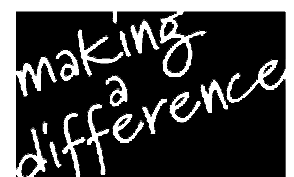


Overview and Scrutiny Committee

Wednesday, 9th
February, 2011
6.30 pm

Committee Room Two
Town Hall
Redditch



www.redditchbc.gov.uk

Access to Information - Your Rights

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.
- 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
Jess Bayley and Michael Craggs
Overview and Scrutiny Support Officers**

**Town Hall, Walter Stranz Square, Redditch, B98 8AH
Tel: 01527 64252 (Ext. 3268 / 3267) Fax: (01527) 65216
e.mail: jess.bayley@redditchbc.gov.uk / michael.craggs@redditchbc.gov.uk
Minicom: 595528**

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

If you require any further information, please contact the Committee Support Officer (see foot of page opposite).

Fire/ Emergency instructions

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, 9th February, 2011

7.00 pm

Committee Room 2 Town Hall

Agenda

Membership:

Cllrs:	Diane Thomas (Chair)	William Norton Brenda Quinney
	Anita Clayton (Vice-Chair)	Mark Shurmer Graham Vickery
	Peter Anderson	
	Bill Hartnett	
	Robin King	

<p>1. Apologies and named substitutes</p>	<p>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.</p>
<p>2. Declarations of interest and of Party Whip</p>	<p>To invite Councillors to declare any interest they may have in items on the Agenda and any Party Whip.</p>
<p>3. Minutes (Pages 1 - 10)</p>	<p>To confirm the minutes of the most recent meeting of the Overview and Scrutiny Committee as a correct record.</p> <p>(Minutes attached)</p> <p>(No Specific Ward Relevance)</p>
<p>4. Actions List (Pages 11 - 12)</p>	<p>To note the contents of the Overview and Scrutiny Actions List.</p> <p>(Report attached)</p> <p>(No Specific Ward Relevance)</p>
<p>5. Call-in and Scrutiny of the Forward Plan</p>	<p>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 are suitable for scrutiny.</p> <p>(No separate report).</p> <p>(No Specific Ward Relevance)</p>

Overview and Scrutiny

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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>(No Specific Ward Relevance)</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. Promoting Redditch – Chair, Councillor Graham Vickery;2. Work Experience – Chair, Councillor Peter Anderson. <p>(Oral reports)</p> <p>All Wards</p>
<p>8. Crime and Disorder Scrutiny Panel - Chair's Update</p> <p>(Pages 13 - 14)</p> <p>Councillor Bill Hartnett</p>	<p>To receive a report from the Chair of the Crime and Disorder Scrutiny Panel on any further developments in the work of the Panel that may have occurred since the previous meeting of the Committee.</p> <p>(Report attached).</p> <p>(No Specific Ward Relevance)</p>
<p>9. Portfolio Holder Annual Report - Community Leadership and Partnerships</p> <p>(Pages 15 - 18)</p>	<p>To receive a presentation from the Portfolio Holder for Community Leadership and Partnerships, Councillor Carole Gandy, based on the questions proposed by the Overview and Scrutiny Committee.</p> <p>(Report attached)</p> <p>All Wards</p>
<p>10. Further information on draft budget proposals within Medium Term Financial Plan 2011/12 - 2013/14</p> <p>(Pages 19 - 56)</p> <p>Pickering - Exec Director (Finance and Corporate Resources)</p>	<p>To consider further information as requested regarding the revenue budget bids 2011/12 – 2013/14 and the capital budget bids 2011/12 – 2013/14.</p> <p>(Reports attached)</p> <p>All Wards</p>

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<p>11. Performance Report for the services within the Planning, Regeneration, Economic Development and Local Transport Portfolio.</p> <p>R Bamford - Head of Planning and Regeneration</p>	<p>To receive the Performance Report for the services within the Planning, Regeneration, Economic Development and Local Transport Portfolio.</p> <p>(Report to follow)</p> <p>All Wards</p>
<p>12. Joint Worcestershire Scrutiny Framework</p> <p>(Pages 57 - 60)</p>	<p>To consider and approve the Joint Worcestershire Scrutiny Framework</p> <p>(Report attached)</p> <p>(No Specific Ward Relevance)</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>14. Work Programme</p> <p>(Pages 61 - 66)</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>(No Specific Ward Relevance)</p>

Overview and Scrutiny

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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”.



Overview and Scrutiny Committee

Wednesday, 19th January, 2011

MINUTES

Present:

Councillor Diane Thomas (Chair), Councillor Anita Clayton (Vice-Chair) and Councillors Peter Anderson, Bill Hartnett, Roger Hill, Robin King, Brenda Quinney, Mark Shurmer and Graham Vickery.

Also Present:

Councillors Mike Braley and Andrew Brazier
M Collins (Vice Chair of the Standard Committee)

Officers:

J Godwin, C John, P Liddington, J Pickering and D Wheeler

Overview and Scrutiny Officers:

J Bayley and M Craggs

163. APOLOGIES AND NAMED SUBSTITUTES

Apologies were received on behalf of Councillor William Norton. Councillor Roger Hill was named as his substitute.

164. DECLARATIONS OF INTEREST AND OF PARTY WHIP

There were no declarations of interest nor of any party whip.

165. MINUTES

RESOLVED that

The minutes of the meeting of the Committee held on 8th December 2010 be confirmed as a correct record and signed by the Chair.

166. ACTIONS LIST

Members considered the latest version of the Committee's Actions List. Officers advised Members that all the actions had either

.....
Chair

Overview and Scrutiny Committee

Wednesday, 19th January, 2011

already been completed or were due to be completed during the course of the meeting.

In particular, Members heard that the Chair had approved a draft letter to Ms Trish Haines, Chief Executive, Worcestershire County Council, outlining the Committee's concerns with the Joint Worcestershire Hub Review.

RESOLVED that

the Committee's Actions List be noted.

167. CALL-IN AND SCRUTINY OF THE FORWARD PLAN

Members were advised that nine of the Committee's recommendations within the External Refurbishment of Housing Stock Report had been approved by the Executive Committee on 12th January 2011. The Chair of the Review, Councillor Graham Vickery, commented that the outcome of the meeting was very positive. The Executive recommended that certain sections of the report required further work, including consulting with Council tenants and owner occupiers in Ombersley Close and Rushock Close over the proposed repainting of their property façades. The outcome of this work would be reported for Members' consideration at a meeting of the Overview and Scrutiny Committee in due course.

Members reviewed the contents of the Forward Plan and considered whether any items were suitable for scrutiny

RESOLVED that

- 1) a report on the Private Sector Home Support Service be received at either Committee meeting of 9th February or 23rd March 2011 for post scrutiny;**
- 2) the Redditch Council Plan 2011-14 be received at the Committee meeting on 23rd March 2011 for pre-scrutiny;
and**
- 3) the Executive Committee decision notes for 12th January 2011 be noted.**

Overview and Scrutiny Committee

Wednesday, 19th January, 2011

168. TASK & FINISH REVIEWS - DRAFT SCOPING DOCUMENTS

There were no draft scoping documents for consideration.

169. TASK AND FINISH GROUPS - PROGRESS REPORTS

The Committee received the following reports in relation to current reviews:

a) Promoting Redditch

Councillor Graham Vickery, Chair of the Promoting Redditch Task and Finish Group, informed the Committee that the Group was in the process of assessing other local authorities that represented areas that shared similarities with Redditch and had taken action to improve their town's image: Sunderland; Nuneaton; Telford; and Chorley. The Group was due to interview a representative from the Herefordshire and Worcestershire Chamber of Commerce to discuss the potential to promote Redditch to businesses at its next meeting on 25th January 2011.

b) Work Experience Opportunities

Councillor Peter Anderson, Chair of the Work Experience Opportunities Task and Finish Group, informed the Committee that Councillor Andrew Brazier had very recently replaced Councillor William Norton on the Group as a Conservative Group representative. Councillor Norton had resigned from the Group due to personal commitments.

The Committee heard that the Group had met with another representative from the Redditch Connexions Office to discuss the importance of work experience to local young people, especially those who were neither in education, employment, or training. The interview had reinforced the view held by the Group that the work of the Education Business Partnership (EBP) was integral to the future success of the Work Experience Scheme both within Redditch and County wide. The Group had therefore agreed to write a letter to Councillor Elizabeth Eyre, County Cabinet Member with Responsibility for Children and Young People (12-19 years) to advocate the work of the EBP and to seek reassurance regarding its future function.

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RESOLVED that

the update reports be noted.

170. CIVIL PARKING ENFORCEMENT

Members received a verbal summary of the report which provided an annual update on the Civil Parking Enforcement service.

Officers explained that the service was operating successfully overall. In particular, Officers reiterated the statement from the previous year's report that the service represented an excellent example of a successful partnership arrangement between neighbouring local authorities. Officers also reported that the public had become accustomed to parking their vehicles in compliance with the Traffic Regulation Orders (TROs). Officers also referred Members to the actions that been taken to deal with the issues of concern highlighted by the Committee when the annual update was last received at a meeting on 24th February 2010.

Officers explained that the service was self-sufficient in terms of operating costs and reported that a small surplus had been achieved in 2009/10. However, it was emphasised that the scheme was in operation to improve the lives of local residents rather than to be profit-making. Officers also reported that the Civil Enforcement Officers (CEOs) were extremely responsive to increased patrol demand, for example by focusing on taxi areas late at night.

Members expressed concern that certain pay and display machines, especially within the town centre, were too complex which led to people attempting to avoid parking charges as a result. Furthermore, it was suggested that some parked cars had dangerously obstructed roads during the inclement weather. Officers undertook to note these concerns, but indicated that any obstruction on the Public Highway was a matter that could only be dealt with by the Police.

Members concluded by praising the excellent work of Officers involved.

RESOLVED that

the report be noted.

171. BUDGET BIDS 2011/12 UPDATE

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Officers delivered a presentation and report on the Council's Medium Term Financial Plan 2011-14 to enable Members to review the current position and recommend changes on the draft budget proposals.

Members were informed that only those revenue and capital bids that had been classified as a 'high' priority had been included within the Medium Term Financial Plan. This had been necessitated by the requirement to cover the Council's medium term shortfall resulting from the two year provisional grant settlement from Government that was significantly greater than previously estimated.

Other immediate means to cover the shortfall had been identified. This included the undertaking of a full detailed review of all unavoidable pressures and proposals for income generation, and also an extensive line by line analysis of all expenditure and income which would deliver savings that would have no detrimental impact on service delivery. A number of options for change had also been proposed, including staff terms and conditions of service; and also a reduction in the scrutiny budget.

Officers informed Members that the limiting of the Council Tax rise in 2011/12 to 0% would be off-set by a 2.5 per cent Government grant for 2011/12. This would cover the difference of the original assumption. This followed Government's assumption that there would be no Council Tax rises during this period, although it was explained to Members that the Council was not strictly prohibited from doing so.

Members suggested that it might be more appropriate for the Council to focus on achieving a gross rather than net minimum approved level of general fund balances. This had followed concern that the Council might underestimate the final balance by focusing on the net figure.

The Committee also argued that the principal focus of the budget bids should be on serving the immediate need of the public. It was suggested that bids that would enable the Council to deliver services that supported the public should be prioritised over those that promised either longer-term benefits or benefits that would not be directly accrued by the public.

Members heard that the capital bid for the installation of Solar PV panels on suitable Council buildings had been re-classified from a medium to a high bid. Officers expected that the cost of installation would be off-set by the Government's commitment to reward green

Overview and Scrutiny Committee

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measures introduced by local authorities. Members requested further information on the efficiency of the Solar Panel that had been installed at the Countryside Centre in 2005/6 on the basis that this would help to inform a decision regarding the Solar Panel capital bid (£48,000).

Members commented that they often encountered difficulties when attempting to use the Council's IT system. In part, this was due to a need for the Council to comply with Government protocol concerning IT usage at local authorities. Officers agreed to provide further information with regards to this matter.

The Committee also requested further information on a number of proposed bids, including: fleet replacement, in particular regarding mileage and age of the current fleet (Capital bid - £471,000); the costs and risks involved with not pursuing the revenue bid regarding security for PCs (£6,000); the breakdown of the revenue bid for organisational development (£50,000); and flood alleviation measures at Batchley Brook and the potential for Persimmon Homes to contribute to costs.

In relation to the organisational development bid to members commented that in previous years expenditure on training had been less than anticipated because many members of staff had not utilised the opportunity. In order to monitor this situation Officers agreed to provide information about the take-up of staff training and the costs involved within the quarterly budget monitoring reports.

Some Members expressed the view that the proposed funding of the Grants Officer post would help reflect the Council's continued commitment to supporting the voluntary sector. It was suggested that allocating further resources to supporting the voluntary sector would help enable voluntary sector organisations to become more self-sufficient and less reliant on the Council for support, thereby helping the Council to realise long term cost benefits as a consequence. However, it was conversely argued that the Council should prioritise short term benefits, including boosting employment rather than the Grants Officer post.

RESOLVED that:

- 1) Officers provide the information requested for consideration at the following meeting of the Committee;**
- 2) subject to receipt of this additional information the Committee reconsider the budget bids item at the following meeting of the Committee; and**

Overview and Scrutiny Committee

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3) the report be noted.

172. NATIONAL ANGLING MUSEUM TASK AND FINISH GROUP - UPDATE ON ACTIONS

Members received a verbal summary of a report monitoring the outcome of actions taken in response to the work of the National Angling Museum Task and Finish Group.

In particular, Members were referred to the three actions within the report that Officers had committed to undertake to help Councillors assess the feasibility of setting up a National Angling Museum. The actions included: arranging for a temporary fishing tackle exhibition to take place at Forge Mill Needle Museum; hosting an angling competition at the Arrow Valley Lake; and discussing the feasibility of securing funding to establishment a Museum in Redditch with the Regional Manager for the Heritage Lottery Fund.

A total of 216 visitors had attended the temporary fishing tackle exhibition at Forge Mill Needle Museum, which took place in October – November 2010. This was comparatively low to other exhibitions, despite the considerable resources that had been allocated. Members were informed that the planned angling competition at Arrow Valley Lake had not taken place at the same time as the exhibition, as originally requested, mainly because fish were semi-hibernating during the autumn months and it was not a suitable time to participate in fishing activities. Furthermore, due to changes in the Senior Management Team it was not known whether the discussion with the Regional Manager for the Heritage Lottery Fund took place. However, the estimated costs involved in extending Forge Mill Needle Museum in 2006 for a separate project had been between £500,000 - £1million and it was unlikely that developing the site to accommodate a National Angling Museum could be delivered under this budget.

The Chair expressed the view that proceeding with the establishment of a museum that appeared to attract very little public interest would represent a potential waste of a significant portion of the Council's limited resources and asserted that available resources should instead be directed towards upgrading the Borough's existing visitor attractions, including the Palace Theatre. Moreover, it was felt that the establishment of a National Angling Museum within the Borough did not appear to be commercially viable and would therefore be an inappropriate use of the Council's resources.

Overview and Scrutiny Committee

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However, some Members cautioned that the Committee was not in a suitable position to consider the report as not all of the earlier agreed actions had been carried out, regardless of whether it was inappropriate to proceed with the scheme. Moreover, monitoring the outcome of action agreed in response to a policy review formed an important Overview and Scrutiny function and consideration of the report remained a valid exercise.

