-scrutinise the following items:

- Redditch Town Deal Investment
- Church Green Conservation Area
- New Cemetery Provision
- Homes England Asset Transfer
- Redditch Town Centre Redevelopment – Town Investment Plan

In addition to pre-scrutiny of Executive Committee Work Programme items the following items were included in the Committee's Work Programme and were considered at meetings throughout the municipal year:

- Landscaping
- West Mercia Road Safety Team Presentation
- Redditch Community Lottery
- Redditch Partnership Annual Report
- Parking Enforcement Task Group Updates

Further information about the issues discussed by the Committee during the year and Members' findings are detailed below.

8th July 2021

Overview and Scrutiny Training and Work Programme Planning Event Report

At the start of each municipal year training is provided to Members of the Overview and Scrutiny Committee and substitutes. This year's training took place on 7th June 2021 and a further session took place on 1st July 2021 for those who could not attend on the previous date.

At the session Members were provided with an **overview** of the importance of scrutiny and its link to the Council's Strategic Purposes. In addition, there was a presentation highlighting the various elements of scrutiny. This presentation provided an opportunity for Members to consider what areas they would like to see included in the Committee's work programme over the next municipal year and how best way to scrutinise these areas.

As a result of the training session the following items were identified as potential overview items for the coming municipal year:

- Landscaping
- Parking
- Speeding
- Litter and cleanliness
- Recreational activities for teenagers in the Borough
- Anti-social behaviour
- Housing Quality/ Houses of Multiple Occupancy and Void properties
- Drug/ Alcohol abuse and addiction issues
- Allocation of resources across the Borough

The first of these overview items was considered at the first meeting of the Committee (see below).

Landscaping

This was the first item from the Overview and Scrutiny training event to be considered by Members. The Head of Service for Environmental and Housing Property Services and the Environmental Services Manager were in attendance for the Landscaping overview item and informed Members that there were three Place Teams who were responsible for grass-cutting and litter-picking across the Borough. It was a useful overview item for Members as there was particular interest in the schedule of works, the Place Team Coordinators, the areas they covered and the

best way to for Members and residents to report an Environmental Services query or issue.

Community Lottery Update

The Community Lottery update is a regular 6-monthly update presented by the former Redditch Partnership Manager. During these regular updates Members are provided with an overview of the Community Lottery, how it is facilitated and by whom, the regularity of lottery draws, and the prizes awarded.

In addition to this, up-to-date data is provided to the Committee in order for them to understand how many tickets are purchased and the funding received by local organisations.

During the update provided on 8th July 2021 it was noted that the Covid-19 pandemic had impacted on the number of tickets sold and the funding generated for local organisations, but it was hoped that once restrictions were lifted this would increase once again.

2nd September 2021

Dementia Task Group Report

The Dementia Task Group Final Report was presented to the Committee. The Task Group had met online regularly over the previous year and had met with various organisations and officers that had provided information on Dementia and the services available to residents within the Borough. It was felt that this was a timely and important report given the predicted number of individuals likely to be diagnosed with Dementia over the coming years in the Borough.

Included in the final report were three recommendations which dealt with the future promotion of Dementia Services and training of Members. During the consideration of the report, it was agreed by Members that a further recommendation be made. This was as follows:

‘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.’

All of the recommendations were agreed by the Overview and Scrutiny Committee and were considered by the Executive Committee at their meeting held on 7th September 2021. All of the recommendations were agreed.

These recommendations continue to be monitored by the Committee as part of the regular Recommendation Tracker updates that take place at Overview and Scrutiny Committee meetings.

Parking and Enforcement Update

Members requested an update on Parking Enforcement in Redditch at this meeting as they were interested in understanding the status of the recommendations that had been agreed as a result of the Parking Enforcement Task Group.

Traffic Regulation Orders (TROs) were discussed in detail as the Parking Enforcement Task Group had made a recommendation, which had been agreed by the Executive Committee to implement TROs where enforcement could take place on zigzag lines outside of schools. This recommendation has not been actioned, in part due to the Covid-19 pandemic and in part due to the protracted process in relation to the implementation of TROs.

It was suggested that Redditch could potentially be offered as a trial area for TROs on zigzag lines due to its tight urban setting, which may result in the process being carried out more quickly. Members agreed that this would be a sensible approach and could provide good outcomes for the Borough in the future.

