



# Annual Meeting of the Council

24th May 2010

## MINUTES

### Present:

Councillor Malcolm Hall (Mayor) , Councillor Kath Banks (Deputy Mayor) and Councillors Peter Anderson, Michael Braley, Andrew Brazier, Juliet Brunner, Michael Chalk, Simon Chalk, Greg Chance, Anita Clayton, Brandon Clayton, Jack Cookson, Andrew Fry, Carole Gandy, Adam Griffin, Bill Hartnett, Nigel Hicks, Roger Hill, Gay Hopkins, Robin King, Wanda King, William Norton, Jinny Pearce, Brenda Quinney, Mark Shurmer, Debbie Taylor, Derek Taylor, Diane Thomas and Graham Vickery

### Also Present:

Deborah Andrews (Chair, Standards Committee) and Michael Collins (Vice-Chair, Standards Committee)

### Officers:

J Bayley, T Buckley, J Pickering, S Hanley, C Flanagan, T Kristunas, S Skinner, J Smyth, J Staniland and A Walsh

### Committee Services Officer:

I Westmore

#### 1. WELCOME

The Mayor opened the meeting and welcomed all present. The Mayor's Chaplain, Canon David Rogers, led the Council in prayer.

#### 2. APOLOGIES

There were no apologies for absence.

#### 3. DECLARATIONS OF INTEREST

There were no declarations of interest.

.....  
MAYOR, in the Chair

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## 4. MAYOR'S OPENING REMARKS

### a) General Remarks

The Mayor commented that he had considered it a privilege to represent the Town during the previous year, featuring, as it had, two royal visits and the Welcome Home Parade for the Mercian Regiment.

The Mayor thanked the current Deputy Mayor, Councillor Banks, for standing in for him at various engagements over the previous year and the Redditch and Bromsgrove Sea Cadets, in particular Officer Cadets Thompson and Sanders, for attending a number of events with him.

The Mayor also thanked his Chaplain, Canon David Rogers for his support, thoughtful words and for leading the Council in Prayer and his Mayoress, Chris Olley, for her great support and help throughout the year.

### b) Award for Outstanding Service to the Community

As a legacy of his Mayoral year, the Mayor advised that he had initiated an award for outstanding service to the community to be presented to an individual who played a key role locally. Mrs Alma Bright-Clarke, founder of the Redditch Choral Society was the first recipient of the award and her name was to be engraved on a plaque that would be displayed in the Civic Suite.

### c) Mayoral Engagements

The Mayor advised that, since the last meeting of Council he had attended various functions, including: the Redditch Roadway Art Gallery, a performance of 'Oliver' at the Palace Theatre by Studley Operatic Society, St George's day celebrations at Wychavon, Worcester and here in Redditch, hosting friends from Auxerre on their twinning visit to Redditch, the presenting of prizes to winners at Webheath Digital photography club, the presenting of NRA certificates to Year 11 students at Kingsley, the launch of Kingfisher Kids Club and the last charity event of his year at the Arrow Valley Countryside Centre, a coffee morning.

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d) Mayoral Charities

The Mayor informed the Council that a sum in excess of £3,200 had been raised throughout the year for his charities, Indigo Arts and Redditch and Bromsgrove Sea Cadets, which would be despatched to them as soon as possible.

**5. ELECTION OF MAYOR**

**RESOLVED that**

**Councillor Kath Banks be, and hereby is, elected Mayor of the Borough of Redditch to serve until the next Annual Meeting of the Council.**

**6. DECLARATION OF ACCEPTANCE OF OFFICE - NEW MAYOR**

Councillor Banks made the statutory declaration of Acceptance of Office. She was then invested with the Chain of Office by the outgoing Mayor, Councillor Hall.

*(The new Mayor, Councillor Kath Banks now in the Chair)*

**7. VOTE OF THANKS TO RETIRING MAYOR**

Councillor Banks thanked the outgoing Mayor and, on behalf of the Council, expressed gratitude for his services to the Borough and Council.

**RESOLVED that**

**the Council formally record its gratitude to the outgoing Mayor, Councillor Malcolm Hall, and his Mayoress Chris, for all their excellent service to the town over the last twelve months.**

**8. DEPUTY MAYOR**

**RESOLVED that**

**Councillor Anita Clayton be, and hereby is, appointed Deputy Mayor of the Borough of Redditch to serve until the next Annual Meeting of the Council.**

**9. DECLARATION OF ACCEPTANCE OF OFFICE - DEPUTY MAYOR**

The Deputy Mayor, Councillor Anita Clayton, made the statutory Declaration of Acceptance of Office.

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The Mayor, Councillor Banks, then invested Councillor Clayton with the Deputy Mayor's Badge of Office.

## 10. COMMUNICATIONS AND NEW MAYOR'S ANNOUNCEMENTS

### a) Announcements

The Mayor informed the Council that she considered it a privilege to have been asked to become the Mayor of Redditch and undertook to do her best to serve the community throughout the coming year.

The Mayor advised that her Chaplain for the year ahead would be the Reverend Jo Musson.

The Mayor stated that her charities for the year would be the two local Army Cadet Troops from Church Hill and Headless Cross. Major Neil Walker from HQ, the two local Commanding Officers, together with the two young Cadets who were to serve as the Mayor's Cadets, Corporal Smith and Corporal Sword, from Headless Cross and Church Hill respectively were present at the meeting.

### b) Forthcoming engagements

The Mayor advised that forthcoming events included the twinning visit to Gruchet le Valasse, a function with the Worcestershire Army Cadet Force League on 6th June, a Summer Garden Party at the University of Worcester, the Civic Services at Bromsgrove and at Wychavon and a Carers' Careline event at the Palace Theatre on 16th June. The Mayor also advised that Armed Forces day was on 21st June and the Civic Dinner on 2nd April 2011.

### b) Urgent Business

The Mayor advised that she had accepted no additional items of urgent business.

## 11. MINUTES

### RESOLVED that

**the minutes of the meeting of the Council held on 19th April 2010 be confirmed as a correct record and signed by the Chair.**

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**12. LEADER OF THE COUNCIL**

**RESOLVED that**

**Councillor Carole Gandy be, and hereby is, appointed Leader of the Council for the ensuing municipal year.**

**13. DEPUTY LEADER OF THE COUNCIL**

**RESOLVED that**

**Councillor Michael Braley be, and hereby is, appointed Deputy Leader of the Council for the ensuing municipal year.**

**14. LEADER OF THE OPPOSITION**

**RESOLVED that**

**Councillor Hartnett, as Leader of the largest Minority Group on the Council, be designated Leader of the Opposition.**

**15. EXECUTIVE COMMITTEE, OVERVIEW AND SCRUTINY COMMITTEE, SUB-COMMITTEES, PANELS, ETC. - CHAIRS AND VICE-CHAIRS - APPOINTMENT**

**RESOLVED that**

- 1) in accordance with the Council's Constitution and relevant Standing Orders, the Council's Committees, Panels, etc. be appointed as indicated in Appendix A attached to the minutes; and**
- 2) in relation to this and the following minute, the Chief Executive be authorised, in consultation with the relevant Group Leader(s), to fill vacancies, in accordance with agreed memberships / proportionality.**

**16. OUTSIDE BODIES**

The Council considered the nomination, and/or appointment, of Members to various positions on outside bodies.