RESOLVED that:

- 1) no further action be taken to establish a National Angling Museum in Redditch; and**
- 2) the report be noted**

173. JOINT WORCESTERSHIRE SCRUTINY FRAMEWORK

Having received the Joint Worcestershire Scrutiny Framework for consideration, Members reiterated their dissatisfaction with the Joint Worcestershire Hub Scrutiny Report.

Concerns were also expressed about the content of the draft framework which had been developed by the Worcestershire Joint Chairs and Vice Chairs Scrutiny Network. It was suggested that the framework needed to be simplified, though how this should be achieved was considered to require further consideration.

RESOLVED that:

the Joint Worcestershire Scrutiny Framework be reconsidered at the following meeting.

174. REFERRALS

There were no referrals.

175. WORK PROGRAMME

Officers informed Members that the draft version of the Committee's 2010/11 Annual Report was due to be received on 2nd March 2011. Members were also advised of recent amendments to the Work Programme.

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Wednesday, 19th January, 2011

RESOLVED that:

the Committee's Work Programme be noted.

The Meeting commenced at 7.00 pm
and closed at 9.20 pm

Actions requested by the Overview and Scrutiny Committee

Date Action Requested	Action to be Taken	Response
8th December 2011 1	Members requested that a letter be sent on behalf of the Chair to Worcestershire County Council detailing the Committee's concerns about the Joint Worcestershire Hub Scrutiny Review and the approach that had been adopted to joint scrutiny.	The Chair is in the process of being consulted about the draft letter DONE
8th December 2011 2	Members requested that the Joint Worcestershire Hub review be raised for discussion at the following Joint Chairs and Vice Chairs' Scrutiny Network Meeting in February /March 2011.	This matter will be raised during the next network meeting when it takes place in February / March 2011. TO BE DONE, Lead Officers, Overview and Scrutiny Support Officers, estimated completion date, March 2011.
8th December 2011 4	Members agreed that the Joint Scrutiny Framework should be re-considered as an item on the agenda at the following meeting of the Committee on 9th February 2011.	This is an item due for consideration during this meeting. WILL BE DONE DURING THIS MEETING.
19th January 2011 5	Members identified two items from the Forward Plan for consideration by the Committee: (a) Private Sector Home Support Service (post scrutiny) (b) Redditch Council Plan 2011-14 (pre-scrutiny)	Officers have amended Work Programme Accordingly DONE
19th January 2011 6	Members requested a detailed breakdown of civil parking enforcement staffing costs	Officers circulated this information by email on Tuesday 1st February 2011 DONE

<p>19th January 2011</p> <p>7</p>	<p>Members had concerns about the content of the Framework and agreed to further consider at the next meeting</p>	<p>Officers re-scheduled work programme accordingly</p> <p>WILL BE DONE AT THIS MEETING</p>
<p>19th January 2011</p> <p>8</p>	<p>Members requested a series of further information on the budget bids to be received at the following meeting</p>	<p>The information requested is available to consider at this meeting</p> <p>WILL BE DONE AT THIS MEETING</p>

Redditch Crime and Disorder Scrutiny Panel: Chair's report of Panel meeting held on Thursday 20th January 2011.

The Panel welcomed its new member Cllr Roger Hill to the meeting. Also present were Cllr Brenda Quinney as a substitute for Cllr Anita Clayton, and Cllr Simon Chalk.

The Panel was also joined by Mr Michael Collins as an independent member; and Angie Heighway, Head of the Community Safety Partnership. The local press were also in attendance.

Item 4: Alcohol Related Admissions to Hospital

The Panel welcomed Kate Ray, Worcestershire Drug and Alcohol Action Team (DAAT), to deliver a presentation on alcohol related hospital admissions in Redditch and how these compared to both the rest of the County and Country. The presentation was followed by a question and answer session.

The presentation was both enlightening and informative, some of the points which the Panel learnt were:- nationally the UK has some of the highest drinking levels in Europe resulting in the UK consumption doubling in the last 50 years it is estimated that 70% of the UK adult population drinking alcohol.

With that national context in mind, the presentation addressed the local scene. Members heard that Redditch has the worst record for alcohol related hospital admissions for under-18 year olds in the West Midlands and is ranked twentieth worst in the UK. The Panel was offered reasons for this, notably that the local hospital (the Alexandra) has a policy of admitting all intoxicated under-16 year olds onto a ward overnight and then releases the clients back to parents or carers the following morning.

Some of DAATs local priorities in tackling alcohol related crime and disorder included: providing support for perpetrators and victims in domestic abuse cases; tackling problems related to the night time economy; and assisting in the employment of detached youth workers who work with young people who are misusing alcohol.

Some of DAATs local success stories shared with the panel included: - the recruitment of 2 alcohol liaison nurses to work at the within the A & E units at Worcester and Redditch; the third straight successful year of the Alcohol Arrest Referral Programme which works closely with the police at the point of arrest with the aim of getting offenders referred to agencies to help the individuals with alcohol issues.

Some local statistics for Redditch:-

- Estimated 12,384 over 16 year olds are consuming alcohol at "risk" levels.
- Estimated 3,486 under 16 year olds are living with "problematic" drinkers.
- There were 924 alcohol related offences in 2009/2010.

- The number of alcohol related hospital admissions for 2009/2010 was 1642 which is a 105% increase from 2002/03.

During the question and answer session it was clear from the evidence that alcohol consumption is an issue in Redditch amongst most age groups. It was the opinion of the presenter that the message of safe responsible drinking had not been sufficiently communicated to the public, and suggested that a national campaign was required along a similar line to the effective national campaign concerning the health dangers connected with smoking.

During the debate it was commented that the new licensing laws produced the expected outcomes that were hoped for, that of reduced alcohol consumption and sensible drinking and the café culture. It was felt that a return to the previous system of limited licensing hours and powers returned to magistrate's courts may improve matters.

The Panel thanked Kate Ray for both her presentation and for answering its subsequent questions. It was proposed that the Panel invite a representative from DAAT for a follow up presentation in approximately 12 months time. Members felt that the session was very helpful on many levels, including: learning of the current situation both nationally and locally; the developments and programs of DAAT; their campaigns and strategies deployed and the general airing the subject matter in wider public arena.

Item 5: Notes from the Community Safety Partnership meeting on 8th September 2010

The Panel then considered and discussed the notes of the Community Safety Partnership meeting of 8th September 2010 as part of its role in monitoring the work of the Partnership.

Item 6: Questions to the Chair of Community Safety Partnership

Members also drew up a series of written questions that would be submitted to the Chair of the Community Safety Partnership prior to her attendance at the next meeting on Thursday 14th April 2011 at 6.30 pm.

Councillor W. Hartnett.
21st January 2011



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Overview & Scrutiny Committee

No Direct Ward Relevance

9th February 2011

PORTFOLIO HOLDER ANNUAL REPORTS: QUESTIONS AND SUBJECTS FOR DISCUSSION WITH COUNCILLOR CAROLE GANDY, PORTFOLIO HOLDER FOR COMMUNITY LEADERSHIP AND PARTNERSHIP

The following themes have been suggested by Members of the Overview and Scrutiny Committee. Questions relating to these themes will be posed to Councillor Carole Gandy, Portfolio Holder for Community Leadership and Partnership at the Overview and Scrutiny Committee meeting on Wednesday 9th February 2011.

- 1) What did the educational attainment conference achieve? What further action is planned on this by the Council?
- 2) Please clarify what further information will be coming through about tackling Health Inequalities in Redditch?
- 3) What changes to the lives of Redditch people has been achieved by identifying red flag issues?
- 4) What problems do you foresee for the future in relation to the areas for which you have Portfolio Holder responsibility?
- 5) How have partnerships:
 - (a) Improved the delivery of services to Redditch?
 - (b) Enhanced the accountability of Officers and Councillors?
- 6) Do you feel that Shopping Investing and Giving (SIG) has been effectively implemented?
- 7) Are we gathering any evidence from the roadshows? What added value has been achieved by holding the roadshows?

Overview & Scrutiny

Committee

9th February 2011

NB Note draft revision /Update – Page 2. S

REDDITCH BOROUGH COUNCIL GUIDE TO / FOR PORTFOLIO HOLDERS

Portfolio Holders are appointed annually by the Council (separate sheet refers) and between them cover all areas of the Council's work and responsibility.

"Portfolio" indicates a specified area of responsibility allotted by formal resolution, for the purposes listed below.

"Portfolio Holder" indicates a member of the Council's Executive Committee who, within the allotted area of responsibility,

CAN	1.	Monitor Council performance informed by documents such as: <ul style="list-style-type: none"> • Community Strategy • Corporate Plan • Service Plans • Budgets • E.Government statements • BVPI's / Local PI's (separate document available) • Forward Plan 	*
	2.	Monitor the implementation of Council policy and decisions informed, in addition to the above, by <ul style="list-style-type: none"> • Council reports and Minutes • Personal contact with Officers 	*
	3.	Act as consultee for Members and Officers <ul style="list-style-type: none"> • Formally, in accordance with approved delegations of authority to Officers • Informally for general reference. 	*
	4.	Act as "Spokesperson" for the Council in relation to Press / Media / outside the	

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		Council, but <u>not exclusively (other Members may also have this shared role)</u> (Council decision – 11th October ??)	
	5.	Act as “Rapporteur” a) to report annually to Overview & Scrutiny on the Services for which the Portfolio Holder has responsibility; and b) to act as a channel for feedback from representatives of outside bodies which fall within the remit of the Portfolio Holder. (Council Annual Meeting 22 nd May 2006)	
	6.	<i>the role of Portfolio Holders be expanded to include a higher level of involvement with the Local Strategic Partnership, and, more specifically, with relevant Sub-Groups of the Redditch Partnership, as and when formed.</i> (Exec January 2007 / Council ...)	
CANNOT		Act with delegated authority in any personal capacity (PFHs cannot therefore commit resources – financial / staffing, without further authority – Exec., Council, or Officer authority)	
			*
MAY	1.	Represent and “sponsor” their allotted Portfolio(s) at meetings of the Executive and the Council, and, <i>where appropriate</i> , at other Council meetings, e.g. O&S.	
	2.	Develop closer working relationship with relevant lead Directors and, via Directors, other relevant Officers.	
	3.	Attend relevant meetings, e.g. relevant O&S meetings, beyond those to which formally appointed by the Council <ul style="list-style-type: none"> • As an approved duty where invited to the meeting • Also as an approved duty when present on own initiative. <p style="text-align: right;">in accordance with current approved constitutional requirements.</p>	
	4.	Seek to trigger reports to <ul style="list-style-type: none"> • the Executive or Council, via normal report / 	

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		<p>agenda preparation processes</p> <ul style="list-style-type: none"> • Regulatory Committees, via normal report / agenda preparation processes • Overview and Scrutiny Committee <p>in accordance with current approved constitutional requirements.</p>	

G:M&C/Members/Portfolio Holder Guide
& Constitution / Const.documents/ revised sms/8.7.6/16.7.7

REDDITCH BOROUGH COUNCIL**Overview and Scrutiny Committee**

9th February 2011

FURTHER INFORMATION ON DRAFT BUDGET PROPOSALS WITHIN THE MEDIUM TERM FINANCIAL PLAN 2011/12 – 2013/14

Relevant Portfolio Holder	Councillor Mike Braley, Portfolio holder for Corporate Management
Relevant Head of Service	Teresa Kristunas, Head of Finance and Resources
Non-Key Decision	

1. SUMMARY OF PROPOSALS

To provide further information as requested by Members at the meeting on 19th January 2011 on individual draft budget proposals to be included within the Medium Term Financial Plan 2011/12 – 2013/14.

2. RECOMMENDATIONS

Members are asked to RECOMMEND that:

- 1) **that subject to Members comments and suggested amendments, the draft revenue bids 2011/12 – 2013/14 and draft capital bids 2011/12 – 2013/14, be approved;**

and to RESOLVE that:

- 2) **the additional information requested by the Committee regarding the budget bids be noted.**

3. BACKGROUND

During the previous meeting on 19th January 2011, Members requested further information on a number of budget proposals within the draft revenue bids 2011/12 – 2013/14 and draft capital bids 2011/12 – 2013/14 to supplement the information provided within Appendix A. The information provided by Officers is set out below.

4. BUDGET BIDS: CAPITAL**4.1 Winslow Close (Winyates) – Flats Central Heating Project**

- 4.1.1 The installation of night storage heaters will require a full survey from the utility company to see if the installation is appropriate to the blocks. A new dedicated electrical power supply to individual Economy 7 meters will be

REDDITCH BOROUGH COUNCIL

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required for each flat. This is expensive and very disruptive to the all the tenants. Night storage heater are used as a back ground heat slowly cooling down during the day, they have very little control to boost their temperature when required.

- 4.1.2 The oil filled radiators can be connected to a simple electrical spur in each room; no extra wiring or meters are required. Each room will have its own radiator that is individually temperature controlled by digital read out and timer. The controls can be Wi-Fi controlled if required.
- 4.1.3 The Council has installed this type of heating in flats to Evesham Mews and the communal areas to Auxerre House with no report of any problems even during the Christmas cold spell.

4.2 Solar Panels

- 4.2.1 The Solar Panel at the Arrow Vale Countryside Centre produces around 80kWh (Appendix B). This is considered relatively small. However, advances in technology and the significantly larger system size that is proposed to be installed on suitable Council buildings means that the proposals put forward are difficult to relate to the more demonstrator panels at Arrow Vale Countryside Centre.

4.3 Flood Alleviation

- 4.3.1 The item relates to flows emanating within Bromsgrove District Council's area which have given rise in the past to excessive increases in flow despite the benefits achieved and accrued by the Batchley Brook Improvement Scheme. The scheme costs are relatively minimal and greatly diminish likely Emergency Planning type responses. As a result, the costs of any investigative works would greatly exceed these with no guarantee of securing an effective reduction in residual flood risks in the Brockhill Drive vicinity.
- 4.3.2 This is not to be confused with two other items in respect of existing or proposed residential developments. In this regard, officers are already investigating possible enforcement actions, if appropriate, regarding the existing Brockhill Development (chiefly Persimmon Homes). Any new development sites would have to accord with latest legislation taking into account Land Drainage Act 1991, Pitt Review (re 2007 Summer Floods) and Flood and Water Management Act 2010 as appropriate. Neither of these scenarios impacts upon the upper catchments of the Batchley Brook at, and upstream of, Hewell Lake.

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4.4 Fleet Replacement

4.4.1 Further information regarding the fleet replacement remains to be received.

5. BUDGET BIDS: REVENUE

5.1 PC Security

5.1.1 This budget bid is to bring the Council's antivirus checking up to the same standard as is currently in place at Bromsgrove District Council. The Council has experienced serious virus infection in the past which has impacted on the delivery of services across the Council. Virus infections are costly for any organisation as they result in lost officer time when PCs stop working, loss of corporate data, use of additional technical resource to clean up the infection and damage to reputation if other partner agencies are infected by Redditch Borough Council (viruses can be emailed or passed on in files). This budget bid would enable ICT to manage the antivirus protection in a standardised way leading to more efficient detection and destruction of virus infections.

5.2 GCSX (Government Connect)

5.2.1 Government Connect is a government led project designed to provide a secure network linking all local authorities in England and Wales to central government departments. The secure network is called Government Connect Secure Extranet (GCSx) It provides a secure way of sharing sensitive personal data without using the postal service, Internet or unsecure e-mail. All emails that are used to conduct or support official Council business must be sent using a '.gov.uk' address. All emails sent via the Government Connect Secure Extranet (GCSx) must use the '.gcsx.gov.uk' format. Initially, Government Connect requires councils to use the network to share Benefits and Pensions data with the DWP. It is anticipated that, over time, the GCSx will become the only accepted method of data transfer between local authorities and central government.