Further discussions were had at this meeting regarding the establishment of Walking Buses in the Borough. This idea links to the third recommendation from the Parking Enforcement Task Group Members that Officers from Redditch Borough Council work with Worcestershire County Council, local schools, and West Mercia Police to develop a strategy to tackle problem parking near schools.

The Chief Executive recommended that some monitoring be undertaken within the next 6 months by Officers around schools in addition to the possibility of looking into School Streets, an initiative where a temporary restriction on motorised traffic at school drop-off and pick-up times was implemented on the road outside a school.

It was agreed that the Parking Enforcement Task Group be re-established to reconsider the outstanding recommendations and the possibility of the implementation of School Streets in the Borough and Councillor Beecham volunteered as Chair of the Parking Enforcement Task Group should it be re-established*. The Democratic Services Officer agreed to investigate the process for revisiting the Parking Enforcement Task Group and to contact relevant Members.

An item on Parking Enforcement appears on the Committee on the Work Programme in sixth months' time. (noting that there may be little progress in respect of TROs) Further details of this update appears in this report.

**Councillor Beecham was appointed to the Executive Committee in December therefore is no longer part of Overview and Scrutiny Committee or Task Group investigations. The Parking Enforcement Task Group has not been re-established at the time of writing however a topic proposal in respect of Speeding and Road Safety was considered at the Committee meeting in February 2022 (details of the consideration of the item can be found within this report).*

Homes England Asset Transfer - Pre-Scrutiny

Members had requested that this item be presented for pre-scrutiny prior to its consideration by the Executive Committee. The report provided clarification on the circumstances of Homes England Asset transfers and historical context of previous transfers to the Council.

21st October 2021Church Green Conservation Area

The Principal Conservation Officer presented Members with the Church Green Conservation area report at the meeting held on 21st October 2021. During the presentation detailed information was provided regarding the Conservation Area Appraisal that had been prepared in order to provide a strategy to protect and enhance its character and support the wider regeneration of the town centre. Alongside the Conservation Area Appraisal, a Conservation Management Plan was produced that identified strategies to protect and enhance the Conservation Area.

Some of the issues that had been identified as areas within the Town Centre that required improvement were as follows:

- Poor state of the public realm
- Poor state of shop fronts
- Parking around the church
- Parking on the corner of Evesham Walk/ Unicorn Hill
- Vacant Units

Officers reported that a consultation was carried out in February and March 2021. The responses received to the consultation detailed concerns that had already been raised and identified and officers had dealt with them.

Members were in agreement that this was an important project and would greatly improve the look of the area.

At this meeting the Overview and Scrutiny Committee endorsed the recommendations that were due to be considered by the Executive Committee at their meeting held on 26th October 2021 and at the full Council meeting due to be held on 15th November 2021. At both of these meetings the recommendations were agreed and therefore adopted.

2nd December 2021Presentation from the West Mercia Road Safety Team

As part of the Overview and Scrutiny training event held earlier in the municipal year it was agreed that an item regarding Road Safety and Speeding would be presented to the Committee for consideration.

On 2nd December 2022 the Chair welcomed members of the West Mercia Police Road Safety Team who provided information on the work they carried out including data, education campaigns and enforcement.

This was a detailed presentation and Members were pleased that the numbers of road collisions had decreased over the past year and that there was a number of initiatives in place regarding road safety in the Borough.

Redditch Town Deal Investment Plan - 6 Monthly Update

A pre-scrutiny item had been considered by the Committee in January 2021 when it was agreed by Members that a regular update in respect of the Redditch Town Deal Investment Plan would be included in the Overview and Scrutiny Committee's Work Plan in the future, in order for Members to be provided with an update on the projects and progress. This was the first of such updates.

During the Redditch Town Deal Investment Plan update, Members were further informed that the following projects had been reprioritised as part of a piece of work that had been undertaken earlier in the municipal year. These projects had been approved and allocated Towns Deal funding:

- Redevelopment of Redditch Library Project
- Town Centre Public Realm Project
- Innovation Centre

During the detailed update Officers informed the Committee that there would be an improved Communications plan for the next stages of the projects. In addition to this the costing and contingencies were discussed along with the establishment of an ambassador for each project going forward which would increase the visibility of the projects.