**RESOLVED that**

- 1) appointments / nominations to outside bodies be made as detailed in Appendix B to the minutes, and notified to the outside bodies as soon as possible after the meeting; and**

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- 2) **Members' candidature for the subject positions, as agreed by Party Groups and as now detailed in Appendix B to the minutes, be taken as Members' agreement and full acceptance that the bodies in question are to be formally notified of the appointments / nominations.**

## 17. CONSTITUTION - ANNUAL REVIEW

The Council was asked to confirm the Council's Constitutional arrangements.

There was some discussion of the interpretation of the Constitution in respect of the position of the Chair of the Overview and Scrutiny Committee at Article 6.1(d). Members were advised that any such queries over the interpretation of the spirit or letter of the Constitution should be referred to the Monitoring Officer.

**RESOLVED that**

**the Council's current Constitution and associated documents (Standing Orders, Financial Regulations, Scheme of Delegation to Officers, Scheme of Members' Allowances, etc.) as now issued be approved and adopted.**

## 18. SCHEME OF MEMBERS' ALLOWANCES 2010/11

The Council was requested to consider a Scheme of Members' Allowances for the new municipal year.

**RESOLVED that**

**the Scheme of Members' Allowances for 2010/11 be approved and formally adopted as detailed in the report.**

## 19. MEMBERS' ALLOWANCES

The Council considered a report on expenses and allowances paid to Members under the Local authorities (Members' Allowances) Regulations 1995 (as amended) for the 2009/10 financial year.

The Liberal Democrat Members of the Council requested that the figure quoted as the basic allowance paid to them for the year be adjusted upwards to allow the difference to be passed on to the Mayor's charities as they had indicated they wished to do at the start of the previous municipal year. Officers undertook to check the accuracy of the report in this respect and advise further.

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**RESOLVED that**

**the report be noted.**

**20. COMMON SEAL**

**RESOLVED that**

**the Common Seal of the Council be affixed to any document or documents necessary to carry into effect any resolutions passed by, or confirmed at this meeting, and subsequent meetings during the ensuing municipal year.**

The Meeting commenced at 7.00pm  
and closed at 8.24pm

.....  
MAYOR, in the Chair

## **Appendices to the Minutes**

Appendix A – Appointment to Executive Committee, Overview And Scrutiny Committee, Sub-Committees, Panels, etc.

Appendix B – Appointments to Outside Bodies.





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of the Council**

**APPENDIX A**

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**COMMITTEE MEMBERSHIPS**

**A. EXECUTIVE LINE**

**EXECUTIVE COMMITTEE**

*(9 = 6+2+1 – not required to be proportional)*

Chair: **Leader of the Council\* ex-officio (per Constitution)**

Vice-Chair: **Deputy Leader# ex-officio ("**

Councillors: (CON) **Peter Anderson, Michael Braley#, Juliet Brunner, Brandon Clayton, Carole Gandy\* Jinny Pearce**  
(LAB) **Greg Chance, Debbie Taylor**  
(LD) **Malcolm Hall**

(Cannot be members of O&S Committees)

Named

Substitutes: Not permitted.

**Portfolio Holders**

**Community Leadership & Partnership inc. Vol. Sector – Cllr Carole Gandy  
(Shadow Portfolio Holder – Cllr Bill Hartnett)**

*(normally the Leader of the Council)*

**Community Safety & Regulatory Services – Cllr Juliet Brunner**

*(Crime & Disorder, Safer Communities, Licensing)*

**Corporate Management – Cllr Michael Braley**

*(Internal systems / support services:*

*Admin. / Audit / Finance / Human Resources / IT/ Conduct of Council business)*

**Housing, Local Environment & Health – Cllr Brandon Clayton**

*(Housing & Health-related Services, Agenda 21, Better Environment, Landscape,  
Cleansing & Waste Management, Open Space)*

**Leisure & Tourism – Cllr Peter Anderson**

*(Culture & Recreation, Community Training, Education,  
Learning & Skills)*

**Planning, Regeneration, Economic Development & Transport – Cllr Jinny Pearce**

*(Planning, Economic Development, Public Transport)*

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### Member “Champions”

(Duties generally fall to the relevant Portfolio Holder.  
 In other cases can be an Executive or non-Executive Member. )

1.	<u>Asset Management / Customer Access / E.government / IT</u>  (Corporate Management Portfolio)	<b>Cllr Michael Braley</b> (Portfolio Holder, ex-officio)
2.	<u>Children &amp; Young People / Play</u>  (Leisure & Tourism / Community Leadership & Partnership Portfolios)	<b>Cllr Peter Anderson</b> (Portfolio Holder, ex-officio)
3.	<u>Equalities</u>  (Corporate Management Portfolio)	<b>Cllr Michael Braley</b>
4.	<u>Health</u>  (Housing & Health Portfolio)	<b>Cllr Brandon Clayton</b>
5.	<u>Heritage</u>  (Local Environment Planning & Transport and Leisure & Tourism Portfolios)	<b>Cllr Peter Anderson</b>
6.	<u>Local Democracy Events</u>  (Corporate Management Portfolio)	<b>Cllr Juliet Brunner</b>
7.	<u>Member Development</u>  <i>(1 per Party Group)</i> (Corporate Management Portfolio)	<b>Cllr Juliet Brunner</b> (Con) <b>1 vacancy</b> (Lab) <b>Cllr Diane Thomas</b> (LD)
8.	<u>Risk Management</u>  (Corporate Management Portfolio)	<b>Cllr Michael Braley</b> (Portfolio Holder, ex-officio)
9.	<u>Third Sector Liaison</u>  (Community Leadership & Partnership Portfolio)	<b>Cllr Carole Gandy</b>

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### EXECUTIVE ADVISORY PANELS

Advisory Panels are less formal meetings and share memberships from both Executive and Overview & Scrutiny (O&S) members (potential conflicts of interest should therefore be taken into account for O&S members of Advisory Panels in future scrutiny of resultant Executive decisions).

They exist to work up firm proposals on behalf of, and as specified by, the Executive and/or Majority Group(s), as appropriate.

Reporting should normally therefore be to the Executive. But exceptionally, if deadlines require, reporting may, with the agreement of the Leader, be direct to the full Council in relation to proposals with implications for policy or budget change. More open reviews should be considered by O&S.

They are not required to be Party proportional, but have been established on those terms to date.

### CLIMATE CHANGE ADVISORY PANEL

(6 = 3+2+1)

*(Terms of Reference – to advise the Executive Committee on Climate Change)*

Chair: **Councillor Brandon Clayton (relevant Portfolio Holder ex officio)**

Vice-Chair: **Councillor Gay Hopkins**

Councillors: (CON) **Roger Hill**  
(LAB) **Andrew Fry, Debbie Taylor**  
(LD) **Nigel Hicks**

(Membership to include relevant Portfolio Holder as Chair.)

