

Overview and Scrutiny Recommendations Tracker
Recommendations made directly by the Overview and Scrutiny Committee 2012/13

Date of O&S Committee	Recommendation	Date considered by Executive Committee	Comments on action taken to implement the Committee's recommendations (where required).
31/05/12	<p>Promoting Sporting Participation Task and Finish Group</p> <p>Recommended that</p> <ol style="list-style-type: none"> 1) A new independent website be created to promote sport and leisure in Redditch, be maintained and updated on a constant basis, and possess its own domain name to give it its own distinct identity; 2) That Officers undertake a review into the possibility of creating new branding for Redditch Sports and Leisure to help compliment the new independent website; and that the Council create a competition for local students to design the new branding 	26/06/12	<p>These recommendations were all APPROVED.</p> <p>A full update was provided on the action that has been taken to implement these recommendations when the Biannual recommendation tracker was considered in January 2013. This update can be provided at the request of Members, though has not been repeated in this update report.</p>

	<p>3) That the Council look to maximise the benefits of parks and green spaces in Redditch by introducing more informal games areas and additional equipment to help increase sporting participation and physical activity in the local area.</p> <p>4) That the Council give its full support to the introduction of new events to promote sport and physical recreation, individual sports clubs, and increased sporting participation in Redditch.</p> <p>5) That the Council work closely with NEW College to enable its students the opportunity to support these new sporting events on a voluntary basis.</p>		
<p>19/06/12 and 25/06/12</p>	<p>Medium Term Financial Plan</p> <p>Recommended that</p> <p>1) the £50,000 of funding for the capital repairs of public buildings, identified as a potential saving to fund the revised budget proposals as detailed in 3.7.1 of the report, be retained as part of the capital programme; and</p>	<p>26/06/12</p>	<p>These recommendations were both REJECTED.</p> <p>As these recommendations were rejected there are no updates to provide.</p>

	<p>2) further time be allocated to developing a comprehensive financial statement on the proposals to revise the Medium Term Financial Plan 2012/13 – 2014/14 prior to any decision being made on the subject.</p>		
17/07/12	<p>Co-Location of the One Stop Shop at Woodrow Library - Pre-Decision Scrutiny</p> <p>The Committee proposed three recommendations on this subject. <i>As these recommendations were proposed in confidential session they are not listed here.</i></p>	24/07/12	<p>These recommendations were all APPROVED.</p> <p>A full update was provided on the action that has been taken to implement these recommendations when the Biannual recommendation tracker was considered in January 2013. This update can be provided at the request of Members, though has not been repeated in this update report.</p>
14/08/12	<p>Access for Disabled People Task Group Final Report</p> <p>Recommended that</p> <p><u>DISABLED PARKING</u></p> <p>1) a user friendly version of the map (detailed in Appendix E of the main report) demonstrating the location of disabled parking spaces and</p>	21/08/12	<p>These recommendations were APPROVED.</p> <p>A detailed update on the action take to implement recommendations made by the Task Group was provided for the consideration of Members at the meeting of the Overview and Scrutiny Committee on 2nd April.</p>

	<p>Shopmobility in Redditch town centre should be produced and promoted on the Council's website, on the Redditch Matters e-magazine and on the Palace Theatre's website and should be promoted to local businesses to use;</p> <p>a) the contents of this map should be reviewed every twelve months to ensure that the information remains accurate;</p> <p>2) Redditch Borough Council should work with the Redditch Town Centre Partnership, Worcestershire County Council's Highways Department and the Kingfisher Shopping Centre to introduce collection and delivery points in the town centre that could be used by vehicles transporting people with disabilities;</p> <p><u>TAXI SERVICES</u></p> <p>3) taxi companies should be offered licences to operate adapted vehicles for a longer period of time than standard vehicles to incentivise taxi firms to increase the number of adapted vehicles in their fleets. The vehicles should be permitted to operate for these lengthier</p>		
--	---	--	--

periods of time subject to passing the three inspection tests and the MOT that the Council's licensing regime requires for each vehicle;

- 4) taxi drivers should be offered disability awareness training, which would include information about manually assisting people with disabilities, by Redditch Borough Council;

