

Overview and Scrutiny Committee

Wednesday, 16th
December, 2009
2009
7.00 pm

Committee Room Two
Town Hall
Redditch



www.redditchbc.gov.uk

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The Local Government (Access to Information) Act 1985 widened the rights of press and public to attend Local Authority meetings and to see certain documents. Recently the Freedom of Information Act 2000, has further broadened these rights, and limited exemptions under the 1985 Act.

Your main rights are set out below:-

- Automatic right to attend all Council and Committee meetings unless the business would disclose confidential or “exempt” information.
- Automatic right to inspect agenda and public reports at least five days before the date of the meeting.
- Automatic right to inspect minutes of the Council and its Committees (or summaries of business undertaken in private) for up to six years following a meeting.
- Automatic right to inspect lists of background papers used in the preparation of public reports.
- Access, upon request, to the background papers on which reports are based for a period of up to four years from the date of the meeting.
- Access to a public register stating the names and addresses and electoral areas of all Councillors with details of the membership of all Committees etc.
- A reasonable number of copies of agenda and reports relating to items to be considered in public must be made available to the public attending meetings of the Council and its Committees etc.
- Access to a list specifying those powers which the Council has delegated to its Officers indicating also the titles of the Officers concerned.
- Access to a summary of the rights of the public to attend meetings of the Council and its Committees etc. and to inspect and copy documents.
- In addition, the public now has a right to be present when the Council determines “Key Decisions” unless the business would disclose confidential or “exempt” information.
- Unless otherwise stated, all items of business before the Executive Committee are Key Decisions.
- (Copies of Agenda Lists are published in advance of the meetings on the Council’s Website:
www.redditchbc.gov.uk

If you have any queries on this Agenda or any of the decisions taken or wish to exercise any of the above rights of access to information, please contact

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Welcome to today's meeting.

Guidance for the Public

Agenda Papers

The **Agenda List** at the front of the Agenda summarises the issues to be discussed and is followed by the Officers' full supporting **Reports**.

Chair

The Chair is responsible for the proper conduct of the meeting. Generally to one side of the Chair is the Committee Support Officer who gives advice on the proper conduct of the meeting and ensures that the debate and the decisions are properly recorded. On the Chair's other side are the relevant Council Officers. The Councillors ("Members") of the Committee occupy the remaining seats around the table.

Running Order

Items will normally be taken in the order printed but, in particular circumstances, the Chair may agree to vary the order.

Refreshments : tea, coffee and water are normally available at meetings - please serve yourself.

Decisions

Decisions at the meeting will be taken by the **Councillors** who are the democratically elected representatives. They are advised by **Officers** who are paid professionals and do not have a vote.

Members of the Public

Members of the public may, by prior arrangement, speak at meetings of the Council or its Committees. Specific procedures exist for Appeals Hearings or for meetings involving Licence or Planning Applications. For further information on this point, please speak to the Committee Support Officer.

Special Arrangements

If you have any particular needs, please contact the Committee Support Officer.

Infra-red devices for the hearing impaired are available on request at the meeting. Other facilities may require prior arrangement.

Further Information

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If the alarm is sounded, please leave the building by the nearest available exit – these are clearly indicated within all the Committee Rooms.

If you discover a fire, inform a member of staff or operate the nearest alarm call point (wall mounted red rectangular box). In the event of the fire alarm sounding, leave the building immediately following the fire exit signs. Officers have been appointed with responsibility to ensure that all visitors are escorted from the building.

Do Not stop to collect personal belongings.

Do Not use lifts.

Do Not re-enter the building until told to do so.

The emergency Assembly Area is on Walter Stranz Square.

Declaration of Interests: Guidance for Councillors

DO I HAVE A "PERSONAL INTEREST" ?

- Where the item relates or is likely to affect your **registered interests** (what you have declared on the formal Register of Interests)

OR

- Where a decision in relation to the item might reasonably be regarded as affecting **your own** well-being or financial position, or that of your **family**, or your **close associates** more than most other people affected by the issue,

you have a personal interest.

WHAT MUST I DO? **Declare the existence, and nature, of your interest and stay**

- The declaration must relate to specific business being decided - a general scattergun approach is not needed
- **Exception** - where interest arises only because of your membership of another **public body**, there is no need to declare unless you **speak** on the matter.
- You **can vote** on the matter.

IS IT A "PREJUDICIAL INTEREST" ?

In general only if:-

- It is a personal interest **and**
 - The item affects your **financial position** (or conveys other benefits), or the position of your **family, close associates** or bodies through which you have a **registered interest** (or relates to the exercise of **regulatory functions** in relation to these groups)
- and**
- A member of public, with knowledge of the relevant facts, would reasonably believe the interest was likely to **prejudice** your judgement of the public interest.

WHAT MUST I DO? **Declare and Withdraw**

BUT you may make representations to the meeting before withdrawing, **if** the public have similar rights (such as the right to speak at Planning Committee).



Overview and Scrutiny Committee

Wednesday, 16th December, 2009

7.00 pm

Committee Room 2 Town Hall

Agenda

Membership:

Cllrs: P Mould (Chair) W Norton
D Smith (Vice-Chair) J Pearce
K Banks D Taylor
G Chance D Thomas
R King

1. Apologies and named substitutes	To receive apologies for absence and details of any Councillor (or co-optee substitute) nominated to attend this meeting in place of a member of this Committee.
2. Declarations of interest and of Party Whip	To invite Councillors to declare any interest they may have in items on the Agenda and any Party Whip.
3. Minutes (Pages 1 - 10)	To confirm the minutes of the most recent meeting of the Overview and Scrutiny Committee as a correct record. (Minutes attached) All Wards
4. Actions List (Pages 11 - 14)	To note the contents of the Overview and Scrutiny Actions List. (Report attached) All Wards
5. Call-in and Pre-Scrutiny	To consider whether any Key Decisions of the Executive Committee's most recent meeting(s) should be subject to call-in and also to consider whether any items on the Forward Plan require pre-scrutiny. (No separate report). All Wards

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<p>6. Task & Finish Reviews - Draft Scoping Documents</p>	<p>To consider any scoping documents provided for possible Overview and Scrutiny review.</p> <p>(No reports attached)</p> <p>All Wards</p>
<p>7. Task and Finish Groups - Progress Reports</p>	<p>To consider progress to date on the current reviews against the terms set by the Overview and Scrutiny Committee.</p> <p>The current reviews in progress are:</p> <ol style="list-style-type: none">1. Dial-A-Ride – Chair, Councillor R King; and2. Local Strategic Partnership – Chair, Councillor W Norton <p>(Oral reports)</p> <p>All Wards</p>
<p>8. Former Covered Market (Pages 15 - 20) R Kindon, Property Services Manager</p>	<p>To undertake pre-scrutiny of the Former Covered Market report.</p> <p>(Report attached).</p> <p>(Abbey Ward)</p>
<p>9. Revenue and Capital Bids 2009/10 to 2012/13 (Pages 21 - 46) T Kristunas, Head of Financial, Revenues and Benefits Services</p>	<p>To consider a number of revenue and capital bids for the financial years 2009/10 to 2013/13 subject to the availability of resources.</p> <p>(Report attached).</p> <p>All Wards</p>
<p>10. Fees and Charges 2010/11 (Pages 47 - 88) T Kristunas, Head of Financial, Revenues and Benefits Services</p>	<p>To consider the proposed fees and charges for 2010/11.</p> <p>(Report attached).</p> <p>All Wards</p>

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<p>11. Worcestershire Hub - Scrutiny (Pages 89 - 94)</p>	<p>To consider a proposal from Worcestershire County Council for a non-executive member from Redditch Borough Council to be co-opted onto the Worcestershire Hub Scrutiny Group and to identify a suitable candidate to undertake this role.</p> <p>(Reports attached).</p> <p>All Wards</p>
<p>12. Centre for Public Scrutiny - Good Scrutiny Awards (Pages 95 - 96)</p>	<p>To consider the categories for the Centre for Public Scrutiny Good Scrutiny Awards and whether to submit entries for any of these awards.</p> <p>(Report attached).</p> <p>All Wards</p>
<p>13. Referrals</p>	<p>To consider any referrals to the Overview & Scrutiny Committee direct, or arising from:</p> <ul style="list-style-type: none">• The Executive Committee or full Council• Other sources. <p>(No separate report).</p> <p>All Wards</p>
<p>14. Work Programme (Pages 97 - 102)</p>	<p>To consider the Committee's current Work Programme, and potential items for addition to the list arising from:</p> <ul style="list-style-type: none">• The Forward Plan / Committee agendas• External publications• Other sources. <p>(Report attached)</p> <p>All Wards</p>

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15. Exclusion of the Press and Public

Should it be necessary, in the opinion of the Borough Director, 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:

“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”.

All Wards



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MINUTES

Present:

Councillor Phil Mould (Chair), Councillor David Smith (Vice-Chair) and Councillors K Banks, G Chance, R King, W Norton, J Pearce and D Taylor

Also Present:

Councillors M Braley, J Cookson, D Enderby, A Fry and G Hopkins.

Officers:

A Heighway, T Kristunas, S Skinner, and J Staniland.

Committee Officers:

J Bayley and D Sunman

114. APOLOGIES AND NAMED SUBSTITUTES

Apologies were received on behalf of Councillor Thomas. There were no named substitutes.

115. DECLARATIONS OF INTEREST AND OF PARTY WHIP

There were no declarations of interest or of any party whip.

116. MINUTES

RESOLVED that

the minutes of the meeting held on 4th November 2009 be confirmed as a correct record and signed by the Chair.

117. ACTIONS LIST

The Committee considered the latest version of the Actions List. Specific mention was made of the following matters:

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Chair

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a) Arrow Valley Countryside Centre – Consultant’s Report

Officers reported that this report had been programmed for pre-scrutiny at the meeting of the Overview and Scrutiny Committee on 13th January 2010.

b) Pre-scrutiny of Budget Bids and Fees and Charges

Officers reported that the report had not been available for pre-scrutiny as it was a draft report and could have been changed following the Portfolio Holder briefing.

RESOLVED that

the Actions List be noted.

118. CALL-IN AND PRE-SCRUTINY

The Committee considered the latest version of the Forward Plan. Officers reported on amendments made since the last Forward Plan had been published.

Members were informed that the Executive Committee had not approved the Garden Waste Strategy but had agreed that the redecoration of the Mayor’s Parlour should be prioritised in the programme for 2010 / 11.

There were no call-ins.

RESOLVED that

the report be noted.

119. TASK & FINISH REVIEWS - DRAFT SCOPING DOCUMENTS

The Committee received a draft scoping document from the Complaints Appeal Panel to review Property Services – Policy and Process of Land Disposals.

Members were informed that the service formed part of the WETT (Worcestershire Enhanced Two Tier) proposals.

Members felt that although this subject was a good item for review, it should be deferred until the WETT review had been completed.

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RESOLVED that

- 1) **subject to the outcome of the Council's consideration of the WETT business case for Property Services further consideration of the draft proposal be deferred; and**
- 2) **the report be noted.**

120. TASK AND FINISH GROUPS - PROGRESS REPORTS

The Committee received reports in relation to current reviews:

- a) Dial-A-Ride – Chair, Councillor R King

Councillor King informed the Committee that a meeting of the Task and Finish Group would be arranged following consideration of a report by Officers on the subject of the Dial-A-Ride service by the Executive Committee scheduled for 9th December 2009.

- b) Neighbourhood Groups – Chair, Councillor K Banks

Members were informed that the Group's final report had been included on the Agenda for this meeting.

- c) Local Strategic Partnership – Chair, Councillor W Norton

Councillor Norton reported that a presentation on the Local Strategic Partnership had been included on the Agenda for this meeting.

RESOLVED that

the progress reports be noted.

**121. NEIGHBOURHOOD GROUP TASK AND FINISH GROUP -
DRAFT REPORT**

The Chair of the Neighbourhood Groups Task and Finish Group introduced the final draft report of the Task and Finish Group.

The Committee was informed that the main objective of the review was to determine whether the Neighbourhood Groups were

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operating in accordance with their purpose and to consider alternative methods of consultation.

Members were informed that the purpose of Neighbourhood Groups when they were set up was to inform, engage and consult with residents about Council business, policy development and decision making.

Following consultation with Councillors, Officers, Police and residents the Task and Finish Group concluded that Neighbourhood Groups were no longer fit for purpose.

Information regarding the Task and Finish Group's initial findings had been circulated to all residents on the contact list for the Neighbourhood Groups. Members of the Task and Finish Group also attended all Neighbourhood Group meetings in October 2009 to receive feedback on their initial findings.

Evidence provided to the Group had indicated that there was a lot of duplication over the types of issues considered at Neighbourhood Group meetings and at Partners and Communities Together (PACT) meetings. Many residents considered that PACT meetings were more effective at addressing and resolving issues.

As a result of consultation with West Mercia Police it was suggested that PACT meetings might be re-launched as the primary local meeting for engaging with residents and could include other partners, when necessary.

Members of the Committee felt that generally PACT meetings were worked better than Neighbourhood Groups. They recognised that Neighbourhood Groups had outlived their usefulness and were very expensive to run. They also felt it important that alternative methods of engaging with a wider cross section of the community be implemented.

RECOMMENDED that

- 1) the Neighbourhood Groups are not now fit for purpose and should be discontinued;**
- 2) the Partners and Communities Together (PACT) group meetings should be re-launched and delivered as an equal partnership arrangement;**

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- a) **Redditch Borough Council should work with the Police and other local agencies participating in Partners and Communities Together (PACT) to agree funding and administration for PACT meetings;**
 - b) **a protocol should be jointly developed outlining the roles and responsibilities of all agencies in the re-launched PACT Groups;**
 - c) **the Chairs of all PACT meetings should be independent members of the community;**
 - d) **promotion of the re-launched PACT meetings should be appropriately targeted towards clarifying the meaning of the new arrangements for residents living in areas where PACT and Neighbourhood Group meetings currently only take place on the same night;**
 - e) **there should be small, local budgets for each of the re-launched PACT groups which could be spent at the discretion of the group;**
- 3) **the Neighbourhood Groups also be replaced with a further variety of methods that will enable Redditch Borough Council to inform and consult more effectively with local residents;**

these alternative methods should include the following;

- a) **the Council should publish quarterly editions of Redditch Matters during the year to inform residents about local public services, activities and Council business;**
- b) **Redditch Borough Council should continue to host road shows throughout the Borough;**
- c) **Redditch Borough Council should embrace the Worcestershire Viewpoint Citizens Panel and use every opportunity to work with the Panel to consult with residents over local issues;**
- d) **the Council should promote web based systems, such as the Worcestershire Hub and FixMyStreet,**

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- that can be utilised to resolve residents' individual issues;
- e) social networking should be used by the Council to inform and consult residents in appropriate circumstances;
 - f) the use of Councillor Calls for Action be promoted in order to be used to resolve local neighbourhood issues;
 - g) more effort should be made by the Council to advertise the fact that residents should resolve individual issues through direct contact with Councillors, Officers and the One-Stop-Shops;
 - h) the Council should work in equal partnership with the Police and other local agencies to advertise Street Briefings and Environment Visual Audits to local residents;
- 4) Redditch Borough Council should continue to seek ways to better engage and consult with a more diverse range of residents;
 - 5) the Council should have a robust monitoring system in place to assess the effectiveness of each of the mechanisms used to inform, engage and consult with local residents;
 - 6) the Community Forum and similar groups which engage and consult with local residents should report to the Executive Committee; and
 - 7) the Council should have a central electronic database which would be used for the purposes of consultation with key partners in the Borough.