### HOUSING ADVISORY PANEL

(6 = 3+2+1)

*(Terms of Reference – as above in relation to Housing-related matters.)*

Chair: **Councillor Brandon Clayton (relevant Portfolio Holder ex officio)**

Vice-Chair: **Councillor Brenda Quinney**

Councillors: (CON) **Roger Hill**  
(LAB) **Greg Chance, Mark Shurmer**  
(LD) **Nigel Hicks**

(Membership to include relevant Portfolio Holder as Chair.)

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### LEISURE CONTRACTS ADVISORY PANEL

(6 = 3+2+1)

*(To replace the Abbey Stadium Advisory Panel, on the same Terms of Reference, but expanded to include other potential contracts.)*

Chair: **Councillor Peter Anderson (relevant Portfolio Holder ex officio)**  
Vice-Chair: **Councillor Gay Hopkins**

Councillors: (CON) **Derek Taylor**  
(LAB) **Jack Cookson, Debbie Taylor**  
(LD) **Malcolm Hall**

(Membership to include relevant Portfolio Holder as Chair.)

### PLANNING ADVISORY PANEL

(6 = 3+2+1)

(To monitor progression of the Regional Spatial Strategy Review and consider material to be provided to the Regional Assembly.)

To consider all matters associated with the preparation of Development Plan documents or other documents in the local Development Framework.)

Chair: **Councillor Jinny Pearce (relevant Portfolio Holder ex officio)**  
Vice-Chair: **Councillor Michael Chalk**

Councillors: (CON) **Adam Griffin**  
(LAB) **Bill Hartnett, Robin King**  
(LD) **Nigel Hicks**

(Membership to include relevant Portfolio Holder as Chair.)

### ECONOMIC ADVISORY PANEL

(6 = 3+2+1)

*(Terms of Reference – as above in relation to Economic Development related matters.)*

Chair: **Councillor Jinny Pearce (relevant Portfolio Holder ex officio)**  
Vice-Chair: **Councillor Michael Braley**

Councillors: (CON) **William Norton**  
(LAB) **Bill Hartnett, Graham Vickery**  
(LD) **Diane Thomas**

(Membership to include relevant Portfolio Holder as Chair.)

**B. NON-EXECUTIVE LINE**

**OVERVIEW AND SCRUTINY COMMITTEE**

The Overview & Scrutiny "Parent" Committee may undertake policy reviews itself or, more routinely, commission Task & Finish Groups to undertake targeted, time-limited pieces of work on the Committee's behalf.

The Committee will meet every three weeks to echo the meeting pattern of the Executive Committee and to provide the opportunity for a responsive call-in mechanism.

A decision was taken by Council in 2008, with no members voting against, that the Overview and Scrutiny Committee should not be Party proportional.

The role of Crime and Disorder O&S Committee under the Police and Justice Act 2006 is undertaken by the Crime and Disorder Scrutiny Panel.

**OVERVIEW & SCRUTINY COMMITTEE**

(9 = 4+4+1, plus TU co-optees)

Chair: **Councillor Diane Thomas**

Vice-Chair: **Councillor Anita Clayton**

*(The Constitution requires that an a Member of a political group not forming part of the ruling administration Chair the O&S Committee)*

Councillors (CON) **Kath Banks, William Norton, Brenda Quinney**  
(LAB) **Bill Hartnett, Robin King, Mark Shurmer, Graham Vickery**  
(LD) (as above – Ch\*)

(Not members of the Executive Committee)

Co-opted 2 Trade Union (UNISON) representatives (for employee-related items  
members: only):

Named All other members of the Council - non-Exec.  
Substitutes: (For reasons of continuity, substitution is discouraged during topic reviews.)

Substitute 1 nominated TU representative per Union.  
Co-optees

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### “OVERVIEW & SCRUTINY MEMBERS” POOL

Available for allocation for Task & Finish Reviews ( = all “non-Executive” Members)

**Councillors:** (CON) **Kath Banks, Andrew Brazier, Michael Chalk, Simon Chalk, Anita Clayton, Adam Griffin, Roger Hill, Gay Hopkins, William Norton, Brenda Quinney, Derek Taylor,**  
(LAB) **Jack Cookson, Andrew Fry, Bill Hartnett, Robin King, Wanda King, Mark Shurmer, Graham Vickery**  
(LD) **Nigel Hicks, Diane Thomas**

### CRIME AND DISORDER SCRUTINY PANEL

(5 = 2 + 2 + 1)

**Chair:** **Councillor Bill Hartnett**  
**Councillors:** (CON) **Simon Chalk, Anita Clayton**  
(LAB) **Wanda King, (as above – Ch\*)**  
(LD) **Nigel Hicks**

*(To be reappointed at the Annual Meeting. The Terms of Reference of the Crime and Disorder Scrutiny Panel state that the Chair must be a Member of the Overview and Scrutiny Committee)*

### TASK & FINISH GROUPS:

*(To be re-appointed at the Annual Meeting. Please note that, for the purposes of continuity it is desirable that the Memberships of existing Groups be continued into the following municipal year. Furthermore, there is currently an expectation that Chairs of Task and Finish Groups would be Members of the Overview and Scrutiny Committee.)*

### DIAL-A-RIDE TASK AND FINISH GROUP

(4 = 2 + 2)

**Chair:** **Councillor Robin King**  
**Vice-Chair:** **Councillor William Norton**  
**Councillors:** (CON) **Anita Clayton**  
(LAB) **Graham Vickery**

### LOCAL STRATEGIC PARTNERSHIP TASK AND FINISH GROUP

(5 = 2 + 2 + 1)

**Chair:** **Councillor William Norton**  
**Councillors:** (CON) **Gay Hopkins**  
(LAB) **Jack Cookson, Andrew Fry**  
(LD) **Diane Thomas**

### JOINT WORCESTERSHIRE HUB TASK AND FINISH GROUP

*(1 representative of Redditch Borough Council)*

**Councillor Gay Hopkins**

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### C. REGULATORY COMMITTEES

#### AUDIT AND GOVERNANCE COMMITTEE

(7 = 4+2+1)

Chair: **Councillor Bill Hartnett\***

Vice-Chair: **Councillor Robin King#**

Councillors: (CON) **Michael Braley, Andrew Brazier, Gay Hopkins, William Norton,**  
(LAB) (as above – Ch\* / V-Ch#)  
(LD) **Malcolm Hall**

(The Panel to comprise elected Members representing all interests of the Authority, “preferably with relevant areas of expertise, where possible (such areas as accountancy, audit, business and commerce)  
Can be members of the Executive Committee. For the sake of independence, it is desirable for the Chair to be an “Opposition” Member.)

Named

Substitutes: All other members of the Council.

#### EMPLOYMENT APPEALS COMMITTEE

(5 = 2+2+1 - not required to be proportional)

Chair: **Councillor Anita Clayton**

Vice-Chair: **Councillor Juliet Brunner**

Councillors (The Committee to be selected as and when necessary, in consultation with the Chair, from all disinterested members of the Council – training in Quasi-Judicial meetings required.)

Named

Substitutes: (Substitution rules therefore do not apply).

