



Overview and Scrutiny Committee

Thu 25 Jul 2024 5.00 pm



Oakenshaw Community
Centre, Castleditch Lane,
Redditch, B98 7YB



www.redditchbc.gov.uk

**If you have any queries on this Agenda please contact
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GUIDANCE ON FACE-TO-FACE MEETINGS

Please note that this is a public meeting. You are able to see the agenda for this meeting from the Committee Pages of the Council's website.

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

Meeting attendees are encouraged not to attend a Committee if they have any of the following common symptoms of flu or Covid-19 on the day of the meeting; a high temperature, a new and continuous cough or a loss of smell and / or taste.

PUBLIC SPEAKING

The usual process for public speaking at Committee 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 Overview and Scrutiny Committee.

PUBLIC ATTENDANCE AT MEETINGS

Members of the public are encouraged not to attend a Committee if they have any of the following common symptoms of flu or Covid-19 on the day of the meeting; a high temperature, a new and continuous cough or a loss of smell and / or taste.

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.



Overview and Scrutiny

Thursday, 25th July, 2024

5.00 pm

Oakenshaw Community
Centre - Oakenshaw
Community Centre

Agenda

Membership:

Cllrs:

Matthew Dormer
(Chair)
Craig Warhurst
(Vice-Chair)
William Boyd
Claire Davies
Joanna Kane

Wanda King
Sachin Mathur
David Munro
Rita Rogers
I

1. Appointment of Chairman for the Meeting

In accordance with rules detailed within the Council's constitution terms of reference for the Overview and Scrutiny Committee, the Councillor nominated to chair this meeting should be a Member of a political group not forming part of the ruling administration.

2. Apologies and Named Substitutes

3. Declarations of Interest and of Party Whip

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

4. Minutes (Pages 7 - 32)

The minutes of the meetings of the Overview and Scrutiny Committee from 14th March 2024 and 8th July 2024 will be considered at this meeting.

5. Public Speaking

To invite members of the public who have registered in advance of the meeting to speak to the Committee. Please note that the deadline to register to speak at this meeting is 12 noon on Tuesday 23rd July 2024.

6. Exclusion of the Public and Press

Should it be necessary, in the opinion of the Chief Executive, during the course of the meeting to consider excluding the public from the meeting on the grounds that exempt information is likely to be divulged, it may be necessary to move the following resolution:

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“That, under S.100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting for the following matter(s) on the grounds that it/they involve(s) the likely disclosure of exempt information as defined in the relevant paragraphs (to be specified) of Part 1 of Schedule 12 (A) of the said Act”.

These paragraphs are as follows:

Subject to the “public interest” test, information relating to:

- Para 1 – any individual;
- Para 2 – the identity of any individual;
- Para 3 – financial or business affairs;
- Para 4 – labour relations matters;
- Para 5 – legal professional privilege;
- Para 6 – a notice, order or direction;
- Para 7 – the prevention, investigation or prosecution of crime;

and may need to be considered as ‘exempt’.

7. Pre-Decision Scrutiny - Update Report on the Town Hall Hub

This report will follow in an Additional Papers pack once the report has been published on the Executive Committee agenda (due for publication by end of Friday 19 July).

8. Executive Committee Minutes and Scrutiny of the Executive Committee's Work Programme - Selecting Items for Scrutiny (Pages 33 - 40)

9. Overview and Scrutiny Work Programme (Pages 41 - 46)



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MINUTES

Present:

Councillor Sid Khan (Chair), Councillor Sharon Harvey (Vice-Chair) and Councillors Imran Altaf, Chris Holz, Joanna Kane, Emma Marshall, Jane Spilsbury and Monica Stringfellow

Also Present:

Councillor Craig Warhurst – Portfolio Holder for Housing and Procurement (on Microsoft Teams)

Officers:

Guy Revans and Andrew Rainbow

Democratic Services Officers:

M Sliwinski

90. APOLOGIES AND NAMED SUBSTITUTES

Apologies for absence were received from Councillor Ashley.

91. DECLARATIONS OF INTEREST AND OF PARTY WHIP

There were no declarations of interest nor of party whip.

92. MINUTES

The minutes of the meetings held on 19th February 2024 were submitted for Members' consideration.

RESOLVED that

the Minutes of the Overview and Scrutiny Committee meeting held on 19th February 2024 be approved as a true record and signed by the Chair.

Chair

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93. PUBLIC SPEAKING

There were no public speakers registered on this occasion.

94. SOCIAL HOUSING REPAIRS - OVERVIEW

The Capital Programmes and Contract Manager provided a comprehensive update on social housing repairs including progress across Repairs and the wider Housing Revenue Account Capital Investment Programme.

The following aspects were covered during the presentation:

- The process for the tenant to report an issue to Repairs and Maintenance Team:

There were various ways the tenant could report a repair including by telephone, email, online, or in person. The Repairs and Maintenance Team was also looking to launch a portal for individual tenants which would enable tenants to report issues as well as view details about their properties etc.

- The waiting times for response to repair queries and undertaking repairs:

It was reported that the Council had established three categories of response times. For Emergency repairs the target was a response within 2 hours. Examples of emergency repairs were loss of power, leaks, and other types of issue which presented danger to the health and safety of the occupants. For Urgent repairs the target response was within 5 working days. Repairs classified as urgent included partial loss of power or water supply or leaking roof. For Routine repairs the target response time was within 20 working days.

- Actions that were being taken within Housing Property Services to improve repair turnaround times:

The Capital Programmes and Contract Manager reported that the Council had improved its telephone response times to repair enquiries by almost 100 per cent. Moreover, recruitment was currently being undertaken which would see a range of roles being recruited into on a permanent basis. This covers trade operatives (e.g. plasterers), supervisors, management and administrative support for the teams. It was noted that around 20 posts had been advertised in the last few weeks, with significant interest expressed in some positions such as for the plasterer post.

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It was also reported that a package of training was being developed across Housing Services so that the individual's skills are improved reducing the need for follow up trades or more than one operative to be booked for a job.

In terms of timetabling systems for repairs, The Council currently operated a diary system for the trade operatives which was labour intensive and had limited flexibility. The Council was working with its partner Total Mobile Solutions to configure their Mobilise and Connect ICT systems. These systems would provide each of the operatives with the ability to work in a more mobile way, receiving their jobs via a mobile device, rather than the current paper-based systems. This functionality would enable real time updates for each job to understand when it was completed, if there is a need for follow up works or there was no access.