13th December 2021

New Cemetery Provision

The Overview and Scrutiny Committee meeting held on 13th December 2021 was an extra meeting in order to pre-scrutinise the New Cemetery Provision report prior to its consideration by the Executive Committee at their meeting on 15th December 2021. Several members of the public had registered to speak at this meeting to express their views on the future of New Cemetery Provision within the Borough. It is important to note that the planning application, previously considered by the

Planning Committee, was not under scrutiny at this meeting as planning was a separate process to Overview and Scrutiny.

The Bereavement Services Manager delivered a presentation in respect of the New Cemetery Provision and included information of the current burial provision within the Borough. Alongside this, previous investigations on potential new cemetery locations around Redditch were presented in detail.

The layout and design of the new cemeteries in comparison to more formal cemeteries were also presented for Members' attention and the potential for innovation in these areas was discussed.

Although it is the case that the Council does not have a statutory duty to provide burial provision in the Borough. Members were all in agreement that, if this provision was not provided in the future, it would adversely impact on the residents within Redditch.

There were three options for future burial provision within the Borough were included in the report. These were as follows:

- Reuse of Plymouth Road Cemetery
- Land off Ipsley Church Lane
- Bordesley Abbey Extension

During a particularly detailed debate Members raised a number of questions regarding the officer's report including the phases of development at the land off Ipsley Church Lane, the investigations and costs already incurred at each of the three options presented and any conflicts with the Council Plan.

At the end of the robust debate a vote was taken on the recommendations included within the report. The recommendations were endorsed by the Committee and agreed by the Executive Committee at their meeting held on 15th December 2021.

6th January 2022

Redditch Partnership Update

The Chief Executive delivered the annual update in respect of the Redditch Partnership at the meeting held on 6th January 2022. The update included consideration of the Redditch Sustainable Community Strategy (SCS) which was produced by the Redditch Partnership and updated every three years. A mini refresh of the strategy was undertaken in 2015 and the four priorities of the SCS were reviewed each year by the Partnership. The current Priorities of the SCS were noted as follows:

- Health Inequalities

- Education attainment, school readiness and raising aspirations of young people.
- The economy of Redditch with a focus on providing a larger and more diverse job offer.
- Lead on transformational change of services for citizens in Redditch.

It was noted that the work of the Redditch Partnership had been particularly important, and its benefits well received during the pandemic as it facilitated the coordination of communities in Redditch.

During detailed discussion Members were interested in the following:

- The skills available in the local area and whether the delivery of skills met the needs of local businesses.
- The inclusion of young people in the plans that specifically affected them and their future.
- Engagement with schools across the Borough
- How to make Redditch a more attractive place to teach.

Recommendation Tracker

The Recommendation Tracker was presented for Members' consideration. It was explained that this was a regular update that allowed members to see where the recommendations made by the Overview and Scrutiny Committee, Task Groups and Working Groups could be tracked and followed up if necessary.

3rd February 2022

Sustainable Warmth Funding - pre-scrutiny

The Strategic Housing Manager presented the Sustainable Warmth Funding report to the Committee and explained that this was a new allocation of funding that would be utilised to improve those properties Energy Performance Certificate (EPC) rating of E, F or G. The criteria for recipients of the funding were outlined within the report this included the annual income of each eligible household and the rental status. The period of the grant was until March 2023 and Members were keen to understand how the scheme would be publicised, how the funding would be allocated correctly and that the projects would be managed efficiently. Members were informed that there was reporting milestones to manage the projects and that Trustmark accredited suppliers would be used to deliver the works.

At the end of the debate the Committee endorsed the recommendations that were due to be considered at the Executive Committee meeting on 8th February 2022 and at the Full Council meeting on 21st February 2022.

Topic Proposal – Road Safety and Speeding

As outlined earlier in this report Members had raised their concerns regarding Road Safety and Speeding within the Borough at the Overview and Scrutiny training session held at the beginning of the municipal year. Members reported that a large proportion of the queries and requests from residents was concerned with speeding on roads within the Borough. The Topic Proposal presented by Councillor Salman Akbar reflected these issues.

Members were in agreement that this was a very important area to investigate, and it was hoped that the task group could make some recommendations to implement important changes in Redditch in respect of speeding and road safety. It was therefore agreed that the Road Safety and Speeding Task Group be established.

17th March 2022

Declaration of Land Surplus to Requirement at Lodge Road/Union Street, Smallwood and Available for Disposal

During the presentation of this item Members were informed that it was recommended that this parcel of land be declared surplus to requirement. It was noted that currently the land was vacant and had experienced some difficulties over the years in respect of fly tipping. Members agreed that this was a site that had received a steady number of complaints over the years and to dispose of it in this manner would be the most appropriate way forward.