122. QUARTERLY BUDGET MONITORING

Members considered a report, which provided an overview of the Council's budget, including the achievement of approved savings as at the end of the second quarter of the 2009/10 financial year.

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The Committee discussed Cost Centres 0005 (Hewell Road Pool); 0021 (Arrow Vale Sports Centre); and 0025 (Kingsley Sports Centre). There had been a reduction in income for each of these locations and the number of staff in those centres had fallen. Members requested further information regarding the reasons for this reduction in income.

RESOLVED that

- 1) **Officers be asked to provide further information about the reduction in income for Cost Centres 0005, 0021 and 0025; and**
- 2) **the report be noted.**

123. FORMER COVERED MARKET

The Chair reported that this item had been withdrawn and would be considered at the Overview and Scrutiny Committee meeting on 16th December 2009.

RESOLVED that

the deferral be noted.

124. QUARTERLY PERFORMANCE MONITORING

The Committee received a report which provided a view on aspects of the Council's overall performance for the second quarter of the 2009/10 financial year. This report showed those performance indicators that, when compared to the same quarter in 2008/09 financial year, were: exceeding their target; were not on target; or where performance remained static.

RESOLVED that

the update on key performance indicators for the period April to September 2009 be noted.

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125. SINGLE EQUALITIES SCHEME 2009 - 2012

The Committee was informed of the Council's statutory duty to publish and adopt Race Equality, Disability Equality and Gender Equality schemes.

Officers reported that the Single Equality Scheme, as detailed in Appendix 1 of the report, outlined the context in which the Council operated and its baseline position in relation to equality and equalities.

Members were informed that the initial deadline of 22nd December 2009 set by the Commission for Equality and Human Rights had been extended to 28th February 2010. The Executive Committee would therefore consider the Single Equalities Scheme on 27th January 2010. This extension would allow more time for consultation and to include amendments.

Members suggested that the Overview and Scrutiny Committee should be fully involved in the process. In particular, Members agreed that this could involve scrutiny of particular equalities strands in turn. The Committee agreed that gender equalities was especially suitable for scrutiny and should be the first topic for review following approval of the Single Equalities Scheme.

RECOMMENDED that

the Single Equalities Scheme be approved; and

RESOLVED that

- 1) following approval of the single Equalities Scheme the Overview and Scrutiny Committee be further involved in the process through reviews of particular equalities strands; and**
- 2) the report be noted.**

126. LOCAL STRATEGIC PARTNERSHIP (LSP)

The Committee received a Power Point presentation on the role and work of the Local Strategic Partnership (LSP).

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Officers reported that the LSP:

- a) brought together the different parts of the public sector as well as private, business, community and voluntary sectors to tackle local problems;
- b) was a non-statutory, non-executive organisation;
- c) had no particular resources but relied instead on pooling of resources between Partnership member organisations; and
- d) facilitated strategic decision making enabling action to be taken at community level.

Members were informed that the Redditch Partnership, administered and supported by Redditch Borough Council staff, formed the Local Strategic Partnership for Redditch and was made up of the Partnership Management Board, Themed Groups and Task and Finish Groups.

Officers explained that the roles of the Redditch Partnership included:

- a) preparation and implementation of the Redditch Sustainable Community Strategy. (SCS).
- b) assisting in coordinating delivery of the Local Area Agreement, both at County and District levels;
- c) taking responsibility and leading on performance of services in the locality, which was important for the Comprehensive Area Assessment (CAA) process; and
- d) bringing together local plans and partner initiatives.

Membership of the Partnership Management Board included:

- a) Redditch Borough Council;
- b) Worcestershire County Council;
- c) West Mercia Police;
- d) Worcestershire NHS;
- e) Hereford and Worcester Fire and Rescue;

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- f) Redditch NEW College;
- g) Chamber of Commerce;
- h) Redditch Community Safety Partnership;
- i) Bromsgrove and Redditch Network (BARN); and
- j) a representative from the Redditch Community Forum.

RESOLVED that

the report noted.

127. REFERRALS

There were no referrals.

128. WORK PROGRAMME

The Committee considered its current Work Programme.

During consideration of this item Officers reported that an invitation had been received from Bromsgrove District Council for Redditch Members to be involved in a scrutiny training event on 10th December 2009 at the Council House at Bromsgrove.

RESOLVED that

the invitation and the current Work Programme be noted.

The Meeting commenced at 7.00 pm
and closed at 9.10 pm

Actions requested by the Overview and Scrutiny Committee

Date Action Requested	Action to be Taken	Response
4th February 2009 1	Members received a presentation on the Shared Services Board and Joint Working and requested that Overview and Scrutiny be involved throughout the shared services process.	Relevant Officers to report before the Overview and Scrutiny Committee as part of the shared services process where appropriate. (TO BE DONE) – ONGOING.
8th July 2009 2	Officers were asked to contact the Council's auditors to enquire about best practice examples of Medium Term Financial Plan (MTFP) documents produced by other local authorities.	Officers requested further information regarding best practice examples of MTFPs on 17 July 2009. Examples have yet to be provided to the Committee (TO BE DONE).
29th July 2009 3	The Committee agreed that the consultants' report regarding the Arrow Valley Countryside Centre should be pre-scrutinised by the Committee.	This report will be delivered at a meeting of the Committee on 13th January 2010. (WILL BE DONE SOON). Lead Officer, Head of Leisure and Arts.
14th October 2009 4	Members agreed that Councillor Braley should liaise with the Head of Strategy and Partnerships at the Council to complete a scoping document for the proposed review of possible actions that could be taken to reduce the length of time individuals remain on the priority waiting list for disabled facilities grants and the lifetime grant.	This action remains to be completed. Lead Member, Councillor Braley, lead Officer, Head of Strategy and Partnerships. Estimated completion date, not specified. (TO BE DONE).

<p>14th October 2009</p> <p>5</p>	<p>Members agreed that the former Chair of the Role of the Mayor Task and Finish Group, Councillor Chalk, should meet with the Member Services' Officer and IT Services to discuss ways to develop the mayoral pages on the Council's website.</p>	<p>This meeting is scheduled to take place on 9th December 2009. DONE.</p>
<p>14th October 2009</p> <p>6</p>	<p>Officers reported an item that had been raised by the Portfolio Holder for Community Safety for the consideration of the Crime and Disorder Scrutiny Panel.</p>	<p>Members agreed that this item should be referred for consideration at the first meeting of the Panel. Lead Officer, Overview and Scrutiny Support Officer, estimated completion date, not specified. (TO BE DONE).</p>
<p>25th November 2009</p> <p>7</p>	<p>Members discussed the reduction in income in relation to cost codes 0005 (Hewell Road Pool); 0021 (Arrow Vale Sports Centre); 0025 (Kingsley Sports Centre). Further clarification was requested as to whether the loss of instructors, and classes, was due to an increase in the level of charges for these services.</p>	<p>A response has been provided by Officers and was circulated for Members' consideration on 4th December 2009. DONE.</p>
<p>25th November 2009</p> <p>8</p>	<p>Members discussed NI 192: the percentage of household waste sent for reuse, recycling and composting. They questioned why the figures for September had not yet been provided by Worcestershire County Council.</p>	<p>Officers were asked to investigate the reasons for the delay in obtaining these figures. Lead Officer, Head of Strategy and Partnerships, estimated completion date not specified.</p>

<p>25th November 2009</p> <p style="text-align: center;">9</p>	<p>Members agreed that Overview and Scrutiny could contribute to the development of an effectively working Single Equalities Scheme by scrutinising the different elements of the scheme on a case by case basis. The Committee agreed that the Gender Equalities Scheme should be the first element to be scrutinised as part of these arrangements.</p>	<p>Members and Officers to complete a scoping document for each review, following consideration of the scheme at a meeting of the Executive Committee in February 2010. TO BE DONE. Lead Officer Head of Strategy and Partnerships, estimated completion date not specified.</p>
<p>25th November 2009</p> <p style="text-align: center;">10</p>	<p>Members were advised that Bromsgrove District Council had invited non executive members to attend a scrutiny training event in Bromsgrove Council Chamber on 10th December from 18:00-21:00.</p>	<p>Members requested that the details for this training event be re-circulated for the consideration of all non-executive Councillors and that the attendance of Councillor R King be confirmed with Bromsgrove. DONE.</p>

Glossary

MTFP	-	Medium Term Financial Plan
OSSO	-	Overview and Scrutiny Support Officer

Executive Committee

No Direct Ward Relevance

6th January 2010

FORMER COVERED MARKET – INITIAL OPTIONS APPRAISAL

(Report of the Head of Legal, Democratic & Property Services)

1. Summary of Proposals

To ask Members to consider the options available for the site of the former Covered Market.

2. Recommendations

The Committee is asked to RESOLVE/RECOMMEND one or more of the following options:

- 1) to declare the site surplus to the Council's requirements;
- 2) to authorise Property Services, in conjunction with Planning Services, to work up a detailed development brief to be reported to a future Executive Committee meeting;
- 3) to authorise Property Services to carry out market testing in line with the Town Centre Strategy recommendations;
- 4) to authorise Property Services to secure any short term interim uses of the former covered market area that would generate income, subject to planning.
- 5) an initial budget to fund the project and marketing costs be approved of £10,000.

3. Financial, Legal, Policy, Risk and Sustainability Implications

Financial

- 3.1 There is a small budget for repairs to the site of £2,900 for 2009/10.
- 3.2 Property Services have negotiated with the Valuation Office and have secured the site's removal from the rating list so that void rates are no longer payable.
- 3.3 Rent for uses such as a contractors' compound may generate additional revenue in the short term for the site until its future is decided.

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-
- 3.4 A capital receipt will be receivable if the site is disposed of for redevelopment but the level of such receipt will be dictated by the extent of any proposed scheme and the prevailing market conditions.

Legal

- 3.5 The Council is required to dispose of any interest in land including leases for the best consideration possible in accordance with Section 123 of the Local Government Act 1972. A short lease of less than 7 years may, however, be let at less than best rental if the proposal supports the Council's policies / work.
- 3.6 The Council's title to the site is in the process of being registered under the Council's Voluntary Land Registration Programme and will be fully investigated by Legal Services as part of any detailed appraisal to assess any restrictions that may affect the site.

Policy

- 3.7 The Council's agreed Strategy for the Asset Management Plan is to ensure that asset holdings reflect organisational requirements to meet current service delivery needs.
- 3.8 The monitoring and review of the use of the Council's assets in supporting Value for Money delivery of services embraces the acquisition and disposal of property.
- 3.9 Planning Services have not supported previous applications for permanent car parking as this would be against current policy.
- 3.10 The Town Centre Strategy has been formally adopted by Members and recommends mixed use for the site including residential and café/restaurant offer.

Risk

- 3.11 The site is currently vacant and will continue to attract petty vandalism and ongoing maintenance if retained in its current status.
- 3.12 Marketing of the site in the current poor economic conditions may result in a reduced number of interested developers and a depressed capital value. It is possible that no acceptable interest would be generated and the site would be retained until the market improves.

Sustainability / Environmental

- 3.13 These matters would be fully addressed through the planning process and any development brief produced.

Report**4. Background**

- 4.1 Officers have been asked to consider options for the use or redevelopment of the former Covered Market site.
- 4.2 The original open market site in Royal Square was sold by the Council to Scottish Widows to allow the Kingfisher Centre extension which is now occupied predominantly by Debenhams.
- 4.3 Redditch Market was then temporarily sited in its current location on Market Place and Alcester Street whilst the Covered Market was being constructed.
- 4.4 The Covered Market was required to be constructed as part of the sale agreement and was opened in 2003 and Redditch Market then relocated from Market Place/Alcester Street.
- 4.5 The Covered Market location proved to be unpopular with shoppers and ultimately traders, resulting in a steady decline over several years.
- 4.6 Property Services undertook a review of the operation of Redditch Market in consultation with the remaining traders during early 2006. It quickly became evident that the Covered Market location was unsustainable and that the only feasible way Redditch Market could survive was to relocate to Market Place. Members' support for an initial 2 year trial was obtained in June 2006. The move proved to be successful, resulting in permanent planning permission being obtained in 2009.

5. Key Issues

- 5.1 Property Services submitted a planning application for general car parking use on the Covered Market site in March 2007 but this was withdrawn as Planning Officers could not support this use even for a 2-3 year temporary term as it was against Local Plan Policy.
- 5.2 The owners of the Kingfisher Centre have been approached with a view to selling the site to them, but they have confirmed that they have no interest in acquiring or developing the site.

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-
- 5.3 Other than occasional uses, there have been no long term Council uses identified for the site.
- 5.4 Officers on the Development Group have discussed alternative uses and have favoured a mixed retail and apartment development.
- 5.5 In March 2009 Arum working alongside market experts Jones Long La Salle and Urban Design Specialist Martin Brown were appointed by Redditch Borough Council to deliver a Town Centre Strategy (TCS) for Redditch effectively encompassing everything within the ring road and just beyond, including the Former Covered Market site.
- 5.6 The draft Strategy recommends that the former Covered Market site be utilised predominantly for a single aspect residential development with ancillary retail and restaurant/café offer.
- 5.7 Achieving the aspirations of the TCS in the current economic climate would be very challenging. Current professional opinion is that the residential market will improve slowly over the next 3-4 years and even then may not attain the same levels seen in 2007.
- 5.8 The only way to adjudge current interest would be to undertake some form of market testing which may or may not result in a developer coming forward. A Development Brief of some description or planning guidance would need to be produced before market testing could take place.
- 5.9 Interim uses may need to be considered in more detail if the site is to remain undeveloped for a lengthy period.
- 5.10 There will be resource implications in driving this project forward and a successful bid for revenue funding may be required.

6. Other Implications

Asset Management	The proposed disposals are in accordance with the current Asset Management Strategy Plan and have been appraised using good asset management practice guidelines.
Community Safety	The Town Centre Strategy addresses this issue in detail but any development will seek to reduce anti-social behaviour and will be built in accordance with "Secure by Design" principles.
Human Resources	None other than Property, Planning and Legal Services' Officer time.

Social Exclusion

The proposal as part of the Town Centre Strategy will encourage social inclusion.

7. **Lessons Learnt**

None indicated.

8. **Background Papers**

Relevant papers are held within the Property Services Team and Town Centre Strategy.

9. **Consultation**

There has been no specific consultation other than with relevant Borough Council Officers. Wider consultation has been undertaken in producing the Town Centre Strategy.

10. **Author of Report**

The author of this report is Rob Kindon (Property Services Manager), who can be contacted on extension 3303 (e-mail: rob.kindon@redditchbc.gov.uk) for more information.