It was reported that over the next 12-18 months 1200 Council properties (circa 20 per cent of the Council's stock) would be surveyed to assist with creating planned programmes of capital investment.

Details of the Tenant Satisfaction Survey were given and it was noted that the survey had gone out on the 14th March 2024 (today) to all tenants for whom the Council held telephone details on its database.

- Policy details regarding damage caused to Council properties, including damage caused by tenants, the Repairs and Maintenance Team and the contractors:

It was stated that the Council approved a Rechargeable Repairs Policy which set out the circumstances where repaying for repairs is a tenant's responsibility. Examples of where tenants were responsible for recharges included call out for lost keys to the property or broken glass. It was stated that tenants would always be provided with opportunity and a reasonable amount of time to either undertake the repair themselves to a satisfactory standard to RBC or elect to have RBC complete the repair at the current rate. Repairs would always be recharged in accordance with the current National Schedule of Rates (SOR) plus a fair and reasonable administration charge as agreed in Fees and Charges. The Council acknowledged that some tenants were too vulnerable or not in a financial position to pay in advance in part or in full for rechargeable repairs and would work to take this situation into account.

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Where the Council had either undertaken or not undertaken a repair that had been requested, which was Council's responsibility, and there had been an impact on the personal effects of the tenant, then this would be investigated either through the Complaints process or via the Council's claims team.

Where works had been undertaken by a contractor, working on behalf of the Council, and damage was caused directly or indirectly by the works that they had undertaken then the details of the claim would be passed to them to investigate and determine the outcome.

- Details of specific repairs / upgrades to Council properties which the Council was presently prioritising.

The Capital Programmes and Contract Manager stated that damp and mould works to carry out mould treatment works to affected properties were being prioritised. It was stated that the Government was planning to introduce a legal requirement for social tenants to investigate hazards, such as damp and mould, within 14 days, start fixing within a further 7 days, and make emergency repairs within 24 hours.

It was stated that a £40m Housing Capital Programme over the next four years had set out a range of Budget lines to improve the Council's Social Housing Stock. This £40m programme was composed of a range of projects and contracts. Some of the key projects included:

- £12 million Internal Refurbishment Contract – Two contractors operating in defined geographical areas (East/West). The scope of works were all 4 main internal elements, kitchens, bathrooms, rewires and gas central heating. Works had progressed well with the new contractors having recently passed the 100th kitchen to be replaced.
- Gas boiler replacements – Over the last 3 years the Gas Team had reviewed the boilers in the housing stock and identified many boilers that were over 10 years old, inefficient and with parts hard to acquire. Over this time more than 1,000 boilers had been replaced for more efficient boilers to assist our tenants with their heating bills. The new boilers installed were Bosch with a 7 year warranty.
- Internal Fire Door Replacement Programme – This was a programme of fire prevention upgrades including fire stopping measures and fire door replacements. It was noted that Redditch only had 3- and 2-storey buildings and all were under 11 metres in height.
- Energy Efficiency Measures – To improve the energy efficiency of housing stock, Housing Property Services had

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been successful in attracting external government funding (Social Housing Decarbonisation Fund - SHDF) of over £1.6m to move property Energy Performance Certificate ratings to C or above by undertaking insulation measures including loft, cavity and external wall insulation where applicable.

- Adaptations – Over the last 18 months the Council had worked to ensure that tenants identified through Occupational Therapist assessment have the adaptations to allow them to live independently. It was noted that circa 300 referrals from Occupational Therapists were processed over the last 12-14 months.

It was reported that the Council had also been looking at its stock properties which were in the worst condition in terms of energy efficiency (circa 750 properties) and had allocated significant funding for energy efficiency improvements in those properties. In concluding the presentation, it was highlighted that addressing the waiting lists for Council Housing remained a priority area.

Following the presentation, the Portfolio Holder for Housing and Procurement was invited to address the Committee. The Portfolio Holder commented that the Council had devoted resources to the tenant survey and that significant efforts were being made to seek feedback from Council Tenants. The Portfolio Holder spoke of the IT solutions that were being implemented to improve repair response times, the reporting accuracy from the Repairs and Maintenance Team and utilise the portal so clients could raise issues with repairs.

The Portfolio Holder highlighted that a lot of contractors had been brought in over the past 12-18 months to help expedite the work and backlogs in some areas. The Portfolio Holder spoke of several thousand stock condition surveys that were carried out two years ago with a further twelve hundred surveys incoming, and of investment in properties including kitchen and bathroom fitting, with around 140 kitchens fitted this municipal year and circa 1000 boilers fitted in the last year. The Portfolio Holder noted that the Housing Revenue Budget and the Capital Programme was looking strong.

The Portfolio Holder noted that where a property was damaged by a contractor or Council staff, there was an expectation that the contractor concerned would go back and repair the damage within appropriate timescales. The Portfolio Holder thanked the officers for their hard work and Overview and Scrutiny for raising the questions on social housing repairs.

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Members held a detailed discussion, and the following points were raised:

- A Member complemented the Repairs and Maintenance Team on dealing with cases of domestic violence with a lot of damage to the properties. It was noted that the Team was very sensitive in those cases, and the property issues were fixed promptly and with discretion where people in vulnerable situations requested repairs.
- Recording of customer calls – It was stated that calls were not yet being recorded. The Capital Programmes and Contract Manager stated that he would like to see this implemented as it would protect both the customers and staff and help resolve issues or complaints.
- Inspection of properties to identify issues at an early stage – It was stated that the Neighbourhood and Tenancy Team undertakes annual inspections of council stock properties. The Repairs and Maintenance Team was responsible for highlighting issues as and when they visit properties so that repair issues can be identified at an early stage.
- Online Portal for Repairs – It was stated that elected members would be able to log in and use the system once the Portal had been launched.
- The number of team members in Housing Property Services Team – It was stated that once fully recruited there would be circa 80 staff in the team. The full team was expected to be in place by July 2024 and would be integrated fully into working arrangements by January 2025 when the service delivery improvements were due to be launched. It was hoped that this would reduce reliance on agency contractors.
- Proportion of works currently undertaken by contractors – It was stated that there were several contractors in place. Some contractors did specific jobs such as major voids. On day-to-day basis there were several contractors carrying out circa 30 per cent of total work at present.
- Targets on responding to emergency, urgent and routine repairs – It was stated that the targets provided in the report at paragraph 3.2 were firm targets. It was acknowledged that the Council did not meet those targets in all cases, however, going forward there was a duty to deliver those targets. It was requested by Members as an action that Officers

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provide data on the proportion of repairs that were meeting target times.

