

APPENDIX 2
Overview and Scrutiny Recommendations Tracker
Recommendations that remain to be implemented

Promoting Sporting Participation Task and Finish Group
(considered by Executive Committee on 26/6/12)

All 5 recommendations were all APPROVED. One recommendation was subsequently rescinded. Two recommendations remain to be implemented. The other two recommendations have already been implemented.

Recommendation 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.

A detailed update on the action that is being taken by Officers to upgrade web pages dedicated to leisure services was provided for Members' consideration on at a meeting of the Overview and Scrutiny Committee on 8th October 2013. Due to the length of this update that information has not been repeated in this document.

Recommendation 2: 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.

A detailed update on the action that is being taken by Officers to upgrade web pages dedicated to leisure services was provided for Members' consideration on at a meeting of the Overview and Scrutiny Committee on 8th October 2013. Due to the length of this update that information has not been repeated in this document. Officers confirmed during this meeting that all the outdoor facilities will be introduced by April 2014.

Access for Disabled People Task Group *(considered by the Executive Committee on 21/08/12)*

The following recommendation remains to be implemented.

Recommendation 6: a disability awareness session should be delivered as part of the Member Development Programme at Redditch Borough Council.

The Executive Committee agreed on 11th June 2013 that disability awareness training should be delivered to elected Members as part of the induction process for new Councillors. The training is due to be delivered as part of the new Member induction process in June 2014, following the next local Council elections.

Dial a Ride Extended Service – Feasibility Study *(considered by the Executive Committee on 16/10/12)*

The following recommendation remains to be implemented.

Recommendation 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.

The extension of the service took place in early 2013. A monitoring update report is scheduled to be presented for the consideration of the Overview and Scrutiny Committee on 4th March 2014.

Sickness Policy Short, Sharp Review
(considered by Executive Committee on 20/11/12)
(Eight recommendations)

The recommendations below were all APPROVED.

One recommendation remains to be implemented. All the group's other recommendations have been implemented.

The period following the end of the review has coincided with a significant period of service transformation in HR which remains on-going. This transformation process is including a review of staff induction processes and future training plans.

Recommendation 3: an A5 laminated guide to the Council's Sickness Absence Policy should be provided for the use of managers and staff.

The A5 laminated guide is being redeveloped following feedback that the information needs to be specific and concise.

Concessionary Rents *(considered by the Executive Committee on 18/12/12)*

There were ten recommendations. The first three were APPROVED, subject to rewording of recommendation 1.

Recommendations 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.

Recommendation 2: transitional arrangements will 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 terms of existing leases.

Recommendation 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.

The Concessionary Rents Policy was further reviewed in July 2013.

Property Services has undertaken an audit of the Council's properties currently let to voluntary sector organisations (VSOs). Where VSOs currently occupy properties by way of an unexpired lease, it is not possible for the terms of the lease to be amended without the consent of both parties. As such it is unlikely that VSOs will enter into new lease arrangements where it will likely bear an increase in its rent liabilities, Property Services therefore implement the policy once the tenancies or leases of these properties reach the end of their term or if the existing lease contains rent review provisions that allow the implementation of a market rent. At this time either a new lease or rent review will be negotiated with the occupying VSO on the basis that it agrees a lease at Market Rent. The new arrangements will be subject to the VSO applying for and being granted a concessionary rent discount, which will be deducted from the Market Rent prior to invoicing.

Where an occupying organisation does not qualify for a concessionary rent discount, it will be expected to pay the Market Rent for the property or alternatively make a formal application to the Executive Committee for a reduced rent.

Officers regard the transition period to be the time it will take for existing leases to expire or have a review period. Based on existing arrangements this will take up to 3 years to be fully implemented.

Redditch Market Review
(considered by Executive Committee on 12/3/13)
(Seventeen recommendations)

All of the 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.

The following update has already been provided for Members' consideration on the remaining recommendations:

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 Development and Regeneration Service's Client Management Group has instructed Officers to explore various options with a view to potentially externalising the markets function.

Recommendation 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.

Work to produce the Strategy is currently on-going.
Estimated target date for first draft of the strategy: December 2013.