11. **Appendices**

Appendix 1 - Location Plan
Appendix 2 - TCS extract (possible)

Overview and Scrutiny Committee

All Ward Relevance

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9. REVENUE AND CAPITAL BIDS 2009/10 TO 2012/13

(Report of the Head of Financial, Revenues and Benefits Services)

1. Summary of Proposals

To present to members a number of revenue and capital bids for the financial years 2009/10 to 2012/13 for consideration and approval subject to the availability of resources.

This is a copy of the report which was presented for the consideration of the Executive Committee on 18th November.

2. Recommendations

The Committee is asked to **RECOMMEND** that

- 1) the General Fund revenue bid set out in Appendix 1 in respect of the current financial year, if it is determined should proceed be approved, and funded from General Fund revenue balances;
- 2) the General Fund capital bid set out in Appendix 2 in respect of the current financial year, if it is determined should proceed be approved, and funded from General Fund revenue balances;
- 3) those of the General Fund revenue bids set out in Appendix 1 for the period 2010/11 to 2012/13 which it is determined should proceed be approved in principle, subject to the availability of resources;
- 4) those of the General Fund capital bids set out in Appendix 2 for the period 2010/11 to 2012/13 which it is determined should proceed be approved in principle, subject to the availability of resources;
- 5) the Housing Revenue Account capital bid set out in Appendix 2 in respect of the current financial year, if it is determined should proceed be approved, and funded from Housing Revenue Account revenue balances;
- 6) those of the Housing Revenue Account revenue bids set out in Appendix 1 for the period 2010/11 to 2012/13 which it is

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determined should proceed be approved in principle, subject to the availability of resources; and

- 7) those of the Housing Revenue Account capital bids set out in Appendix 2 for the period 2010/11 to 2012/13 which it is determined should proceed be approved in principle, subject to the availability of resources.

3. Financial, Legal, Policy, Risk and Sustainability Implications

Financial

- 3.1 The financial implications are detailed in the report.

Legal

- 3.2 There are no specific legal implications.

Policy

- 3.3 There are no specific policy implications

Risk

- 3.4 There is a risk that a capitalisation direction will not be approved in respect of the severance costs associated with the implementation of the Single Management Team. This will have a direct impact on General Fund revenue balances and the Council's ability to approved the unavoidable and high revenue and capital bids without the need to make budget savings. There is also risk that the VAT refund may not be received until 2011/12.

Sustainability / Environmental

- 3.6 Any sustainability / environmental / climate change implications are included in the report.

Report

4. Background

- 4.1 Members considered the Medium Term Financial Plan for the period 2010/11 to 2012/13 at the 22nd July 2009 meeting of this committee. The forecast for the period showed that provided that assumptions made for reasonable accurate and the cost of job evaluation was contained within a 3% increase in the pay bill that there would be a requirement for savings in 2012/13. It was recognised that it may be feasible to address this budget gap through the Shared Services

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Programme. The forecast did not make any allowance for potential bids and acknowledged that any bids would need to be funded from additional savings.

5. Key Issues

- 5.1 Since the Medium Term Financial Plan was considered Members have approved a number of bids as follows:

	2009/10 £'000	2010/11 £'000
General Fund -		
Revenue approvals		
Review of Arrow Valley Countryside Centre	10.2	
Redevelopment of Church Hill District Centre	19.9	
Shared Service – ICT		30.0
Benefit Service – post to recover overallowed benefits	15.0	30.0
Total GF revenue approvals	45.1	60.0
Capital approvals		
Cremator Replacement and Building Upgrades (to be funded from ongoing revenue contributions to capital)		757.5
Shared Service – CCTV/Lifeline		150.0
Shared Service – ICT		119.0
Total GF capital approvals	0.0	1,026.5
Housing Revenue Account (to be funded from HRA reserves)		
Roofing repairs	50.0	50.0
Footpath improvements	100.0	100.0
Total HRA revenue approvals	150.0	150.0

- 5.2. The General Fund capital approvals will have an ongoing impact on the revenue accounts because of the need to borrow. The General Fund revenue and capital approvals will be as follows:

2009/10 Approvals - Revenue implications	2009/10 £000	2010/11 £'000	2011/12 £'000	2012/13 £'000
Revenue	45.1	60.0	60.0	60.0
Capital	0.0	6.1	39.0	39.0

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Total Budget Pressures	45.1	66.1	99.0	99.0
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5.3. General Fund Revenue Bids

Officers have identified a number of budget pressures that have either been deemed “unavoidable” or “high” priority. Unavoidable includes the ongoing effects of pressures during 2009/10 together with any emerging pressures. A high pressure is something that is in direct pursuit of the Council’s priorities. Each unavoidable and high pressure has a specific “funding request” schedule completed which reflects how the funding required meets the Council’s objectives.

- 5.4. Revenue bids totalling £754,960 have been proposed in respect of the 2010/11 financial year, of which £282,600 relates to one-off bids. The impact of these bids in 2011/12 reduces to £444,760 and to £440,260 in 2012/13 because of the variations in the amounts required each year and the duration of each proposal. The bids have been categorised into unavoidable, high, medium and low. Only those classified as unavoidable and high are included in the budget proposed as follows:

Revenue bids	2009/10 £000	2010/11 £'000	2011/12 £'000	2012/13 £'000
Unavoidable	0.0	60.2	24.2	16.2
High	50.0	460.0	315.0	320.0
Total Budget Pressures	50.0	520.2	329.5	328.5

- 5.5. The details of the bids are included at Appendix 1 - this includes the details of the bids categorised as medium or low for Members information.

General Fund Capital Bids

- 5.6. In addition to the revenue bids detailed in Appendix 1 there are 23 bids for General Fund capital resources (see Appendix 2). These have also been categorised into unavoidable, high, medium and low. There is one bid for the current financial year for £34,000. The bids for 2010/11 total £802,475. There is a further requirement in 2011/12 of £165,000 and £845,000 in 2012/13. The table below sets out impact of those bids classified as unavoidable or high.

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Capital bids	2009/10 £000	2010/11 £'000	2011/12 £'000	2012/13 £'000
Unavoidable	34.0	0.0	0.0	0.0
High	0.0	425.0	165.0	845.0
Total Budget Pressures	34.0	425.0	165.0	845.0

- 5.7. The Council does not have sufficient capital receipts available to fund these and therefore, if approved, there will be a direct impact on the General Fund revenue account in terms of borrowing costs over the beneficial life of the individual schemes. Some of the schemes also have ongoing maintenance costs which will impact on the revenue account.

Revenue implications	2009/10 £000	2010/11 £'000	2011/12 £'000	2012/13 £'000
Unavoidable	0.4	7.7	7.7	7.7
High	0.0	10.7	70.7	112.9
Total Budget Pressures	0.4	18.4	78.4	120.9

- 5.8. The detailed implications of the bids categorised as either unavoidable or high have been included at Appendix 3.
- 5.9. Housing Revenue Account (HRA) – Revenue Bids

Appendix 1 details 3 bids for HRA revenue resources totalling £63,000 for 2010/11, £49,000 for 2011/12 and £187,000 for 2012/13. These have also been categorised into unavoidable, high, medium and low.

HRA Revenue bids	2010/11 £'000	2011/12 £'000	2012/13 £'000
Unavoidable	63.0	49.0	62.0
High	0.0	0.0	125.0
Total Budget Pressures	63.0	49.0	187.0

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5.10. Housing Revenue Account (HRA) – Capital Bids

Appendix 2 details 5 bids for HRA capital resources, including the 2012/13 proposed Decent Homes Programme. These have been categorised unavoidable, high, medium and low. In addition to the bids for the period 2010/11 to 2012/13 there is a bid for £50,000 for the current financial year.

HRA Capital bids	2009/10 £000	2010/11 £'000	2011/12 £'000	2012/13 £'000
Unavoidable	50.0	230.0	110.0	6,020.0
High	0.0	220.0	400.0	0.0
Total Budget Pressures	50.0	450.0	510.0	6,020.0

5.11 The above bids with the exception of approximately £3.7 million of the Decent Homes Programme will need to be funded from borrowing. The existing Decent Homes Programme is partially funded from the Major Repairs Allowance (housing subsidy). The future of the HRA Housing Subsidy system is currently subject to consultation the outcome of which is likely to impact in 2012/13, if not before. In the absence of any firm indications of the likely outcome of the review it has been assumed that the current level of resource available from within the HRA will continue to be available to partially fund the Decent Homes Programme.

5.12 The estimated cost of funding the above bids from borrowing is as follows:

HRA Revenue implications	2009/10 £000	2010/11 £'000	2011/12 £'000	2012/13 £'000
Unavoidable	0.6	7.4	15.1	69.8
High	0.0	4.9	16.7	23.4
Total Budget Pressures	0.6	12.3	31.8	93.2

The revenue implications of both the HRA revenue and capital bids could, in the absence of adequate HRA revenue balances in future years, be funded from the HRA Reserve that currently stands at £4.4 million.

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Summary – General Fund

5.13 Based on the assumptions included in the Medium Term Financial Plan, the implications of the 2009/10 budget approved and the unavoidable and high revenue and capital bids, the estimated position for the next three years is as follows:

	2009/10 £000	2010/11 £'000	2011/12 £'000	2012/13 £'000
GF balances 31st March	2,131.2	1,658.7	924.8	750.0
less forecast use of balances	-31.0	-475.2	-630.4	-244.6
Assume VAT refund not rec'd till 2010/11	-346.0	346.0		
2009/10 approvals	-45.1	-66.1	-99.0	-99.0
Pressures				
Unavoidable and high revenue bids	-50.0	-520.2	-339.1	-338.2
Revenue implications of unavoidable and high capital bids	-0.4	-18.4	-78.4	-120.9
Budget gap			972.2	802.7
Forecast GF balances c/fwd	1,658.7	924.8	750.0	750.0

5.14 The above table shows that budget savings will be required in order to set a balanced budget in 2011/12. The level of savings required may be reduced by the savings arising from the implementation of the RBC/BDC Shared Services Programme. The level of future savings will also be dependant upon progress with the Programme. Some savings from shared services have already been factored into the base budget as part of the budget savings exercise last year.

5.15 The forecast use of balances takes in account a potential increase in the pay bill for 2010/11 of 3% for Job Evaluation.

Single Management Team

5.16 The implementation of the Single Management Team is estimated to cost each authority £478,861 in terms of severance costs. In the absence of a capitalisation direction the Council will be required to meet these costs from revenue balances. This would directly impact

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on the Council's ability to approve all the unavoidable and high General Fund revenue and capital bids without the need to make budget savings in respect of the 2010/11 financial year.

- 5.17 The Council outcome of any capitalisation submission will not be known until January 2010.

Formula Grant

- 5.18 The Medium Term Financial Plan assumes that there will be no increase in Formula Grant over the next three years. However, other authorities have assumed that there may be up to a 5% reduction in grant. This could mean a reduction of up to £322k from 2011/12.
- 5.19 In order to prepare for a potential shortfall in 2011/12 and to minimise the risk of operating with the approved minimum level of revenue balances officers will prepare a basket of savings options and a timetable for members consideration.

6. Other Implications

Asset Management	-	The non-approval of some bids may affect the Council's ability to adequately maintain some of its assets
Community Safety	-	None
Human Resources	-	None
Social Exclusion		None

7. Lessons Learnt

None

8. Background Papers

Medium Term Financial Plan.
Revenue and Capital Bid forms completed by budget holders.

9. Consultation

This report has been prepared in consultation with relevant Borough Council Officers

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10. Author of Report

The author of this report is Teresa Kristunas (Head of Financial, Revenues and Benefits Services), who can be contacted on extension 3295 (e-mail: teresa.kristunas@redditchbc.gov.uk) for more information.

11. Appendices

Appendix 1 – Revenue Bids 2009/10 to 2012/13

Appendix 2 – Capital Bids 2009/10 to 2012/13

Appendix 3 – Detailed Revenue Implication of capital schemes

Potential Revenue Bids		2009/10	2010/11	2011/12	2012/13	Commentary	Link to Priorities
No.	Description	£	£	£	£		
1	Legionella control - additional funds		10,500	14,500	6,500	At present the stored water system are cleaned and disinfected and tested for legionella and TVC's yearly as a control measure. If control measures ar to remain effective, then regular monitoring of the systems are essential.	Well Managed Organisation
2	CRB checks (every 3 years) (part HRA to be confirmed)		30,000			Process now changed, all current employees who deal with vulnerable people will need to be checked every three years. Risk - statutory requirement	Safe, Well Managed Organisation
3	Review of Retail & Leisure Needs Assessment		10,000			Refresh to take account of Town Centre Strategy outcomes, RSS and economic climate	
4	Members' Remuneration Allowances		9,710	9,710	9,710	Contingency based on Independent Remuneration Panel recommendations.	Well Managed Organisation
	Total Unavoidable	0	60,210	24,210	16,210		
	High						
5	Public Building Repairs and Maintenance - increase		110,000	110,000	110,000	Current budget does not allow for redecoration, routine repairs, fire reform, health and safety, DDA regulation work or scale of repairs backlog. Risk - Poor perception of the buildings by users, particularly the leisure buildings. Deterioration of the structure of the buildings. Current backlog of maintenance is £5.4m.	Well Managed Organisation
6	Repairs and Maintenance - Street Lighting		6,000	6,000	6,000	Bid is to allow the standards of maintenance to reach minimum acceptable levels. Risk - areas will in time become unlit leading to public safety and anti-social behaviour concerns. Existing units are of obsolete design and performance.	Well Managed Organisation
7	Land Drainage				7,000	Additional to amount included in base budget	Well Managed Organisation

Description	2009/10		2010/11		2011/12		2012/13		Commentary	Link to Priorities
	£		£		£		£			
8 Landscape Maintenance		100,000	100,000		100,000		100,000		This bid will permit the continuation of the current level of ground maintenance service. The current budget is dependant upon £200k of Section 106 contributions. This level of contribution is unsustainable.	Cleaner , Greener
9 Direct Action - Enforcement		25,000	25,000		25,000		25,000		Budget to enable officers to take action to clear properties and sites, when all other enforcement action has failed. The Council can recover any costs incurred as a result of this type of action. Risk - action will be reliant on protracted negotiations with site owners.	Clean and Green Borough
10 Core Strategy legal compliance check - barrister appointment		7,000	7,000						All DPDs are recommended to be checked for legal compliance in advance of publication.	
11 Core Strategy Soundness Compliance Check - barrister appointment		7,000	7,000						All DPDs are recommended to be checked for soundness compliance in advance of publication.	
12 Core Strategy DPD Examination					50,000		50,000			
13 Joint Evidence base for Redditch/Bromsgrove Sustainable Urban Extension (?2009/10 and 2010/11)	50,000		50,000						To bring forward a SUE to the north of Redditch to meet the requirements of the WMRSS. Any unspent monities during 09/10 to be carried forward to 10/11.	
14 Job Evaluation		50,000	50,000						Resource required to complete work on Single Status. Risk - no resource to complete Job Evaluation.	Well Managed Organisation
15 Workforce Planning		25,000	25,000						Funding required for ongoing work. Risk - adverse comment by Audit Commission. Qualified comment made in 2008/09.	Well Managed Organisation
16 Urban Design Advice		10,000	10,000						Required to advise on the allocation sites in the Site Allocations and Policies DPD and potential capacities. Work may also be associated with further SHLAA annual review. Possible also work for SPD sites.	
17 Grant for manufacturing companies		9,000	9,000		9,000		9,000		To deliver action 1.2 of the Redditch Economic Development Strategy - a grant to assist businesses to implement recommendations by MAS.	Enterprising Community