- Apprenticeships in the Housing Property Services and the Repairs and Maintenance Team – The Capital Programmes and Contract Manager stated that in the first place recruitment had to be undertaken to the main trades to deliver a good level of service. Once this was done, it was hoped there would be an opportunity to establish 3-4 apprenticeship posts. There was also a potential to establish an apprenticeship scheme in partnership with the college once a new structure was embedded. The Officer highlighted that it was imperative that the Service Area was first in a position to design an apprenticeship scheme so that the Council was able to retain apprentices within the Council following the apprenticeship period.
- Provision of multi-skilled tradesmen – It was stated that going forward all of the Council's tradesmen would be multi-trade. Currently, there were a large number of employees who were able to do multiple jobs. This was with the exception of earthing, where qualification requirements were in place, however, the Council could provide in house training programme for this and other areas.
- How many Council stock properties does the Council hold? – Just short of 5900.
- Home Adaptations – It was clarified that disabled facilities grant (DFG) was only available to private-sector, rather than Council housing properties. There was a separate fund for disabled facility improvements to Council stock properties through Council's own HRA budget.
- Social Housing Decarbonisation Fund (SHDF) – Funding of £1.6 million was acquired for 280 properties in Redditch which was match-funded by the Council. The Capital Programmes and Contract Manager explained that due to the Housing Capital team being under-resourced it was felt that this was an appropriate amount of funding at present and the Council would not be able to manage the workload if it received greater funding in this area. In-house resources were needed to manage grant funding in the future.
- Energy efficiency of Council properties – It was explained that out of circa 5900 properties that Redditch Borough Council held there were circa 1800 Council stock properties

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that had energy efficiency rating of C or above. The remainder properties were mostly at band D with very few properties on E and F. It was noted that due to the volume of work and updates to IT systems used by the team over the last couple of years not all records on property efficiency were up-to-date. With the implementation of the Asset Management Database there a more up-to-date picture of the current energy efficiency state of all Council properties would be acquired.

- It was stated that as part of the recruitment a retrofit manager and retrofit surveyor posts were being advertised. Once appointed these posts would assist the Council in delivering energy efficiency work and applying for funding schemes.
- Housing Services Transformation – The current Capital Programmes and Contract Manager had been in post since November 2021. During that time backlog in repairs had been almost eliminated and significant investment had been made in social housing properties. The Officers explained that in 2018 major issues were discovered in the Housing Department, at which point the current Interim Executive Director and the current Head of Community and Housing Services were asked to take over the management of the service. Since then, the failures identified were being redressed including through recruitment of a new Housing Services team. A technology and culture change had taken place in the Housing Services and it was hoped the Service changes could be fully embedded by January 2025 when the new IT solutions were due to be launched.
- Progress in delivery of changes – The Chair expressed a concern that much of the report covered future plans and changes that were still being implemented with not many examples of actual delivery noted in the report.
- Performance Data – The Officers stated that data was available with regard to customer calls to the Housing Service. This included calls taken by the Service, calls response rate, calls ratings, answer rates etc. It was stated that current waiting time for customers on the telephone was on average around 3 minutes, with circa 150 calls a day being received by the Service. It was stated that little data was currently available with respect to other performance areas of the Service. It was noted that as part of reporting requirements to the social housing regulator from 2024, the Council was required to report on a suite of measures and

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this would provide a baseline of the Council's Housing Service performance.

- Negative tenant feedback on social media – It was highlighted that in some instances, there were negative comments and complaints posted on social media about the Housing Team and repairs, but where no complaints had been submitted to the Council – it was reiterated that the Council could only respond when individual complaints had been submitted to the Council via official channels (email, post etc). In response to a question as to whether Officers could respond to tenants on social media, it was noted that individual Officers were not allowed to respond directly to tenants on social media. Messaging of general nature (relating to issues affecting wider group of tenants for example) could be posted on social media by the Council's Communications Team.
- Contracts management process and negative feedback with respect to contractors' workmanship and behaviour – Officers reported that if it is brought to the Council's attention that a contractor had not undertaken the work properly or was being rude to a tenant, a discussion would be carried out with the tenant to understand the complaint. If found that a contracted worker was at fault, the Council would either direct the contractor to redo the work or raise an issue with the contractor's management. If further issues with the behaviour or workmanship were found, the Council could refuse to use the specific operative and request that another operative was used.
- Improvements in Housing Services – The Portfolio Holder for Housing and Procurement was invited to comment and in doing so stated that significant improvements in Housing Services had been made since restructure of the Service began in 2018. He noted significant improvements in terms of gas and electrical safety test compliance. Gas compliance was quoted as improving from the lowest level of 20 per cent to full compliance. It was highlighted that a new management of the Housing Services Team had been brought in after 2018, in addition most of the team structure being replaced. In addition, the Portfolio Holder brought to Members' attention improvements in the Team's responsiveness to calls from tenants. He also noted that the Housing Management IT system (CX) had also contributed to more detailed levels of reporting which was hoped to improve further over the coming year with further software integration.

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He commented that the Council worked hard to improve the service and placed on record his thanks to the Housing Services Team for their efforts in driving improvements over the last few years.

- The Portfolio Holder added that he was not complacent and pointed out that further improvements were needed, and faster improvements in areas such as combatting mould and damp in properties.
- Annual Tenant Satisfaction Survey – Officers reported that since September 2022 a requirement was set by the Regulator for Social Housing (RSH) for social housing landlords in England to undertake an annual survey with social housing tenants. There was an additional requirement that the Council needed to have at least a 10 per cent response rate to the survey. As Council was not able to achieve the required response rate with its in house resources, external company had been used to undertake this year's survey on Council's behalf. IT was reported that the 2024 survey was launched on 14th March (today) and was two last for two months. Following the conclusion of the survey, data would be analysed and the results shared in Members later in 2024-25 municipal year.
- The Chairman reported that he had conducted his own survey of tenants of social housing tenants in Redditch in the week preceding the meeting of Overview and Scrutiny Committee. The feedback that the Chairman collated from the discussions he had with Council tenants was outlined in detail. The Chairman reported that there was some positive feedback received in respect of the repairs. The majority of feedback from tenants was negative and highlighted long waiting times for repairs to be undertaken and issues with repairs not being undertaken to the required standard. Some examples were also outlined by the Chairman of long waiting times for response to mould and damp issues. An example was cited of a repair classed as urgent not being carried out for over 12 months.
- Officers present asked the Chairman to share the list of properties where the Chairman had been made aware of problems with repairs so that Officers could investigate all complaints raised at tonight's meeting. It was noted that in order to investigate and undertake repairs, Council Officers had to be allowed access to the property. Officers asked that should Members become aware of repair problems in a

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property, they ask the tenant to report those to the Council so that they were logged on the system.