<p><u>Recommendation 3</u>: 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.</p>	<p>Initial consultation with the traders regarding which days the market should operate has been completed. The Core Working Group is due to assess the responses and to develop a proposal.</p>
<p><u>Recommendation 4</u>: 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.</p>	<p>A list of possible markets has been developed. The Core Working Group is due to assess this list and develop a proposal.</p>
<p><u>Recommendation 5</u>: the market working group considers the feasibility of introducing an on-site Redditch Market information point.</p>	<p>The Core Working Group is considering introducing an appropriate facility such as an enclosed stall within the market which could be used as an information point.</p>
<p><u>Recommendation 6</u>: 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>	<p>This can be suggested to traders however cannot be enforced. The traders have now been advised of the suggested scheme.</p>
<p><u>Recommendation 7</u>: each trader is required to possess a returns policy which should be clearly advertised.</p>	<p>The traders have been advised and the regulations will be updated accordingly.</p>

<p><u>Recommendation 9</u>: the working group facilitates further opportunities for local businesses to showcase their goods and services on market stalls.</p>	<p>An “informal” scheme exists regarding showcase of goods and services. This needs to be regularised and consideration given to expanding it subject to stall availability.</p> <p>The regulations will be updated to allow for using the market to showcase goods and services, subject to availability.</p>
<p><u>Recommendation 11</u>: the market working group explores the possibility of realigning and extending the layout of the market past its current location.</p>	<p>The Core Working Group is considering this matter which will form part of the emerging strategy.</p>
<p><u>Recommendation 12</u>: the market working group explores the feasibility of introducing a covered food court area.</p>	<p>The Core Working Group is considering this matter which will form part of the emerging strategy.</p>
<p><u>Recommendation 13</u>: 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>The Core Working Group is considering this matter which will form part of the emerging strategy.</p>
<p><u>Recommendation 15</u>: the market working group works with local bus operators to help further promote the market.</p>	<p>The bus operator has been approached. Officers are currently awaiting a response.</p>

Recommendation 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.

Officers are in the process of working with Licensing and the Public Fundraising Regulatory Association (PFRA) to organise something called a 'Site Management Agreement' in the town centre. This will enable Officers to regulate who, where and how many charities are allowed to collect in the town centre on any given date.

Officers are currently seeking guidance on how the draft agreement should be progressed through Licensing Committee and what amendments might be sought from the PFRA.

Arts and Culture Centre Task Group (*considered by the Executive Committee on 09/04/13*)

As the recommendations were only endorsed relatively recently an update to Members is not yet expected.

All nine 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.

The following conclusions have been reached: Recommendation 2a, 4, 5, 6, 8 and 9 were APPROVED. Recommendations 1, 2, 4a, and 7 were recommendations to the Arts in Redditch Network.

The Arts in Redditch Network has considered the Task Group's recommendations. 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.

Recommendation 3 was a recommendation to the Arts in Redditch Network and Choose How you Move (Worcestershire County Council). At the time of writing a decision on this recommendations remains PENDING.

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 once an update has been provided by Worcestershire County Council.

Recommendation 2: the Arts in Redditch Network should maintain a list of existing arts groups in Redditch on their new website.

This action has been completed in part, however, implementation remains on-going due to gathering data protection permission from groups and due to the fact that it depends on active responses from user organisations.

<p><u>Recommendation 3</u>: an online Redditch Arts Map, including an arts trail, outlining the location of public art works and venues in the Borough and linked to an icon on the new information kiosks in the town centre, should be introduced.</p>	<p>In their initial response, the network suggested that this should be developed as a second phase of their website development. However, the network is actively pursuing how this recommendation might be achieved using proprietary software (such as Google Maps) at significantly less cost than suggested in the Task Group Report. It is suggested that the network report back in three months.</p>
<p><u>Recommendation 4</u>: 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>(4) The Abbey Stadium exhibition space has been up and running since approximately the beginning of 2012. Whilst capital works were taking place during 2013, it was taken out of use. However, the exhibition space was housing an exhibition of the organisation <i>Your Ideas</i> during September 2013. Officers are currently advertising the opportunity for other local groups to use that exhibition space via the Council's website and also through the artsinredditch network contact database.</p> <p>Quotes are currently being received to create the exhibition space. The costs to deliver this project will dictate whether this work is completed in 2013/2014 or the next financial year.</p> <p>(4a). Once established, these venues will be featured in the 'News' pages of the website, and could also be featured on the Arts Map referred to in Recommendation 3, above. (See also the network's response to Recommendation 9).</p>