		2009/10	2010/11	2011/12	2012/13	Commentary	Link to Priorities
	Description	£	£	£	£		
18	Diversification Research Report		10,000			To provide an evidence base to support the proposal.	Enterprising Community
19	Business Prospectus		1,000			To produce a Redditch prospectus.	Enterprising Community
20	Business Events		3,000	3,000		to encourage businesses to be embedded in the area and to minimise the risk of relocation.	Enterprising Community
21	Young Entrepreneur of the Year Award		1,000	1,000	3,000	Action aims to recognise and promote entrepreneurialism in young people.	Enterprising Community
22	Grant fund for school projects		3,000	3,000		Action aims to foster economic ambitions in young people and improve link between education providers and business.	Enterprising Community
23	Uplift to marketing budget		8,000	8,000	8,000	Action to improve the promotion of Redditch as a business location.	Enterprising Community
24	Town Centre Strategy		35,000			Progressing quick wins as set out in Town Centre Strategy to be added to £58,000 already located in S106 fund.	Enterprising Community
	Total High	50,000	460,000	315,000	322,000		
	Medium						
25	Street Nameplates		8,000	8,000	8,000	Bid is to allow the standards of maintenance to reach minimum acceptable levels. Risk - backlog of maintenance will not be addressed.	Safe and Well Managed Organisation
26	Climate Change Project Officer		16,050	16,550	17,150	The bid is to create a joint (1/2 funded by BDC) post of Climate Change Project Officer to support the Climate Change Manager post. Risk - Without a support project officer, the opportunity to rapidly progress actions to fulfil the Climate Change Strategy will be lost. We could also miss out on funding opportunities.	Enterprising, Safe, Cleaner and Greener and Well Managed Organisation

	2009/10		2010/11		2011/12		2012/13		Commentary		Link to Priorities	
Description	£	£	£	£	£	£	£	£				
27 Tree Review		40,000							Change in statutory framework and out of date existing records that have needed reviewing for a long time, means review now needs to happen within a prescribed timescale. One off piece of work required to carry out survey, and follow up with revocation and designation including legal and admin support work and community/owner consultation in compliance with regs.			
28 Member Development		20,000	20,000	20,000	20,000	20,000	20,000	20,000	Programme to be developed by Member Development Steering Group further to adoption of Members' Role Descriptors, towards WMLGA Charter Award.		Well Managed Organisation - check existing budget	
29 Redditch Matters - fourth edition		18,000	18,000	15,000	15,000	15,000	10,000	10,000	Bid to produce a four editions of Redditch Matters.		Well Managed Organisation	
30 New post Assistant Play Area Technical Officer		22,700	22,700	23,600	23,600	23,600	24,500	24,500	Due to the stock now totalling over 50 major sites and the new sites due to come on line through the Play Builder Programme the current post holder is unable to cover the facilities as recommended by ROSPA. Risk - potential increase in insurance claims.		Enterprising Community, Safe	
31 Funding for business engagement		15,000	15,000	15,000	15,000	15,000	15,000	15,000	Action aims to encourage businesses to be embedded in the area and to minimise relocation.		Enterprising Community	
32 Business Start Up Grant		5,000	5,000	5,000	5,000	5,000	5,000	5,000	To encourage more people to start businesses.		Enterprising Community	
33 Careers Fair		1,000	1,000	1,000	1,000	1,000	1,000	1,000	To inform students about career opportunities in Redditch and foster economic ambitions in young people.		Enterprising Community	
34 Placement Programme for Local Authorities and Public Sector Organisations		1,400	1,400	1,400	1,400	1,400	1,400	1,400	To support the priority of reducing out-migration of skilled young people.		Enterprising Community	
35 Membership of Worcestershire Conference Desk		2,600	2,600						Aims to promote Redditch's "offer"		Enterprising Community	
36 XL Clubs		10,000	10,000								Enterprising Community	
37 Cemetery Development		75,000	75,000						Evaluation of suitability of proposed burial sites within the Borough.		Well Managed Organisation	
Total Medium	0	234,750	105,550	102,050	102,050	102,050	102,050	102,050				

		2009/10	2010/11	2011/12	2012/13	Commentary	Link to Priorities
Description	£	£	£	£	£		
Low							
Total GF Revenue Bids	50,000	754,960	444,760	440,260			
Housing Revenue Account							
Unavoidable							
1 Legionnella - Sheltered Schemes		18,500	4,500			At present the stored water system are cleaned and disinfected and tested for legionella and TVC's yearly as a control measure. If control measures are to remain effective, then regular monitoring of the systems are essential. More frequent inspection/cleansing for vulnerable groups.	Safe and Well Managed Organisation
2 Servicing and Inspection of all fire equipment, smoke detectors and emergency lighting to landings and stairways.		44,500	44,500	12,500	49,500		Safe and Well Managed Organisation
Total Unavoidable	0	63,000	49,000	62,000			
High							
3 Unadopted paved areas				125,000		Subject to cairification HRA subsidy review	Safe and Well Managed Organisation
Total High	0	0	0	125,000			
Total Housing Revenue Account	0	63,000	49,000	187,000			

Potential Capital Bids									
		2009/10	2010/11	2011/12	2012/13	Revenue Implications			
	Description	£'000	£'000	£'000	£'000	£'000		Commentary	Link to Priorities
	General Fund								
	Unavoidable								
1	Income Management Upgrade	34,000				2800		Upgrade of Income Management System for Payment Card Industry Data Security Standards (PCI DSS) compliance and connection to ELMS (Licensing Portal). Risk - inability to take electronic payments. Financial penalty for failure to connect to ELMS.	Well Managed Organisation
	Total Unavoidable	34,000	0	0	0	2,800			
	High								
2	Disabled Facilities Grants		40,000	65,000	575,000			Members consideration of proposals for future funding - Exec. Feb 2010.	
3	Lifetime Grants				150,000				
4	Energy Management System (previously considered as Medium Priority)		100,000			2000		Potential for savings in energy costs and ongoing system maintenance costs. Current system costs £10k pa. Risk - parts for current system are now obsolete and platform (windows 95) redundant.	Clean and Green

	Description	Revenue Implications					Commentary	Link to Priorities
		2009/10	2010/11	2011/12	2012/13	£'000		
		£'000	£'000	£'000	£'000	£'000		
5	Replace culvert/footbridge - Church Hill Brook (nr Exhall Close/Loxley Close)		20,000				Significant restriction to flows leading to unreasonable levels of flood risk to nearby residential properties. Risk - History of flooding in the area.	Clean and Green
6	Upgrade Street Lighting - r/o Foxlydiate Crescent (3 areas)		25,000				Area poorly lit due to age of lighting columns that are now in a dangerous condition. Risk - personal injury or property damage.	Clean and Green, Safe
7	Footpath Improvements (2 locations) - Church Hill Brook (nr Church Hill Way and Walkers Road)		20,000				Footpaths require raising locally in order to deflect waters back into the existing channel. Risk - history of flooding in the area.	Enterprising Community, Clean and Green, Safe and Well Managed Organisation
8	Church Hill Brook (Moons Moat Drive) - Culvert 74 improvements					10,000	Location principle collection point for any waterborne debris within Church Hill Brook. Risk - health & safety risk to operatives due to the design of the grille.	Clean and Green Safe
9	Improvements to culverts and re-cut ditch - Pitcheroak Woods r/o 237 - 249 Bromsgrove Road		40,000				Proposal to restore former open channel as a more effective in dealing with any residual overland flows. Risk - flood risk to adjacent properties. Also regular source of high maintenance.	Clean and Green, Safe, Well Managed Organisation

	Description	Revenue Implications					Commentary	Link to Priorities
		2009/10	2010/11	2011/12	2012/13	£'000		
10	Culvert Improvements - Batchley Brook Ex Pond outlet - Batchley Road				10,000		Existing culvert has unsatisfactory entry arrangements causing problems of high maintenance during storm conditions. Risk - health & safety risk to operatives. Should the high-level grilles fail, danger of unauthorised or accidental access to the culvert.	Clean and Green, Safe, Well Managed Organisation
11	Plant/equipment replacement		100,000	100,000	100,000		Continued replacement of the authorities major items of equipment and plant as part of the standing annual plant replacement programme	Clean and Green
12	Crossgates- Security improvements		80,000				Security improvements are required at Crossgates Depot as there has been a significant amount of crime relating to this site, with 24 incidents reported to the police since 2000 at a cost in items alone of around £37,000	Well Managed Organisation that is safe clean and green
	Total High	0	425,000	165,000	845,000	2,000		
	Medium							

	Description	2009/10					2010/11					2011/12					2012/13					Revenue Implications		Commentary	Link to Priorities	
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000				
13	Sub Regional Choice Based Lettings						15,000																		The enhanced service would allow more choice for people on the council's housing waiting list. Risk - Redditch would be the only LA not to have signed up to the Sub Regional CBL.	Enterprising Community.
14	Desktop Software Upgrade (move to 2003 standard with flexibility to move to latest product (2010) to be released next year.						83,000																		Provision of office productivity suite licensing for desktop/laptop computers. Risk - unable to effectively participate in shared and collaborative working. BDC already able to move to 2010 version.	Well Managed Organisation, Transformation Government Strategy
15	Forge Mill Museum - Replacement Education Resource Room						55,000																		Redevelopment of the Cloisters Area to provide an Education Room. Risk - no facility to deliver Education Programme at Forge Mill.	Enterprising Community, Safe
16	Kingsley College - replacement squash heating.						20,000																		To provide new Ambi-rad squash heating. College unable to contribute 50% of cost. Risk - reduced usage and customer satisfaction.	Enterprising Community, Safe, Clean
17	Forge Mill Museum - Interpretation Project						12,000																		Large screen TV with Audio introduction to start Museum Tour.	Enterprising Community, Safe

	Description	2009/10				2010/11				2011/12				2012/13				Revenue Implications	Commentary	Link to Priorities
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000				
18	Forge Mill Museum - hand held units 3D images of museum displays		15,000													Provide hand held units which offer a 3D visual and audio tour of Forge Mill. Risk - museum experience becomes stagnated, resulting in lower usage and income.	Enterprising Community, Safe			
19	Allotments - water supply		35,475													To provide piped water to 2 allotment sites currently without water and to add to existing supply on 2 other allotments. Risk - sites without water may become under used.	Enterprising Communities, Clean and Green			
20	Pond Flooding - Morton Stanley Park		8,000													Details to follow				
21	Public Access to IDOX		10,000													To allow public access to Building Control records via the internet				
22	Loan fund for business start up for young people		20,000													To encourage entrepreneurialism in young people and to improve new business survival rates				
	Total Medium	0	273,475	0	0	0	0	0	0	0	0	0	0	0	5,000					
	Low																			
23	Allotments - fencing		104,000													Security fencing to Church Hill and Tilehouse allotments to reduce incidence of theft. Risk - continued or increased crime on the sites.	Enterprising Communities, Safe, Clean and Green			

Description	2009/10	2010/11	2011/12	2012/13	Revenue Implications		Commentary	Link to Priorities
	£'000	£'000	£'000	£'000	£'000	£'000		
Total Low Bids	0	104,000	0	0	0	0		
Total General Fund Capital Bids	34,000	802,475	165,000	845,000	9,800			
Housing Revenue Account								
Unavoidable								
1 Decent Home Programme				5,320,000			Continuation of Decent Home Programme	Well Managed Organisation
2	50,000	80,000	110,000	700,000			Additional funds are required in the years 2009/10 to 2011/12 to deal with the increased demand for the installation of larger works e.g. stair lifts and building works.	Enterprising and Safe
3		150,000						
Equipment & Adaptations								
Installation of fire and smoke detection equipment (continuation of project)								
Total HRA Unavoidable	50,000	230,000	110,000	6,020,000				
High								
4 Upgrade of security doors to communal blocks		120,000	100,000					
5 Solid external wall insulation		100,000	200,000					
6			100,000		20,000		Transfer from a property based system to a person centred system. Upgrade to current system.	
Housing Management System replacement								

Description	2009/10	2010/11	2011/12	2012/13	Revenue Implications		Commentary	Link to Priorities
	£'000	£'000	£'000	£'000	£'000	£'000		
Total HRA High	0	220,000	400,000	0	0	20,000		
Total HRA Capital Bids	50,000	450,000	510,000	6,020,000				

Revenue Implications - MRP, interest and ongoing maintenance charges

	Description General Fund	2009/10 £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000	Future Years £'000	Total
	Unavoidable						
1	Income Management Upgrade	0.4	7.7	7.7	7.7	7.7	77.7
	Total Unavoidable	0.4	7.7	7.7	7.7	7.7	77.7
	High						
2	Disabled Facilities Grants*	0.0	0.9	5.8	22.0	59.2	601.4
3	Lifetime Grants	0.0	0.0	0.0	3.4	21.7	220.8
4	Energy Management System (previously considered as Medium Priority)	0.0	4.2	16.5	16.5	16.5	169.3
5	Replace culvert/footbridge - Church Hill Brook (nr Exhall Close/Loxley Close)	0.0	0.5	1.9	1.9	1.9	38.5
6	Upgrade Street Lighting - r/o Foxlydiate Crescent (3 areas)	0.0	0.6	2.4	2.4	2.4	48.1
7	Footpath Improvements (2 locations) - Church Hill Brook (nr Church Hill Way and Walkers Road)	0.0	0.5	1.9	1.9	1.9	38.5
8	Church Hill Brook (Moons Moat Drive) - Culvert 74 improvements	0.0	0.0	0.0	0.2	0.9	19.2
9	Improvements to culverts and re-cut ditch - Pitcheroak Woods r/o 237 - 249 Bromsgrove Road	0.0	0.0	2.9	3.8	3.8	75.1
10	Culvert Improvements - Batchley Brook Ex Pond outlet - Batchley Road	0.0	0.0	0.0	0.2	0.9	19.2
11	Plant/equipment replacement	0.0	2.2	31.7	53.0	88.5	360.8
12	Crossgates- Security improvements	0.0	1.8	7.6	7.6	7.6	153.8
	Total High	0.0	10.7	70.7	112.9	205.3	1,744.7
	Total Unavoidable and High	0.4	18.4	78.4	120.6	213.0	1,822.4

* Assumed ongoing receipt of government grant reducing level of borrowing to £300k

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No Specific Ward
Relevance

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FEES AND CHARGES - REVIEW 2010/11

(Head of Financial, Revenues and Benefits Services)

1. Purpose of Report

To present the proposed fees and charges for 2010/11 for the Council's chargeable services.

This report and each of the appendices was considered at a meeting of the Executive Committee on Wednesday 9th December.