- Social housing disrepair claims – It was noted that there was a large market of law firms offering social housing disrepair services whereby claims could be submitted against social landlords for disrepair. It was highlighted that in such cases tenants were often advised to refuse access to Council Officers / contractors for a length of time in order to maximise the chances of a successful claim for disrepair. It was noted that this could be a factor in some cases where Council repairs team / contractors had been denied access to properties.
- Repair jobs output in the Team – It was stated by Officers that since 2021 the Repairs and Maintenance Team had improved the number of repairs they undertook per day from one on average to five jobs a day. Members asked that future reports set out performance measures on housing repairs and that a traffic light rating be used to indicate the trend in performance.

Following the discussion, it was proposed that the report on social housing repairs together with minutes record of tonight's meeting be submitted to the Executive Committee for their consideration. This recommendation was seconded and on being put to the vote it was carried.

RECOMMENDED that

the Executive Committee consider the report on social housing repairs (as presented to the Overview and Scrutiny Committee on 14th March 2024), together with the minutes record of that meeting, in the new municipal year.

[Following the conclusion of this item, the meeting was adjourned at 8.40pm. The meeting reconvened at 8.45pm.]

95. EXECUTIVE COMMITTEE WORK PROGRAMME - SELECTING ITEMS FOR SCRUTINY

The Executive Committee Work Programme was submitted for Members' consideration.

RESOLVED that

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the contents of the Executive Committee's Work Programme be noted.

96. OVERVIEW AND SCRUTINY WORK PROGRAMME

The Overview and Scrutiny Work Programme was submitted for Members' consideration.

A question was raised with regard to the proposed scrutiny task group review of Health Inequalities in BAME communities. It was agreed that the Committee Officer would investigate whether this was removed from the work programme, and if this was not previously agreed, reinstate the item to the work programme.

RESOLVED that

Subject to the pre-amble above, the Overview and Scrutiny Work Programme be noted.

97. TASK GROUPS, SHORT SHARP REVIEWS AND WORKING GROUPS - UPDATE REPORTS

Updates on Task Groups and Working Groups were provided as follows:

- a) Budget Scrutiny Working Group – Chair, Councillor Kane

Councillor Kane reported that the last meeting of Budget Scrutiny Working Group took place on 11th March 2024. At the meeting Members scrutinised the Quarter 3 Finance and Performance Monitoring Report. It was reported that topics discussed included the capital programme and budget, the Housing Revenue Account (HRA), and the forecast revenue overspend for 2023/24, which was in the region of £950,000, before the application of £557,000 from the Utilities Reserve as approved at Quarter 1 2023/24. It was explained that this currently left a forecast overspend at Quarter 3 of approximately £383,000.

Councillor Kane reported that a recommendation was made at the 11th March 2024 meeting in respect of the increased cost of temporary housing accommodation being added to the Council's Risk Register. Councillor Kane explained that it was subsequently identified that this risk already appeared on the Departmental Risk Register as risk HOU7 - 'Fail to manage impact of increasing homelessness cases and recruitment challenges' – which was linked to Corporate Risk 19. It was marked as an amber risk at the

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moment. The recommendation was, therefore, no longer deemed necessary.

- b) Performance Scrutiny Working Group – Chair, Councillor Holz

Councillor Holz reported that two meetings of the Working Group had taken place since the last meeting of Overview and Scrutiny, on 5th and 12th March respectively.

At the first meeting, on 5th March, which was chaired by Councillor Marshall as apologies were provided by Councillor Holz, Temporary Accommodation and update on social housing voids and allocations was provided to Members of the Working Group.

The meeting on 12th March was devoted to discussion concerning tree maintenance and the Council's Place Teams.

- c) Fly Tipping and Bulky Waste Task Group – Chair, Councillor Khan

It was reported by Councillor Khan that the next meeting of the Task Group was due to take place on 19th March 2024.

RESOLVED that

the Task Groups, Short Sharp Reviews and Working Groups Update Reports be noted.

98. EXTERNAL SCRUTINY BODIES - UPDATE REPORTS

The Council's Representative on external scrutiny bodies, Councillor Marshall, reported that there were no updates since the last meeting of the Committee. The next meeting of Worcestershire Health Overview and Scrutiny Committee (HOSC) would be taking place on Friday 15th March.

RESOLVED that

the External Scrutiny Bodies updates be noted.

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Overview and Scrutiny Committee

Monday, 8th July, 2024

MINUTES

Present:

Councillor Matthew Dormer (Chair), Councillor Craig Warhurst (Vice-Chair) and Councillors William Boyd, Claire Davies, Joanna Kane, Wanda King, Sachin Mathur, David Munro and Juma Begum (substitute)

Also Present:

Councillor Jane Spilsbury – Portfolio Holder for Performance

Officers:

Sue Hanley, Peter Carpenter and Guy Revans

Democratic Services Officers:

M Sliwinski

1. APOLOGIES AND NAMED SUBSTITUTES

Apologies for absence were received from Councillor Rogers. Councillor Begum attended the meeting as Councillor Rogers' substitute.

2. DECLARATIONS OF INTEREST AND OF PARTY WHIP

There were no declarations of interest nor of party whip.

3. MINUTES

As there was only one Member in attendance who was also an Overview and Scrutiny Member in the last municipal year, the consideration of the minutes was deferred to the next meeting.

4. PUBLIC SPEAKING

There were no registered public speakers on this occasion.

Chair

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5. PRE-DECISION SCRUTINY - PRODUCTIVITY PLANS

A report on Productivity Plan, which showed how the Council had improved productivity to date and how it planned to improve productivity in the future, was presented for Members' consideration. It was stated that the Productivity Plan before Members would need to be submitted to the Department for Levelling Up, Housing and Communities – now Ministry of Housing, Communities and Local Government (MHCLG) – and published on the Council's website by 19th July 2024 and would assist Government in understanding what worked well across local government sector as well as identify any gaps.