#### HOUSING APPEALS COMMITTEE

(6 = 3+2+1)

Chair: **Councillor Gay Hopkins**

Vice-Chair: **Councillor Michael Chalk**

Councillors (CON) **Roger Hill**  
(LAB) **Jack Cookson, Graham Vickery**  
(LD) **Diane Thomas**



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(Can be members of the Executive Committee: to be selected from all disinterested members of the Council – training required – normally evening meetings, but may occasionally need to meet in the daytime for longer hearings. Ward Members cannot sit on appeals which might lead to allocation of properties in relation to their Wards.)

Named                    Subject to training in Quasi-Judicial meetings,  
Substitutes:            all other Members of the Council.

### LICENSING COMMITTEE

(15 = 9 +5+1 - must be no less than 10 / no more than 15)

(REVISED TERMS OF REFERENCE:

Required, via its Sub-Committees, to deal with applications lodged under the provisions of the Licensing Act 2003 and Gambling Act 2005; and also, via other Sub-Committee(s) to act as Taxi and 'other' Licensing Regulatory Committee.)

Chair:                    **Councillor Michael Braley**  
Vice-Chair:            **Councillor Anita Clayton**

Councillors:            (CON) **Kath Banks, Michael Chalk, Simon Chalk, Carole Gandy, Adam Griffin, Jinny Pearce, Brenda Quinney,**  
                                  (LAB) **Jack Cookson, Andrew Fry, Bill Hartnett, Robin King, Wanda King**  
                                  (LD) **Nigel Hicks**

(Can be member of the Executive Committee – may be:

- daytime and evening meetings of 3-Member Sub-Committees (Premises / Personal Licences) plus 1 reserve Member, to hear applications; and/or
- daytime meetings of 5-Member Taxi / other Licensing Sub-Committee.)

Named                    Subject to appropriate training, all  
Substitutes:            other members of the Council.

[N.B. Trained Members – Licensing, Gambling Act and Quasi-Judicial meetings – currently available (*other than as indicated*) are:

Kath Banks, Michael Braley, Michael Chalk (*not Gambling Act*), Anita Clayton, Jack Cookson, Andrew Fry, Carole Gandy, Bill Hartnett, Nigel Hicks (*not Gambling Act*), Robin King, Wanda King (*not Quasi-Judicial meetings*), Diane Thomas (*not Gambling Act*). ]

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### Licensing Sub-Committees – A. Personal / Premises / Gambling Act

(3-Member “Panels” – general membership to be agreed by Officers, in consultation with the relevant Chair, as required per application and to include a 4th Reserve Member.)

- A. Chair: **Councillor Michael Braley**
- B. Alternate Chair 1: **Councillor Jinny Pearce**
- C. Alternate Chair 2: **Councillor Anita Clayton**
- D. Alternate Chair 3: **Councillor Andrew Fry**

Sub-Committee ‘core’ membership - 3 Members to normally hear Licensing Act / Gambling Act applications, plus one ‘Reserve’:

Councillors: Michael Braley, Jinny Pearce, Anita Clayton & Andrew Fry.

#### (Notes:

- 1) Daytime and evening meetings may be required.
- 2) The ‘core’ membership above would change in the case of any prejudicial or Ward interests, or other conflict, or exceptional absence. However, a constant membership would help Members to develop expertise in the area, given the very few Hearings currently required in the Borough.
- 3) Substitute Members to be drawn, as required, from list of trained and available Members. (Training will be provided as soon as possible to cover any deficit.)
- 4) Chairing of Licensing Sub-Committee / Quasi-Judicial meetings involves particular skills and therefore only trained Members with relevant knowledge and experience should be nominated.
- 5) Mandatory Training to be renewed / updated at least every 4 years, or when significant legal, policy or procedural change occurs.)

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### Licensing Sub-Committees – B. Taxis / Sex Establishments / Other.

(5 = 3 + 2 + 0)

(REVISED ARRANGEMENTS:

This Sub-Committee covers all “other Licensing” and similar regulatory matters - other than those covered under the Licensing Act 2003 and Gambling Act 2005, examples: Taxis, Incinerators and “Sex Establishments”. Mostly daytime meetings.)

Chair:            **Councillor Michael Braley**  
                          **(Ex officio Chair of the Licensing Committee / Special Responsibility Allowance refers.)**

Vice-Chair:      **Councillor Anita Clayton**

Councillors:    (CON) **Jinny Pearce**  
                          (LAB) **Andrew Fry, Jack Cookson**

(Can be members of the Executive Committee – must receive training in Quasi-Judicial meetings before they can sit or substitute.)

Named

Substitutes:    All other members of the Council.

### PLANNING COMMITTEE

(9 = 5 +3+1)

Chair:            **Councillor Michael Chalk**

Vice-Chair:     **Councillor Nigel Hicks**

Councillors:    (CON) **Peter Anderson, Kath Banks, Brandon Clayton, Roger Hill**  
                          (LAB) **Bill Hartnett, Robin King, Wanda King**  
                          (LD) (as above – V-Ch)

(Can be members of the Executive Committee - must receive relevant formal training before they can sit or substitute. Training to be renewed / updated annually, and/or when significant legal, policy or procedural change occurs.)

Chairing of the Planning Committee meetings involves particular skills and therefore only trained Members with relevant knowledge and experience should be nominated.)

Named

All other trained members of the Council \*\*\*\*.

Substitutes:    (NB. substitution at Planning Committee is not advised, as occasional attendees will not have received all update briefings; and Party balance, although a requirement of the composition of the Committee, should not be a material consideration at Planning Committee meetings.)

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(\*\*\*\* NB. Trained Members currently available are:

Cllrs Peter Anderson, Kath Banks, Michael Braley, Juliet Brunner, Michael Chalk, Brandon Clayton, Andrew Fry, Bill Hartnett, Nigel Hicks, Robin King, Mark Shurmer, Diane Thomas.

Training will be provided as soon as possible to plug any deficit.)

### STANDARDS COMMITTEE

*(12 = 7 RBC Members (4+2+1)  
plus 3 Independent Members and 2 Parish Council rep's.)*

Chair: ***Mrs Deborah Andrews (Independent Member)***

Vice –Chair: ***Mr Michael Collins (Independent Member)***

(The Committee cannot act without an Independent Member being present to Chair the meeting.)

Third Independent Member: **Mr Brian Warwick**

Parish Council representatives: **Cllrs Jessica James and Louisa Venables**

RBC Councillors: (CON) **Anita Clayton, William Norton, Jinny Pearce, Derek Taylor**  
(LAB) **Andrew Fry, Greg Chance**  
(LD) **Malcolm Hall**

(Only 1 member can be member of the Executive Committee. Continuity of membership is recommended, so far as practical, for training / expertise purposes. Quasi-judicial training is required for the conduct of Hearings.

Mandatory Training to be renewed / updated at least every 4 years, or when significant legal, policy or procedural change occurs.)

Named (Not encouraged by Standards Board.

Substitutes: Must have received required training.)