BUSES

- 5) Worcestershire County Council's Transport Department should work with local bus operators to apply for any future Better Buses Area Funding from the Department for Transport to finance the installation of audio-visual equipment on buses operating in Redditch Borough;

GENERAL RECOMMENDATIONS

- 6) a disability awareness session should be delivered as part of the Member Development Programme at Redditch Borough Council;

	<p>7) ward Members should be made aware that they can use their knowledge of the local community to assess the condition of the pavements and dropped kerbs located in their wards and report their findings for the consideration of Worcestershire County Council's Highways Department and Redditch Borough Council's Environmental Services;</p> <p>8) the Council's Planning Department should consider arranging for funding from Section 106 agreements to be allocated to the installation of tactile signage in the town centre for the use of people with sensory impairments;</p> <p>9) Redditch Town Centre Partnership work with the Kingfisher Shopping Centre to introduce additional seating in the Kingfisher Shopping Centre, involving an investigation of the ergonomics of the seating provided;</p>		
--	---	--	--

	<p>10) Officers undertake further work into the following areas that should be reported for the consideration of the Overview and Scrutiny Committee and Executive Committee at a later date:</p> <ul style="list-style-type: none">a) a review of the potential to install a canopy over the ramp access to Shopmobility;b) a joint review in partnership with Apollo 2000 of the potential for the Council to undertake landscaping work in the company's car park in return for using the car park as a collection and delivery point for Dial a Ride vehicles;c) a joint review with the Kingfisher Shopping Centre, concerning the potential activation of the RNIB React system in the centre; andd) a review of the implications of introducing disabled parking spaces and a Dial a Ride collection and delivery point in the former covered market area, as detailed in Appendix E.		
--	---	--	--

09/10/12	<p>Dial a Ride Extended Service – Feasibility Study</p> <p>Recommended that</p> <ol style="list-style-type: none">1) the Dial-a-Ride scheme operated under a permit issued under section 19 of the Transport Act 1985, be extended to include making the Dial-a Ride vehicles available to those community organisations registered with the Council for use during evenings and weekends;2) that the charging schedule as set out in Appendix 1 be adopted; and3) that the scheme is based on the examples presented in appendix 2;4) subject to the extended Dial a Ride scheme being approved, the Overview and Scrutiny Committee receive a monitoring update report on the subject 12 months after the scheme's introduction.	16/10/12	<p>The recommendations were all APPROVED.</p> <p>A full update was provided on the action that has been taken to implement these recommendations when the Biannual recommendation tracker was considered in January 2013. This update can be provided at the request of Members, though has not been repeated in this update report.</p>
----------	--	----------	---

<p>09/10/12</p>	<p>Portfolio Holder Annual Report – Planning, Regeneration, Economic Development and Local Transport</p> <p>Recommended that</p> <ol style="list-style-type: none"> 1) Redditch Borough Councillors and Officers develop a clear understanding of the most effective uses of <i>Choose How You Move 2</i> monies in Redditch Borough; and 2) the Economic Advisory Panel (ECAP) should meet more frequently, the scope of the Panel should be expanded and more active participation of elected Members at meetings of the Panel should be promoted. 	<p>20/11/12</p>	<p>The recommendations were APPROVED, subject to amended wording to the first recommendation.</p> <p>The Executive Committee agreed the following wording for the first recommendation: “Redditch Borough Council Officers ensure that the most effective use be made of Choose How You Move monies in Redditch”.</p> <p>ECAP now meets on a quarterly basis. The Panel has discussed its remit and agreed to focus on specific economic topics at each meeting inviting officers and other stakeholders to attend as appropriate. For example, the Panel will be considering the Town Centre at its next meeting. Officers are currently in the process of putting dates in the diary for the coming year. All Members are now made aware of the meetings and are free to attend if they wish, not just those Members nominated to the Panel.</p>
<p>06/11/12</p>	<p>Sickness Policy Short, Sharp Review</p> <p>Recommended that</p> <ol style="list-style-type: none"> 1) the Council’s Sickness Absence Policy should be updated and reduced in length, in order to clarify the structure and process for managing both short-term and long-term sickness absences; 	<p>20/11/12</p>	<p>These recommendations were all APPROVED.</p> <p>A full update was provided on the action that has been taken to implement these recommendations when the Biannual recommendation tracker was considered in January 2013. This update can be provided at the request of Members, though has not been repeated in this update report.</p>