Redditch Borough Council's (RBC) proposed Productivity Plan response was covered during the presentation, with some of the points covered regarding Redditch position including:

- RBC had had a strong shared service with Bromsgrove District Council for 14 years, which delivered large savings by making efficiencies on the use of resources. It was noted that other shared service / function arrangements across Worcestershire authorities also delivered significant savings, with the case of Worcestershire Regulatory Services (WRS) quoted as making savings of £4 million over the last decade due to shared arrangements.
- The Council had leveraged Towns Fund Funding (£16 million) to regenerate Redditch Town Centre.
- The Council linked financial and performance monitoring through quarterly reports that were submitted to the Executive Committee and were scrutinised by Budget Scrutiny Working Group (sub-committee of Overview and Scrutiny).
- Productivity of the Council was also measured and monitored through Members' corporate dashboard that was available online, a two-tranche Medium-Term Financial Plan process which linked finance to strategic direction, the appointment of a new portfolio holder for performance on the Executive Committee, in addition to service areas methods of operation.

Following the report presentation, Members asked a number of questions to which the following responses were provided:

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- How the Council monitored the success of agile working? – It was stated that Agile Working Policy was introduced by the Council around 15 months ago. The Workforce Strategy Board, chaired by the Chief Executive, managed and monitored agile working implementation on a strategic level. It was noted that the Board was working on developing a suite of agile working performance measures that could be quantified and show progress in this area across Council services. It was reported that service business plans would now be required from each service area, where as part of this the service area needed to demonstrate and quantify performance measures of the service on agile working. It was underlined that ‘agile working’ was different from ‘home working’, with the needs of customers and the business being prioritised.
- It was highlighted that on the request of the Leader of the Council an all-Member briefing on agile working had been arranged for September 2024 to make all Members aware of the arrangements in this area.
- Migration of Council data across software systems and ensuring compatibleness and accuracy of legacy data – Officers noted that cleaning of data was one of the main uses of digital tools across the Council with some services holding significant amount of legacy data, for example (26 years) Revenues and Benefits service keeping last 26 years of data for legislative purposes. The automated software provided the ability to retrieve this data and also identify gaps using automated algorithms. It was highlighted that the Council was working towards achieving a single view of customer (via a single form) across Council services which would significantly simplify processes and reduce the resources spent on reformatting data. The Council currently used around 30-40 forms to capture looked mandatory customer data, and it was looking to move to a single standard mandatory form that could be used across council services to deliver services to a given customer– it was highlighted this project was likely to take several years to complete.
- A Member commented that it was positive to see plans for Community Engagement Proposal, including targeted surveys, and hoped that this would be brought forward to the Committee for scrutiny once the Proposal was being developed.

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- The Chair commented that a lot of work was required to improve joint working between the County Council and Redditch Borough Council.

The Portfolio Holder for Performance was invited to address the Committee. In doing so, the Portfolio Holder commented that she welcomed the report as a way to facilitate and momentum to look towards opportunities to increase efficiency across the Council. Opportunities were identified for improvements in productivity through use of information technology solutions and partnership working with other strategic public sector organisations. The Portfolio Holder highlighted that the data prioritisation programme to establish clean data would greatly assist elected members in making informed decisions.

Following discussion, Members endorsed the recommendation as printed in the report.

RECOMMENDED that

the Productivity Plan, as set out in Appendix A, to be approved, the plan to be published on the Council's website and forwarded to the Department of Levelling Up, Housing and Communities before the 19th July 2024.

6. OVERVIEW AND SCRUTINY TRAINING EVENT - CONSIDERATION OF ITEMS SUITABLE FOR SCRUTINY

The Committee considered items of business discussed at the Overview and Scrutiny training session in June 2024 that would be suitable for scrutiny in the 2024-25 municipal year.

It was noted that paragraph 3.6 of the report listed items put forward by Members as potentially suitable for consideration at meetings of Overview and Scrutiny. Following discussion, the items that were taken forward to be considered by Overview and Scrutiny in 2024-25 were as follows:

- Modelling financial implications of various decisions relating to Redditch Library – full report to Overview and Scrutiny meeting
- Decarbonisation of the Council's Capital Programme – via a verbal or written update at Overview and Scrutiny meeting

Overview and Scrutiny Committee

Monday, 8th July, 2024

- Parking Enforcement – Management of Contract – Overview and Scrutiny to scrutinise this item once the Executive report on this subject becomes available
- Play and Parks Provision – full report to Overview and Scrutiny
- Review of Health Inequalities – report to Overview and Scrutiny to revisit the outcomes of a previous review of health inequalities undertaken by Redditch Councillors and whether further investigation was required.
- State of the River Arrow – It was noted that as a main river this was an area under the responsibility of Environment Agency (EA). It was clarified that the issue Members wished to consider were water quality issues along the brooks and streams to the River Arrow, including the impact of invasive species such as Himalayan Blossom on these areas. It was stated that North Worcestershire Water Management (NWWM) had undertaken work on invasive species and the brooks and smaller waterways that came under the Council's and NWWMs control. This issue was agreed to be considered by Overview and Scrutiny.

The following items were suggested, as per paragraph 3.7 of the report, for consideration by the Task Groups and Working Groups:

- Road maintenance and cleanliness – to be considered by the Performance Scrutiny Working Group
- Upkeep of verges – to be considered by the Performance Scrutiny Working Group
- Aspirations / future for young people including job provision and recreational activities – it was noted that this would be included as part of the remit of the Post-16 Education Task Group, with the terms of reference due to come before the Committee prior to this Task Group commencing with meetings.

With respect of the following items, it was determined these items would be considered via alternative formats to reports at Overview and Scrutiny:

- Pension fund investment – strategies for divestment from carbon-intensive investments – It was proposed that the Chairman of Pensions Investment Sub-Committee

Overview and Scrutiny Committee

Monday, 8th July, 2024

(Worcestershire County Council) should be approached for a briefing paper on the current position.

- Operation of various tier authorities in Redditch Borough (including County Council – Borough Council joint working) – It was clarified that this did not concern whether to consider options with regard to unitary authority system but concerned cooperation between the County Council and Redditch Borough Council and how the relationship could be improved. It was suggested that before a decision was made on whether Overview and Scrutiny consider this item, the Leader of the Council should be afforded the opportunity to liaise with the County Council and other district-level authorities in Worcestershire.
- Decarbonisation of the Council's Capital Programme – This item was deemed to be suitable for consideration via a written or verbal update on progress to Members.