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### MEETINGS UNDER SHARED / JOINT ARRANGEMENTS

#### PLANNING JOINT BOARD

(4 = 2+1+1)

(To progress a joint plan to deal with cross-boundary issues.  
To consider the Inspector's report following the RSS Phase II Inquiry.)

Chair:            **Councillors Carole Gandy (RBC) and Roger Hollingsworth (BDC)**  
(alternate according to meeting venue)

Vice-Chair:    **As above**

Councillors:    (CON) **Jinny Pearce**  
                          (LAB) **Bill Hartnett**  
                          (LD) **Malcolm Hall**

(Fixed membership only)

Named            (Substitutes are not permitted  
Substitutes:    but all Members are invited to attend and observe)

#### SHARED SERVICES BOARD

(4 = 2+1+1)

(To oversee the shared services, joint working  
and alternative working arrangements of the Council)

Chair:            **Councillors Carole Gandy (RBC) and Roger Hollingsworth (BDC)**  
(alternate according to meeting venue)

Vice-Chair:    **As above**

RBC Councillors: (CON) **Michael Braley**  
                          (LAB) **Bill Hartnett**  
                          (LD) **Malcolm Hall**

(Fixed membership only)

Named            (Named Substitutes – Councillors Peter Anderson, Jinny Pearce, Diane  
Substitutes:    Thomas and Graham Vickery)  
(All Members are invited to attend and observe)

#### General Notes (All meetings):-

- 1) Any unfilled Chair or Vice-Chair positions will be the subject of decision at the first meetings of the Committees concerned.
- 2) Amendments to the above appointments can be made, if necessary at subsequent full Council meetings.



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### E. OTHER MEETINGS

(not within main structure. None of these meetings have Executive authority, other than any already delegated to relevant Officers.)

#### BOROUGH TENANTS' PANEL

(3 = 2+1+Officers)

Chair: (Not RBC position - election at first meeting)

Vice-Chair: (ditto)

Councillors: (CON) **Adam Griffin, Brenda Quinney**  
(LAB) **Mark Shurmer**

(Can be any member of the Council)

Named

Substitutes: (All members of the Council)

#### CHIEF OFFICER RECRUITMENT PANEL

(6=3+2+1)

Chair: **Councillor Carole Gandy**

Vice-Chair: **Councillor Michael Braley**

Councillors: (CON) **William Norton**  
(LAB) **Bill Hartnett, Graham Vickery**  
(LD) **Malcolm Hall**

(Membership would usually include Party Group Leaders, with Leader of the Council in the Chair. Can include any member of the Council.)

Named

Substitutes: (For continuity, substitutes are not permitted.)

#### CHURCH HILL DISTRICT CENTRE MEMBERS' PANEL

(3 = 2+1)

Chair: **Councillor Brandon Clayton (Relevant Portfolio Holder)**

Councillors: (CON) **Roger Hill**  
(LAB) **Robin King**

#### COMPLAINTS APPEALS PANEL

(5 = 2+2+1- but not required to be proportional)

(Terms of Reference – To consider “paper / desktop” appeals as final stage of formal complaints procedure – does not normally involve formal Quasi-Judicial hearings.)

Chair: **Councillor Michael Chalk**

Vice-Chair: **Councillor Jack Cookson**

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Councillors: (CON) **Andrew Brazier**  
(LAB) **Graham Vickery**  
(LD) **Malcolm Hall**

(Can be any member of the Council. NB Normally daytime meetings.)

Named All other members of the Council.  
Substitutes:

### CONSTITUTIONAL REVIEW WORKING PARTY

(6 = 3+2+1)

(To provide a pool of senior Executive Committee and O&S Members to assist the Borough Director and Monitoring Officer with the rolling development of the Constitution and its associated documents; also to consider the development of the Localisation agenda.)

Chair: **Councillor Carole Gandy**  
Vice-Chair: **Councillor Michael Braley**

Councillors: (CON) **Jinny Pearce**  
(LAB) **Robin King, Graham Vickery**  
(LD) **Nigel Hicks**

(Should include senior members of both Exec and O&S Committees.)

Named  
Substitutes: Any member of the Council.

### REDDITCH MATTERS EDITORIAL PANEL

(3 = 2+1)

(To act as a consultation body for Officers in respect of the contents of the Council magazine.)

Councillors: (CON) **Anita Clayton, Jinny Pearce**  
(LAB) **Bill Hartnett**

Named  
Substitutes: Any member of the Council.



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### GRANTS PANEL

*(5 = 2+2+1 but not required to be proportional)*

(To recommend to the Executive Committee grant awards for 2008/09)

Chair:           ***vacant***  
Vice-Chair:   ***Councillor Michael Braley***

Councillors:   (CON) **Juliet Brunner**  
                      (LAB) **Greg Chance, Mark Shurmer**  
                      (LD) **Nigel Hicks**

(Members should not have interests which would disbar their membership / close involvement with bodies applying for grant. Prejudicial involvement with any one body would disbar Members from the entire Grants allocation process.)

Named  
Substitutes:   Substitutions do not apply.

### HOLOCAUST MEMORIAL STEERING GROUP

*(5 = 2+2+1 – number / proportions not fixed)*

(To organise an annual Holocaust Memorial Event -

Chair:           ***Councillor Jinny Pearce***  
Vice-Chair:   ***vacant***

Councillors:   (CON) **Derek Taylor**  
                      (LAB) **Bill Hartnett, Wanda King**  
                      (LD) **Diane Thomas**

Named  
Substitutes:   Substitutions do not apply, for the sake of continuity.

### INDEPENDENT REMUNERATION PANEL

*(5 members currently – 3 + 2 vacancies)*

(Statutory Body -  
To undertake periodic reviews of the Scheme of Members' Allowances.)

(Not elected Members –  
must have no close ties or connections with existing Members of the Council)

**Mr A Powell (Chair), Mrs A Morris, Mr D Strain,**  
and two vacancies.

(Officers have authority to appoint new independent members to vacancies.)

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### JOINT HEALTH CONSULTATIVE COMMITTEE

(3 = 2+1)

*(To consult relevant local health bodies within the Borough on matters of mutual interest.) (Is this meeting still required or would health inequalities etc. be better dealt with through the LSP or the HOSC?)*

Chair: To be appointed by the Committee at first meeting  
(RBC nomination: **Cllr Carole Gandy?**).

Vice-Chair: To be appointed by the Committee at first meeting  
(RBC nomination **Cllr ?**).

Councillors: (CON) **Kath Banks, Carole Gandy**  
(LAB) **Graham Vickery**

("Partnership" meeting administered by RBC - Membership also includes representatives of outside bodies. May be daytime / late afternoon meetings.)

### MEMBER DEVELOPMENT & SUPPORT STEERING GROUP

(6=3+2+1)

*(To develop and implement a Member Development Programme; to advise and steer Officers on the Council's signing up to the West Midlands LGA Member Development Charter; to review Members' Support arrangements: administrative, financial and IT.)*

Chair: **Councillor Juliet Brunner**

Vice-Chair: **Councillor Michael Braley**

Councillors: (CON) **Simon Chalk**  
(LAB) **Greg Chance, Debbie Taylor**  
(LD) **Diane Thomas**

(Can be any member of the Council – should include 3x Party Champions\* for Member Development.)