At the end of the debate a vote was taken on the recommendations included within the report. The recommendations were endorsed by the Committee and agreed by the Executive Committee at their meeting held on 22nd March 2022.

Parking Enforcement - Verbal Update

The Environmental Services Manager provide the update in respect of Parking Enforcement. In doing so, it was highlighted that 35 visits to schools had been undertaken between mid-September 2021 and January 2022. Members were informed that it was unlikely that Worcestershire County Council (WCC) would progress any steps in the near future to change the enforcement rules on zig zag lines outside schools in the Borough nor was it currently looking to implement a School Streets area.

There was some discussion regarding a communications plan in order to raise awareness for residents regarding parking on zig zag lines and other road safety concerns in respect of schools. Members were informed that this could be picked up

as part of the Road Safety Task Group which had been approved at the last meeting of the Committee.

Draft Overview and Scrutiny Annual Report 2021/22

As part of this item the Chair thanked all of the Members over the municipal year. She particularly wished to thank those members who had sat on Scrutiny Working Groups and Task Groups. Councillor Chalk was also thanked for this work on the external scrutiny bodies, and it was noted that it was always useful to receive the written reports.

Members thanked the Chair for all of her hard work over the previous municipal year and also extended their thanks to Councillor Jenny Wheeler who had worked incredibly hard during her time as a councillor.

Crime And Disorder Scrutiny Panel – 22nd September 2021

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

At the meeting of the Crime and Disorder Scrutiny Panel that took place on 22nd September 2021 Members received an update on the work of the Partnership in the Borough in the preceding 12 months, this included an update on the action that was being taken to tackle Anti-Social Behaviour including Introductory Tenancies, Community Protection Warnings, Community Triggers and Restorative Justice.

There was also a discussion regarding local initiatives, particularly with young people including the Empowering Young People Project, Young Citizens Challenge, The Respect Programme, and the Virtual Decisions Knife Crime Project.

The Community Safety Partnership Manager presents the update, and the information is always well received by Members. Particularly this year when Members of the main Committee requested that they be provided with a written, less formal update outside of the panel meetings to keep them informed of what was going on in the Borough from a partnership perspective.

TASK GROUPS AND SHORT SHARP REVIEWS

Task Groups are established by the Overview and Scrutiny Committee to conduct an in-depth review of any service, policy or issue that affects the Borough. The work carried out by Task Groups in 2021-2022 is summarised below.
Recommendation Tracker.

Dementia Task Group

The final report for the Dementia Task Group was considered at the Overview and Scrutiny meeting details of which can be found earlier in this report.

Parking On Unicorn Hill – Short, Sharp Review

Although the Parking on Unicorn Hill Short, Sharp Review meetings took place at the start of the municipal year 2021-22, the review was put on hold due to the licensing work that was currently underway in respect of the location of Taxi Ranks in the Borough. It was decided that since the Licensing Committee were undertaking work in this area, that the Short, Sharp Review would be paused until such time as this work had been completed.

WORKING GROUPS

The Council has two permanent scrutiny working groups, the Budget Scrutiny Working Group, and the Performance Scrutiny Working Group.

Budget Scrutiny Working Group – Chair, Councillor Jennifer Wheeler

The Budget Scrutiny Working Group held a number of remote meetings in 2021-2022 recognising the importance of regular scrutiny of the Council's Budget.

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

- Towns Fund
- Medium Term Financial Plan
- Fees and Charges
- Budget Framework
- Budget Outturn
- Covid-19 Grants Update
- Brexit and the impact on the Borough

Performance Scrutiny Working Group – Chair, Councillor Jennifer Wheeler

The Performance Scrutiny Working Group met several times throughout the municipal year 2021-2022 and with more regularity than the during the previous year.

- Carbon Reduction
- The new Corporate Dashboard
- Energy Advice Services
- Skills in the Redditch
- Housing

It is hoped that the regularity of meetings would continue into the next municipal year providing Members with a more in-depth knowledge of performance across the Council.

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

The Committee received regular updates from Councillor Chalk, the Council's representative on the West Midlands Combined Authority Overview and Scrutiny Committee.