5.2.2 The Code of Connection (CoCo) defines the minimum standards and processes that an authority must comply with before being able to connect to the GCSx. Achieving compliance to the CoCo requires the local authority to provide a compliance statement and supporting comment against a number of security control measures (there are 90+ measures) The measures are divided into required (must comply) controls and recommended (should do) controls. Lack of compliance with the required controls will result in removal of access to the DWP Customer Information System (CIS).The CIS is used to carryout Benefit Assessments. Lack of

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access to this system would make the delivery of the Benefit Assessment service impossible. This would result in severe loss of income for Redditch Borough Council.

- 5.2.3 The CoCo document and all of the associated controls are audited by Central Government to ensure compliance. Examples of some of these controls include:
- 5.2.4 Protective Monitoring: All logs must be retained for a minimum of six months. Organisations must also be aware of any additional legislation that may require them to hold logs for longer periods. The Council must comply.
- 5.2.5 Mobile Working: Mobile solutions accessing GCSx connected networks must follow the guidance referenced from the Guidance Notes to this document. The Council must comply.
- 5.2.6 Email: E-mail must not be automatically forwarded to a lower classification domain e.g.: Hotmail. The Council must comply.
- 5.2.7 The Council is already on the third iteration of the assessment process with feedback indicating that the majority of the mandatory security controls are already wholly or partly in place. However, there will have to be changes made to some of the processes and procedures that are currently common practice within the Council. These include some aspects of physical security of documents, access to computer systems and a ban on forwarding e-mails to unsecured accounts.
- 5.2.8 ICT access for Members at the Council is also restricted due to the poor state of equipment in use by Members. This issue could be improved upon but is subject to the approval of a separate budget bid.
- 5.3 Operational Development Service Budget Breakdown
- 5.3.1 The budget bid for Operational Development Services is broken down in the table below. This service will be incorporated into the proposed shared Human Resources and Operational Development Service but the budget bid will still be required as part of that shared service.

Joint employee survey	£8,000
Operational Development support to development of Customer Experience Strategy launch and actions - at both councils	£25,000
liP assessment 2011	£10,000

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Joint mgt conference 2011	£7,000
'Dealing with Change' workshops for people affected by business transformation projects and shared services in 2011/12	£8,000
Job application and interview preparation support workshops for people affected by shared service restructures	£10,000
Facilitation of KD PDR 2012 – actual based on 2010 model	£1,500
Employee engagement programme	£5,000
Workforce planning 2011 programme	£5,500
Outplacement support for people made redundant due to shared services/ transformation projects in 2011/12	£10,000
Teambuilding – for new shared teams	£5,000
Mediation – for potential conflict resolution	£5,000
TOTAL	£100,000

Notes:

- (a) Redditch Borough Council's contribution would be £50,000. There is no existing Operational Development budget at Redditch Borough Council.
- (b) Bromsgrove District Council's contribution would be £50,000 from existing budget.

6. FINANCIAL IMPLICATIONS

As detailed elsewhere in the report.

7. LEGAL IMPLICATIONS

None as a direct result of this budget update.

8. POLICY IMPLICATIONS

None as a direct result of this budget update. Should a number of the bids be approved in February there are potentially policy changes to ensure their implementation.

9. COUNCIL OBJECTIVES

The delivery of a balanced budget demonstrates the Council's ability to fund objectives and priorities within a reasonable level of increase to residents.

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10. RISK MANAGEMENT INCLUDING HEALTH & SAFETY CONSIDERATIONS

10.1 The main risks associated with the details included in this report are:

(a) Non compliance with the statutory deadlines to set a balanced budget.

(b) No formal consultation undertaken with the public

(c) These risks are being managed as follows:

(d) Key actions and controls to manage these risks include:

(i) Detailed timetable in place to manage the budget process with departments and accountancy support

(ii) Allocation of qualified and professional staff to focus on budget setting accounts

(iii) Regular updates at Corporate Management Team in relation to budget processes

(iv) Formal consultation on the budget with the Budget Jury

(v) Formal consultation in place with unions and individual employees

11. CUSTOMER IMPLICATIONS

None.

12. EQUALITIES AND DIVERSITY IMPLICATIONS

None.

13. VALUE FOR MONEY IMPLICATIONS, PROCUREMENT AND ASSET MANAGEMENT

None.

14. CLIMATE CHANGE, CARBON IMPLICATIONS AND BIODIVERSITY

As detailed in the report.

15. HUMAN RESOURCES IMPLICATIONS

As detailed in the report.

16. GOVERNANCE/PERFORMANCE MANAGEMENT IMPLICATIONS

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None.

17. **COMMUNITY SAFETY IMPLICATIONS INCLUDING SECTION 17 OF
CRIME AND DISORDER ACT 1998**

None.

18. **HEALTH INEQUALITIES IMPLICATIONS**

None.

19. **LESSONS LEARNT**

None

20. **COMMUNITY AND STAKEHOLDER ENGAGEMENT**

None

REDDITCH BOROUGH COUNCIL**Overview and Scrutiny Committee**

9th February 2011

20. OTHERS CONSULTED ON THE REPORT

Portfolio Holder	No
Chief Executive	No
Executive Director (S151 Officer)	Yes
Executive Director – Leisure, Cultural, Environmental and Community Services	No
Executive Director – Planning & Regeneration, Regulatory and Housing Services	No
Director of Policy, Performance and Partnerships	No
Head of Service	Yes
Head of Finance & Resources	No
Head of Legal, Equalities & Democratic Services	No
Corporate Procurement Team	N/A

21. WARDS AFFECTED

All Wards

22. APPENDICES

Appendix A – Update of Medium Term Financial Plan 2011/12 – 2013/14

Appendix B – Arrow Valley December 2010 Usage

23. BACKGROUND PAPERS

Detailed Budget working papers

AUTHOR OF REPORT

Name: Michael Craggs

E Mail: Michael.craggs@redditchbc.gov.uk

Tel: 01527 64252 (ext. 3267)

REDDITCH BOROUGH COUNCIL**EXECUTIVE**

12th January 2011

APPENDIX A**UPDATE OF MEDIUM TERM FINANCIAL PLAN 2011/12 – 2013/14**

Relevant Portfolio Holder	Councillor Mike Braley, Portfolio holder for Corporate Management
Relevant Head of Service	Teresa Kristunas, Head of Finance and Resources
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1. To provide information to enable Members to review the current position on the Medium Term Financial Plan 2011/12 – 2013/14 and to make changes to the draft budget proposals.

2. RECOMMENDATIONS

It is recommended that the Executive Committee

- 1) consider the revenue bids 2011/12 – 2013/14 as identified in Appendix A and recommend any changes in priority categorisation;**
- 2) consider the new capital bids 2011/12 – 2013/14 at Appendix B and recommend any changes in priority categorisation; and**
- 3) request Heads of Service continue to review the budget with the aim of presenting a balanced position to the Executive Committee meeting in February 2011.**

3. BACKGROUND

- 3.1 Following approval of the Council priorities officers prepared Business Plans to ensure their services were aligned to these priorities and were to be delivered in an efficient and effective way to give quality provision to the customer. As a result of these plans a number of revenue and capital bids have been identified by Heads of Service to enable services to improve.
- 3.2 An officer review has been undertaken of the bids and they have been classified as “High, Medium or Low” depending on the link to the Council priorities. Within the summary statement at 4.5 only those rated as “High”

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- have been included for funding within the medium term financial plan. These bids are detailed at Appendix A (revenue) and B (capital).
- 3.3 In addition a full detailed review of all unavoidable pressures (costs associated with maintaining current delivery) and proposals for income generation have been identified.
- 3.4 To mitigate the impact of the assumed grant cuts an extensive line by line analysis of all expenditure and income was undertaken. This has realised a number of “quick wins” proposed by officers which will deliver savings with no impact on service delivery.
- 3.5 Any additional income currently generated that delivers more than the target revenue has been built into the projections as a revised target to achieve.
- 3.6 The summary position at 4.5 includes the financial impact of the areas reviewed above.
- 4. KEY ISSUES**
- 4.1 On 13th December 2010 the Council received the 2 year provisional grant settlement from the Government. This reflected a significantly greater cut than was previously estimated and has resulted in the 4 year assumption of savings to be made now be realised over 2 years.
- 4.2 Officers have been working towards delivering £1.4m over a 4 year period through delivery of shared service and joint working arrangements together with realising efficiencies and transforming service provision. The increase in the reduction in grant may result in a number of the current plans to share services with Bromsgrove District Council to be brought forward to ensure savings are realised earlier than previously assumed.

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4.3. The revised provisional grant settlement is as follows :

	2011/12 £'000	2012/13 £'000
Original Grant	6,458	6,458
Adjust concessionary Fares & Misc adj	-1,159	-1,159
Revised Grant	5,299	5,299
Provisional Settlement	4,409	3,903
Provisional Reduction	890	1,396
Provisional % Reduction	16.8%	26.34%
Assumed Reduction	496	880
Assumed % Reduction	10.33%	19.92%
Additional Reduction	394	516

In addition to the reduction in Revenue Support Grant the Council has also seen a reduction in Area Based Grant and Planning Delivery Grant.

4.4 The current summary position includes:

- The impact of a reduction in the 2011/12 pay award to 0% - this would result in a zero pay across the Council staff. The current Government proposals are to award £250 for every employee earning under £21k. This has not been factored into the current budget position as the officer recommendation is to keep the award at zero for all staff.
- The funding is allocated to all bids rated as "High" by Corporate Management Team. The impact of these proposals would ensure that the Councils services are delivered in a quality and effective way to our customers. A number of the Capital proposals are funded by Grant or reserve currently available.
- All savings realised from the shared services implemented between Redditch and Bromsgrove and those resulting from the WETT arrangements.
- The anticipated savings from the sharing of Human Resources & Organisational Development and Policy, Performance Communications and Equalities service across the Councils

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- A reduction to the Council Tax in 2011/12 to 0%. The difference of the original assumption of 2.5% increase to be offset by Government Grant allocation over the 4 year period.
- The implementation of Job Evaluation at 3% (£300k) per annum.
- An assumption that the reduction in grant monies for local travel concessions is reinstated.

4.5 The revised summary position is shown below. This includes the proposed high pressures only for both revenue and capital.

	2011/12 £'000
Base cost of General Fund Services	13,713
Pressures – ‘high bids’	319
Borrowing to fund capital programme ‘high’ bids	89
Savings (quick wins, additional income, shared services, review of provisions)	(1,513)
Adjustment re concessionary travel	(954)
Net operating expenditure	11,654
Adj. Concessionary travel	(400)
Area Based Grant	0
Government Grant	(4,409)
Assumed Council Tax @ 0% (offset by 2.5% Gov Grant) 2011/12 & 4.45% 2012/13)	(5,900)
Overall Shortfall	945

- 4.6 The Council is to set a balanced budget for 2011/12 – 2013/14 and therefore will have to utilise general fund balances, approve further savings, increase income or reduce high pressures for the 3 year period. Any additional spending, over and above the pressures identified above, would also need to be funded by additional savings. Officers are continuing the work on the 2012/13-2013/14 at present and the balanced projected position in February.
- 4.7 In March 2010 a number of schemes were proposed and approved for the period 2011/12 – 2012/13. These schemes are under review by Heads of Service with the aim to reduce these to those of high priority in the delivery of the Councils objectives.

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4.8 Fees and charges

- 4.8.1 Fees and charges are currently under review with the aim to maximise the revenue generated whilst ensuring the charges are sustainable in the community. A report will be presented to the February Executive meeting to propose the fees and charges to be levied as part of the formal approval of the medium term financial plan.

4.9. General Fund Balances

General Fund Balances at the end of 2009/10 stood at £1.5m. The approved minimum level of balances is £750k. The estimated level of balances at the end of 2010/11 is £1.1 million.

4.10. Provision for Housing Benefit Overpayment Bad Debts

At the close of the 2009/10 financial year a bad debt provision of £410k was created at the request of the Council's external auditor. The actual level debt written off during the year was less than £50k. Officers are currently reviewing the level of the provision based on an analysis of the actual debt outstanding. Any agreed reduction in the provision will be transferred to General Fund balances which could be used to support future budgets.

5. FINANCIAL IMPLICATIONS

- 5.1 None other than those identified in this report.

6. LEGAL IMPLICATIONS

- 6.1 None as a direct result of this budget update.

7. POLICY IMPLICATIONS

- 7.1 None as a direct result of this budget update. Should a number of the bids be approved in February there are potentially policy changes to ensure their implementation. These will be advised to members if required.

8. COUNCIL OBJECTIVES

- 8.1 The delivery of a balanced budget demonstrates the Council's ability to fund objectives and priorities within a reasonable level of increase to residents.

REDDITCH BOROUGH COUNCIL

EXECUTIVE

12th January 2011

9. RISK MANAGEMENT INCLUDING HEALTH & SAFETY CONSIDERATIONS

- 9.1 The main risks associated with the details included in this report are:
- 9.2 Non compliance with the statutory deadlines to set a balanced budget.
- 9.3 No formal consultation undertaken with the public
- 9.4 These risks are being managed as follows:
- 9.5 Key actions and controls to manage these risks include:
- Detailed timetable in place to manage the budget process with departments and accountancy support
 - Allocation of qualified and professional staff to focus on budget setting accounts
 - Regular updates at Corporate Management Team in relation to budget processes
 - Formal consultation on the budget with the Budget Jury
 - Formal consultation in place with unions and individual employees

10. CUSTOMER IMPLICATIONS

- 10.1 The setting of the budget against the Corporate Priorities will ensure that the Council demonstrates to the customer that we have aligned our resources to the key services required.

11. EQUALITIES AND DIVERSITY IMPLICATIONS

- 11.1 The bids proposed will aim to deliver services to all members of the community in a quality and standard way.

12. VALUE FOR MONEY IMPLICATIONS, PROCUREMENT AND ASSET MANAGEMENT

- 12.1 All funding received and expended by the Council is subject to a robust framework of procurement and value for money to ensure the Council is maximising its resources.

13. CLIMATE CHANGE, CARBON IMPLICATIONS AND BIODIVERSITY

- 13.1 None as a direct result of this report

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14. HUMAN RESOURCES IMPLICATIONS

14.1 The proposals contained within the report are subject to formal member decision in relation to the sharing of services and any potential employee implications. Staff are being kept fully informed of member and officer considerations together with the union representatives.

15. GOVERNANCE/PERFORMANCE MANAGEMENT IMPLICATIONS

15.1 None as a direct result of the budget update.

16. COMMUNITY SAFETY IMPLICATIONS INCLUDING SECTION 17 OF CRIME AND DISORDER ACT 1998

16.1 None as a direct result of the budget update

17. HEALTH INEQUALITIES IMPLICATIONS

17.1 None as a direct result of the budget update

18. LESSONS LEARNT

18.1 The budget report is reviewed to ensure the information enables members to make informed and considered decisions on the future budget and financial arrangements of the Council.

19. COMMUNITY AND STAKEHOLDER ENGAGEMENT

19.1 The Budget Jury has been involved fully in the budget review and rating of proposed bids and savings. The formal feedback from the Jury will be presented as part of the meeting.