<p><u>Recommendation 7</u>: 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:</p> <ul style="list-style-type: none"> 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; <ul style="list-style-type: none"> a) funding application requirements; b) creating a sustainable business case; c) legal liability and accountability issues; d) availability of volunteers to operate the centre; and e) management arrangements for the centre. 	<p>The establishment of an Arts Centre remains the clearly stated long-term objective of the Arts in Redditch Network. This commitment is featured in the 'About Us' pages of the new website, and was re-stated at the launch event on the 22nd October.</p> <p>However, it is also clear that to make progress towards achieving this objective the network needs to mobilise the arts community in Redditch; the Arts in Redditch Network, and the artsinredditch.com website, will help the network to achieve that essential prerequisite.</p>
<p><u>Recommendation 9</u>: the 'Creative Redditch' artwork should be prioritised for use on the next bus shelter that is installed in Redditch town centre.</p>	<p>The Community Safety team of the Council is currently working with Choose How You Move to install a covered cycle shelter in the town centre, to include the 'Creative Redditch' piece. A likely location was identified during October and officers are currently working on redesigning the area to accommodate the shelter and dealing with some concerns raised about the location. The shelter will, for a trial period, be fitted with transparent panels to monitor any anti-social behaviour relating to the shelter and to inform the decision to upgrade the panels to those featuring the 'stain glassed' artwork.</p>

	<p>The Arts in Redditch Network will also explore the possibility of a 'pop up gallery' and other promotional devices in the Kingfisher Centre, in conjunction with existing visual arts groups.</p>
<p style="text-align: center;">Access for Disabled People Task Group – Monitoring Update Report <i>(considered by the Executive Committee on 11/06/13)</i></p> <p>The recommendations were endorsed, subject to changes to the wording of both recommendations.</p>	
<p><u>Recommendation 1</u>: a disability awareness session should be delivered on an annual basis as part of the Member Development Programme at Redditch Borough Council; and</p>	<p>The Executive Committee agreed on 11th June 2013 that disability awareness training should be delivered to elected Members as part of the induction process for new Councillors. The training is therefore not due to be delivered until June 2014, following the next local Council elections.</p>
<p><u>Recommendation 2</u>: 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.</p>	<p>The Executive Committee recommended on 11th June that a canopy should be installed at this location. However, the Committee proposed that the installation of this canopy should be paid for using funds from the Shopmobility donated reserves.</p> <p>Approval will be required from the Kingfisher Centre due to the land being in their ownership. Following this planning permission would also be required. Estimated to be completed April 2014.</p>

Healthwatch Worcestershire
(considered by the Executive Committee on 09/07/13)

The Executive Committee has APPROVED the only recommendation.

Recommendation: the Borough Council make representations to Healthwatch Worcestershire on behalf of local residents.

Implementation of this recommendation will require on-going action.

Local Strategic Partnership Monitoring Update Report
(Considered by the Executive Committee 2nd September 2013)

The Executive Committee APPROVED this recommendation, subject to a slight amendment to the wording.

Recommendation: the Council identify suitable sources of funding, including from external partner organisations such as Worcestershire County Council, that could be used to fund the installation of adult exercise equipment in Morton Stanley Park.

The Executive Committee agreed the following: "Officers be requested to try and identify suitable sources of funding, including from external partner organisations such as Worcestershire County Council, that could be used to fund the installation of adult exercise equipment in Morton Stanley Park".

	<p>As this recommendation was only approved relatively recently no updates have been provided. However, an update will be requested for the next quarterly tracking report.</p>
<p style="text-align: center;">Scrutiny Task Group Recommendations Monitoring Process (Considered by the Executive Committee 15th October 2013) The Executive Committee ENDORSED this recommendation.</p>	
<p><u>Recommendation:</u> the reference that “the Overview and Scrutiny Committee will review implementation of recommendations made in any report not sooner than twelve months after consideration of its report by the Executive Committee” be removed from the Council’s Constitution.</p>	<p>As this recommendation requires changes to the Council’s constitution a final decision will be made on this recommendation at the next meeting of Council on 9th December 2013.</p>