During the year Councillor Chalk frequently provided written updates about the work of the Committee and highlighted the following points:

- The Draft Corporate Plan
- Governance Arrangements for WMCA
- Air Quality
- Question and Answer session with the Mayor – Andy Street

Worcestershire Health Overview and Scrutiny Committee (HOSC) – Council Representative, Councillor Michael Chalk.

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

- Cancer Care within Worcestershire
- Ambulance Service provision within the County

The written updates from Councillor Chalk provide useful information of scrutiny work being undertaken by other authorities across the local area and the Committee are grateful of the time taken by Councillor Chalk in providing these updates.

CONCLUSION

The return to in-person meetings at the beginning of this municipal year has meant that once again Members can consider reports in the Council Chamber. A significant amount of pre-scrutiny work has been carried out by the Committee throughout the year. However, despite the impact of the Covid-19 pandemic, the Overview and Scrutiny Committee have carried out some constructive scrutiny throughout and in particular have considered Overview items that really matter to the residents of Redditch.

All of the recommendations made by the Committee during the municipal year have been accepted by the Executive Committee, either in totality or in an amended form.

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

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

Democratic Services, Redditch Borough Council, Town Hall, Walter Stranz Square, Redditch, B98 8AH
Tel: 01527 64252 Ext 3031 email: joanne.gresham@bromsgroveandredditch.gov.uk

Appendix A

Scrutiny Proposal Form

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

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

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

Please return this form to: Jo Gresham, Democratic Services Officer, Redditch Borough Council, Town Hall, Walter Stranz Square, Redditch, B98 8AH

Email: joanne.gresham@bromsgroveandredditch.gov.uk

REDDITCH BOROUGH COUNCIL**Council**
2022**11th April****Recommendations from the Constitutional Review Working Party**

Relevant Portfolio Holder	Councillor Mike Rouse, Portfolio Holder for Finance and Enabling
Portfolio Holder Consulted	Yes
Relevant Head of Service	Claire Felton, Head of Legal, Democratic and Property Services
Report Author Claire Felton	Job Title: Head of Legal, Democratic and Property Services Contact email: c.felton@bromsgroveandredditch.gov.uk
Wards Affected	N/A
Ward Councillor(s) consulted	N/A
Relevant Strategic Purpose(s)	An Effective and Sustainable Council
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) that the Officer Scheme of Delegations be amended to grant Chief Officers delegated authority to act in the event of an emergency; and**
- 2) as a general rule there should be no full Council meetings in the pre-election period before a Borough election, unless the Proper Officer determines that a meeting is required.**

2. BACKGROUND**Officer Scheme of Delegations – Emergencies**

- 2.1 A meeting of the Constitutional Review Working Party (CRWP) took place on 3rd March 2022. During the meeting of the CRWP, Members discussed the arrangements that would be in place in the Borough should there be an emergency.
- 2.2 In considering this matter, Members noted that the Council does not currently delegate authority to the Chief Executive or other senior officers to take action in the event of an emergency.
- 2.3 Consideration was given to the delegations in place for emergencies at other local authorities, including Calderdale Council and Cumbria

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County Council. This provided useful information about the delegations the Council could grant, subject to Member agreement.

- 2.4 There is the risk that various civil emergencies could occur at any point, including cyber attacks or flooding, which might impact on the Council and / or on the community or groups living within the community in Redditch Borough. Should an emergency occur, the CRWP concluded that the Council would need to be able to respond quickly and therefore it would be helpful to delegate additional authority to Officers to act swiftly in those circumstances.
- 2.5 Members did discuss which officers should receive delegated authority to act in the event of an emergency. To ensure that action could be taken swiftly, the CRWP agreed that authority should be delegated to chief Officers to act in the event of an emergency as this would provide the Council with the flexibility to act quickly where needed.
- 2.6 The CRWP was keen to ensure that, should Officers need to use delegated authority in the event of an emergency, Members should be informed of the situation and the circumstances underpinning the use of the delegated authority as soon as possible. For this reason, it is proposed that where action and decisions are taken in the event of an emergency under delegated authority, this should be reported for Members' consideration at the following meeting of Council.
- 2.7 A copy of the proposed delegations that would apply in the event of an emergency has been attached at Appendix 1 for Members' consideration.

Full Council Meetings – Pre-Election Period

- 2.8 Currently Council meetings take place approximately 9 times per municipal year, with a final meeting usually taking place in March or April.
- 2.9 However, in the pre-election period there are limits placed on the Council, in terms of the communications that can be issued and the policy developments that can occur. The Council and Officers need to remain neutral, even as services continue to be delivered.
- 2.10 Many other Councils do not hold Council meetings during the pre-election period, which means that their authorities are not placed in a position where decisions need to be taken that would impact on the policy direction of the authority.