Named

Substitutes: All other members of the Council.

### PROCUREMENT STEERING GROUP

(7 = 4+2+1)

(To oversee the shared services, joint working and alternative working arrangements of the Council)

Chair: **Councillor Michael Braley**

Vice-Chair: **Councillor Malcolm Hall \***

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Councillors: (CON) **Peter Anderson, Carole Gandy, Gay Hopkins,**  
(LAB) **Bill Hartnett, Robin King**  
(LD) (as above – V-Ch \*)

(Fixed membership only)

Named

Substitutes: (None appointed / therefore only with Chair's agreement.)



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## APPENDIX B

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### BOROUGH COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

The various Bodies listed in Sections 1, 2 and 3 below have requested the Council to appoint persons to represent the Borough Council on the said bodies.

Notes: The Council resolved on the 21<sup>st</sup> of April 2008 that, so far as is practical,

- 1) more senior Members should be appointed to represent the Council on significant bodies, such as the Leader on Regional bodies, and relevant Portfolio Holders as relevant to their Portfolios;
- 2) other relevant Members should be appointed as befits their position / interests / Ward responsibilities, etc., for example an Astwood Bank and Feckenham Ward Member on bodies with a rural interest.

### SECTION 1: LOCAL GOVERNMENT ASSOCIATED APPOINTMENTS

Body	2009/10 Representative(s)	Notes / Terms	APPOINTEES
Association of Public Service Excellence (APSE)	<b>Cllr Brandon Clayton</b>	1 representative (must be a Councillor) Term : 1 year  <b>No liability issues identified.</b>	<b>Cllr Brandon Clayton</b>
Local Government Association General Assembly	<b>Cllr Carole Gandy</b>	1 Representative for 20010/11 (must be a Councillor) Term : 1 year <b>No liability issues identified.</b>	<b>Cllr Carole Gandy</b>
Local Government Association – Rural Commission	<b>Cllr Michael Chalk</b> (and John Staniland, Director)	1 Representative (must be a Councillor – normally an Astwood Bank and Feckenham Ward Member) (plus 1 Council Officer) Term : 1 year <b>No liability issues identified.</b>	<b>Cllr Michael Chalk</b>
Local Government Association – Urban Commission	<b>Cllr Michael Braley</b> (and John Staniland, Director)	1 Representative (must be a Councillor) (plus 1 Council Officer) Term : 1 year <b>No liability issues identified.</b>	<b>Cllr Michael Braley</b>

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Local Government Information Unit	<b>Leader</b> <b>(Cllr Carole Gandy)</b> <b>(or her nominee)</b>	1 Representative  (must be a Councillor)  Term : 1 year  <b>No liability issues identified.</b>	<b>Cllr Carole Gandy</b>
West Midlands Leaders Board	<b>Cllr Carole Gandy</b> <b>(alternate – Cllr Michael Braley)</b>	1 Nomination  (Must be the Leader of the Council, by virtue of his/her position.)  A formal “Alternate” is also to be <u>nominated by the Leader</u> to attend meetings in absence of the principal representative.  Term : to each RBC AGM  <b>No liability issues identified.</b>	<b>Leader</b> <b>(plus alternate – to be nominated by the Leader)</b>  <b>Cllr Carole Gandy</b> <b>(alternate Cllr Michael Braley)</b>
WMLGA – Steering Group for Member Development in the Region.	<b>Cllr Colin MacMillan</b>	1 Nomination  To act on behalf of the Council in relation to WMLGA - supported Member Development-related positions.  Term : 1 year  <b>No liability issues identified.</b>	<b>Cllr Juliet Brunner</b>

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### SECTION 2: PARTNERSHIP APPOINTMENTS

#### a) County Council Bodies

Body	2009/10 Representative(s)	Notes / Terms	APPOINTEES
Community Children and Young Persons Forum (WCC)	<b>Cllrs Juliet Brunner and Debbie Taylor</b>	2 Representatives (must be Councillors) Term : 1 year <b>No liability issues identified.</b>	<b>Cllrs Juliet Brunner and Debbie Taylor</b>
Corporate Parenting Steering Group (Worcestershire County Council)	<b>Cllr Kath Banks</b>	1 RBC Representative (elected) Until next RBC Annual Meeting. (Monthly meetings – approx. 2 hrs each time – generally Friday mornings – 9.30 start) <b>No liability issues identified.</b>	<b>Cllr Kath Banks</b>
Health Overview and Scrutiny Committee (Worcestershire County Council)	<b>Cllr Kath Banks</b>	1 representative Term : 1 year. Comprises 8 County Councillors and 6 District Councillors who take on the role of scrutinising the local NHS and be consulted with by the NHS on any proposed substantial changes to local health services. <b>Liability issues to be determined but <u>unlikely to be an issue.</u></b>	<b>Cllr Kath Banks</b>
Highways Forum	<b>Cllrs David Hunt and David Smith</b>	Up to 2 Representatives (Must be Councillors) Term: To our AGM Role is that of non-voting observers only. <b>No liability issues identified.</b>	<b>Cllrs Peter Anderson and Graham Vickery</b>

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<p>Joint Members and Officers Integrated Transportation Forum (Worcestershire County Council)</p>	<p><b>Cllr Jinny Pearce</b></p>	<p>1 Councillor Representative Term: 1 year. <b>Liability issues to be determined but <u>unlikely to be an issue.</u></b></p>	<p><b>Cllr Jinny Pearce</b></p>
<p>Local Access Forum (Worcestershire County Council)</p>	<p>(Membership to comprise 1 County Council Member; one Member drawn from North District Councils = Bromsgrove, Redditch or Wyre Forest; and one Member drawn from the Southern Districts = Malvern Hills, Worcester or Wychavon.</p>	<p>1 nomination for further election (must be a Councillor) Term : 1 year (<u>Note</u>: Would be beneficial if the representative had a keen interest in countryside access and recreation issues.) <i>Redditch BC 2004/05</i> <i>Bromsgrove 2005/06</i> <i>Wyre Forest 2006/07</i> <i>Redditch BC 2007/08</i> <i><u>Bromsgrove 2008/09</u></i> <i>Wyre Forest 2009/10)</i>  <b>Liability issues to be determined. No information to hand at present time. <u>Unlikely to be an issue.</u></b></p>	<p><b>Cllr Anita Clayton</b> (if required)</p>
<p>Worcestershire Hub Board</p>	<p><b>Cllrs Michael Braley and Robin King</b></p>	<p>2 Nominations (must be Councillors – could be relevant Portfolio Holder and / or Member Champion.) Term: 1 year to AGM 2011 <u>Daytime</u> meetings at County Malcolm Hall. <b>There appear to be no issues of liability.</b></p>	<p><b>Cllr Michael Braley and Graham Vickery</b></p>
<p>Worcestershire Partnership Theme Groups (Environment) –</p>	<p><b>Cllr Brandon Clayton (Portfolio for Housing, Local Environment and Health) – appointed 27/7/09</b></p>	<p>1 Representative (Must be a Councillor) Term: to our AGM  No additional information provided at this stage. <b>Unlikely to be any liabilities</b></p>	<p><b>Cllr Brandon Clayton</b></p>