REDDITCH BOROUGH COUNCIL**EXECUTIVE**

12th January 2011

20. OTHERS CONSULTED ON THE REPORT

Portfolio Holder	Yes
Chief Executive	Yes
Executive Director (S151 Officer)	Yes
Executive Director – Leisure, Cultural, Environmental and Community Services	Yes
Executive Director – Planning & Regeneration, Regulatory and Housing Services	Yes
Director of Policy, Performance and Partnerships	Yes
Head of Service	Yes
Head of Finance & Resources	Yes
Head of Legal, Equalities & Democratic Services	Yes
Corporate Procurement Team	N/A

21. WARDS AFFECTED

All Wards

22. APPENDICES

Appendix A – Revenue Bids

Appendix B – Capital Bids

23. BACKGROUND PAPERS

Detailed Budget working papers

AUTHOR OF REPORT

Name: Jayne Pickering / Teresa Kristunas

E Mail:j.pickering@bromsgrove.gov.uk

Tel:01527-881400

**NEW REVENUE BIDS
2011/12 - 2013/14**

APPENDIX A

Department	Description	2001/12 £'000	2012/13 £'000	2013/14 £'000	H/M/L	Commentary (link to priorities etc)
COMMUNITY SERVICES	Grants Officer Post	40	40	40	H	To fund the post to ensure the effective allocation of grants to the 3rd sector and other partners of £250k. The post is currently funded by the LSP but this is being withdrawn for 2011/12. The post builds relationships with our partners and aims to develop a sustainable 3rd sector provision in the Borough and looks to support organisations to maximise resources available
COMMUNITY SERVICES	Private Sector Housing Officer	21	21	21	H	The licensing of the Boroughs 135 HMOs is a statutory requirement from 2011/12 - the 0.5 fte post will ensure the inspection and compliance of the HMOs in accordance with statutory legislation
TRANSFORMATION	Microsoft Office & PC suite - upgrade	69	69	69	H	The project will upgrade the Microsoft Licenses at RBC to bring MS Office to a supported version (current version support has expired). This will enable officers to work in the most efficient way and to ensure support is available if issues arise
TRANSFORMATION	Security for PCs	6	6	6	H	The virus scanning at RBC has proved to be inadequate as viruses have spread in the past. Encryption is also required to provide security for removable storage as used by both authorities and is a requirement from the code of connection to the GCSX (Government Secure data transfer). This bid will provide for the security system to be implemented
TRANSFORMATION	GCSX (Gov connect) connection charges	18	18	18	H	There is a statutory compliance to ensure the Council has secure lines linked for transfer of documents and information to Government Departments. This was implemented in 2010/11 and was funded by grant. This grant is being withdrawn but the compliance remains and therefore the Council will have to fund the Gov Connect connection charges to connect to Government secure services. The Council would be unable to send information to DWP and other Gov departments without the connector
TRANSFORMATION	Customer Feedback - Tagish	2	2	2	H	This cost relates to the ongoing support and maintenance costs for the Complaints and Freedom of Information system
TRANSFORMATION	Organisational Development	50	50	50	H	To support the workforce to develop to meet the needs of the organisation in the future. This will include support and training in customer service and transformation to ensure our staff have the capacity and capability to provide excellent and consistent services to our community and customers
POLICY AND COMMS	Redditch Matters	10	10	10	H	To maintain the provision of Redditch Matters to inform the community of the Borough services and raise awareness of opportunities available
POLICY AND COMMS	Core Strategy review	55	55	55	H	To fund the statutory review of the Core Strategy
FINANCE AND RESOURCES	Develop and deliver Training & Development Programme	13	13	13	H	To increase the corporate training budget across the Council from £20k. This will ensure staff are fully trained in all issues including Health and Safety, Risk and Financial Management and HR policies and procedures.
FINANCE AND RESOURCES	Asbestos - Surveys of premises and removal/encapsulation of any unsound materials.	35	35	35	H	To obtain asbestos surveys for all Public Buildings owned by Redditch Borough Council. To meet responsibilities for managing the risks from asbestos in non-domestic premises under regulation 4 of the 'Control of Asbestos Regulations 2006 (CAR 2006)'. To budget will also be used to remove minor/encapsulate any unsound asbestos identified.
HIGH BIDS ONLY		319	216	216		
PLANNING	Town Centre Regeneration - Grants evening economy	15	15	15	M	To implement a Business Support Scheme to provide financial incentives to local business to locate and trade within the town centre, particularly for Town Centre uses which will contribute to the early evening economy. Incentives may be through a number of streams as detailed in the Town Centre Strategy. A better trading environment enhances the status of town centres and the demand for property, increasing both its capital worth and rentable value. Increasing competitiveness enlarges the customer base, fuels a continuing drive for differentiation and unlocks opportunities for new facilities and attractions
PLANNING	Aftercare service	15	15	15	M	To develop an aftercare service to establish high level relationships with key strategic businesses through a programme of company visits and ensure that the companies are receiving maximum support. The purpose of the service is to embed businesses in the Borough and to minimise the risk of relocation.
PLANNING	Business Start Up Grant	5	5	5	M	This activity is included in the Redditch Economic Development Strategy Action Plan and without funding this activity will not be able to take place.
PLANNING	Careers Fair for Year 8 Students	1	1	1	M	The project would provide a £500 grant to people who start a new business and undertake a free business start up course provided by NEW College.
PLANNING	Graduate Programme	1	1	1	M	This activity is included in the Redditch Economic Development Strategy Action Plan and without funding this activity will not be able to take place.
FINANCE AND RESOURCES	Stress Audit	3	3	3	M	Due to the tertiary system of education in Redditch, students do not receive careers advice until year 9 (first year of high school).
FINANCE AND RESOURCES	Develop and introduce Health & Well Being Programme	10	10	10	M	The Careers Fair aims to foster economic ambition in young people and encourage them to think about their future opportunities in relation to their educational attainment.
CUSTOMER SERVICES	Automated customer feedback	6	6	6	M	This activity is included in the Redditch Economic Development Strategy Action Plan and without funding this activity will not be able to take place.
CUSTOMER SERVICES	Customer Service excellence	4	4	4	M	To develop a graduate placement programme within the Borough
POLICY AND COMMS	Monthly Staff newsletter	3	3	3	M	The Social Science Workplace Experience Programme (SSWEP) is funded by the Economic and Social Research Council. The programme is used to access the skills and knowledge of undergraduate social science students and the programme is subject to application.

**NEW REVENUE BIDS
2011/12 - 2013/14**

APPENDIX A

Department	Description	2001/12	2012/13	2013/14	H/M/L	Commentary (link to priorities etc)
POLICY AND COMMS	Big Society Campaign	5			M	This campaign will build on the 'Redditch - it's my place' campaign that started in early summer and continues until October. Although details are yet to be formulated it will seek to mark and celebrate community involvement and local decision making and provides a good fit with the previous pride campaign. The campaign will celebrate volunteering and encourage residents to be active in the community. It will encompass bold, hopefully memorable and fun messages about 'doing your bit' for your community.
POLICY AND COMMS	Childrens and Young People magazine	4			M	This one-off publication is an opportunity to engage with our younger residents, and fits in with the new town/younger population profile for Redditch. While the Council supports the Redditch Student Council, runs a successful Local Democracy Day, has its Sur Start centres and runs theatre and sporting activities for its younger population, in print there is nothing aimed at children and young people. A magazine would also help promote all those services and activities for children and young people. We would envisage attracting sponsorship to help meet production costs but suggest £4,000 to pump prime the project.
POLICY AND COMMS	Information Boards	10			M	To provide branded Council information boards at community centres and other community focal points (as permitted) to inform residents about the Council - its work, contact details, major developments, events information etc. Information posted would need to be updated on a regular basis to ensure its relevance and accuracy.
POLICY AND COMMS	Removal of tourist signs	1			M	To remove the lit tourist information signs which are in need of an upgrade and are a cost to the Council in terms of both energy consumption and the carbon footprint.
POLICY AND COMMS	U Decide	10	10	10	M	The U Decide project is a participatory budgeting exercise that will allow young people from Redditch Borough to put in bids for positive activities and equipment for themselves and other young people in the Borough, according to a set of criteria developed with young people and that reflect the issues and priorities of the Borough. The bids will be evaluated on a rolling programme by a group of young assessors or 'young bankers' and the most beneficial projects will be granted funding. It will step into the gap left by Worcestershire County Council's FLOSS initiative (the Youth Opportunity Fund monies have been un-ringfenced), which was well accessed by young people in Redditch during the lifetime of the scheme.
TOTAL REVENUE BIDS		411	272	272		

**NEW CAPITAL BIDS
2011/12 - 2013/14**

APPENDIX B

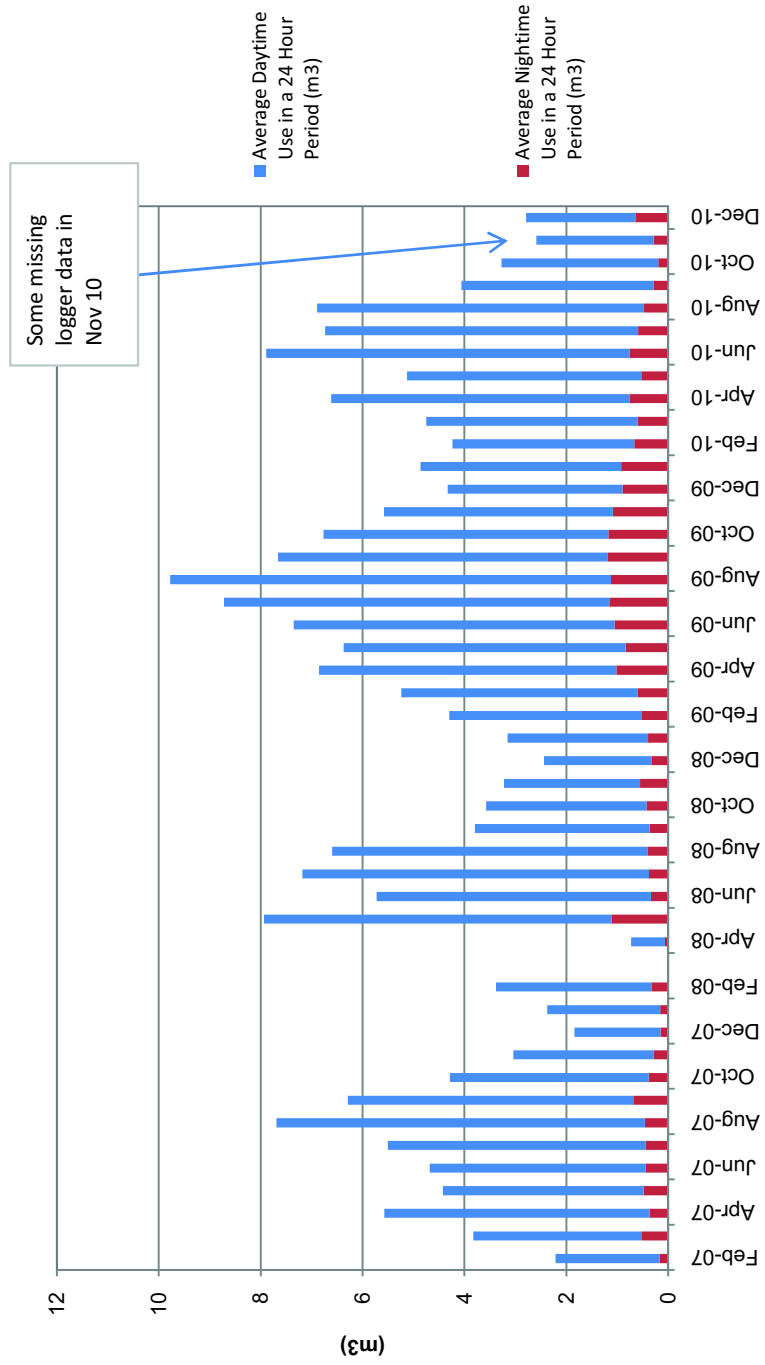
Department	Description	2011/12 £'000	2012/13 £'000	2013/14 £'000	Revenue Implications - including impact of borrowing £'000	Savings identified £'000	H/M/L Based on CMT decision	Commentary (link to priorities etc)
HOUSING REVENUE ACCOUNT (HRA)								
HOUSING	Winslow Close (Winyates) - Flats central Heating Project	120	0	0	5	5	H	To install a modern electrical oil filled radiator system to the flats. This would enable an efficient and more economical system to be in place for tenants which would reduce maintenance provision and reduce CO2 emissions.
Total HRA		120	0	0				FUNDED FROM HRA
TRANSFORMATION	Member ICT facilities	32			14		H	The project will deliver standard ICT equipment for all Members at RBC to ensure that members have full secure access to all information in a timely way and to improve accessibility to reports and information. Members will also be able to use the wireless system that is being implemented as part of the ICT shared service improvements.
PLANNING	Market Traders car park - fencing	17			2		H	To improve the security of the Market Traders parking area at car park 2.
ENVIRONMENT SERVICES	Flood Alleviation	80			4		H	To improve the infrastructure in areas of the Borough that are impacted from flooding - these include Batchley Brook, Bromsgrove Road and Callow Hill
ENVIRONMENT SERVICES	Site Investigations - new cemetery	35			2	0	H	To identify a new site, on which a cemetery can be established. To be owned and managed by Redditch Borough Council, and to agree funding for a feasibility study and the development of a timetable
ENVIRONMENT SERVICES	Fleet Replacement	471			67		H	To purchase new vehicles to ensure the fleet can provide an effective and reliable service to customers. This can be part funded by the £250k that has been built up in the fleet replacement reserve.
HIGH BIDS ONLY		635	0	0	89	0		
FINANCE AND RESOURCES	IBS Debtors (Revenues and Benefits debtors)	10					M	To provide an enhanced functionality of the current debtors system to enable officers to manage the debts more effectively and to identify trends and age of debt to ensure effective recovery of customer debt in the future.
TRANSFORMATION	New Telephone System	90			44	40	M	To deliver a new phone system at the Council. This new system would save rental costs of £20k and enable free calls between RBC & BDC (saving approx £20k). In addition this would ensure that the system in place has adequate lines and monitoring provision to manage the customer calls to the Council. Further savings can be delivered through the reduction in having to move phone lines etc during office moves (currently £2k per move)
CUSTOMER SERVICES	Automated customer feedback	10			2		M	Implementation of an automated customer feedback mechanism enables customer to provide real time feedback on their experience of contact at the time of the contact. This helps inform service delivery improvements and provides us with greater ability to evaluate the success of transformation. This would support rather than replace more traditional customer satisfaction surveying. It would also remove the need for mystery shopping exercises, which are difficult to manage, expensive and often do not give a true reflection of customer experiences. Mechanisms for collecting good customer feedback and evidence that we use it to prioritise improvements are vital evidence for Customer Service Excellence Accreditation. More importantly though it provides us with valuable customer insight.
POLICY AND COMMS	Solar Panels	48			3		M	Invest to save project - to install Solar PV panels on suitable Council Buildings to include the Town Hall and Palace Theatre. This would support the Councils aim to improve the commitment to the green agenda whilst potentially generating income through the sale of energy.
POLICY AND COMMS	Equipment for podcasts/video camera/training/editing equipment	2			2		L	By purchasing the equipment this will enable the Council to look at extending the range of communications internally and eventually externally.
PLANNING	Town Centre Regeneration - Lighting	20			2		L	To improve the lighting in the Town Centre.
PLANNING	Town Centre - Public Art	15			2		L	To install a piece of public art at gateway to the Town Centre
OTHER BIDS		195	0	0	55	40		