2. Recommendation

The Committee is asked to RESOLVE that

- 1) other than in cases where:-**
 - a) fees or charges are statutory;**
 - b) fees and charges are set externally (for example under the Model Scheme of Charges for Building Control fees & charges);**
 - c) the Council has delegated authority for Officers to vary fees and charges to take account of various circumstances; or**
 - d) fees and charges are established under separate processes, for example the setting of Taxi Fares, or service charges set to recover actual costs**

the proposed fees and charges for 2010/11, where for each Service area/Directorate they achieve an overall increase of at least 2% in income budgets and the fees and charges proposals have been agreed with the relevant Portfolio Holders, the proposed fees and charges for 2010/11, as listed in the appendices to the report, be approved; and

RECOMMEND that

- 2) in cases where fees and charges for 2010/11 have not been increased by an overall 2% as detailed in Appendix H attached to the report, the proposed fees and charges for 2010/11, as listed in the appendices to the report, be approved; and**

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3) in the case of the Home Support Service detailed in Appendix F

EITHER it be RESOLVED that

the charge for the service be increased by 2% as per the budget preparation guidelines to £10.50 per week; OR

RECOMMENDED that

the charge for the service be increased by £1.96 per year for three years to reflect the actual cost of the service giving a charge for the next three years of:

Year 1 (2010/11) - £12.26

Year 2 (2011/12) - £14.22

Year 3 (2012/13) - £16.18

3. Financial, Legal, Policy and Risk Implications

Financial Implications

- 3.1 There is a proposed increase on all fees and charges of 2%. The charges are proposed to take effect from 1st January 2010 in line with the change in VAT rate, which is due to increase from 15% to 17.5%.
- 3.2 There is no increase proposed for Leisure Service fees and charges this year. Where fees are vatable they will be increased by the VAT increase only. All other Leisure Services fees and charges will remain unchanged. An increase of 2% would achieve additional income to the Authority of £20,000.

Policy Implications

- 3.3 Where the fees and charges are increased by the proposed 2% as approved in the budget guidelines, the Committee is asked to resolve the new fees and charges to be implemented from the 1st January 2010.
- 3.4 Where the fees and charges have not been increased by 2%, the Committee is asked to recommend.

Legal Implications

- 3.5 A number of statutes governing the provision of services covered by this report contain express powers or duties to charge for services. Where an express power to charge does not exist the Council has

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the power under Section 111 of the Local Government Act 1972 to charge where the activity is incidental or conducive to or calculated to facilitate the Council's statutory function. The details of the powers to levy particular charges may be obtained from the author of this report.

Risk Implications

- 3.6 If the Council's fees and charges are not increased at least in line with inflation each year then the level of subsidy will increase which has a direct impact on the level of Council Tax or the Housing Revenue Account.

Report

4. Background

- 4.1 Comments relating to the individual services are shown in the Appendices.
- 4.2 The Council's Financial Regulation D11 requires an annual review of fees and charges to be undertaken. Traditionally, this review is carried out as part of the budget preparation cycle.
- 4.3 This current review has been carried out in accordance with the budget preparation guidelines reported to the Council on 7th December 2009.

5. Key Issues

The key issues relating to individual service areas have been detailed in the appendices.

6. Other Implications

Community Safety	:	None.
Human Resources	:	None.
Social Inclusion	:	The report includes a number of fees and charges where there are concessions to assist with issues relating to social exclusion / inclusion.
Sustainability	:	None.

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7. Conclusion

The proposed charges set out in the appendixes should, if approved by Members, generate a 2% increase in income, unless otherwise stated.

8. Background Papers

Budget Guidelines, Report (Council 7th December 2009).
List of Legal Powers.

9. Consultation

Relevant Borough Council Officers have been consulted in the preparation of this report.

10. Author of Report

The author of this report is Teresa Kristunas (Head of Financial, Revenues and Benefits Services) who can be contacted on extension 3295 (e.mail: teresa.kristunas@redditchbc.gov.uk) for more information.

11. Appendices

- Appendix A - Head of HR & Communications.
- Appendix B - Head of Environment – Current and Proposed Fees and Charges
- Appendix C - Head of Operations - Current and Proposed Fees and Charges.
- Appendix D - Head of Planning and Building Control Services - Current and Proposed Fees and Charges.
- Appendix E - Head of Legal, Democratic and Property Services - Current and Proposed Fees and Charges.
- Appendix F - Head of Housing – Current and Proposed Fees and Charges.
- Appendix G - Head of Financial, Revenues and Benefits Services – Current and Proposed Fees and Charges
- Appendix H - Head of Leisure & Arts - Current and Proposed Fees and Charges

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Head of HR & Communications**Corporate Photocopying Charges**

Per side	Current 2009/10 (£)	Proposed 2010/11 (£)
A4 (black & white)	0.10	0.15
A4 (colour)	0.25	0.30
A3 (black & white)	0.20	0.25
A4 binding	1.50	1.55
A4 plastic cover	1.00	1.05
A3 (colour)	0.50	0.55
A2 (black and white)	0.40	0.45
A2 (colour)	Variable rate	UR
A1 (black and white)	0.80	0.85
A1 (colour)	Variable rate	VA
A0 (black and white)	1.60	1.65
A0 (colour)	Variable rate	Variable rate

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HEAD OF ENVIRONMENTAL SERVICES

Bulky Household Waste

Bulky household waste - up to 3 items

Additional charge 4-6 items

Orange sacks each

Dog Warden (VAT - outside scope)

(fees agreed with contractor)

Vaccination*

Penalty* (Statutory Fee)

Daily Charge*(for first 2 days))

* no charge to those on income related means tested benefits for the first offence.

Licences (VAT - outside scope)

Riding establishments

Pet shops - Initial

- Renewal

Dog Breeding - Initial

- Renewal

Animal Boarding - Initial

- Renewal

Dangerous Wild Animals

(The above licences are subject to the addition of any actual vet costs incurred)

Acupuncture, Tattooing, Ear Piercing and

Electrolysis

Control of Sex Establishments

Other Environmental Health Fees

Testing Microwave Ovens

ISS Certs Condemned Food

(increase due to extra work required to issue certificate)

Food Hygiene Basic Course fee

House Fitness Inspections

Registration of housing in multiple occupation

	Current 2009/10 £	Proposed 2010/11 £
Bulky household waste - up to 3 items	15.00	15.30
Additional charge 4-6 items	4.00 per item	4.10 per item
Orange sacks each	1.20	1.50
<u>Dog Warden</u> (VAT - outside scope)		
(fees agreed with contractor)		
Vaccination*	26.90	26.90
Penalty* (Statutory Fee)	25.00	25.00 set
Daily Charge*(for first 2 days))	8.95	9.50
<u>Licences</u> (VAT - outside scope)		
Riding establishments	145.35	148.50
Pet shops - Initial	80.20	81.80
- Renewal	38.10	39.00
Dog Breeding - Initial	96.80	98.70
- Renewal	59.25	60.50
Animal Boarding - Initial	94.70	96.60
- Renewal	58.00	59.00
Dangerous Wild Animals	152.20	155.00
(The above licences are subject to the addition of any actual vet costs incurred)		
Acupuncture, Tattooing, Ear Piercing and Electrolysis	72.55	74.00
Control of Sex Establishments	904.50	920.00
<u>Other Environmental Health Fees</u>		
Testing Microwave Ovens	17.85	18.20
ISS Certs Condemned Food (increase due to extra work required to issue certificate)	49.20	60.00
Food Hygiene Basic Course fee	58.00	60.00
House Fitness Inspections	75.00	76.50
Registration of housing in multiple occupation	73.50	75.00
	per person per properties	

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Enquiries relating to Landfill Sites and Contaminated Land

- standard fee per question

Use of Loudspeakers in Street
(Charitable organisations free)

Officer time

- Enforcement of Statutory Notices,
Supervision of Work in Default etc
Export Certificates

*(increase due to amount of work required to respond to enquiries).

Current 2009/10 £	Proposed 2010/11 £
47.25	60.00*
36.40	37.10
Actual + 10% admin.	Actual + 10% admin.
36.75	37.50

Allotments

Small Plot

- Standard

- Concession

Medium Plot

- Standard

- Concession

Large Plot

- Standard

- Concession

Water Charge

- Small

- Medium

- Large

Approved 2010/11	Proposed 2011/12
21.00	21.40
10.50	10.70
36.75	37.50
18.30	18.65
52.50	53.55
26.25	26.75
7.35	7.50
9.45	9.60
11.55	11.75

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Hackney Carriages and Private Hire Vehicles

(VAT - outside scope)

Hackney Carriage Vehicle Licence per annum (2005/06 charge excludes vehicle testing)

Hackney Carriage Driver's Licence - per annum

Private Hire Operator's Licence - per annum (1 vehicle)

- per each additional vehicle

Private Hire Vehicle Licence per annum (2005/06 charge excludes vehicle testing)

Private Hire Driver Licence - per annum

Dual Hackney Carriage and Private Hire Driver's Licence - per annum

Administration Charge - new applications

Transfer of plate - per transfer

Replacement Vehicle Plates

Replacement Driver's Badge

Magnets (VIP)

DVLA Enquiry

CRB Disclosure

	Current 2009/10 £	Proposed 2010/11 £
	258.65	258.65
	56.85	56.85
	164.00	164.00
	16.40	16.40
	258.65	258.65
	56.85	56.85
	83.00	83.00
	25.00	25.00
	47.00	47.00
	18.70	18.70
	11.00	11.00
	No Charge	18.00
	No Charge	5.00
	40.00	40.00

Charges that operators levy have not been increased for 2010/11. No increase proposed charges are set to cover costs.

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HEAD OF OPERATIONS

Cemeteries

(VAT - outside scope unless shown)

Full earth interment under 1 year

(non resident only)

(Redditch Resident)

Interment 1 year to 16 years

(non resident only)

(Redditch Resident)

Interment 17 years and over *

- Single depth

- Double depth

- Treble depth

Interment of cremated remains *

Interment of cremated remains – non-resident 16 or under

Redditch Resident

Exclusive Right of Burial for 75 years

- In adult size grave *

- in babies grave

- in child's grave (4 x 2)

- in ashes grave*

Adult size grave purchased in reserve *(**new fee**)Ashes Grave purchased in reserve* (**new fee**)

Extending Rights in existing grave for 25 years

- in existing full earth grave

- in child's grave

- in ashes grave

Assignment of the exclusive right of a full earth reserved grave from resident to non -resident

Assignment of the exclusive right of a reserved cremated remains plot from resident to non resident

Assignment / Transfer of Exclusive Right

Scatter in grave (roll back turf)

Certified copy of entry in Register of Burials

Disinterment of Remains - Cremated Remains

Disinterment of Remains -Full Earth Burial

	Current 2009/10	Proposed 2010/11
	90.00	90.00
	no charge	no charge
	130.00	130.00
	no charge	no charge
	360.00	370.00
	360.00	370.00
	360.00	370.00
	125.00	130.00
	50.00	50.00
	no charge	no charge
	900.00	940.00
	215.00	215.00
	230.00	235.00
	360.00	380.00
	n/a	1250.00
	n/a	450.00
	300.00	315.00
	130.00	80.00
	240.00	125.00
	1,800.00	1,880.00
	720.00	740.00
	0.00	0.00
	50.00	50.00
	25.00	25.00
	150.00	150.00
	On application	On application

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	Current 2009/10	Proposed 2010/11
Cemetery Memorials		
Memorial application administration fee	50.00	75.00
Secure unstable memorial	70.00- 120.00	70.00- 20.00
The interment and exclusive right fee is trebled* in all cases where the deceased does not have a Redditch address, unless the grave was purchased by the deceased whilst living in Redditch		
Cremation related fees (VAT - outside scope unless shown)		
Cremation under 1 year (non resident only)	60.00	60.00
Cremation 1 year to 16 years (non resident only)	100.00	100.00
Cremation 17+ years 8.30 am & 9.00 am (30min)	350.00	350.00
Cremation 17 + years 9.30 am onwards(45min)	440.00	450.00
Temporary deposit of ashes per month (after one month)	15.00	15.00
Scattering of ashes from other crematoria	35.00	35.00
Certified extract from Register of Cremations	25.00	25.00
Replacement certificate of cremation (new fee)		10.00
Organist's fee	On application	On application
Extra Service Time in Chapel	100.00	110.00
Use of Chapel for Any (including children) burial service (RBC Cemeteries) (deleted)	120.00	N/A
Use of Chapel for burial service (RBC Cemeteries)(amended fee see above)		110.00
Use of Chapel for Any (including children) burial service (not RBC Cemetery)	325.00	340.00
Use of chapel for burial service of child 16 or under (RBC Cemeteries) (amended fee see above)		60.00
Late arrival at Crematorium (Only if service runs into next time slot)	100.00	110.00
Memorial service where cremation has taken place elsewhere.(new fee)		110.00

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	Current 2009/10	Proposed 2010/11
Caskets		
Wooden cremated remains casket	60.00	60.00
Baby caskets – Size A	15.00	15.00
Size B	17.00	17.00
Size C	20.00	20.00
<u>Memorials</u>		
The following charges are VAT inclusive -		
Book of Remembrance - Name + 1 line	65.00	65.00
Each additional line in the Book	25.00	25.00
Miniature Book of Remembrance Name + 1 line	50.00	50.00
Remembrance Card Name + 1 line	20.00	20.00
Additional lines in miniature and cards	10.00	10.00
Crests - Floral depiction	40.00	40.00
- Badge or other	50.00	50.00
Wall Plaques – Internal		
indoor single (12" x 3") – 5 year lease (new option)	n/a	135.00
indoor single (12" x 3") – 10 year lease	235.00	235.00
indoor single (12" x 3") – 20 year lease	335.00	335.00
Indoor double (12" x 6") -5 year lease (new option)	n/a	230.00
Indoor double (12" x 6") -10 year lease	330.00	330.00
Indoor double (12" x 6") -20 year lease	430.00	430.00
Outdoor Wall Plaques		
- 5 year lease (new option)		150.00
- 10 year lease	250.00	250.00
- 20 year lease	350.00	350.00
Octagonal planter memorial/plaque		
5 year lease(new option)	n/a	220.00
10 year lease	320.00	320.00
20 year lease	450.00	450.00
motif	50.00	50.00

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Licensed Van Pitch or food trailer		
- with electric		
Monday	26.95	27.50
Tuesday	29.40	29.95
Thursday and Friday	30.65	31.25
Saturday	37.45	37.50
Casual Van Pitch or food trailer		
- with electric		
Monday	35.10	35.80
Tuesday	38.30	39.00
Thursday and Friday	39.90	40.50
Saturday	48.70	49.50
<u>Supplies Service</u>		
On cost for cash sales	25%	27%
Logs per cubic metre per bag	15.00	15.30

Comment re Market Services: 2% applied, rounded to the nearest 5p; less than 2% added to Saturday rate as we need to maintain current level of Saturday traders.

Seasonal discounts for all licensed stall holders/licensed van pitches will be applied at the rate of 15% in January, February and March to all the above rents.