	<ul style="list-style-type: none">2) the terminology used in the policy be sensitive to the needs of staff experiencing sickness;3) an A5 laminated guide to the Council's Sickness Absence Policy should be provided for the use of managers and staff;4) all changes to the Council's Sickness Absence Policy should be communicated to managers and staff;5) the Sickness Absence Policy should be included in the induction process for new staff and managers employed by the Council;<ul style="list-style-type: none">a) staff and managers should also receive regular refresher training;6) the Sickness Absence Policy should be applied consistently to staff across all service areas, but managers should be encouraged, recognising individual circumstances and different working environments to apply the policy appropriately;		
--	--	--	--

	<p>7) the occupational health service available to staff experiencing sickness should be reviewed; and</p> <p>8) communication should form an integral part of the transformation process to ensure that staff understand the reasons for changes made to services as part of the transformation process and how transformation may impact on them.</p>		
11/12/12	<p>Concessionary Rents</p> <p>RECOMMENDED that</p> <p>1) the Draft Policy attached at Appendix 1 to the report be approved, and implemented with immediate effect for new tenancies, subject to the further recommendations from the Overview and Scrutiny Committee being approved (<i>as listed below in recommendations 4 to 10</i>);</p> <p>2) transitional arrangements be introduced with effect from 1st April 2013 to allow the policy to be fully implemented over a three year period taking into account the</p>	18/12/12	<p>The first three recommendations were APPROVED, subject to rewording of recommendation 1.</p> <p>For the following seven recommendations the Executive Committee identified a disconnect between the Overview and Scrutiny proposals and the final report from Officers on the subject of Concessionary Rents (for reasons beyond the control of the Task Group). It was on this basis that the Executive Committee didn't feel it appropriate to adopt the recommendations. The Portfolio Holder was tasked with seeing whether there was anything within the recommendations that might be usefully taken on board. However, no points have been identified in this manner to date. Therefore these final seven recommendations should be regarded as having been REJECTED.</p>

	<p>terms of existing leases;</p> <p>3) authority be delegated to the Head of Finance and Resources in conjunction with the Council's Voluntary Sector Grants Co-ordinator to approve concessionary rents/rent relief in line with the draft policy attached at Appendix 1 to the report;</p> <p>4) that any Council policy on concessionary rents ensure that a consistent, fair, clear and transparent approach is applied to dealing with applications from third sector organisations;</p> <p>5) that any third sector organisation looking to obtain a concessionary rent from the Council be required to submit a detailed business case outlining their plans for a particular property;</p> <p>6) that Officers facilitate a series of workshops to advertise and promote the new policy to the third sector in Redditch;</p>		<p>The Council's Concessionary Rents Policy is currently in the process of being reviewed. Any proposed changes to the policy resulting from the review will be presented for the consideration of the executive committee in due course.</p>
--	--	--	---

	<p>7) that the Council work with the local media and utilise social networks and its own website to publicise the new policy to the third sector in Redditch;</p> <p>8) that each approved concessionary rent agreement be for a minimum five year duration, include a three year break clause, and be monitored on an annual basis;</p> <p>9) that the Council undertake a review of the approved policy twelve months after its inception; and</p> <p>10) Officers further investigate suitable organisations to which third sector groups could be signposted with regard to obtaining independent advice on renting and managing properties.</p>		
--	--	--	--