**NEW CAPITAL BIDS
2011/12- 2013/14**

APPENDIX B

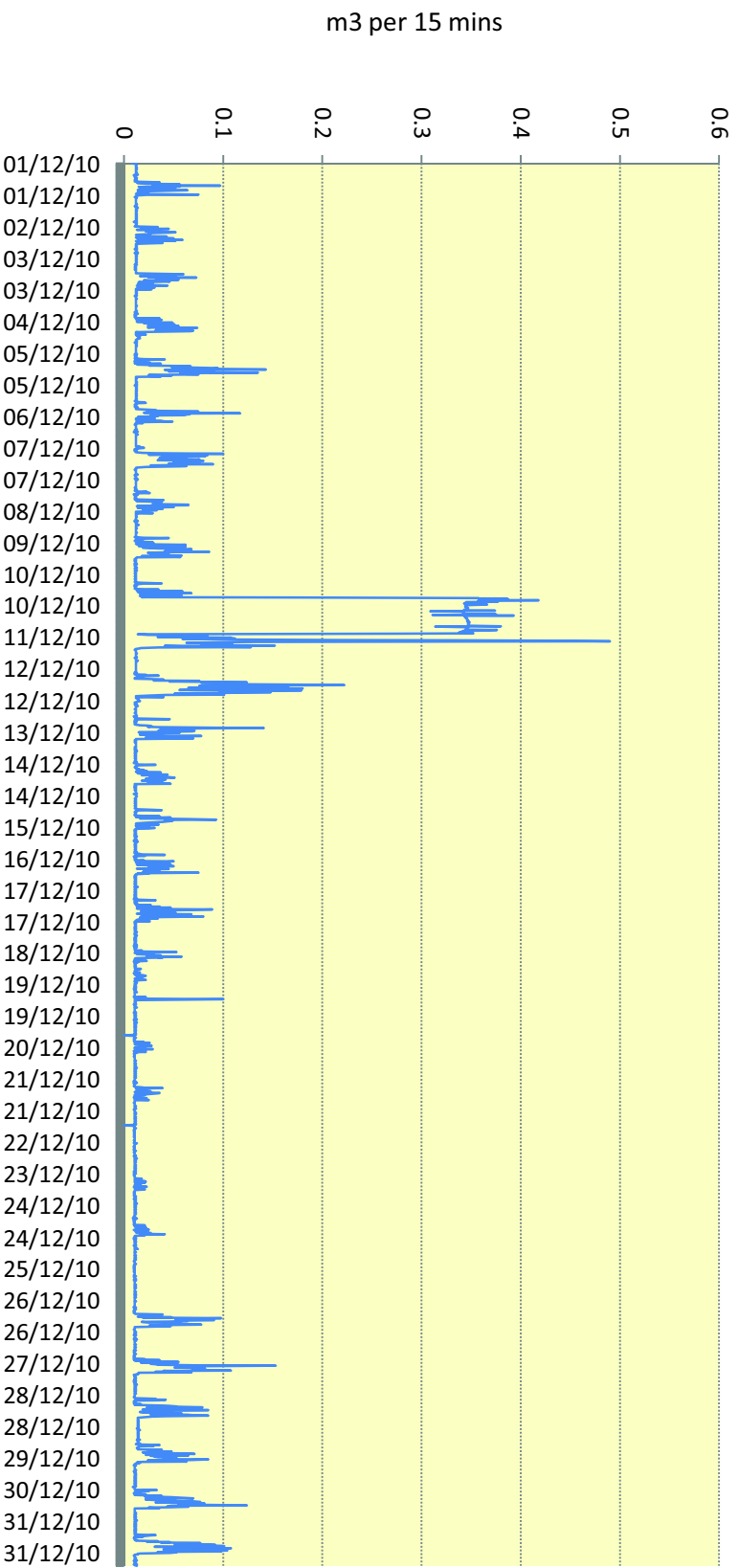
Department	Description	2011/12 £'000	2012/13 £'000	2013/14 £'000	Revenue Implications - including impact of borrowing £'000	Savings identified £'000	H/M/L Based on CMT decision	Commentary (link to priorities etc)
TOTAL BIDS - CAPITAL		950	0	0	149	40		

Arrow Valley Water Average Daily Usage Trends

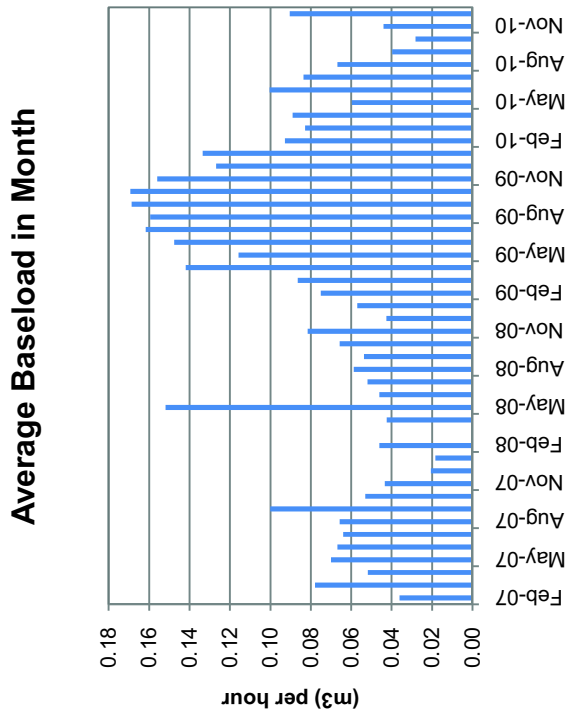
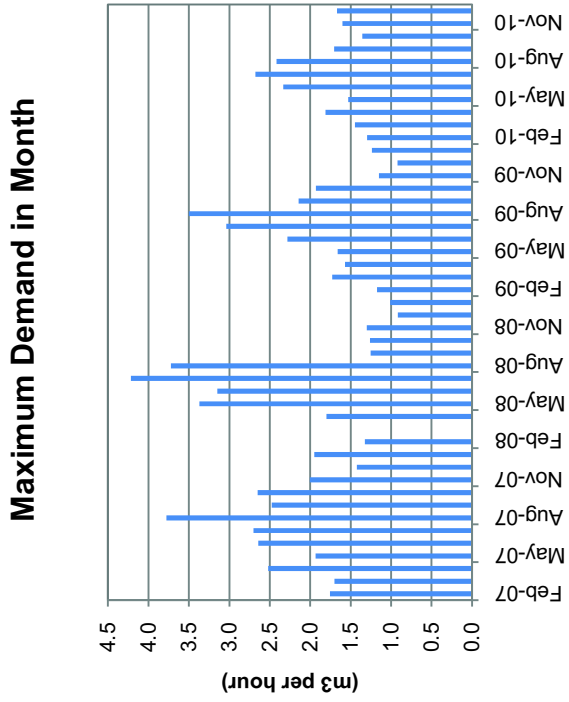