The Committee agreed that it would not be considering the following matters at this time:

- Looking at water quality and suitability for holding water events (e.g. wild swimming) at Arrow Valley Lake – It was reported that a report on this was not required as this matter was already progressing with water quality tests revealing satisfactory water quality at Arrow Valley Lake to enable it to hold water events from this summer.
- Electric Vehicles (EV) chargers – It was noted that this area was progressing, with the Council in the process of final negotiations over the first lot of leases for electric charging points. The Committee felt that a report to Overview and Scrutiny was not needed at this point but that a verbal or written update to Members might be suitable at a later point in the municipal year.
- Consideration of planning volume for solar / battery farms – It was agreed that this item was not suitable for consideration at Overview and Scrutiny and would be better considered as part of Planning Committee.
- Housing development in specific areas of the Borough – It was agreed that this was not suitable for Overview and Scrutiny but would be considered via the Local Plan process.

Overview and Scrutiny Committee

Monday, 8th July, 2024

Following Member discussion on selection of items to scrutinise at Overview and Scrutiny and Task / Working Group meetings in 2024-25, an additional recommendation was proposed by Councillor Warhurst with respect of asking the Executive Committee to review the Council's constitution with a further check on policy to enable past Executive Committee Members to participate in Overview and Scrutiny in circumstances when they were previously involved in making Executive decisions which were due to appear for scrutiny at Overview and Scrutiny meetings.

It was clarified that currently the Councillors represented at Overview and Scrutiny who formed part of the Executive in prior municipal years were unable to participate in Overview and Scrutiny meetings where decisions the Executive made in prior years were being scrutinised in any capacity. This was noted as hindering the ability of some Overview and Scrutiny Members from participating in Overview and Scrutiny this year.

During the discussion, it was noted that this topic might be considered by Constitutional Review Working Party in the first instance; it was insisted by Councillor Warhurst that Executive Committee might be best placed to consider this matter.

The additional recommendation was seconded by Councillor Dormer and on being put to the vote agreed.

RECOMMENDED that

the Executive Committee further review the Council's constitution with a further check on policy to enable past Executive Members to participate in Overview and Scrutiny when they were previously involved in Executive decisions.

RESOLVED that

- 1) the items arising from the Overview and Scrutiny Training and Work Prioritisation Session be added to the Overview and Scrutiny Committee Work Programme for 2024-25 municipal year as per the pre-amble included in the minute text above; and
 - 2) the Overview and Scrutiny Committee Work Programme be updated accordingly as per Member requests.
7. **EXECUTIVE COMMITTEE MINUTES AND SCRUTINY OF THE EXECUTIVE COMMITTEE'S WORK PROGRAMME - SELECTING ITEMS FOR SCRUTINY**

Overview and Scrutiny Committee

Monday, 8th July, 2024

The Executive Committee Work Programme was submitted for Members' consideration. It was requested that the following items from the Executive Committee Work Programme be added for pre-scrutiny by Overview and Scrutiny:

- Update Report on the Town Hall Hub – an extra Overview and Scrutiny Committee meeting had been arranged on Thursday 25th July 2024 to pre-scrutinise this report.
- Contaminated Land Inspection Strategy

It was reported that in relation to the item on Food Waste Business Case and Associated Waste Related Issues, an all-Member briefing was likely to be arranged in September 2024 to consider this in the first instance.

It was noted that finance-related reports on the Executive Work Programme were due to be pre-scrutinised at meetings of the Budget Scrutiny Working Group (sub-group of Overview and Scrutiny Committee).

RESOLVED that

the Overview and Scrutiny Work Programme be updated with items from the Executive Work Programme as per the preamble above.

8. TASK GROUPS, SHORT SHARP REVIEWS AND WORKING GROUPS - UPDATE REPORTS

Updates on Task Groups and Working Groups were provided as follows:

- a) Budget Scrutiny Working Group – Chair, Councillor Warhurst

Councillor Warhurst reported that the Group held a meeting on Friday 5th July.

- b) Performance Scrutiny Working Group – Chair, Councillor Warhurst

The next meeting was scheduled to take place on Tuesday 16th July.

- c) Fly Tipping and Bulky Waste Task Group – Chair, Councillor Dormer

Overview and Scrutiny Committee

Monday, 8th July, 2024

The Committee Officer was in the process of reviewing progress to date and agreeing the next meeting date with the Chair and Members of the Task Group. This followed a change in the membership of the Task Group following Borough elections in May 2024.

d) Post-16 Education Task Group – Chair, Councillor Warhurst

The date of the first meeting would be arranged once the terms of reference for this Task Group had been approved by the Overview and Scrutiny Committee.

RESOLVED that

the Task Groups, Short Sharp Reviews and Working Groups Update Reports be noted.

9. EXTERNAL SCRUTINY BODIES - UPDATE REPORTS

Updates on the meetings of External Scrutiny Bodies were provided by the representatives as follows:

a) West Midlands Combined Authority (WMCA) Overview and Scrutiny Committee – Council Representative, Councillor Kane

Councillor Kane reported that a meeting took place on 1st July 2024 and a written report on the meeting was included in the papers for this meeting. The main item on the agenda was the skills scrutiny review. Councillor Kane observed that as a non-constituent authority on the West Midlands Combined Authority, Redditch Council's powers were limited and Redditch Councillors did not have voting rights at meetings of WMCA.

Councillor Kane explained that in respect of skills for authorities in the wider (non-constituent) area, which did not benefit from WMCA Skills Funding, the main benefit of WMCA was in terms of best practice, which was particularly around construction sector.

The Chair reported that there existed occasional opportunities for non-constituent authorities to access Skills grants and funding from WMCA.

b) West Midlands Combined Authority (WMCA) Transport Delivery Overview and Scrutiny – Council Representative, Councillor Munro

Overview and Scrutiny Committee

Monday, 8th July, 2024

Councillor Munro reported that he had submitted his apologies for the first meeting of this body, which was held earlier today (8th July). Councillor Munro pointed out that transport arrangements to the venue of this meeting, Summer Lane in Birmingham, were difficult. Councillor Munro reported that the agenda papers contained no items / details that had any implication for Redditch.

c) Worcestershire Health Overview and Scrutiny Committee (HOSC) – Council Representative, Councillor Kane

Councillor Munro reported that he attended the meeting of this body held today (8th July) as Councillor Kane's substitute and was granted an observer status. It was highlighted that two matters discussed at the meeting were of direct interest to Redditch.