05/02/13	<p>Fees and Charges 2013/14</p> <p>RECOMMENDED that</p> <p>that the fees and charges for 2013/14 as set out in Appendix A - H to the report be approved; other than in cases where:-</p> <ul style="list-style-type: none"> a) fees or charges are statutory, b) fees and charges are set externally, or c) other Council- approved circumstances apply. 	12/02/13	<p>This recommendation was APPROVED.</p> <p>The approved fees and charges started to be implemented in April 2013.</p>
05/02/13	<p>Redditch Market Review</p> <p>RECOMMENDED that</p> <ul style="list-style-type: none"> 1) a new strategy for the market be developed which clearly sets out how the market can be revitalised over the next five year period; 2) a small core working group consisting of local stakeholders should be created to help develop and implement the new strategy; 	12/03/13	<p>These recommendations were all APPROVED subject to the Portfolio Holder for Planning, Regeneration, Economic Development and Transport taking the lead on working on the detail of proposals and on the adoption of a bold and radical approach to recommendations 1 and 2 in particular, including a full assessment of the options for delivering a vibrant and viable market.</p> <p>In addition to arrangements being in hand to form the working group to develop the five year strategy and as part of the “full assessment of the options for delivering a vibrant and viable market”, the North Worcestershire Economic</p>

	<ul style="list-style-type: none">3) the number of general retail market operating days should be reduced to no more than three days a week. The working group to consult with existing regular traders about which particular days should be retained;4) consideration is given to holding more speciality markets to take place on non general retail market operating days on a regular basis to help create a niche for the Redditch market. The working group to consider how such markets would be managed within the available resources;5) the market working group considers the feasibility of introducing an on-site Redditch Market information point;6) the market working group considers the feasibility of market customers being provided with an opportunity to pay the traders for goods through their mobile phone and debit and credit card payment facilities;		<p>Development and Regeneration Service's Client Management Group has instructed officers to explore various options with a view to potentially externalising the markets function.</p> <p>In the interim, it is confirm that Redditch Borough Council has joined the National Association of British Market Authorities (NABMA), has participated in the Love Your Local Market 2013 fortnight which ran from 15th May to 29th May 2013, has completed a market branding process and continues to advertise and promote the market to traders and the public.</p>
--	---	--	--

	<p>7) each trader is required to possess a returns policy which should be clearly advertised;</p> <p>8) the working group facilitates further opportunities for local people, especially students and the unemployed, to obtain business experience through operating stalls in the market place at no charge on a short-term basis, to include the introduction of a new mentoring scheme to offer help and assistance to new traders;</p> <p>9) the working group facilitates further opportunities for local businesses to showcase their goods and services on market stalls;</p> <p>10)the working group facilitates the allocation of free stalls on a rotating basis to local people to promote forthcoming community events and the work of local charities, subject to stall availability;</p> <p>11)the market working group explores the possibility of realigning and extending the layout of the market past its current location;</p>		
--	---	--	--

	<p>12)the market working group explores the feasibility of introducing a covered food court area;</p> <p>13)the market working group explores the suitability of the design of the current market stalls and to consider whether the introduction of alternative stalls would improve the overall visual appearance of the stalls;</p> <p>14)the market working group ensures that any review of signage in the town centre includes adequate reference to the market;</p> <p>15)the market working group works with local bus operators to help further promote the market;</p> <p>16)the Council should engage with the Public Fundraising Regulatory Association with a view to reaching an agreement to regulate the working days and areas of charity street fundraisers in Redditch Town Centre; and</p> <p>17)Redditch Borough Council should join the National Association of British Market Authorities (NABMA) and participate in the</p>		
--	---	--	--

	<p><i>Love Your Local Market 2013</i> event to publicise the changes and new opportunities that would have been introduced at the market.</p>		
02/04/13	<p>Arts and Culture Centre Task Group</p> <p>RECOMMENDED that</p> <p><u>Recommendations that could be implemented in the short to medium term:</u></p> <ol style="list-style-type: none"> 1) the Arts in Redditch Network, and the benefits to be accrued from membership of the network, should be promoted to local arts groups; 2) the Arts in Redditch Network should maintain a list of existing arts groups in Redditch on their new website; <ol style="list-style-type: none"> a) the Council should continue to maintain a link from the local authority's website to the new Arts in Redditch Network website; 3) an online Redditch Arts Map, including an arts trail, outlining the location of public art works and venues in the 	09/04/13	<p>All of the group's recommendations were ENDORSED by the Executive Committee. However, the Committee could not decide on all of the recommendations as it is not the decision making body for outside organisations.</p> <p>The following conclusions have been reached:</p> <p>Recommendation 2a, 4, 5, 6, 8 and 9 were APPROVED.</p> <p>Recommendations 1, 2, 4a, and 7 were recommendations to the Arts in Redditch Network.</p> <p>The Arts in Redditch Network has considered the Task Group's recommendations. The network's preliminary response to these recommendations is detailed in Appendix A to this report. The network has reserved the right to submit a more detailed response at a later date and may adapt their response accordingly at this stage. A final decision on these recommendations therefore remains PENDING.</p> <p>Recommendation 3 was a recommendation to the Arts in Redditch Network and Choose How you Move (Worcestershire County Council). At the time of writing</p>