Arrow Valley Water Usage Quarter Hourly Data

December 10 Usage

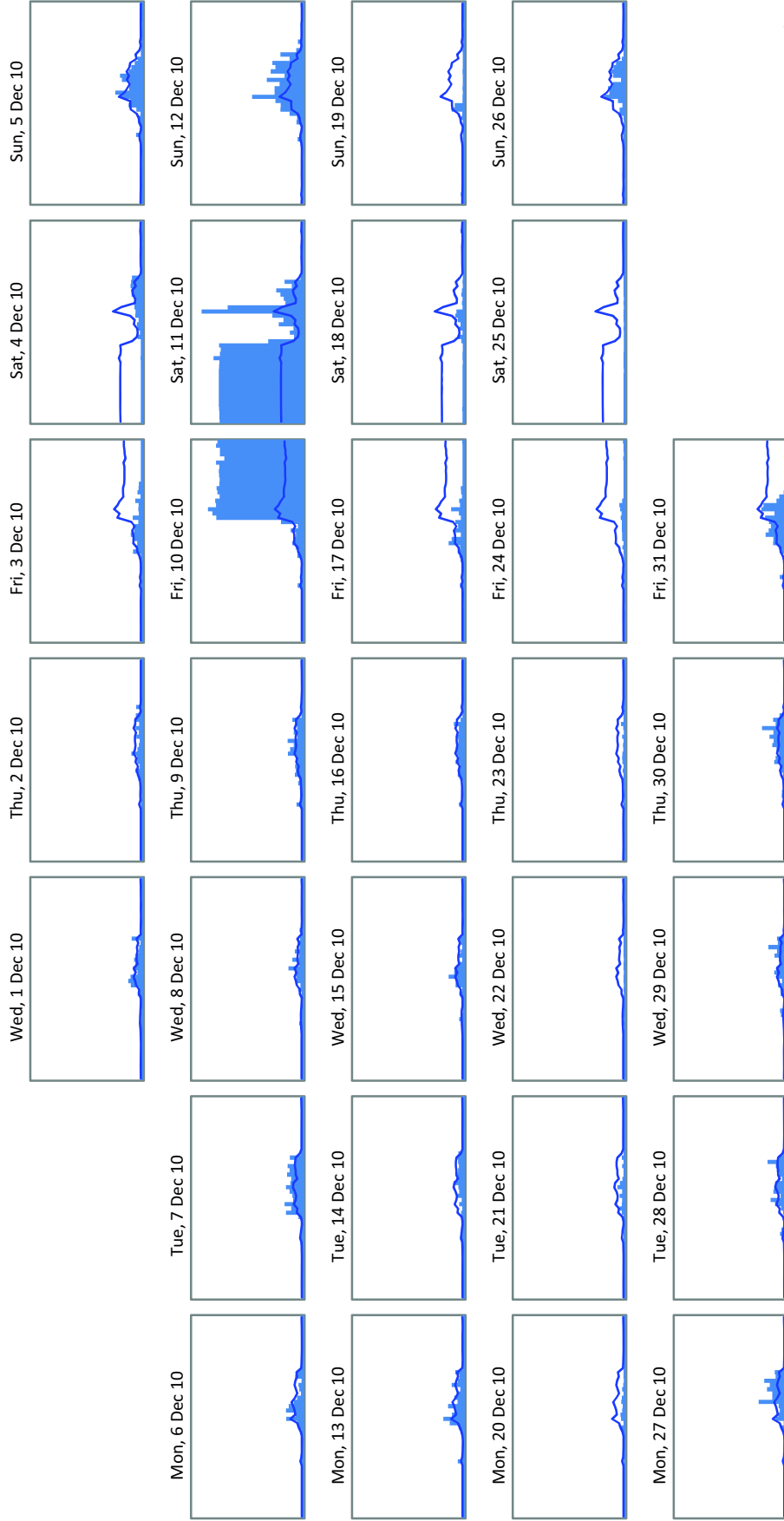


Arrow Valley Water Usage Baseload and Maximum Demand Trends



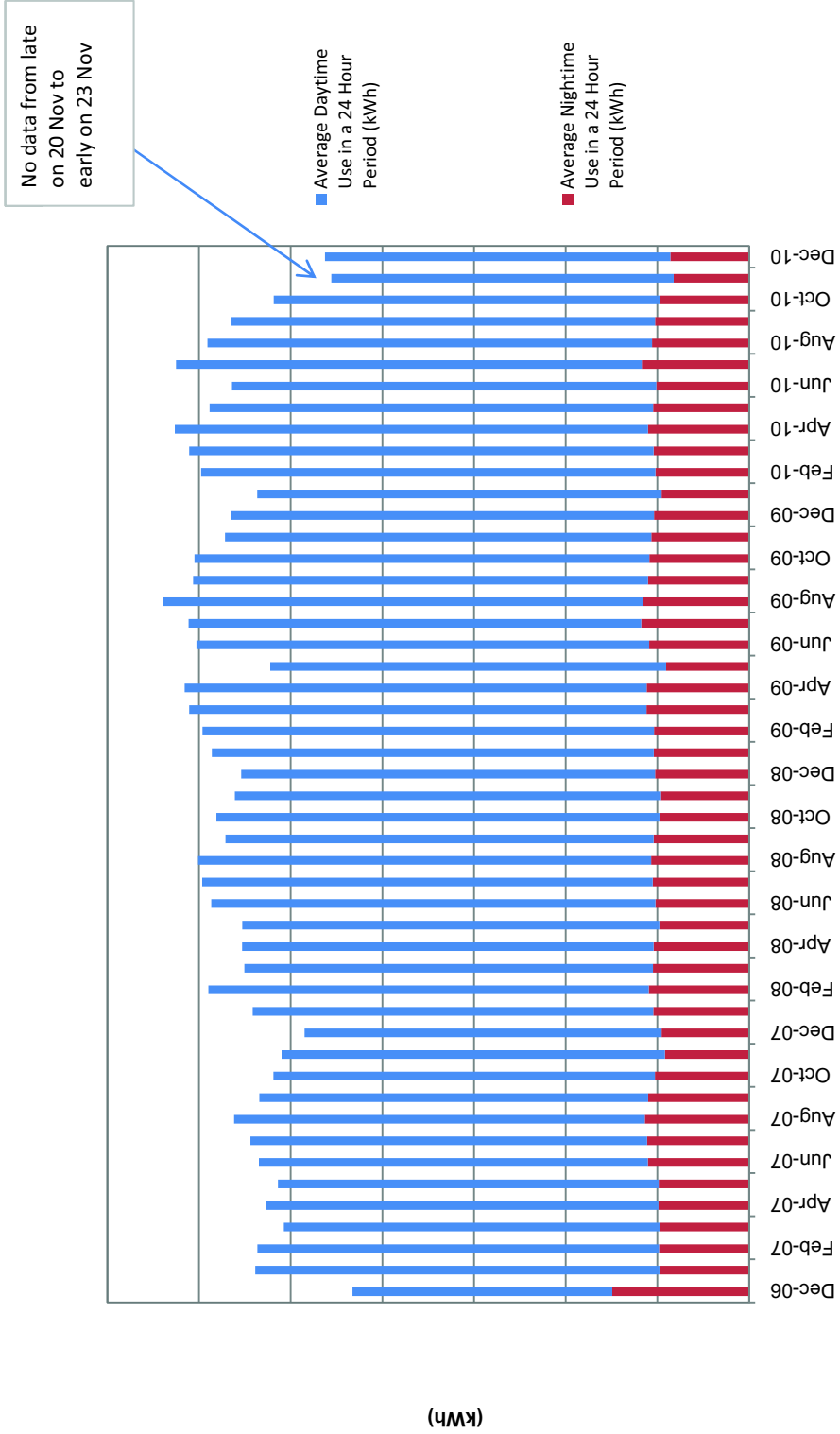


Arrow Valley Water Daily Usage



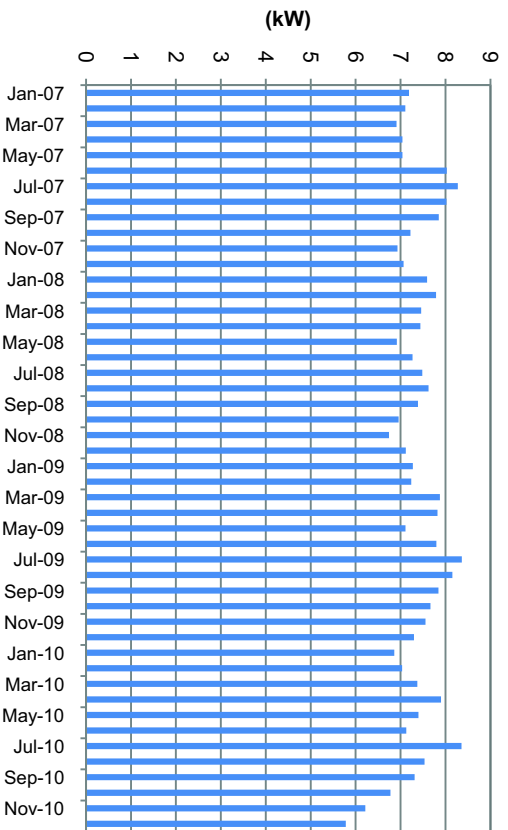


Arrow Valley Electricity Average Daily Usage Trends

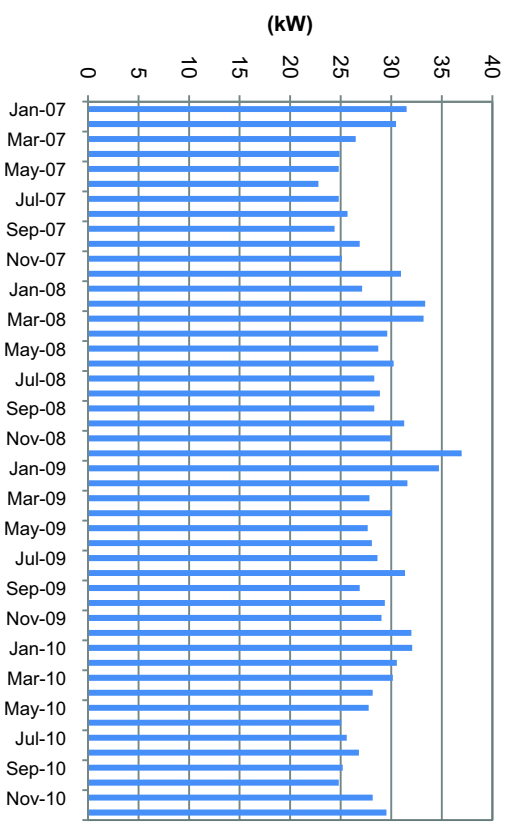


Arrow Valley Electricity Baseload and Maximum Demand Trends

Average Baseload in Month



Maximum Demand in Month





Arrow Valley Electricity Daily Usage

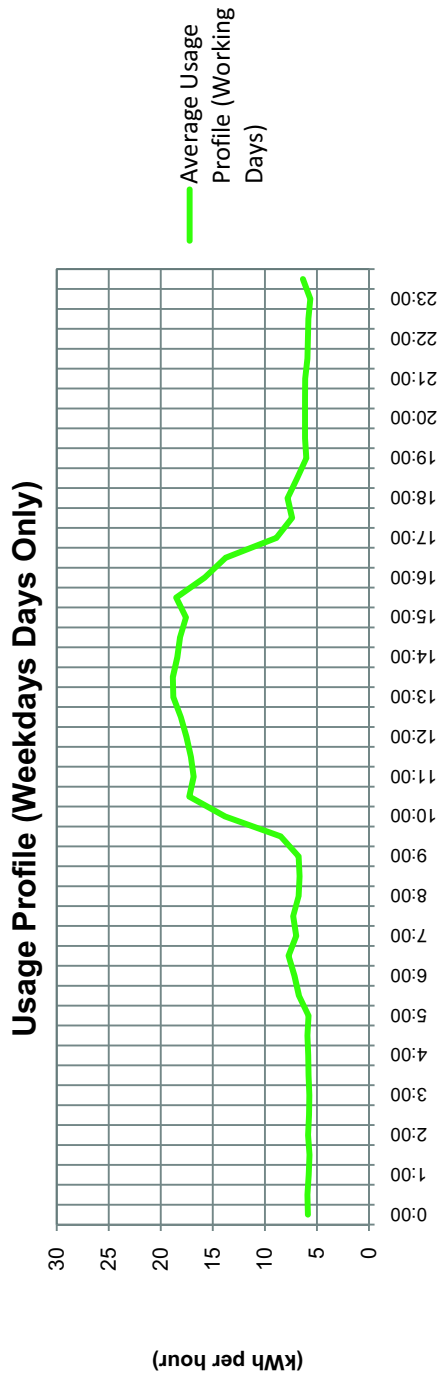
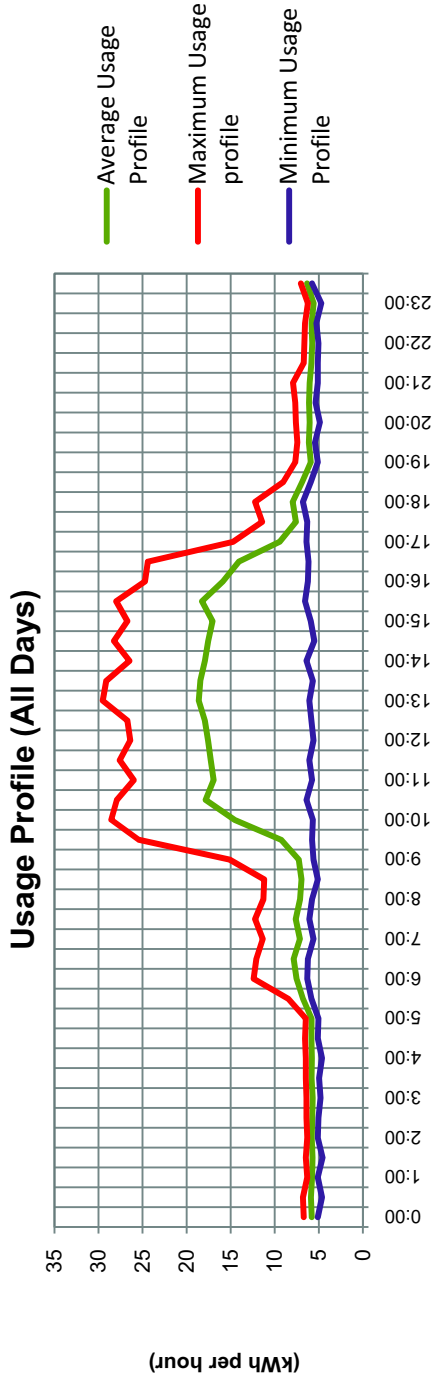
December 10 Usage



All chart scales run from 0 to 16.2359999999462 kWh (energy per half-hour interval). Average profiles are included for each day of the week.

Arrow Valley Electricity 24 Hour Usage Profiles

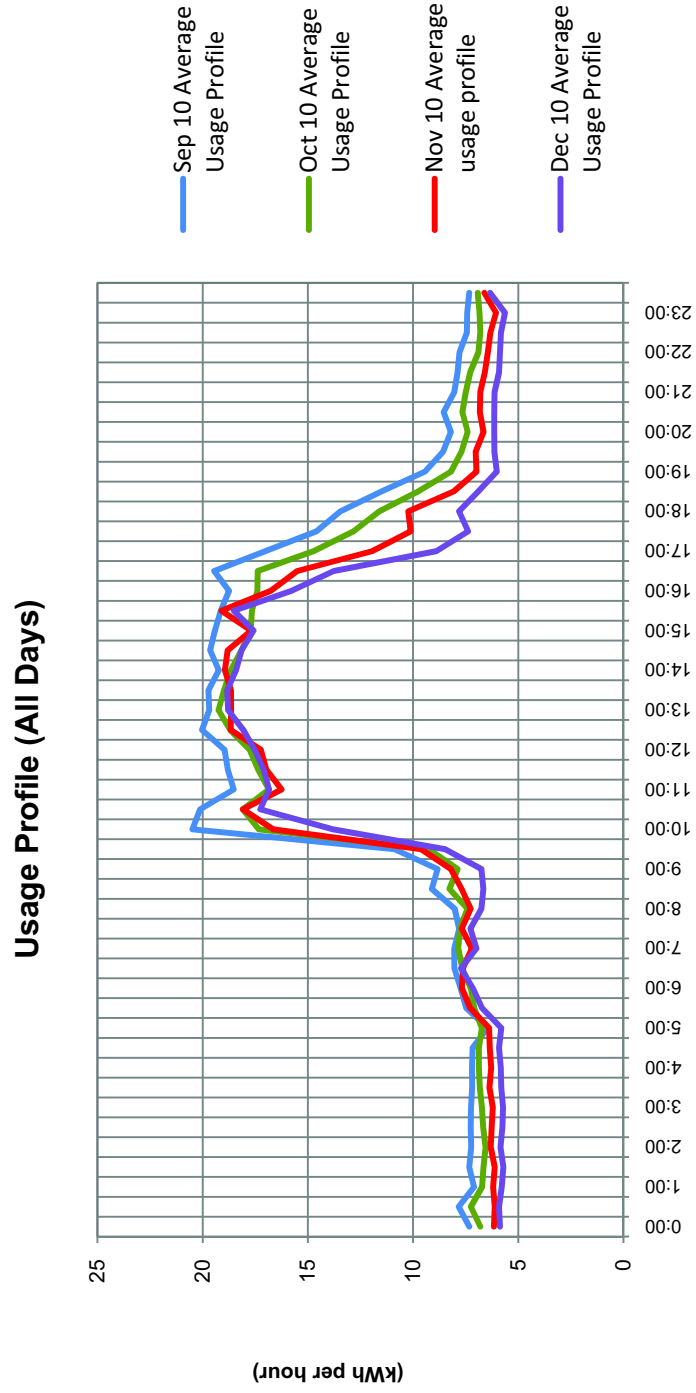
December 10 Usage





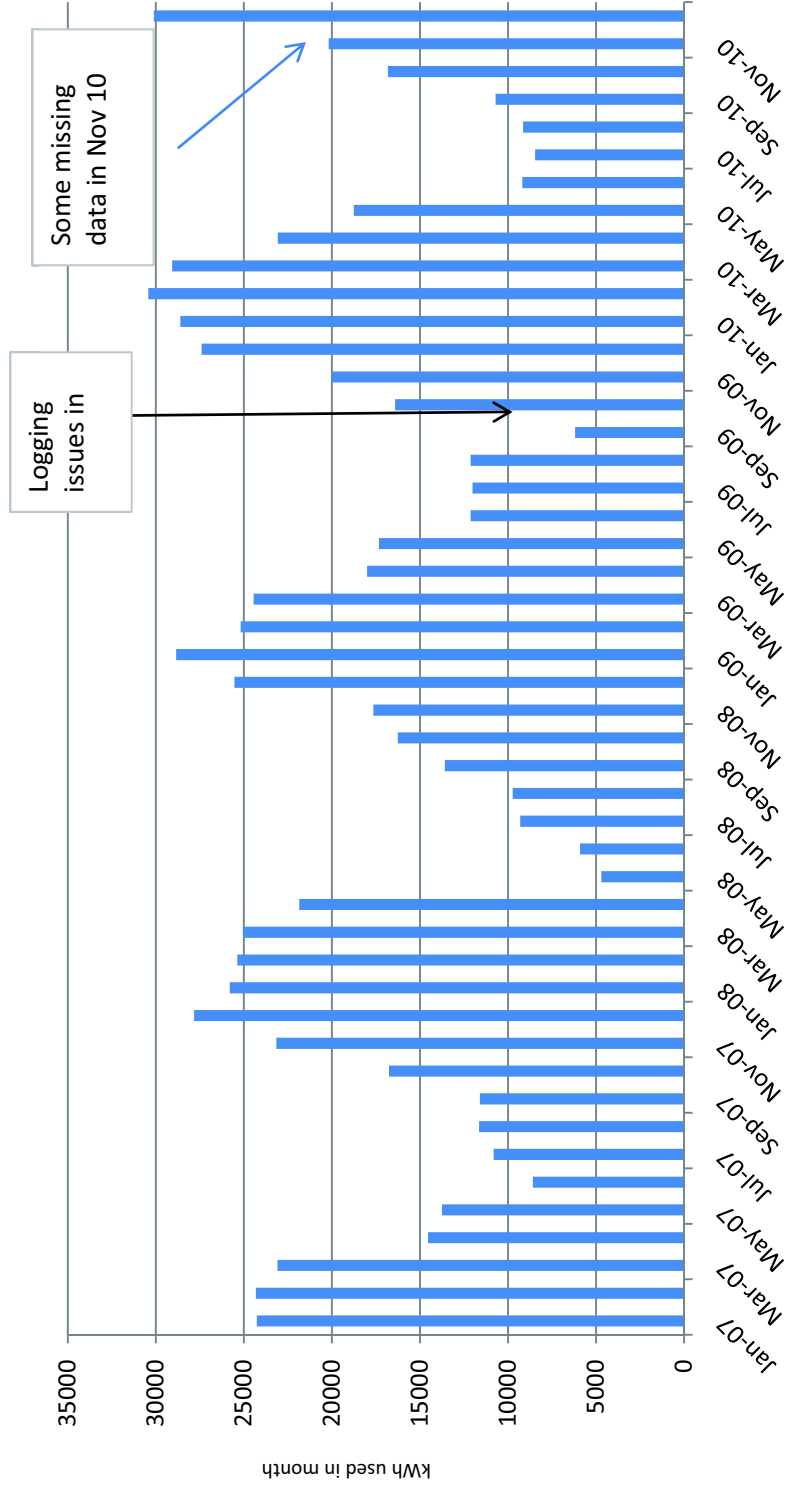
Arrow Valley Electricity 24 Hour Usage Profiles

Aug to Nov 10 Comparison



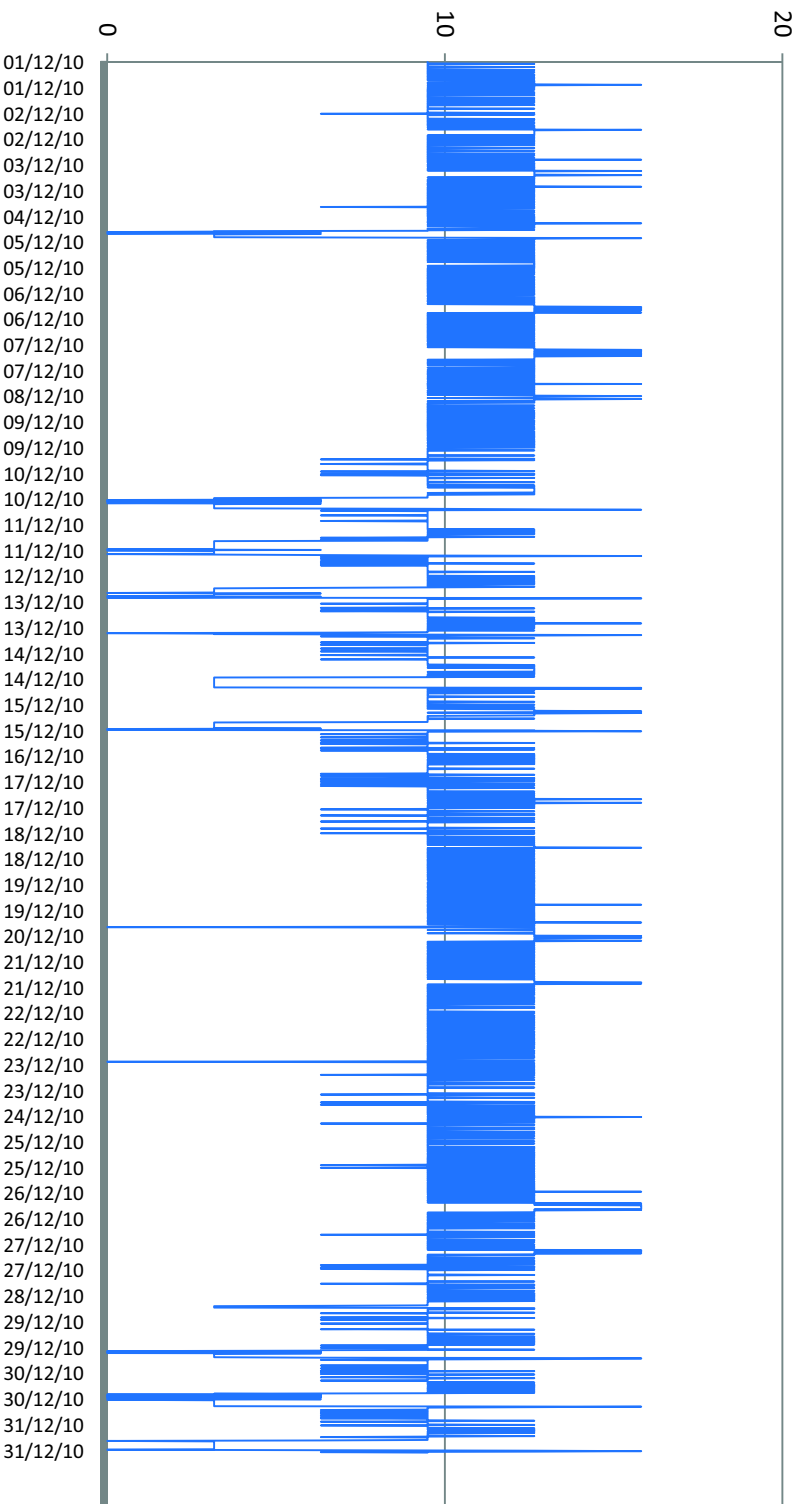


Arrow Valley Gas Monthly Usage Trends



Arrow Valley Gas Usage Quarter Hourly Data (kWh per 15 mins)