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HEAD OF PLANNING & BUILDING CONTROL

	Current 2009/10 £	Proposed 2010/11 £
<u>Building Control Non-Statutory Services</u>		
(VAT – inclusive)		
Site attendance for surveys etc. (per hour) plus mileage costs	73.50	75.00
<u>Development Control - Non-Statutory Services</u>		
(VAT – inclusive)		
Site Visits (for Solicitors) (per hour)	77.20	78.80
High Hedge Complaints	165.40	168.80
<u>Extracts from Ordnance Survey Maps</u>		
1:1500 on A4 & A3, 1:1250 on A4		
3 copies	20.00	20.40
6 copies	25.00	25.50
Additional copies	1.00	1.10
1:1250 on A3		
3 copies	30.00	30.60
6 copies	35.00	35.70
Additional copies	1.00	1.10
1:2500 on A4		
3 copies	40.00	40.80
6 copies	45.00	45.90
Additional copies	2.00	2.10
1:2500 on A3		
3 copies	105.00	107.10
6 copies	110.00	112.20
Additional copies	4.00	4.10

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HEAD OF LEGAL, DEMOCRATIC & MEMBER SERVICES

CIVIC SUITE COMMERCIAL CHARGES

<u>Room</u>	2009/10		2010/11	
	4hr Min Daytime £	8hr Min Daytime and/or Evening £	4hr Min Daytime £	8hr Min Daytime and/or Evening £
Committee Room 1	42.00	55.00	43.00	56.00
Committee Room 2/3	85.00	120.00	87.00	122.50
Council Chamber	120.00	185.00	122.50	189.00
Full Civic Suite (to include servery) – Monday – Saturday	185.00	350.00	189.00	357.00
Ditto - Sunday (exceptional only)	185.00 (+Caretaking supplement)	350.00 (+Caretaking supplement)	189.00 (+Caretaking supplement)	357.00 (+Caretaking supplement)
<u>Equipment Hire</u>				
OHP/Screen	18.00	18.00	18.50	18.50
TV/Video	18.00	18.00	18.50	18.50
Conferencing Sound System	18.00	18.00	18.50	18.50
Flipchart stand	6.00	5.00	6.20	5.10
<u>Other Fees</u>				
Security	-	-	-	TBA
Retainer	-	-	-	200.00

Notes:

1) Bookings fell in 2009/10, but whether that was due to previous fee increases or else the general economic climate is hard to say.

2) Professional bodies hiring the Civic Suite for largely daytime use seem to have little resistance to current hire charges. Community commercial bookings have fallen considerably, however, and consultation needs to be undertaken to ascertain whether rising fees and charges are the issue.

3) In the light of experience in the current year, additional fees are recommended for approval to cover Security at evening events and a retainer in case of damage. Both of these are recommended to be discretionary with authority delegated to the Democratic Services Manager, in consultation with the Customer Services Manager, to make judgements on the need and level of these supplements, on an event by event basis. The effect of these changes will continue to be monitored and reported to the Portfolio Holder.

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CIVIC SUITE - REFRESHMENT CHARGES

Service	Current 2009/10 £	Proposed 2010/11 £
Teas and Coffees - Internal - per cup	0.55	0.55
Commercial - per cup	0.70	0.70

LOCAL LAND CHARGES FEES & Charges 2010/11

Increases represent an average 2%. Fees and charges are not to generate income which exceeds the real cost of providing the service which will continue to be monitored. The County Council element of the fee has not increased this year.

	Current 2009/10	Proposed 2010/11
Basic Full search Total Cost	92.50	94.50
LLC1 (Local Land Charges Register entries only - RBC)	12.00	12.50
Con 29 Enquiries Only RBC element - £61.00 WCC element - £16.00	80.50	82.00
Single Con 29 Question RBC WCC	5.00 11.00	5.50 11.50
Part II Option Enquiries RBC Questions 4, 5 & 9 (WCC) Commons Search (WCC)	5.50 12.00 20.00	6.00 12.50 20.50
Additional Enquiries RBC WCC	5.50 12.00	6.00 12.50
Each Additional Parcel of Land	12.00	12.50
Personal Search	11.00	22.00 (Statutory increase)
Expedited Search (24hrs)	98.00	100.00
Refresher Search (search updated within 6 months)	16.00	16.50

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Committee

16th December 2009

HEAD OF HOUSING SERVICES

(VAT outside scope unless otherwise stated)

	Current 2009/10 £	Proposed 2010/11 £
<u>Dispersed Units</u>		
Water charge	3.50 p.w.	(See comments)
Service Charge		
Minimum Charge	78.52 p.w.	(See comments)
Maximum Charge	83.43 p.w.	(See comments)
<u>Service Charges</u>		
Three Storey Flats	6.25 p.w.	6.25 p.w.
Woodrow Estate *	3.00 p.w.	3.00 p.w.
Evesham Mews *	5.00 p.w.	5.00 p.w.
St David's House	10.15 p.w.	10.35 p.w.
Queen's Cottages	4.00 p.w.	4.10 p.w.
Replacement Key Fobs	5.25 each	5.25 each
*(subject to review)		
<u>Sheltered Scheme (VAT inclusive)</u>		
Use of washing machines	1.40	1.40
Use of drying machines	0.90	0.90
Use of guest bedrooms per night	10.50	12.00
Hire of communal lounge per hour	7.00	8.50
<u>St David's House</u>		
Heating charge	5.80	6.00
Water charge	2.50	2.60
<u>Mendip House</u>		
Gas charge F1/B3	7.10	7.25
Gas charge F1/1(B)	8.40	8.55
<u>Bredon House</u>		
Gas charge F1/1(A)	5.70	5.90
Gas charge F1/1(B)	5.75	5.95
Gas charge F3/BS	5.75	5.95
Gas charge F1/2P	6.55	6.75
<u>Malvern House</u>		
Gas charge F1/BS	5.80	6.00
Gas charge F1/1	5.90	6.10
Gas charge F1/2	6.65	6.85

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	Current 2009/10 £	Proposed 2010/11 £
<u>Mendip House</u>		
Electric charge F1/B3	5.80	5.95
Electric charge F1/1	7.20	7.35
<u>Bredon House</u>		
Electric charge F1/1(A)	4.40	4.60
Electric charge F1/1(B)	4.50	4.70
Electric charge F3/BS	4.50	4.70
Electric charge F1/2P	5.10	5.30
<u>Malvern House</u>		
Electric charge F1/BS	4.60	4.80
Electric charge F1/1	4.65	4.85
Electric charge F1/2	5.35	5.55
<u>Winslow Close</u>		
Electric charge 1/IBSF	5.80	6.00
Electric charge 2/IBSF	7.40	7.60
<u>Garage Rents</u>		
Garages	7.30 p.w.	7.45 p.w
Car Ports	2.75 p.w.	2.85 p.w
Car Spaces	1.70 p.w.	1.80 p.w
Non Council Tenants plus VAT	8.40 p.w.	8.75 p.w
<u>Rechargeable Repairs</u>		
Boarding up a domestic property:		
Minimum charge	18.10 + vat	18.50
Maximum charge	Full cost	Full cost
Glazing:		
Minimum charge	37.25 + vat	38.00
Maximum charge	Full cost	Full cost
Lock replacement :		
Minimum charge	21.80 + vat	22.25
Maximum charge	Full cost	Full cost
Larger repairs, e.g. door/wc replacement :		
Minimum charge		
Maximum charge	Full cost	Full cost
Out of hours call out	28.15 + vat	28.70

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	Current 2009/10 £	Proposed 2010/11 £
<u>St. David's House</u>		
<u>Luncheon Club</u>		
Residents	2.75	3.00
Non Residents (Over 60) (inc VAT)	3.50	3.80
All Others (inc VAT)	4.00	5.00
Drinks	0.27	0.30
<u>Home Support Service</u>		
- Full Charge	10.30 p.w.	See comments
- Protected Charge	3.20 p.w.	See comments
Lifeline – Full Charge (48 weeks)	3.25 p.w.	3.30
Tenants' Support – St David's House/Queen's Cottages		
- Full Charge	55.00 p.w.	56.00 p.w.
- Protected Charge	35.50 p.w.	36.20 p.w.
<u>Community Alarm Hire</u>		
(All prices plus VAT where applicable)		
Community Alarm Hire Private x 52 weeks	3.00	3.05
Alarms private user pre April 2004 x 52 weeks	2.50	2.55
Key safes types 1 and 2	5% Manufacturers price at the time	5% Manufacturers price at the time
Extra pendants-private	25.00	Manufacturers price at the time
Extra pendants – council	27.00	Manufacturers price at the time

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SHELTERED SCHEME WASHING MACHINES AND DRYERS

The cost to alter the mechanism to take a different denomination would be around £1,000 as the supplier will not allow RBC staff to make any changes. Therefore no increase is proposed at this time.

As part of the review of Sheltered Housing, officers are looking at a service charge to be introduced for communal areas and therefore the extra increase for the washing machines and dryers can be recovered through this.

THE HOME SUPPORT SERVICE

Due to changes in the Supporting People contract, an hourly rate charge now forms part of the contract. This equals £13.58 per hour.

The true hourly rate of the service is £16.18 (including on costs). The current charge to tenants for the service is £10.30 per week.

Members could increase the charge over the next 2/3 years to eventually cover the cost of the service or choose to keep to a 2% increase.

The cost over 3 years would be:

Year 1	£12.26
Year 2	£14.22
Year 3	£16.18

This equals an increase of £1.96 per year over the 3 years to achieve the £16.18.

The service is currently being supported by the HRA as there is a deficit on the money received through the Supporting People contract and the cost of the service.

DISPERSED UNITS

Service Charge – this charge includes rent.

Rents will be set in January at the time of approving the budget for the Housing Revenue Account. The service charge element is based on recovering actual costs. These charges are allowable for HB purposes.

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Committee

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Head of Financial, Revenues and Benefits Services

Revenues and Benefits

Court Costs

Council Tax

- Summons
- Liability Order

NNDR

- Summons
- Liability Order

Current 2009/10 £	Proposed 2010/11 £
50.00	50.00
25.00	25.00
50.00	50.00
25.00	25.00

The above charges are set with reference to the cost of collection. The existing charges continue to cover cost.

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Head of Leisure & Arts**PURCHASE OF REDDICARDS**

Adult resident
Family resident
Couple resident
Junior resident
Adult non-resident
Junior non-resident
Family non-resident
Couple non-resident
Adult concession
Junior concession
Family concession
Seniors resident
Student
Disabled
Commercial Block Booking Card
Development Block Booking Card

Current Charge 2009/10	Proposed Charge 2010/11
£	£
23.75	24.30
33.95	34.70
29.35	30.00
17.60	18.00
29.35	30.00
20.45	20.90
42.40	43.35
35.90	36.70
8.15	8.35
8.15	8.35
12.00	12.30
8.15	8.35
8.15	8.35
8.15	8.35
68.20	69.70
24.80	25.35

Senior denotes over 60

STN – Subject to Negotiation

RC – Reddicard

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COMMUNITY CENTRES & MEETING ROOMS	2009/10	2009/10	2009/10	2010/11	2010/11	2010/11
	Current	Current	Current	Proposed	Proposed	Proposed
	Standard	Voluntary	Function	Standard	Voluntary	Function
	£	£	£	£	£	£
Rates are charged per hour						
Batchley	21.00	7.40	15.50	21.50	7.60	15.90
Matchborough East						
Lounge	8.45	5.20	N/A	8.65	5.30	N/A
Soft Play Area & Lounge	N/A	14.00	39.10	N/A	14.30	40.00
Main Hall	21.00	7.40	15.50	21.50	7.60	15.90
Oakenshaw						
Main Hall	21.00	9.80	15.50	21.50	10.00	15.90
Small Hall	16.35	7.40	13.45	16.75	7.60	13.80
Windmill						
Main Hall	21.00	9.80	15.50	21.50	9.80	15.90
Small Hall	16.35	7.40	13.45	16.75	7.60	13.80
Winyates Barn	21.00	7.40	13.45	21.50	7.60	13.80
Matchborough West	21.00	7.40	15.50	21.50	7.60	15.90

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REDI CENTRE**Rates are charged per hour****Room Hire**

Large Hall (crèche)

Classroom

Computer Room

Reception Office

Workshop

Nursery ChargesPeople on REDI courses in receipt of benefit
(per sessions)People on REDI courses not in receipt of
benefit (per session)

Flexi – Nursery (per hour)

Commercial rate – people attending courses

Current Charge	Proposed Charge
2009/10	2010/11
£	£
17.80	18.20
12.00	12.30
21.90	22.40
6.00	6.10
20.00	20.40
1.15	1.20
2.30	2.35
2.80	2.90
3.40	3.50

PALACE THEATRE HIRE COSTS 2009

1-2 NIGHTS AMATEUR

Mon - Thurs 2pm - 10.30 pm

Fri - Sat

Sun

2 NIGHTS PLUS FOR SHOWS

INCLUDING TECH AND REHEARSALS -
AMATEUR

2 performances and 2 Tech, Dress rehearsals

Extra performances up to 4

Extra rehearsals (Sundays not included)

Rehearsal times: 2 - 5 pm, 6 -10.30 pm,

Show times 6 - 10.30 pm

FULL WEEK HIRE

Up to 6 performances (Also includes Sunday
and Monday Tech, Rehearsals)

Sunday 9 - 6 Max, Mon 2 - 5 6 - 10 pm,

Tues - Sat performances 6 - 1-.30 pm Mat 2 - 5 pm

1 - 2 NIGHTS PROFESSIONAL

Mon - Thurs 2 pm - 10.30 pm

Fri - Sat

Sun

£	£
747.50	764.00
831.45	850.00
1,095.95	1,120.00
1,793.00	1,832.50
553.30	565.50
159.50	163.00
3,365.25	3,440.00
887.80	910.00
986.12	1,010.00
1,302.95	1,331.50

Ticket prices include a booking fee of 50p per ticket.

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COMMITTEE ROOM HIRE	Current Charge 2009/10	Proposed Charge 2010/11
Four hours (refreshments extra)	85.10	87.00
Daily	157.55	161.00

YOUTH THEATRE CHARGES	CURRENT 2009/10			PROPOSED 2010/11		
	2009/10 Fees	2009/10 R/card Fees	2009/10 Concessio n Fees	2010/11 Fees	2010/11 R/card Fees	2010/11 Concessio n Fees
10 week terms (Tues & Sat 2 hrs)	89.20	59.50	28.85	89.20	59.50	28.85
10 week terms (Mon 1 hr)	44.66	29.75	14.15	44.66	29.75	14.15

	CURRENT 2009/10	PROPOSED 2010/11
WORKSHOP HIRE - per day	£86.25	£88.40

Notes:

1. Charity Hire to be decided by Committee
2. Bank Holiday lettings subject to negotiation
3. Appropriate certification proof must be shown to use the workshop machinery.