The first was in relation to the Adult Mental Health Acute Inpatient and Rehabilitation Redesign. It was of concern to Redditch residents due to the Hillcrest Mental Health Unit. It was noted that rehabilitation of mental health patients should take account of the Royal College of Psychiatrists 'Getting It Right First Time' Programme which insisted, among other things, on the minimum period of inpatient treatment, that patients should be centre of care and that patients should be treated locally. However, Councillor Munro reported that the decision to close the Redditch local mental health setting, Hillcrest, had nevertheless already been taken, and Hillcrest would close by April 2025.

14 inpatient beds at Hillcrest were to be transferred to the Elgar ward at Worcester Royal Hospital, which Councillor Munro commented, represented to him a further reduction in hospital services in Redditch.

The second matter related to voices of carers and patients, with the consensus reported among Members of HOSC that these voices were not being heard enough. This topic, it was reported, also touched on the large health inequalities which existed within Redditch.

RESOLVED that

the External Scrutiny Bodies updates be noted.

**Overview and
Scrutiny
Committee**

Monday, 8th July, 2024

and closed at 7.23 pm

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EXECUTIVE COMMITTEE LEADER'S WORK PROGRAMME

29 July 2024 to 30 November 2024

(published as at 15th July 2024)



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

- (i) result in the Council incurring expenditure, foregoing income or the making of savings in excess of £200,000 or which are otherwise significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) be significant in terms of its effect on communities living or working in the area comprising two or more wards in the Borough;
- (iii) involve any proposal to cease to provide a Council service (other than a temporary cessation of service of not more than 6 months).

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

The Executive Committee's meetings are normally held at 6.30pm on Tuesday evenings at the Town Hall. They are open to the public, except when confidential information is being discussed. If you wish to attend for a particular matter, it is advisable to check with the Democratic Services Team on (01527) 64252, ext: 3072 to make sure it is going ahead as planned. If you have any other queries, Democratic Services Officers will be happy to advise you. The full Council meets in accordance the Council's Calendar of Meetings. Meetings commence at 6.30pm.

EXECUTIVE COMMITTEE MEMBERSHIP

Councillor Joe Baker - Leader and Portfolio Holder for Planning, Regeneration and Governance
Councillor Ian Woodall - Portfolio Holder for Finance
Councillor Monica Stringfellow - Portfolio Holder for Community Services and Regulatory Services
Councillor Sid Khan - Portfolio Holder for Environmental Services
Councillor Juliet Barker Smith - Portfolio Holder for Leisure
Councillor Bill Hartnett - Portfolio Holder for Housing
Councillor Sharon Harvey - Portfolio Holder for Climate Change
Councillor Jane Spilsbury - Portfolio Holder for Performance
Councillor Jen Snape

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Update Report on the Town Hall Hub Key: Yes	Executive 29 Jul 2024 Council 29 Jul 2024	This report may contain exempt information that would need to be considered in private session.	Report of the Deputy Chief Executive	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252 Ext 1205
Award of a Contract to Upgrade the Town Hall and Update on Towns Fund Key: Yes	Executive 3 Sep 2024	This report may contain exempt information that would need to be considered in private session.	Report of the Deputy Chief Executive and Assistant Director of Regeneration and Property	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252 Ext 1205
Financial Recovery Programme Report Key: No	Executive 3 Sep 2024		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252 Ext 1205
Food Waste Business Case and Associated Waste Related Issues Key: Yes	Executive Not before 3rd Sep 2024		Report of the Executive Director (Leisure, Environment and Community Services)	Guy Revans, Executive Director (Leisure, Environment and Community Services) Tel: 01527 64252 ext 3292

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Initial Budget Setting Report Key: No	Executive 3 Sep 2024 Council 16 Sep 2024		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252 Ext 1205
Q1 Revenue and Performance Monitoring 24/5 Key: No	Executive 3 Sep 2024		Report of the Head of Finance and Customer Services	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252 Ext 1205
Treasury Management Outturn Report Key: No	Executive 3 Sep 2024 Council 16 Sep 2024		Report of the Head of Finance and Customer Services	Debra Goodall, Assistant Director Finance and Customer Services Tel: 01527 64252 Ext 3070
Contaminated Land Inspection Strategy Key: No	Executive 15 Oct 2024		Report of the Head of Worcestershire Regulatory Services	Mark Cox, Technical Services Manager Tel: 01905 822799

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Council Tax Support Scheme (prior to consultation) Key: No	Executive 15 Oct 2024		Report of the Head of Finance and Customer Services	Debra Goodall, Assistant Director Finance and Customer Services Tel: 01527 64252 Ext 3070
Medium Term Financial Plan - Tranche 1 Budget including Fees and Charges (prior to consultation) Key: No	Executive 15 Oct 2024		Report of the Executive Director of Finance and Resources	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252 Ext 1205
Carbon Reduction Strategy and Implementation Plan Annual Review Key: No	Executive 26 Nov 2024 Council 27 Jan 2025		Report of the Head of Community and Housing Services	Matthew Eccles, Climate Change Manager Tel: 01527 881259
Half Yearly Treasury Management Report Key: No	Executive 26 Nov 2024 Council 27 Jan 2025		Report of the Head of Finance and Customer Services	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252 Ext 1205

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Homelessness Prevention Grant and Domestic Abuse Grant Key: No	Executive 26 Nov 2024		Report of the Head of Community and Housing Services	Amanda Delahunty, Acting Housing Strategy and Enabling Manager Tel: 01527 64252 Ext 1269 Councillor Bill Hartnett
Medium Term Financial Plan - Tranche 1 Budget including Fees and Charges (following consultation) Key: No	Executive 26 Nov 2024 Council 27 Jan 2025		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252 Ext 1205
Q2 Revenue and Performance Monitoring 2024/2025 Key: No	Executive 26 Nov 2024		Report of the Head of Finance and Customer Services	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252 Ext 1205
Council Tax Base 2025/2026 Key: No	Executive 14 Jan 2025 Council 27 Jan 2025		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252 Ext 1205