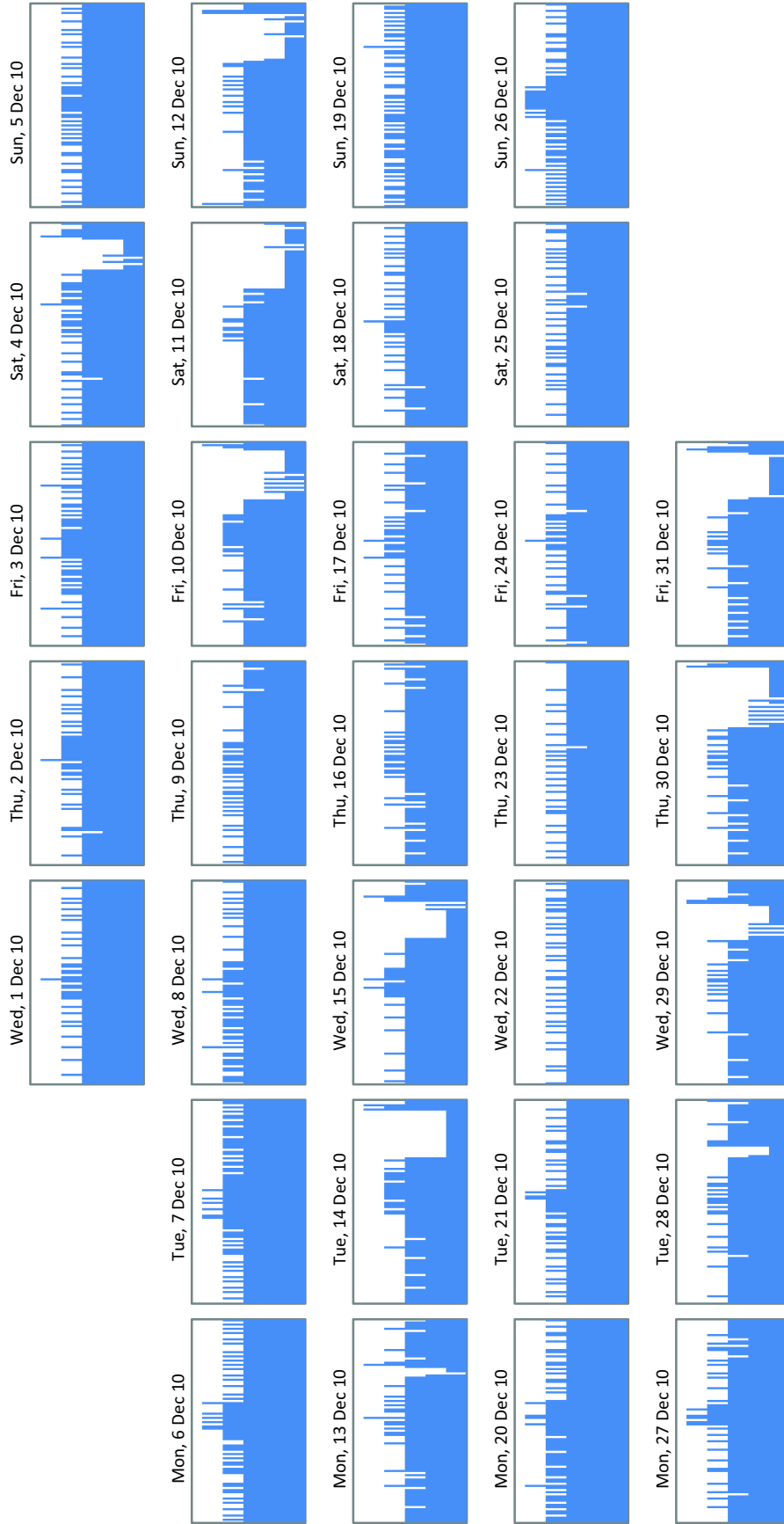
December 10 Usage





Arrow Valley Gas Daily Usage

December 10 Usage

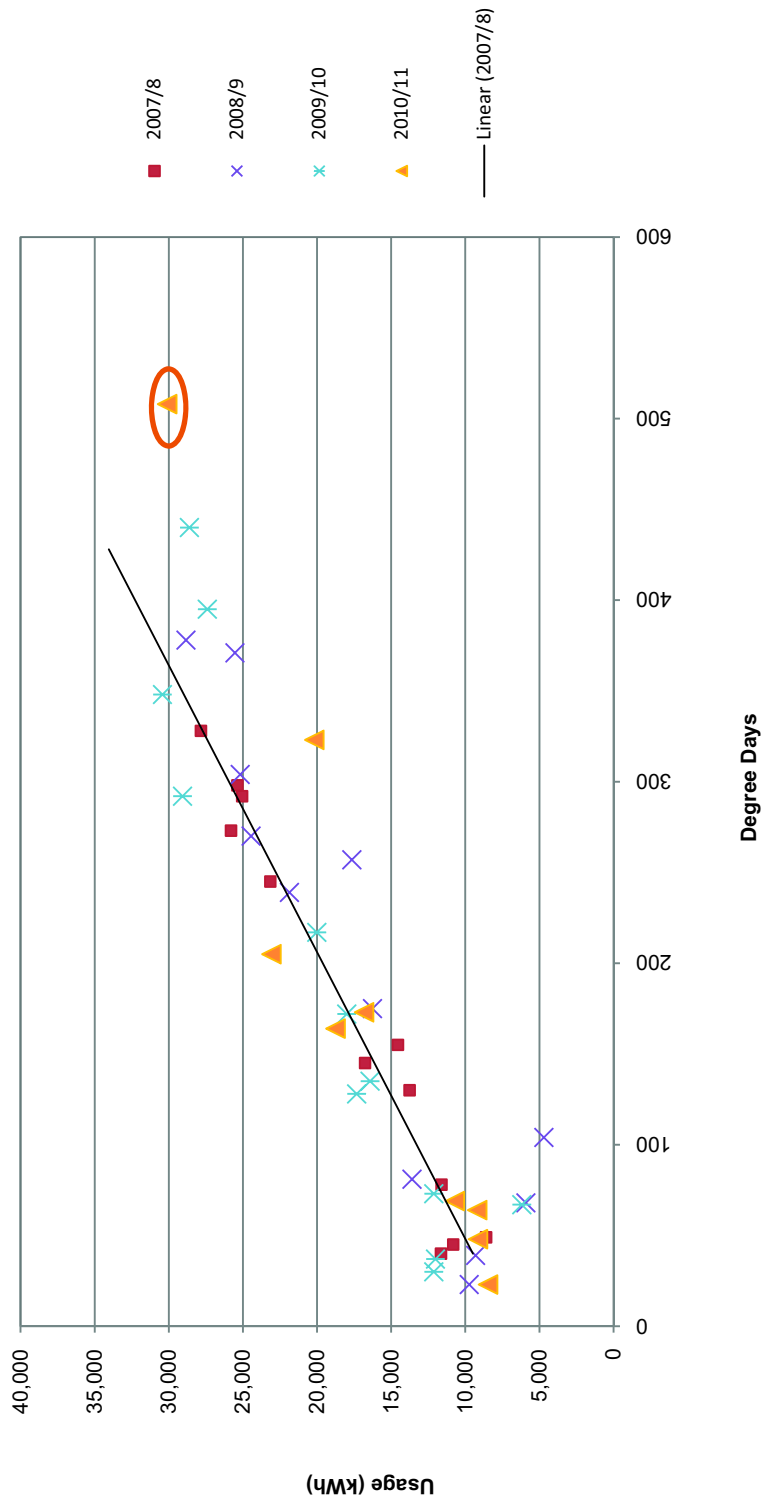


All chart scales run from 0 to 17.3998 kW (average power over 15-minute interval).



Arrow Valley Gas Usage Degree Day Plot

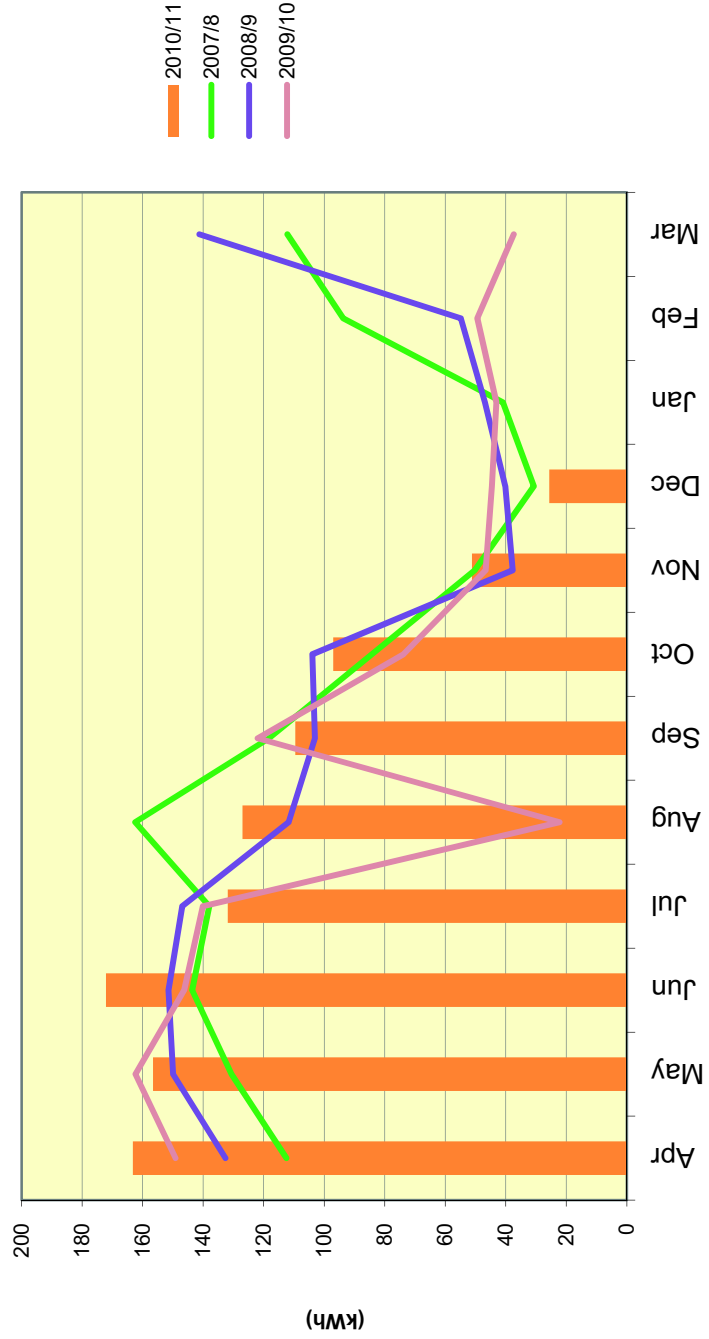
$$y = 63.299x + 6949$$



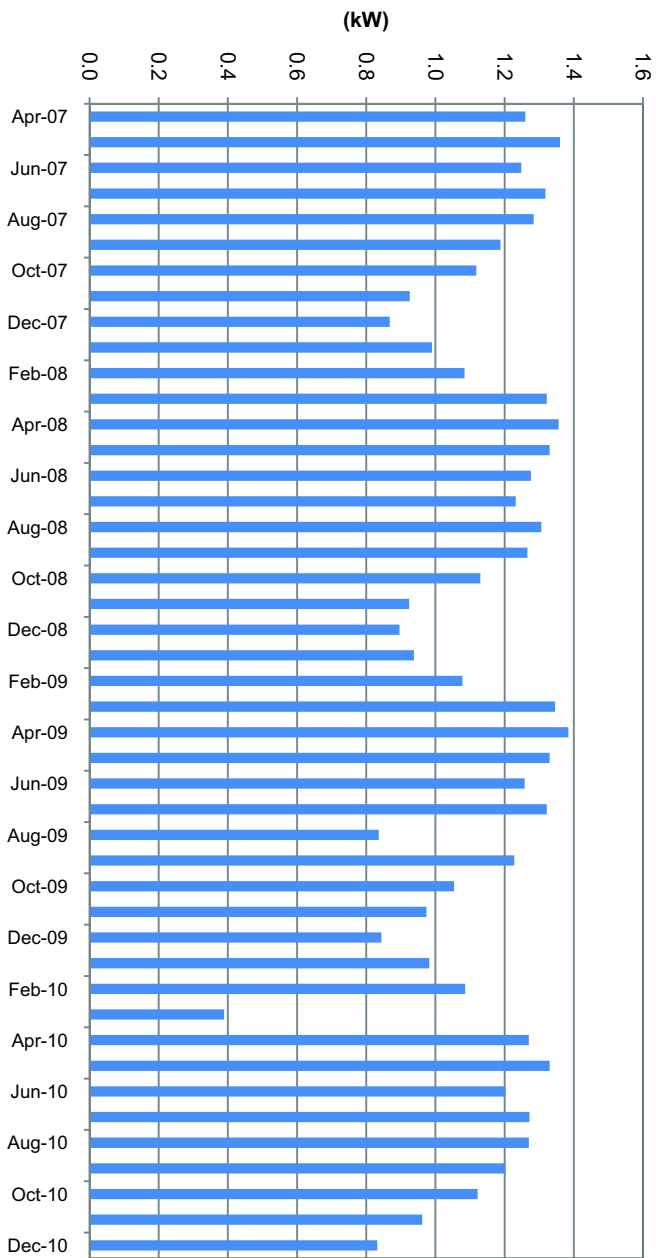
Latest data point ringed in orange = December 10 Usage (NB. Some missing data in Nov 10 - data point is artificially low)