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<p>Worcestershire Summer Floods 2007 Joint Scrutiny Task Group (WCC)</p>	<p><b>Cllr Michael Chalk</b></p> <p><b>(Substitute - Cllr David Smith)</b></p>	<p>1 Member representative, plus 1 Substitute Member Representative.</p> <p>Term: to AGM or until notified otherwise.</p> <p>To continue monitoring implementation of recommendations.</p> <p><b>Note: For continuity it is suggested that Cllr Michael Chalk continue as the Council's representative.</b></p>	<p><b>Cllr Michael Chalk</b></p>
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# Annual Meeting of the Council

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**b) Other / Local Bodies**

Body	2009/10 Representative(s)	Notes / Terms	APPOINTEES
North Worcestershire Care and Repair Agency Advisory Board  (R Brent)	<b>Cllr Brandon Clayton</b>	1 RBC Representative (elected) Until next RBC Annual Meeting. (Normally to be Housing Portfolio Holder)  <b>Liability issues to be determined. No information to hand at present time. <u>Unlikely to be an issue.</u></b>	<b>Cllr Brandon Clayton</b>
Redditch Children's Centres Advisory Board (Contact Officer: Judith Willis)	<b>Cllrs Kath Banks</b>	1 Representative (must be a Councillor) Term : 1 year  (see below)  <b>Draft Terms of Reference (still to be advised if agreed) are available on request.</b>  <b>Informally advised that there are unlikely to be any liability issues for members of the Advisory Board.</b>	<b>Cllr Simon Chalk</b>
Redditch Community Safety Partnership (Lead Officer – A Heighway)	<b>Cllr Juliet Brunner and Wanda King</b>	2 Representatives (must be Councillors – normally including the relevant Portfolio Holder) Term : 1 year  <b>No liability issues identified.</b>	<b>Cllrs Juliet Brunner and Andrew Fry</b>
Town Centre Partnership (Lead Officer – Lyndsey Hadley)	<b>Cllrs Anita Clayton, Carole Gandy, David Hunt and Colin MacMillan</b>	4 Representatives (must be Councillors) Term : 1 year  <b>No liability issues identified.</b>	<b>Cllrs Anita Clayton, Andrew Fry, Carole Gandy and Derek Taylor</b>

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<p>Waste Management Forum (Lead Officer – Guy Revans)</p>	<p><b>Cllr Brandon Clayton</b>  (substitute <b>Cllr Andrew Fry</b>)</p>	<p>1 representative + 1 substitute (must be Councillors)  Term : 1 year  <u>Note</u>: Meets Friday <u>mornings</u> - 4 times per year  <b>No liability issues identified.</b></p>	<p><b>Cllr Brandon Clayton</b>  (substitute <b>Cllr Andrew Fry</b>)</p>
<p>Local Strategic Partnership</p>	<p><b>Cllrs Michael Braley, Carole Gandy and Bill Hartnett</b></p>	<p>3 Member Representatives Leader, Deputy Leader and Leader of the Opposition (Ex-Officio)  Term : 1 year  <b>No liability issues identified.</b></p>	<p><b>Leader, Deputy Leader and Leader of the Opposition</b>  <b>Cllrs Carole Gandy, Michael Braley and Graham Vickery (substituting on an ongoing basis for Cllr Bill Hartnett, Leader of the Opposition)</b></p>

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### SECTION 3 : OUTSIDE BODIES – GENERAL

Body	2009/10 Representative(s)	Notes / Terms	APPOINTEES
Age Concern Redditch and District Board	<b>Cllr Brenda Quinney</b>  *CX authorised to appoint Officer representative.	1 Councillor (plus 1 Officer *) Term : 1 year  <b>Liability still to be determined.</b>  <b>Advised in 2008 that Age Concern is a Ltd company and an official rep. from the Council cannot be a full Trustee / Director. Representation is therefore that of a co-opted non-voting Board Member.</b>	<b>Cllr Brenda Quinney</b>
Court of the University of Birmingham	<b>Cllr Colin MacMillan to AGM 2011</b>	1 Representative (Need not be a Councillor) Term: 5 years  Role of Court is largely consultative in nature only with no direct decision making authority.  <b>No liabilities have been identified.</b>	<b>No nomination required this year.</b>
Feckenham Education Endowment (Blue Coat School)	<b>Mr A Price to AGM 2013</b>	1 Representative (Need not be a Councillor) Term: 4 years to AGM 2013  No specific information on nature of representation or liabilities but letter confirming limited annual funds available for donation and capital invested with the Charities Commission. Regular financial advice taken and auditing of accounts.	<b>No nomination required this year.</b>
Federation of Burial and Cremation Authorities (FBCA) – Executive Committee	<b>Cllr Michael Chalk nominated</b>	1 nomination (must be a Councillor)  (Nominations have to be put to their AGM for consideration.)  Term : 3 years  <b>No liability issues identified.</b>	<b>Clarification being sought on procedures for nominations to go forward to the FBCA AGM for consideration.</b>  <b>Cllr Michael Chalk</b>

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Health and Safety Committee	<b>Cllr Anita Clayton</b>	1 Member representative (To reflect new corporate Health and Safety Requirements.)  Term: 1 year to AGM  An internal RBC Officer meeting with Member representation / <u>daytime</u> meetings.  <b>No liability issues.</b>	<b>Cllr Anita Clayton</b>
Redditch Access for Disabled Group	<b>Cllrs Field and Hunt</b>	2 Representatives (Must be Councillors)  Term : 1 year  <b>Advised advisory and representative only, no decision-making role.</b>  <b>No liability issues identified.</b>	<b>Cllrs Anita Clayton and Andrew Fry</b>
Redditch Arts Council	<b>Cllrs Gay Hopkins, Wanda King and Jinny Pearce</b>	3 Representatives (Must be Councillors)  Term : 1 year  <b>No liabilities identified / unlikely to be any liabilities.</b>	<b>Cllrs Andrew Brazier, Gay Hopkins and Wanda King</b>
Redditch Community Relations Council	<b>6 vacancies</b>  <b>Mrs Dot Dudley, Mr Ron Passingham and Mr Albert Wharrad</b>	9 Representatives (6 elected and 3 non-elected Representatives).  Nominations should not include the Mayor who is a Member ex officio*.  Term : 1 year  <b>Liability still to be determined - no information provided by CRC.</b>	<b>No nominations</b>
Redditch One World Link Executive Committee	<b>Cllrs Kath Banks and Anita Clayton</b>  <b>Mrs Dot Dudley</b>	4 Representatives (2 Councillors, 1 Council Officer and 1 non-elected representative)  Nominations should not include the Mayor who is a Member ex-officio*.  Term : 1 year  <b>Liability appears to be limited, provided there are no breaches</b>	<b>Cllr Brenda Quinney</b>  <b>Mrs Dot Dudley</b>