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Committee

16th December 2009

Costs for Hiring Miscellaneous Items

	CURRENT 2009/10			PROPOSED 2010/11		
	Day Price	Up to 3 days	One Week	Day Price	Up to 3 days	One Week
	£	£	£	£	£	£
Painted back cloths	35.65	47.70	68.20	36.50	48.75	69.70
Jem techno Fog Machine	24.15	30.00	40.00	24.75	30.70	41.00
Le Maitre mini mist	24.15	30.00	40.00	24.75	30.70	41.00
Jem Techno Haze Machine	17.80	24.15	40.00	18.20	24.75	41.00
Baby Grand Piano Tuning	40.00			41.00		
Upright Piano Tuning	70.00			71.55		
Yamaha Clavinova	25.00	46.00	82.50	25.60	47.00	84.30
Technique Key Board	18.50	37.00	55.00	19.00	37.80	56.20
Bar Extension (after 11 pm)	35.50 per night			35.50 per night.		
Tickets	Charged at 7p per ticket sold plus VAT			Charged at 7p per ticket sold plus VAT		
PAT testing	7.00 per item			7.00 per item		
Workshop hire	80.50 per day	As day rate, depending on availability		82.30 per day	As day rate, depending on availability.	

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	CURRENT 2009/10			PROPOSED 2010/11		
	Day Price	Up to 3 days	One Week	Day Price	Up to 3 days	One Week
	£	£	£	£	£	£
Video/Data Projector	138.00	150.00	396.00	141.00	153.30	405.00
Radio Mic's <i>Up to 4 handheld & 10 lapels</i>	18.00 per mic <i>See Note 4</i>	29.60 per mic <i>See Note 4</i>	45.50 per mic <i>See Note 4</i>	18.40 per mic <i>See Note 4</i>	30.30 per mic <i>See Note 4</i>	46.50 per mic <i>See Note 4</i>
Rostra section (2mx1m) inc legs	11.50	14.50	17.50	11.75	14.80	17.90
	Only charged for if hired outside of the building			Only charged for if hired outside of the building		
Additional Crew member	12.00 per hour			12.00 per hour		
Specialist Lighting Design or Sound Engineer	per hour (Note: for any design work, the time required before the production is also charged for to complete any pre design meetings and design work).			per hour (Note: for any design work, the time required before the production is also charged for to complete any pre design meetings and design work).		

Notes:

1. Extra consumables for equipment can be supplied at cost plus 10% for administration costs. All equipment will be provided with one container.
2. Any item hired or bought on your behalf from an external company will be charged to you at cost plus 10% for Palace Theatre administration costs.
3. On all room hires, an extra £15 will be charged if the room is not left clean and tidy.
4. On hiring radio microphones, hires must provide their own batteries (one battery will be sufficient for two performances). We can provide these at cost + 10% if required.
5. Proof of appropriate certification must be shown to use workshop machinery.
6. No equipment must be altered or modified in any way.
7. Any damages must be paid for.
8. Please read and complete the relevant forms when hiring equipment outside of the Palace Theatre.

(VAT inclusive unless otherwise stated)

SPORTS - INDOOR FACILITIES

HIRE OF FULL HALL (40 MINUTES)

Abbey Stadium/Kingsley - Peak
Abbey Stadium/Kingsley - Off Peak
Arrow Vale/St Augustine's - Peak
Arrow Vale/St Augustine's - Off Peak

HIRE OF GYMNASIUM (40 MINUTES)

Arrow Vale/Kingsley
Arrow Vale/Kingsley - Commercial

OTHER ROOM HIRE

Conference Room Hire
Kingsley – Small Gym Hire

MOVEMENT OF DANCE AREA (40 MINUTES)

Arrow Vale
Arrow Vale – Commercial Hire

BADMINTON (PER COURT 40 MINUTES)

Peak
Off Peak

SQUASH (PER COURT 40 MINUTES)

Peak
Off Peak

Current Charge	With Reddicard	Current Concession	Proposed Charge	Proposed Reddicard	Proposed Concession
2009/10	2009/10	2009/10	2010/11	2010/11	2010/11
£	£	£	£	£	£
58.00	38.65	29.00	59.30	39.50	29.65
39.40	26.25	20.00	40.30	26.80	20.40
48.55	32.35	24.25	49.60	33.05	24.75
30.30	20.20	15.15	31.00	20.60	15.40
26.85	17.90	13.40	27.40	18.30	13.70
44.75	N/A	N/A	44.75	N/A	N/A
STN	N/A	N/A	STN	N/A	N/A
26.85	17.90	13.40	27.40	18.30	13.70
26.85	17.90	13.40	27.40	18.30	13.70
44.75	N/A	N/A	45.75	N/A	N/A
9.40	6.25	4.65	9.60	6.40	4.75
6.40	4.25	3.15	6.60	4.35	3.20
8.05	5.35	4.00	8.25	5.50	4.10
6.45	4.30	3.20	6.60	4.40	3.30

Charge	Reddicard	Concession	Charge	Reddicard	Concession
2009/10	2009/10	2009/10	2010/11	2010/11	2010/11
£	£	£	£	£	£
23.75	15.85	7.90	23.75	15.85	7.90
29.40	19.60	9.80	29.40	19.60	9.80
36.45	24.35	12.10	36.45	24.35	12.10
23.55	15.70	7.85	23.55	15.70	7.85
25.45	16.95	8.50	25.45	16.95	8.50
4.20	2.85	1.35	4.20	2.85	1.35
21.40	14.25	7.15	21.40	14.25	7.15
4.20	2.85	1.35	4.20	2.85	1.35
2.40	1.70	0.70	2.50	1.75	0.75
4.75	3.15	1.60	4.75	3.15	1.60
47.05	31.40	15.65	47.05	31.40	15.65

(VAT inclusive unless otherwise stated)

SPORTS - INDOOR FACILITIES

TRAMPOLINE

Abbey Stadium (08/09 fee were 6 week courses only)

10 week Beginners course

10 week Intermediate course

10 week Elite course

GYMNASTICS

Abbey Stadium

10 week course

Arrow Vale

Gymnastics Club – Wednesday – 10 weeks

Gymnastic Club - Wednesday - Session

Gymnastics Club – Sunday – 10 weeks

Gymnastic Club - Sunday - Session

CRÈCHE

Child

YOGA

Ash Tanga Yoga (Arrow Vale)

Yoga (Kingsley - 10 weeks)

Current Charge	With Reddicard	Current Concession	Proposed Charge	Proposed Reddicard	Proposed Concession
2009/10	2009/10	2009/10	2010/11	2010/11	2010/11
£	£	£	£	£	£
6.75	4.50	3.35	6.90	4.60	3.40
29.10	19.40	14.55	29.10	19.40	14.55
7.80	5.20	3.90	8.00	5.30	4.00
N/A	26.00	N/A	N/A	26.60	N/A
N/A	44.00	N/A	N/A	45.00	N/A
N/A	18.00	N/A	N/A	18.45	N/A
90.00	60.00	45.00	92.00	61.30	46.00
120.00	80.00	60.00	122.60	81.80	61.30

(VAT inclusive unless otherwise stated)

SPORTS - INDOOR FACILITIES

Spinning (Arrow Vale)

LIFESTYLES GYM

Induction (VAT exempt)

Session

Single per month – Direct Debit includes FREE Reddicard and Induction

Joint per month – Direct Debit includes FREE Reddicard and Induction

Student per month – Direct Debit includes FREE Reddicard and Induction

PARTIES

Soccer Parties

Bouncy Castle Parties

Current Charge	With Reddicard	Current Concession	Proposed Charge	Proposed Reddicard	Proposed Concession
2009/10	2009/10	2009/10	2010/11	2010/11	2010/11
£	£	£	£	£	£
5.25	3.50	2.60	5.25	3.50	2.60
4.50	3.00	2.25	4.50	3.00	2.25
4.50	3.00	2.25	4.50	3.00	2.25
4.50	3.00	2.25	4.50	3.00	2.25
3.45	2.30	1.70	3.50	2.35	1.75
FREE	FREE	FREE	FREE	FREE	FREE
FREE	FREE	FREE	FREE	FREE	FREE
N/A	1.70	N/A	N/A	1.75	N/A
FREE	FREE	FREE	FREE	FREE	FREE
34.50	23.00	17.25	35.25	23.50	17.60
6.75	4.50	3.35	6.75	4.50	3.35
5.40	3.60	2.70	5.40	3.60	2.70
3.45	2.30	1.70	3.50	2.35	1.75

(VAT inclusive unless otherwise stated)

OTHER HALL ACTIVITIES

Aerobics/Keep Fit

NETBALL (Kingsley)

Improvers

Intermediate

Advanced

SWIMMING

Adult

Junior

Under 5's

Students Swim

Senior Citizen

Adult Discount Card

Aquafit Swim – Hewell Road

Mr Js Water Aerobics - Kingsley

Clubs - Per Hour within Redditch weekday

Clubs - Per Hour within Redditch weekend

Parent & Baby

Current	With	Current	Proposed	Proposed	Proposed
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Charge	Reddicard	Concession	Charge	Reddicard	Concession	
2009/10	2009/10	2009/10	2010/11	2010/11	2010/11	
£	£	£	£	£	£	
Ladies Night	3.45	2.30	1.70	3.50	2.35	1.75
Pool Hire – Weekday	68.25	45.50	34.10	69.75	46.50	34.85
Pool Hire – Weekend	86.40	57.60	43.20	88.30	58.90	44.20
Schools Hire						
Junior Swimming Lessons	46.00	30.65	22.95	46.00	30.65	22.95
Half Hour Lane Hire	10.50	7.00	5.25	10.75	7.20	5.40
One hour lane Hire	16.50	11.00	8.25	16.90	11.25	8.45
HEWELL ROAD						
Adult Swimming Lessons – 30 mins	64.35	42.90	31.15	64.35	42.90	31.15
Adult Swimming Lessons– 45 mins	80.70	53.80	40.35	80.70	53.80	40.35
Hire of Lifeguard	13.00	N/A	N/A	13.30	N/A	N/A
Hire of Instructor	16.00	N/A	N/A	16.40	N/A	N/A
Adult Swimming Lessons – 30 mins	64.35	42.90	32.15	64.35	42.90	32.15
Hire of Lifeguard	13.00	N/A	N/A	13.30	N/A	N/A
Hire of Instructor	16.00	N/A	N/A	16.40	N/A	N/A
18 hole Adult	14.20	9.45	7.05	14.50	9.70	7.20
9 hole Adult	7.75	7.35	5.50	7.95	7.50	5.65
18 hole Junior	8.85	8.45	6.30	9.00	8.65	6.45
9 hole Junior	6.65	6.30	4.70	6.80	6.45	4.80

(VAT inclusive unless otherwise stated)

Ladies Night

Pool Hire – Weekday

Pool Hire – Weekend

Schools Hire

Junior Swimming Lessons

Half Hour Lane Hire

One hour lane Hire

HEWELL ROAD

Adult Swimming Lessons – 30 mins

Adult Swimming Lessons– 45 mins

Hire of Lifeguard

Hire of Instructor

SWIMMING- KINGSLEY

Adult Swimming Lessons – 30 mins

Hire of Lifeguard

Hire of Instructor

SPORTS - OUTDOOR FACILITIES**GOLF**

18 hole Adult

9 hole Adult

18 hole Junior

9 hole Junior

Current	With	Current	Proposed	Proposed	Proposed
Charge	Reddicard	Concession	Charge	Reddicard	Concession
2009/10	2009/10	2009/10	2010/11	2010/11	2010/11
£	£	£	£	£	£
Kingfisher Match Fee Adult	N/A	N/A	9.10	N/A	N/A
Kingfisher Match Fee Junior	N/A	N/A	6.00	N/A	N/A
Adult	4.95	3.70	7.60	5.10	3.80
Junior (before 5.00 p.m.)	3.50	2.60	5.40	3.60	2.70
Abbey Stadium – ½ Pitch per hour	31.15	23.35	47.80	31.80	23.85
Abbey Stadium – with Changing Rooms per 90 mins	68.00	51.00	104.25	69.50	52.10
NETBALL	20.00	15.00	30.65	20.50	15.40
Adult - individual charge	3.55	2.65	5.50	3.65	2.70
Junior - individual charge	1.60	1.20	2.50	1.65	1.25
Bromsgrove & Redditch Athletics Club Events	N/A	N/A	3,000.00	N/A	N/A

(VAT inclusive unless otherwise stated)

Kingfisher Match Fee Adult
 Kingfisher Match Fee Junior

TENNIS (PER COURT 1 HOUR)

Adult
 Junior (before 5.00 p.m.)

FLOODLIT AREA

Abbey Stadium – ½ Pitch per hour
 Abbey Stadium – with Changing Rooms per 90 mins

NETBALL

ATHLETICS

Adult - individual charge
 Junior - individual charge
 Bromsgrove & Redditch Athletics Club Events

Overview and Scrutiny Appendix H

Committee

16th December 2009

Current Charge	With Reddicard	Current Concession	Proposed Charge	Proposed Reddicard	Proposed Concession
2009/10	2009/10	2009/10	2010/11	2010/11	2010/11
£	£	£	£	£	£
66.90	44.60	33.45	68.40	45.50	34.20
61.45	40.95	30.70	62.80	41.85	31.40
34.43	22.95	17.20	35.20	23.50	17.60
22.50	15.00	11.25	23.00	15.40	11.50
34.45	22.95	17.20	35.20	23.50	17.60
11.25	7.50	5.60	11.50	7.90	5.75
42.75	28.50	21.35	43.70	29.10	21.80
106.80	71.20	53.40	109.10	72.75	54.60

(VAT inclusive unless otherwise stated)

FOOTBALL - ADULT (INC. CHANGING FACILITIES)

Abbey Stadium/Ipsley/Old Forge
Greenlands

FOOTBALL - JUNIOR (INC. CHANGING FACILITIES)

Abbey Stadium/Morton Stanley
Park/Ipsley/Old Forge/Greenlands/Kingsley
Abbey Stadium/Morton Stanley
Park/Ipsley/Old Forge/Greenlands
(without changing facilities)
Kingsley
Small Sided Football

ARROW VALE ATP PITCH HIRE

One third pitch hire per hour
Full pitch per hour

	Current Charge	With Reddicard	Current Concession	Proposed Charge	Proposed Reddicard	Proposed Concession
	2009/10	2009/10	2009/10	2010/11	2010/11	2010/11
	£	£	£	£	£	£
EQUIPMENT						
Ball Hire	FREE	FREE	FREE	FREE	FREE	FREE
Racket Hire	FREE	FREE	FREE	FREE	FREE	FREE
Racket Deposit	FREE	FREE	FREE	FREE	FREE	FREE
Bowls Deposit	FREE	FREE	FREE	FREE	FREE	FREE
Football Hire	FREE	FREE	FREE	FREE	FREE	FREE
Football Deposit	FREE	FREE	FREE	FREE	FREE	FREE
Football Corner Flags	FREE	FREE	FREE	FREE	FREE	FREE
FISHING						
Adult - All Day	9.00	5.00	3.50	9.20	5.10	3.60
Junior/Senior - All Day	5.00	2.50	2.00	5.10	2.55	2.05
Adult - Half Day	5.00	3.00	2.00	5.10	3.10	2.05
Junior/Senior - Half Day	3.00	2.00	1.50	3.10	2.05	1.55
Disabled	FREE	FREE	N/A	FREE	FREE	N/A
Matches Adult	STN	STN	STN	STN	STN	STN
Season Ticket Adult	88.80	34.65	26.00	90.75	35.40	26.60
Season Ticket Junior/Senior	59.50	66.80	50.10	60.80	68.30	51.20

(VAT inclusive unless otherwise stated)

EQUIPMENT

Ball Hire
Racket Hire
Racket Deposit
Bowls Deposit
Football Hire
Football Deposit
Football Corner Flags

FISHING

Adult - All Day
Junior/Senior - All Day
Adult - Half Day
Junior/Senior - Half Day
Disabled
Matches Adult
Season Ticket Adult
Season Ticket Junior/Senior

SCRUTINY PROPOSAL - THE WORCESTERSHIRE HUB

Summary

1. The Overview and Scrutiny Performance Board (OSPB) is asked to consider a scrutiny proposal to establish a scrutiny task group to look at the Worcestershire Hub.