Arrow Valley Photovoltaic Cells Monthly Output Trends



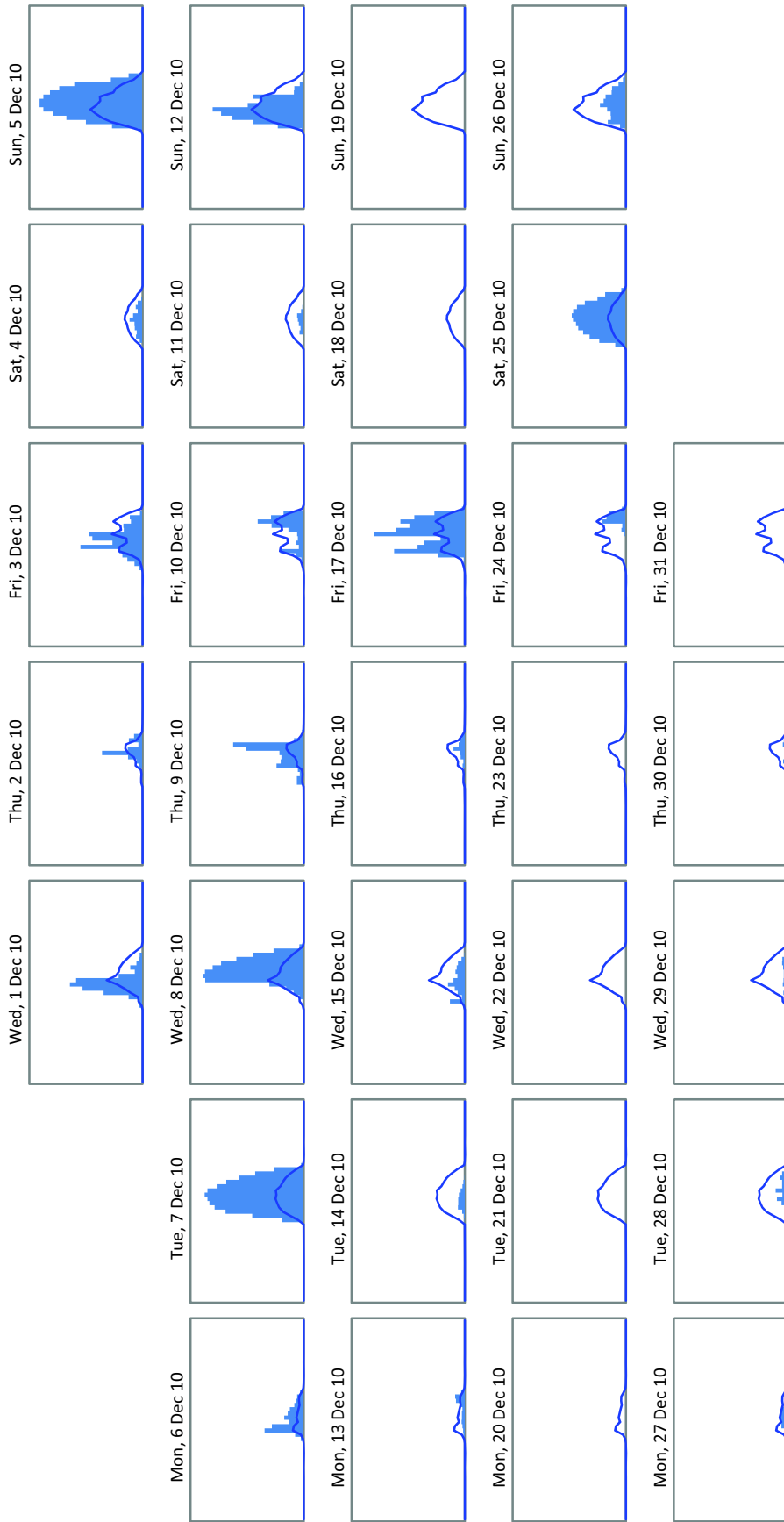
Arrow Valley PV Maximum Output Trends





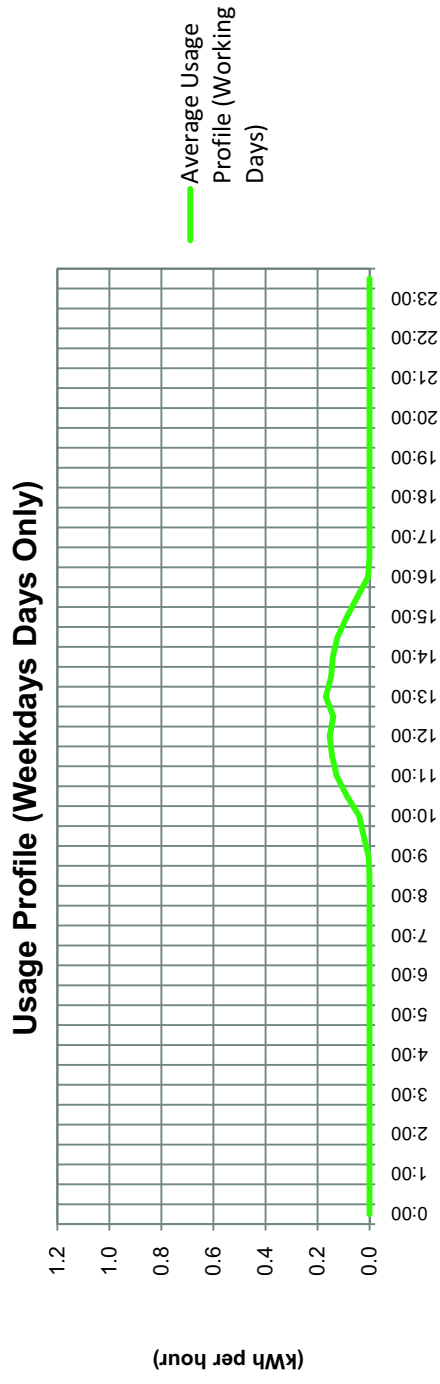
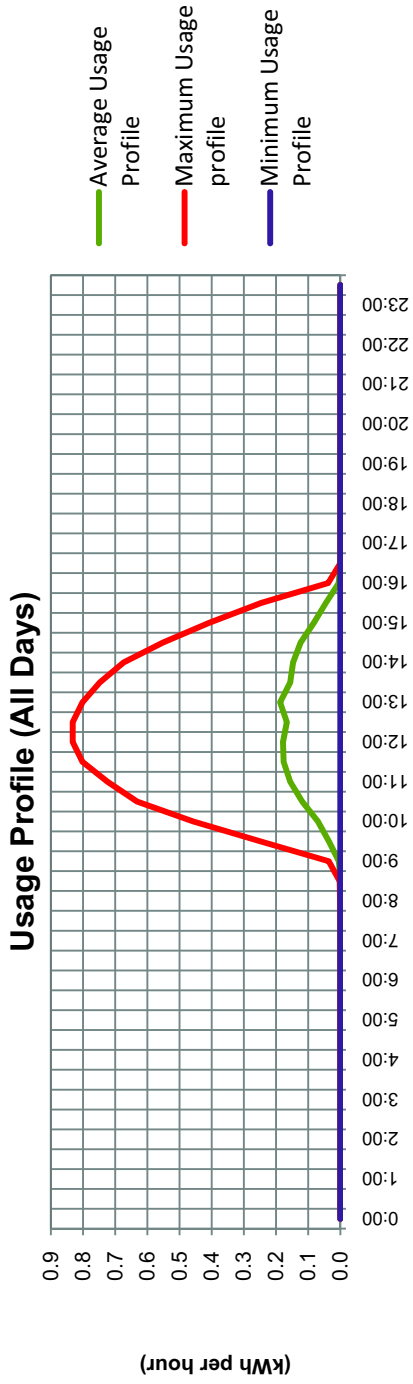
Arrow Valley PV Daily Output

December 10 Output



Arrow Valley PV 24 Hour Output Profiles

December 10 Output



JOINT SCRUTINY IN WORCESTERSHIRE

DRAFT FRAMEWORK

Principles Underlying Joint Working

Any joint scrutiny process needs to ensure:

- (a) Good quality scrutiny – which adds value and properly investigates issues of concern to participating authorities.
- (b) Efficiency – avoiding duplication and bureaucracy.
- (c) Confidence in the outcomes of the joint scrutiny exercise by each participating authority's Overview and Scrutiny Committee, and clear communication of expectations from the outset.
- (d) Clear working planning and co-ordination.
- (e) A coherent approach to scrutiny for external partner organisations
- (f) Clear arrangements for reporting and follow-up to ensure action on recommendations.
- (g) Reporting arrangements should not create delay through over complexity, and should not create scope for other bodies to block recommendations.
- (h) Flexibility in how to carry out joint scrutiny.
- (i) It does not undermine each authority's O&S Committee's remit, or officer support available.

Deciding to Scrutinise Jointly

It is for each authority's O&S Committee to decide if they wish to participate in a joint scrutiny but this needs to be done as efficiently and speedily as possible.

To initiate a joint scrutiny proposal a scoping form should be completed and circulated which will then be subject to agreement of each authority's O&S Committee.

The Worcestershire Scrutiny Officers' Network, in consultation with their respective Chairmen should make proposals for joint scrutiny for considered by the scrutiny chairmen's network (possibly in between meetings) and subsequent recommendation to individual overview and scrutiny committees.

Carrying out Joint Scrutiny

There are a number of ways that joint scrutiny can be carried out.

There may be times when an individual authority wishes to co-opt members from other authorities onto a particular scrutiny.

There may also be times when it is agreed by each O&S committee that one authority takes the lead in scrutinising an issue on behalf of all authorities.

However, it is suggested that in Worcestershire joint scrutiny should usually be carried out by joint time-limited scrutiny task and finish groups, led by the authority from which the scrutiny originated.

Agreeing Membership of Joint Scrutiny Task Group

After O&S Committees agree to participate in a joint scrutiny they then nominate members.

As the task group would not be an official council committee, political balance requirements do not apply.

The number of Members participating in a joint scrutiny will depend on how many authorities are involved but if all Worcestershire authorities take part it is suggested that one member be appointed from each authority.

Agreeing Chairmanship of a Joint Task Group

Nominations for chairing the task group will be sought from all members of the task group.

Where one authority is leading the scrutiny it may be appropriate for the Chairman to be appointed from that authority.

Agreeing Terms of Reference/Scope of the Scrutiny

Each participating authorities' Overview and Scrutiny Committee would be asked to agree terms of reference for the scrutiny as per the scoping and proposal form.

Conduct of the Scrutiny

Meetings of the joint task group will be arranged by the supporting scrutiny officer(s).

The task group should strive to conduct their business in a consensual, open, responsible and transparent way across the political divides and seek to avoid expressing views based purely on political considerations.

Equal Participation

It is important for all members to be equal participants in the process and for officer support to be available on an equal basis.

Meeting Venues

To be decided by the Review Panel as appropriate to the particular review.

Approval of Report's Recommendations

The joint task group would agree their report and recommendations, normally by consensus. The Overview and Scrutiny Committee would then be asked to endorse the report, and could submit their own comments to their Executives.

Time constraints for recommendations need to be fully considered at the scoping stage.

Publicising Outcomes from Joint Scrutiny/Sharing Findings

Once the scrutiny report is agreed by the overview and Scrutiny Committees it should be circulated to Executive members, witnesses and any others involved, by the scrutiny officers supporting the scrutiny.

It could also be put on the website of all the participating authorities.

Resourcing and Supporting Joint Scrutiny

It is intended that joint scrutiny will be supported within the existing resources available to all seven authorities for scrutiny.

Scrutiny officer support for each joint scrutiny should be agreed at the outset. Whilst the authority leading the joint scrutiny would normally provide support for it, ways of sharing the workload should be explored at the scoping stage.

Any expenses for members of a joint scrutiny should be paid by that member's authority in line with that authority's allowance scheme.

Tracking the Outcomes of the Scrutiny

The Review Panel will decide upon arrangements for tracking the implementation of recommendations.

Individual O&S Committees may wish to adopt their own methods for joint scrutiny recommendation tracking.

It is suggested that recommendation tracking for joint scrutinies should be part of the watching brief of the Joint Chairmen's meeting.



Overview and Scrutiny

No Direct Ward Relevance

Committee

9th February 2011

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 Annual Update on the Implementation of the Civil Parking Enforcement Scheme	Chief Executive Chief Executive Relevant Lead Heads of Service

Overview and Scrutiny

Committee

9th February 2011

	<p>REGULAR ITEMS</p> <p>Update on fly tipping and progress with the Worth It campaign</p> <p>Update on the work of the Crime and Disorder Scrutiny Panel.</p>	<p>Relevant Lead Heads of Service</p> <p>Relevant Lead Heads of Service</p>
	<p>REGULAR ITEMS</p> <p>Oral updates on the progress of:</p> <ol style="list-style-type: none"> 1. Promoting Redditch Task and Finish Review; and 2. Work Experience Task and Finish Review. 	
OTHER ITEMS - DATE FIXED		
9th February 2011	Budget 2011/12 Update	Relevant Lead Head of Service
9th February	Worcestershire Joint Scrutiny Framework	Relevant Lead Head of Service
9th February 2011	Performance Report for the services within the Planning, Regeneration, Economic Development and Local Transport Portfolio	Relevant Lead Head(s) of Service

Overview and Scrutiny

Committee

9th February 2011

9th February 2011	Portfolio Holder Annual Report – Leadership and Partnerships	Relevant Lead Councillor
2nd March 2011	Performance Report for the services within the Leisure and Tourism Portfolio	Relevant Lead Head(s) of Service
2nd March 2011	Promoting Redditch Task and Finish Review – Final Report	Relevant Lead Councillor
2nd March 2011	Portfolio Holder Annual Report – Planning, Regeneration, Economic Development and Local Transport	Relevant Lead Councillor
2nd March 2011	Redditch Sustainable Community Strategy – Pre-Scrutiny	Relevant Lead Director
23rd March 2011	Performance Report for the services within the Community Safety and Regulatory Services Portfolio	Relevant Lead Head(s) of Service
23rd March 2011	Portfolio Holder Annual Report – Leisure and Tourism	Relevant Lead Councillor
23rd March 2011	Private Sector Home Support Service – Post Scrutiny	Relevant Lead Head of Service
23rd March 2011	Redditch Council Plan 2011-14 – Pre-Scrutiny	Relevant Lead Head of Service
23rd March 2011	Children and Young Peoples Plan – Pre-Scrutiny	Relevant Lead Head of Service

Overview and Scrutiny

Committee

9th February 2011

23rd March 2011	Youth Employment at Redditch Borough Council – Update Report	Relevant Lead Head of Service
23rd March 2011	Disabled Facilities Grants and the Lifetime Grant – scrutiny of the Countywide Scheme	Relevant Lead Head of Service
13th April 2011	Portfolio Holder Annual Report – Community Safety and Regulatory Services	
13th April 2011	Update on fly tipping and progress with the Worth It campaign	Relevant Lead Head of Service
13th April 2011	Council Flat Communal Cleaning Task and Finish Group – Update on Implementation of Recommendations Stage Two.	Relevant Lead Head of Service
1st June 2011	Third Sector Task and Finish Group – Stage Two Update on Responses to the Group's Recommendations	Relevant Lead Head of Service
1st June 2011	Staff Volunteering Policy – Update	Relevant Lead Head of Service
1st June 2011	Work Experience Task and Finish Review – Final Report	Relevant Lead Councillor
OTHER ITEMS – DATE NOT FIXED		
	Overview and Scrutiny Member Training on Pre-Scrutiny.	Relevant Lead Head of Service

Overview and Scrutiny

Committee

9th February 2011

	Town Centre Landscape Improvements (including Church Green Improvements)	Relevant Lead Head of Service
	Worcestershire Supporting People Strategy	Relevant Lead Head of Service