	<p>Borough and linked to an icon on the new information kiosks in the town centre, should be introduced;</p> <p>4) art exhibition space, where local artists can display their work, should be introduced at the Palace Theatre and the Abbey Stadium;</p> <p>a) the Arts in Redditch Network should promote opportunities to display local artists' work;</p> <p>5) the Council should continue to provide support and advice to any community group aiming to introduce a new arts group in the town. In addition:</p> <p>a) action should be taken to increase public awareness of the support and advice provided by the Council to community groups with an interest in the arts;</p> <p>b) any new enquiries should be signposted to the Arts in Redditch Network to facilitate the formation of new arts groups; and</p> <p>c) a new logo be created for the arts in Redditch;</p> <p>6) the evidence gathered by Members</p>		<p>a decision on this recommendations remains PENDING.</p> <p>Choose How You Move was advised about the outcomes of the Executive Committee's deliberations in April 2013. Officers from Worcestershire county Council have confirmed that they will be discussing this proposal in further detail in due course. The outcomes of these deliberations will be reported for members' consideration in due course.</p>
--	--	--	---

during the course of the review and the information contained in the Arts and Culture Centre Task Group's final report should be taken into account by Officers when producing the new Redditch Arts Strategy;

Recommendations that could be implemented in the long-term:

- 7) in an ideal world an arts centre would be established in Redditch by a community group. However, in order for this objective to be achieved the community group needs to be aware of and to address the following barriers:
 - a) the extent to which local arts groups would make use of an arts centre;
 - b) the financial costs involved in establishing and maintaining an arts centre;
 - c) funding application requirements;
 - d) creating a sustainable business case;
 - e) legal liability and accountability issues;
 - f) availability of volunteers to operate the centre; and

	<p>g) management arrangements for the centre.</p> <p>8) the Council should provide the following support and advice to any community organisation that aims to establish an arts and culture centre in the town:</p> <ul style="list-style-type: none"> a) guidance on how to complete funding applications for grants b) advice on how to produce a business case; and c) signpost groups to relevant expert contacts for further specialist help; <p>9) the 'Creative Redditch' artwork should be prioritised for use on the next bus shelter that is installed in Redditch town centre.</p>		
02/04/13	<p>Access for Disabled People Task Group – Monitoring Update Report</p> <p>RECOMMENDED that</p> <p>1) a disability awareness session should be delivered on an annual basis as part of the Member Development Programme at Redditch Borough Council; and</p>	09/04/13	<p>Decisions have not yet been taken on either of these recommendations and therefore remain PENDING.</p> <p>The first of these recommendations is due to be considered by the Member Development Steering Group at a meeting in June 2013.</p> <p>The second of these recommendations has been referred for the consideration of the Executive Committee on 11th June 2013.</p>

	2) an in year bid, to be paid for from balances, should be made to fund the installation of a canopy over the ramp access to Shopmobility.		
--	--	--	--

Total Number of recommendations first half 2012/13: 73

Number of Recommendations APPROVED by the Executive Committee: 58

Number of Recommendations REJECTED by the Executive Committee: 9

Number of Recommendation PENDING a final decision from the Executive Committee, Arts in Redditch Network, or Choose How You Move: 6.

APPENDIX A

ARTS AND CULTURE CENTRE TASK GROUP
RESPONSE FROM THE ARTS IN REDDITCH NETWORK