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Council Tax Empty Homes Discounts and Premiums Key: No	Executive 14 Jan 2025 Council 27 Jan 2025		Report of the Head of Finance and Customer Services	Debra Goodall, Assistant Director Finance and Customer Services Tel: 01527 64252 Ext 3070
Discretionary Reduction - Council Tax Section 13a1(C) Policy Key: No	Executive 14 Jan 2025 Council 27 Jan 2025		Report of the Head of Finance and Customer Services	Debra Goodall, Assistant Director Finance and Customer Services Tel: 01527 64252 Ext 3070
Final Council Tax Support Scheme 2025/2026 Key: No	Executive 14 Jan 2025 Council 27 Jan 2025		Report of the Head of Finance and Customer Services	Debra Goodall, Assistant Director Finance and Customer Services Tel: 01527 64252 Ext 3070
HRA Rent Setting 2025/26 Key: No	Executive 14 Jan 2025 Council 27 Jan 2025		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252 Ext 1205

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Non-Domestic Rates Discretionary Rate Relief Policy Key: No	Executive 14 Jan 2025 Council 27 Jan 2025		Report of the Head of Finance and Customer Services	Debra Goodall, Assistant Director Finance and Customer Services Tel: 01527 64252 Ext 3070
Medium Term Financial Plan - Tranche 2 Budget including Fees and Charges (following consultation) Key: No	Executive 4 Feb 2025 Council 24 Feb 2025		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252 Ext 1205
Pay Policy 2025/26 Key: No	Executive 4 Feb 2025 Council 24 Feb 2025		Report of the Executive Director (Finance and Corporate Resources)	Becky Talbot, Human Resources and Organisational Development Manager Tel: 01527 64252 ext 3385
Council Tax Resolutions 2025/2026 Key: No	Executive 24 Feb 2025 Council 24 Feb 2025		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252 Ext 1205

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Finance Recovery Programme Report Key: No	Executive 18 Mar 2025		Report of the Executive Director (Finance and Corporate Resources)	Peter Carpenter, Interim Section 151 Officer and Deputy Chief Executive Tel: 01527 64252 Ext 1205
Q3 Revenue and Performance Monitoring 24/5 Key: No	Executive 18 Mar 2025		Report of the Head of Finance and Customer Services	Debra Goodall, Assistant Director Finance and Customer Services Tel: 01527 64252 Ext 3070

Overview & Scrutiny

Committee

25th July 2024**APPENDIX 1 - WORK PROGRAMME 2024-25**

Date of Meeting	Subject Matter	Officer(s) / Member(s) Responsible for report
ALL MEETINGS	REGULAR ITEMS	(CHIEF EXECUTIVE)
	Minutes of previous meeting Consideration of the Executive Committee Work Programme Call-ins (if any) Pre-scrutiny (if any) Task Groups / Short, Sharp Review Groups – feedback Working Groups - feedback Committee Work Programme	Chief Executive Chief Executive Chief Executive Chief Executive Chair of Task Group / Short, Sharp Review Chair of Working Group Chief Executive

Overview & Scrutiny

Committee

25th July 2024

MEETING DATE	ITEM TO BE CONSIDERED	RELEVANT LEAD
25 th July 2024	Update Report on the Town Hall Hub – Pre-Scrutiny	Deputy Chief Executive and Section 151 Officer
2 nd September 2024	Post-16 Education Task Group – Terms of Reference	Democratic Services
14 th October 2024	Contaminated Land Inspection Strategy – Pre-Scrutiny	Head of Worcestershire Regulatory Services
25 th November 2024	Play and Parks Provision	Head of Planning, Regeneration and Leisure Services / Parks and Events Service Manager
3 rd February 2025	Draft Overview and Scrutiny Annual Report 2024/25	Chair of Overview and Scrutiny Committee
18 th February 2025	Medium Term Financial Plan – consideration of any recommendations arising from the budget Scrutiny Working Group	Deputy Chief Executive and Section 151 Officer

Overview & Scrutiny

Committee

25th July 2024**ITEMS IDENTIFIED FOR CONSIDERATION BY OVERVIEW AND SCRUTINY COMMITTEE FOR WHICH DATE IS STILL TO BE SCHEDULED**

MEETING DATE	ITEM TO BE CONSIDERED	RELEVANT LEAD
TBC	Modelling financial implications of various decisions relating to Redditch Library	TBC
TBC	Parking Enforcement – Management of Contract (Executive report to be scrutinised when it becomes available)	Interim Head of Environmental and Housing Property Services
TBC	Review of Health Inequalities – Revisiting outcomes of previous health inequalities review by Redditch Councillors	Democratic Services
TBC	Water quality and invasive species issues along brooks and streams to the River Arrow	Executive Director
TBC	Decarbonisation of the Council's Capital Programme (via a written update to Overview and Scrutiny Committee)	TBC

Meetings of the Overview and Scrutiny Committee are also due to take place on the following dates and any items identified above or from the Executive Committee's Work Programme for pre-scrutiny will be added to the work programme for consideration on these dates:

- 13th January
- 17th March

Overview & Scrutiny

Committee

25th July 2024**Working Groups:**

- **Budget Scrutiny Working Group**

MEETING DATE	ITEM TO BE CONSIDERED
29 th August 2024	Q1 Revenue and Performance Monitoring 2024/2025 Financial Recovery Programme Report Initial Budget Setting Report
8 th October 2024	Medium Term Financial Plan – Tranche 1 Budget including Fees and Charges (prior to consultation)
21 st November 2024	Q2 Revenue and Performance Monitoring 2024/2025
29 th January 2025	-
17 th February 2025	Medium Term Financial Plan – Tranche 2 Budget including Fees and Charges (following consultation) Non-Domestic Rates Discretionary Rate Relief Policy Final Council Tax Support Scheme 2025/26
11 th March 2025	Q3 Revenue and Performance Monitoring 2024/2025 Finance Recovery Programme Report

Overview & Scrutiny

Committee

25th July 2024

- **Performance Scrutiny Working Group**

MEETING DATE	ITEM TO BE CONSIDERED
16 th July 2024	Demonstration of Council's Performance Measures Dashboard
8 th January 2025 (Provisional)	Tree Maintenance Update
Date TBC	Road Maintenance and Cleanliness
Date TBC	Upkeep of Verges
Further meeting dates to be confirmed.	

Task Groups

- **Fly Tipping and Bulky Waste Task Group**

The next meeting date to be agreed.

- **Post-16 Education Task Group**

The next meeting date to be agreed.

- **Speeding and Road Safety Task Group**

Members will be asked whether to proceed with this Task Group once the current investigations above have been concluded. Please note that Membership, Topic Proposal and Terms of Reference will need to be approved by the Committee before this Task Group can commence.

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