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- 2.11 The Constitutional Review Working Party concluded that it would be sensible to avoid holding a Council meeting in the pre-election period in Redditch. Instead, the final Council meeting in an election year could take place in early or mid-March.
- 2.12 There is an opportunity if the business requires, for the Proper Officer to determine that there should be a meeting of Council in the pre-election period.

3. FINANCIAL IMPLICATIONS

- 3.1 No specific financial implications have been identified.

4. LEGAL IMPLICATIONS

- 4.1 Review and revision of the Constitution is governed by Article 15 of the Constitution.
- 4.2 Section 101 of the Local Government Act 1972 (as amended) gives a general power to local authorities to discharge functions through Officers. Local Authorities are required by the same Act to maintain a list of these, which is referred to as the Scheme of Delegation. This sets out those powers of the Council which can be carried out by Officers of the Council.

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

- 5.1 The actions proposed in this report will help to ensure that the Council is effective and sustainable, including in the event of an emergency.

Climate Change Implications

- 5.2 There are no specific climate change implications.

6. OTHER IMPLICATIONS**Equalities and Diversity Implications**

- 6.1 There are no specific equalities and diversity implications.

Operational Implications

- 6.2 The Council's Constitution currently requires that the Officer Scheme of Delegations be approved by Members at the Annual Meeting of the

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Council. However, additional updates can be made throughout the year to the constitution to ensure that the content remains relevant.

6.3 There are already restrictions in the Council's constitution in respect of the business that can be considered at a Council meeting held in the pre-election period. This includes restrictions which prevent Motions and Questions on Notice from being considered at these Council meetings.

6.4 There is currently a Council meeting booked to take place on 3rd April 2023, which is a year when local elections are due to take place. Should Members agree that Council meetings should not take place in future in the pre-election period, this meeting, and the Executive Committee meeting reporting to that Council meeting, will need to be rescheduled.

7. RISK MANAGEMENT

7.1 The main risks associated with the details included in this report are failure to comply with governance requirements which may expose the Council to the risk of challenge by way of judicial review or appeal which may result in awards of damages and costs against the Council and loss of reputation.

8. APPENDICES and BACKGROUND PAPERS

Appendices:

Appendix 1 – Proposed Amendments to the Scheme of Delegations in the Event of an Emergency

Background Papers:

Calderdale Council's Scheme of Delegations: [Officer delegation scheme \(calderdale.gov.uk\)](https://www.calderdale.gov.uk/officer-delegation-scheme)

Cumbria County Council's Scheme of Delegations: [Constitution - Part 3A - Scheme of Delegation to Officers | Cumbria County Council](#)

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9. REPORT SIGN OFF

Department	Name and Job Title	Date
Portfolio Holder	Councillor Mike Rouse	
Lead Director / Head of Service	Claire Felton, Head of Legal, Democratic and Property Services	18 th March 2022
Financial Services	James Howse, Executive Director of Resources	
Legal Services	Claire Felton, Head of Legal, Democratic and Property Services	18 th March 2022

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APPENDIX 1 - CONSTITUTION – PART 5.01 – Chief Executive**CHIEF EXECUTIVE'S OFFICE AND CORPORATE DELEGATIONS****1. Miscellaneous** See service-specific delegations elsewhere

Subject	Detail	Delegated by:	Delegated to:
Civil Emergencies	<ol style="list-style-type: none"> 1. To act in accordance with the delegated procedures set out in the Emergency Plan. 2. To enable Officers to undertake appropriate communications activity during an emergency without recourse to Members, should the situation require an immediate response. 3. To take any action and to incur expenditure essential to meet any immediate needs created by an emergency in accordance with the Financial Regulations. 4. To take any decisions, including key decisions, where any delay in taking the decision would seriously prejudice the Council's or the public interest to the extent that it is appropriate to exercise emergency powers. The Chief Executive will report any such decision to the next meeting of Council. 	Executive Committee / the Leader	The Chief Executive, Deputy Chief Executive, Executive Director and Heads of Service, following consultation with the Leader or, in his/her absence, the Deputy Leader

APPENDIX 1 - CONSTITUTION – PART 5.01 – Chief Executive