Background

2. Following a Notice of Motion put to the meeting of the County Council on 25 June 2009, stating that 'Residents are becoming increasingly frustrated at the difficulty in accessing the Hub and obtaining a response to their enquiries'. The topic was added to the OSPB's long list of suggested issues for scrutiny.

3. Consequently, the OSPB at its meeting on 10 September 2009 identified the Worcestershire Hub as a priority for scrutiny and it was included in the Scrutiny Work Programme, which was approved by the County Council at its meeting on 1 October 2009.

4. The OSPB further agreed that the Worcestershire Hub would be subject to an in depth scrutiny exercise and a scrutiny proposal would be developed for further discussion.

Suggested Terms of Reference

5. The suggested terms of reference are to look at:

- The development of the Worcestershire Hub, including the shared service.
- How to make the Worcestershire Hub fit for purpose in the future.
- Differences in provision across Worcestershire, what they are and why they exist?
- What are the gaps in provision and what are the opportunities?

Issues Suitable for Scrutiny

6. The OSPB agreed to use a set of criteria (listed below) to help determine its scrutiny programme. A topic does not need to meet all of these criteria in order to be scrutinised, but they are intended as a guide for prioritisation.

- Is the issue a priority area for the Council?
- Is it a key issue for local people?
- Will it be practicable to implement the outcomes of the scrutiny?
- Are improvements for local people likely?
- Does it examine a poor performing service?
- Will it result in improvements to the way the Council operates?
- Is it related to new Government guidance or legislation?

Next Steps

7. Other points which need to be taken into account when considering whether to review a particular issue are:

- is the subject specific? – to ensure that task groups understand exactly what they are scrutinising; and
- is it achievable within a realistic timescale?

Supporting Papers

8. Members are asked to take into account issues raised in paragraphs 6 and 7 above and determine whether they wish to set up a scrutiny task group on the Worcestershire Hub and if so to consider, comment on and agree the terms of reference for the scrutiny.

Appendix 1 - Scrutiny Proposal: The Worcestershire Hub

Contact Points

County Council Contact Points

Worcester (01905) 763763, Kidderminster (01562) 822511 or Minicom: Worcester (01905) 766399

Specific Contact Points for this Report

Alyson Grice/Samantha Morris, Overview and Scrutiny Officers, Corporate Services Directorate (Ext 6619);
email: agrice@worcestershire.gov.uk
sjmorris@worcestershire.gov.uk

Background Papers

In the opinion of the proper officer (in this case the Director of Corporate Services) the following are the background papers relating to the subject matter of this report.

- Agenda papers and minutes relating to the meeting of the County Council on 25 June 2009; and
- Agenda papers and minutes relating to the OSPB meeting on 10 September 2009.

DRAFT**Scrutiny Proposal****BACKGROUND**

Topic: Worcestershire Hub Scrutiny			
Background to the issue	<p>The Worcestershire Hub is the first point of contact for the public and has a key role to play in transforming customer services.</p> <p>The topic was initiated by Council following a Notice of Motion to Council in June 2009 which stated that 'Residents are becoming increasingly frustrated at the difficulty in accessing the Hub and obtaining a response to their enquiries. The areas of concern include the length of time taken to answer calls and the lack of feedback.</p> <p>The Overview and Scrutiny Performance Board identified the Worcestershire Hub as a priority for scrutiny at its meeting on 10 September 2009 and it was subsequently included in the scrutiny work programme, which was approved by Council on 1 October 2009.</p>		
Terms of reference of scrutiny	<p>To look at:</p> <ul style="list-style-type: none"> • The development of the Worcestershire Hub, including the shared service • How to make the Worcestershire Hub fit for purpose in the future • Differences in provision across Worcestershire, what they are and why they exist? • What are the gaps in provision and what are the opportunities? 		
Scrutiny Officer & Scrutiny Liaison Officer support	<p>Emma James / Jo Weston, Overview and Scrutiny Officers</p> <p>Suzanne O'Leary, Overview and Scrutiny Manager</p> <p>Scrutiny Liaison Officers across Directorates</p>		
Suitability for scrutiny. Which of the following criteria does it meet?			
<i>Is the issue a priority area for the Council?</i>	Yes	<i>Does it examine a poorly performing service?</i>	<i>Recently the service has been under strain</i>
<i>Is it a key issue for local people?</i>	Yes	<i>Has it been prompted by new Government guidance or legislation?</i>	No
Will it be practicable to implement the outcomes of the scrutiny?	Yes	<i>Will it result in improvements to the way the Council operates?</i>	Yes

<i>Are improvements for local people likely as a result?</i>	Yes	
Scope of scrutiny (what issues will it cover and what won't it cover)	<p>The Worcestershire Hub includes the county council and the six district councils. Therefore, although this scrutiny has been initiated and will be led by the county council, it is proposed that the task group will co-opt a member from each district council. This model has been selected to fully involve the districts, and keep working arrangements as simple as possible, to allow this scrutiny to progress quickly.</p> <p>The scope of the scrutiny exercise will cover:</p> <p>The whole of the Worcestershire Hub - countywide The journey of the Worcestershire Hub Worcestershire Hub Shared Service (WHSS) Performance – traditionally, currently, plans Specific services Differences across local centres and districts Future development</p>	
Advantages to conducting scrutiny & Indicators of success (ie how will you know a good scrutiny has been done?)	<p>A good scrutiny exercise will...</p> <ul style="list-style-type: none"> • Channel the concerns of both the county and district councils, providing a more efficient and effective method of scrutinising the Hub (a one-hit exercise) • Increase understanding of the Worcestershire Hub – what it is, what it isn't, journey of the Worcestershire Hub, where there are challenges, achievements, performance, local differences, range of services, access to information, Worcestershire Hub Shared Service, development plans, etc. • Provide clarity as to the role of the Worcestershire Hub – generally and for specific services • Recognise and understand achievements, the current position and challenges • Provide support and help shape the development of the Worcestershire Hub for the benefit of customers • Shape the performance framework and communications plans (communication with members) • Shape plans for expansion of the Worcestershire Hub Shared Service • Have potential to simplify the governance arrangements 	
Has anyone else examined the issue? Views of External Bodies on doing this scrutiny?	<p>Overview & Scrutiny of South Worcestershire Revenues and Benefits Shared Services – currently being undertaken by Malvern Hills District Council, Worcester City Council and Wychavon District Council.</p>	

Any disadvantages or pitfalls to conducting this scrutiny?	<p>Important to include concerns of the individual district councils.</p> <p>Keeping on track – the Hub is a large and complex topic.</p> <p>Logistics involved in liaising with all of the district councils and a larger task group, which may slow down the pace of the scrutiny.</p> <p>Overcoming common perceptions - important to make sure all task group members share the same knowledge base at the start of the scrutiny.</p> <p>Concentrate on what outcomes the scrutiny can achieve for the future, rather than focusing on the past.</p>
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INFORMATION NEEDS

Key Documents, Reports & Data required	<p>There is a huge amount of information available, and it is therefore important to clarify what information is needed and why.</p> <p>History / Background – partners, structure, performance, services Worcestershire Hub Business Case – 2008 Governance Joint Committee (JC) details – Legal Agreement Joint Committee Reports Performance Reports Service details Local differences Direction Development Plan (WIP)</p>
Possible interviewees (who to question)	<p>Worcestershire Hub Shared Service District Councils Chief Executives Heads of Service – key service areas Chair / Vice Chair of Joint Committee Worcestershire Hub Strategic Management Group Worcestershire Hub Operational Management Group</p>
Site Visits (where to visit)	<p>WHSS Contact Centre Customer Service Centres Are there any local authority examples of excellence?</p>
Types of meeting/ consultation needed? (eg workshops/ focus groups/ public meetings/ questionnaires etc)	<p>Consider how to consult the public, starting with existing practices and plans (e.g. Citizens' Panel, Compliments and Complaints data)</p> <p>Councillor questionnaire?</p>
Media & publicity needs? (eg. Press releases, newspaper ads/leaflets/web features)	<p>Likely to attract media interest – liaise with Member Communications Officer</p>

OUTLINE TIMETABLE

Proposal to OSPB	10 December 2009
Evidence Gathering	January 2010 – March 2010
Scrutiny Report drafting	April 2010
Scrutiny Report to OSPB	June 2010
Scrutiny Report to Cabinet	July 2010

Centre for Public Scrutiny - Good Scrutiny Awards 2010

In 2009 the Overview and Scrutiny Committee expressed the view that Redditch should seek to participate in the Centre for Public Scrutiny Good Scrutiny Awards process in future years.

Nominations for the 2010 Good Scrutiny Awards are due to open on 25th January 2010. Anyone with a non-executive role in the public sector can submit an entry and public sector organisations can apply for the 'Accountable Organisation of the Year' award.

The award categories for 2010 are as follows:

- 1) Community Influence.
- 2) Raising the Profile.
- 3) Added Value.
- 4) Joint Working.
- 5) Innovation.
- 6) Practitioner of the Year.
- 7) Team of the Year.
- 8) Accountable Organisation of the Year.
- 9) Overall Impact.

It is anticipated that further information about each award and how to apply should be provided by the Centre for Public Scrutiny in due course. However, if members feel that any piece of scrutiny work which has been undertaken this year would be suitable to enter for consideration during this awards process please notify the Overview and Scrutiny Support Officer.

The awards will be presented during a gala dinner at the Centre for Public Scrutiny annual conference. This will be held on 30th June 2010 at the Brewery, Barbican, London. IF any member would like to attend the Centre for Public Scrutiny Conference in June 2010 please notify the Overview and Scrutiny Support Officer and Member Services' Officer as soon as possible.

Successful short listed entries will have an opportunity to display their organisation's work in a 'Successful Scrutiny Zone' and will be offered a free delegate pass to the conference and gala dinner on 30th June 2010.



Overview and Scrutiny

No Direct Ward Relevance

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14. WORK PROGRAMME

(Report of the Chief Executive)

Date of Meeting	Subject Matter	Officer(s) Responsible for report
ALL MEETINGS	REGULAR ITEMS	(CHIEF EXECUTIVE)
	Minutes of previous meeting Consideration of the Forward Plan Consideration of Executive Committee key decisions Call-ins (if any) Pre-scrutiny (if any) Consideration of Overview and Scrutiny Actions List Referrals from Council or Executive Committee, etc. (if any) Task & Finish Groups - feedback Committee Work Programme	Chief Executive Chief Executive Chief Executive Chief Executive Chief Executive Chief Executive Chief Executive Chief Executive
	REGULAR ITEMS Quarterly Performance Report Quarterly Budget Monitoring Report Review of Service Plans 2010 / 13	Chief Executive Chief Executive Relevant Lead Heads of Service

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	<p>REGULAR ITEMS</p> <p>Oral updates on the progress of:</p> <ol style="list-style-type: none"> 1. the Dial-A-Ride Task and Finish Group; 2. the Local Strategic Partnership Task and Finish Group. 	<p>Relevant Lead Head of Service</p> <p>Relevant Lead Head of Service</p>
OTHER ITEMS - DATE FIXED		
15th December 2009	Councillor Calls for Action and Duty to Involve – Briefing for all Members	Relevant Lead Head(s) of Service
16th December 2009	Options for use of the Former Covered Market area – Pre-Scrutiny	Relevant Lead Head(s) of Service
16th December 2009	Consideration of Budget Bids	Relevant Lead Head of Service
16th December 2009	Fees and Charges Scrutiny	Relevant Lead Head of Service
16th December 2009	Consideration of Award Categories - Centre for Public Scrutiny Good Scrutiny Awards 2010.	Relevant Lead Head of Service
13th January 2010	Dial-A-Ride Task and Finish Group – Final Report	Relevant Lead Head of Service

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13th January 2010	Civil Parking Enforcement – Monitoring Report	Relevant Lead Head of Service
13th January 2010	Arrow Valley Countryside Centre – Pre-Scrutiny of Consultants’ Report.	Relevant Lead Head of Service
3rd February 2010	Initial Estimates 2010/11	Relevant Lead Head of Service
3rd February 2010	Update on fly tipping and the Progress of the ‘Worth It’ Campaign.	Relevant Lead Head of Service
3rd February 2010	Questions for the Portfolio Holder for Leisure and Tourism Annual Report	Relevant Lead Head of Service
24th February 2010	Quarterly Budget Report – Third Quarter 2009/10.	Relevant Lead Head of Service
24th February 2010	Quarterly Performance Report – Third Quarter 2009/10.	Relevant Lead Head of Service
24th February 2010	Portfolio Holder for Leisure and Tourism – Annual Report	
24th February 2010	Questions for the Portfolio Holder for Community Safety Annual Report	Relevant Lead Head of Service
24th February 2009	Member Role Descriptors – Adoption of Changes – Pre-Scrutiny	Relevant Lead Head of Service

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24th February 2009	Council Flat Communal Cleaning Task and Finish Group – Update on Implementation of Recommendations Stage One	Relevant Lead Head of Service
17th March 2010	Review of Ditches - Update Report	Relevant Lead Head of Service
17th March 2010	Fees and Charges Task and Finish Group – Update on Implementation of the Charging Policy	Relevant Lead Head of Service
17th March 2010	Business Centre Review – Pre-Scrutiny	Relevant Lead Head(s) of Service
17th March 2010	Portfolio Holder for Community Safety – Annual Report	
17th March 2010	Questions for the Portfolio Holder for Community Leadership and Partnership Annual Report	
7th April 2010	Portfolio Holder for Community Leadership and Partnership – Annual Report	
7th April 2010	Sub-Regional choice Based Lettings Scheme – Pre-Scrutiny	Relevant Lead Head of Service
23rd June 2010	Performance Outturn Report	Relevant Lead Head of Service
17th November 2010	National Angling Museum Task and Finish Group – Update on Actions	Relevant Lead Head of Service

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2nd March 2011	Council Flat Communal Cleaning Task and Finish Group – Update on Implementation of Recommendations Stage Two.	Relevant Lead Head of Service
June 2011	Third Sector Task and Finish Group – Stage Two Update on Responses to the Group's Recommendations	Relevant Lead Head of Service
OTHER ITEMS – DATE NOT FIXED		
	Overview and Scrutiny Member Training on Pre-Scrutiny.	Relevant Lead Head of Service
	Local Area Agreement Review – Consideration of Scoping Document.	Relevant Lead Head of Service
	Crime and Disorder Scrutiny Training – for members appointed to the Crime and Disorder Scrutiny Panel.	Relevant Lead Head of Service