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		of duty or trust.	
Redditch Play Council	<p><b>Cllrs Peter Anderson and Jack Field and 2 vacancies</b></p> <p><b>Mrs Dot Dudley and 1 vacancy</b></p>	<p>6 Representatives (4 elected and 2 non-elected Representatives)</p> <p>Term : 1 year</p> <p>To represent the Borough Council.</p> <p><b>No issues of liability identified.</b></p>	<p><b>Cllr Brenda Quinney</b></p> <p><b>Mrs Dot Dudley</b></p>
Redditch Trade Justice Network (links with Redditch One World Link (ROWL))	<b>Cllr Brandon Clayton and Debbie Taylor</b>	<p>1 representative / group of Members (no limit imposed).</p> <p>Term: 1 year.</p> <p>(It would be beneficial if nominee(s) had an interest in Fair Trade and would be willing to work alongside the Group to further the aims and objectives of a Fair Trade Town.)</p> <p>Details of the Goals for a Fair Trade Town available on request.</p> <p><b>Details on nature of representation and liability issues still to be determined.</b></p>	<b>Cllrs Brenda Quinney and Debbie Taylor</b>
Relate (Worcestershire)	<b>Cllr Anita Clayton</b> <b>Appointed July 09 to AGM</b>	<p>1 Representative</p> <p>Term: to AGM</p> <p><b>Role of representation / any issues of liability still to be identified.</b></p>	<b>Cllr Anita Clayton</b>
Reserve Forces and Cadet Association (RFCA) (formerly known as TAVR)	<b>Cllr Peter Anderson</b>	<p>1 representative (Must be a Councillor)</p> <p>Term: 1 year</p> <p><b>No known liabilities – all matters of finance and liability dealt with via other RFCA Committees on which Council representative would play no part.</b></p>	<b>Cllr Malcolm Hall</b>
St Stephens Church, Redditch	Cllr Colin MacMillan was informally a	<p>1 Member Representative (Must be a Council)</p>	<b>Cllr Derek Taylor</b>

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<p>Project Group</p> <p>(Lead Officer – Lyndsey Hadley)</p>	<p>member of the Project Group previously in his Portfolio Holder capacity.</p> <p>Formalisation of Council representation has been requested.</p> <p>Relevant Officers have also worked closely on the Project and their continued support has also been requested.</p>	<p>Term: not specified / agreed at this stage.</p> <p>The Council has been asked to give serious consideration to appointing a representative with a 'passionate' interest in the Town Centre.</p> <p>Meetings are usually held at the Church on first Monday morning of each month with others as required from time to time again usually held during the day.</p> <p><b>Full nature of role and issues of liability to be determined. The Group are currently seeking legal advice regarding measures to indemnify the Project Group.</b></p>	
<p>Smallwood Almshouses Trust</p>	<p><b>Cllr Andrew Fry</b> (to AGM 2013)</p>	<p>1 Nomination (must be a Councillor).</p> <p>Term: 4 years</p> <p><b>Nature of representation: to represent the Borough Council but note Trustee status.</b></p> <p><b>No indemnity referred to. Liabilities of Trustees therefore presumed to be governed by Charities legislation.</b></p>	<p><b>No nomination required this year.</b></p>
<p>Tardebigge Relief in Need and Sickness Charity</p>	<p><b>Cllr Michael Chalk</b> (to October 2011)</p> <p><b>Cllr William Norton</b> (to AGM 2013)</p>	<p>(2 Representatives - (Must be Councillors)</p> <p>Term : 4 years.</p> <p><b>The Charity is governed in accordance with the Charity Commission Scheme and strict rules apply.</b></p>	<p><b>No nominations required this year.</b></p>
<p>Traffic Penalty Tribunal (Civil Parking Enforcement)</p>	<p><b>Cllr Michael Braley</b> (Deputy – Cllr Jack Cookson)</p>	<p>1 Representative plus 1 Deputy (must be Councillors)</p> <p>Term: No information provided.</p> <p><b>No liabilities identified / unlikely to be any liabilities.</b></p> <p><b>Note: Representation on this</b></p>	<p><b>Cllr Michael Braley</b> (Deputy – Cllr Jack Cookson)</p>

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		<b>Tribunal commenced February 2009. Council can, if it wishes, choose to regularise the representation on this Body on an annual basis at each AGM or continue with the current membership until further notice.</b>	
Where Next Association	<b>Cllr Brandon Clayton</b>	1 Representative (must be a Councillor)  Term : 1 year to Council's AGM  Nature of representation: to represent the Borough Council.  <b>Liability appears to be limited.</b>	<b>Cllr Roger Hill</b>
Worcestershire Racial Equality Council	<b>Cllr Mark Shurmer</b>	2 Representatives (need not be Councillors)  Term : 1 year.  Nomination to be put forward to Annual Meeting of the WREC.  <b>Nature of representation: to represent the Borough Council and liability appears to be limited to £1.</b>	<b>Cllrs Adam Griffin and Mark Shurmer</b>



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### SECTION 4: REQUESTS FOR NOMINATIONS TO OTHER OUTSIDE BODIES

The organisations listed below have requested Council nominations \* primarily to represent, and act on behalf of, the organisation concerned, rather than the Council.

\* The "Appointment" is made by the organisation itself, not by the Council.

Body	2009/10 Representative(s)	Notes / Terms	NOMINEES
Redditch CAB (Citizens' Advice Bureau) Management Committee	<b>No elected member / non-elected nominations 2009/10.</b>	3 Nominations (2 elected and 1 non-elected Representative) Term : 1 year Nature of representation: to primarily represent the Organisation and not the Borough Council. <b>Issues of liability. There is a financial liability if the Trustee Board is shown to have acted negligently.</b>	<b>No elected member / non-elected nominations 2010/11.</b>
Redditch Co-operative Homes	<b>Cllr Kath Banks, Greg Chance, Bill Hartnett and Gay Hopkins and 1 vacancy.</b>  [The Council has agreed that ideally representation will be proportional: 5= 3+2 OR 2+2+1]	5 Nominations (must be Councillors) Term : 1 year Nature of representation: to primarily represent the Organisation and not the Borough Council. <b>Liability appears appear to be limited providing there are no breaches of duty or trust.</b>	<b>Cllrs Greg Chance, Adam Griffin, Bill Hartnett and Roger Hill</b>

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### NOTES:

- 1) This list does not include all Council appointments to outside bodies, since some are made at other times during the year, or less frequently than once per year.
- 2) Nominations marked “Not required” because current memberships are mid-term, may still be reviewed if the Council wishes, and may clearly need to be reviewed where Council membership has changed.
- 3) The Council has delegated authority to the Chief Executive to make Officer appointments as appropriate; and to fill Member vacancies, in consultation with Party Group Leaders, where the Council has agreed which party(ies) is/are due which places.
- 5) This list does not contain reference to places on those bodies which are occupied by the Mayor by virtue of his/her official capacity, namely:-

### Twinning Bodies:

Redditch One World Link (ROWL - Mtwara Twinning) – President

Friends of Auxerre (FoA) – President

Friends of Gruchet-le-Valasse (FrOG) – President.