

**BROMSGOVE DISTRICT COUNCIL AND**  
**REDDITCH BOROUGH COUNCIL**

**SHARED SERVICES BOARD**

**6<sup>th</sup> November 2014 at 5.30 pm**

**COMMITTEE ROOM 3, THE TOWN HALL, REDDITCH**

**Present:** Councillors Bill Hartnett (Chairman) and Greg Chance (Redditch Borough Council)

Councillors Roy Clarke, Margaret Sherrey, Kit Taylor and Mike Webb (Bromsgrove District Council)

**In attendance:** Councillors Carol Gandy and Pat Witherspoon (Redditch Borough Council)

Councillor Mark Bullivant (Bromsgrove District Council)

**Officers:** Kevin Dicks, Sue Hanley, Guy Revans, Kevin Hirons, Ian Roberts and Helen Mole

**Notes:** Amanda Scarce

The Chairman suggested a round of introductions for the benefit of those Members who were new to the Shared Services Board. He also informed Members that the presentation in respect of Planning had been withdrawn and that the meeting would therefore concentrate on Place and the Business Case for Environmental Services.

**1. APOLOGIES**

Apologies for absence were received from Councillors Juliet Brunner and Debbie Taylor (Redditch Borough Council).

**2. NOTES**

The notes of the previous meeting of the Board held on 28<sup>th</sup> August 2014 were approved as a correct record.

**CONFIDENTIALITY**

These notes are an open public record of proceedings of the Board.

(Meetings of the Board are not subject to statutory Access to Information requirements; but information relating to individual post holders and/or employee relations matters would nonetheless not be revealed to the press or public.)

### **3. PRESENTATION – PLACE**

Members received a presentation from the Head of Environmental Services supported by Environmental Services Managers, Kevin Hiron and Ian Roberts.

A detailed and thorough review of the service area had taken place taking into account the Councils' strategic purposes and had looked at both strategic and operational measures rather than the traditional way of monitoring the work being carried out. The presentation would show how the service proposed to meet the demand and customer expectations, by being both focused and prioritising work based on data, experience and qualitative information gathered from the Place trials.

The aim was to reduce waste within the system by redesigning it, which in turn would reduce the cost and to reduce the enabling element of the service, which it was explained referred to "backroom" services such as administration, in order to concentrate on the elements of the service which provided "value" to the community. This had been discussed in detail within CMT and had included working across other service areas, for example Community Safety and Strategic Housing, in order to understand the demands from those receiving the services, which in turn would enable Environmental Services to create value to the communities which they were working with and also show them that they were receiving value for money.

The work of Environmental Services covered a number of the Councils' strategic purposes; with the main one being "keep my place safe and looking good". The presentation then went on to cover Place transformation trials and lessons learned from the trials with the following areas highlighted in more detail:

- The areas in both Redditch and Bromsgrove where Place trials had taken place.
- Details of the old and new way of working and the roles of team members.
- Principles of Place and relevant measures, together with details of how the measures highlighted improvements in various services.
- Changes to litter and dog bins and the bulky waste service.
- Transformation work within other services – Trees, Bereavement Services, Support Services and Waste Collection (route optimisation).
- Learning from Transformation trials and moving forward from the trials.
- The proposals for the Shared Service and key principles of the review.
- Place and Core services functions.
- The team structure and roles together with details of Place areas and what Core services would be covered by those teams.
- The proposed host authority and reasoning behind this decision.
- Financial savings and staffing implications, including relevant grading information.

At the end of the presentation, Members discussed a number of areas and raised questions which officers responded to in respect of the following:

- The possible impact of any workload pressures on the enforcement team in particular.
- The Cemeteries Services and its possible inclusion within the parks team.
- Work carried out for BDHT in the future.
- The potential to increase the amount of contracted work carried out on behalf of both the County Council and Parish Councils.
- Recycling and the work carried out by an Overview and Scrutiny Task and Finish Group on this subject.
- More relevant data being available through the use of measures.
- The aim to create a career progression for employees and the role of apprentices.
- Preliminary discussions with the unions and the consultation process which will be followed.
- Briefings for staff.
- Whether the Election process would have any impact on the process.

#### **4. BUSINESS CASE – ENVIRONMENTAL SERVICES**

It was agreed that the areas contained within the Business Case had been covered by the presentation. Officers confirmed that the Business Case would now go before the Executive and Cabinet in December and then on to full Councils in January 2015 as confidential papers. Staff would be briefed formally before a period of consultation took place, should the Business Case be agreed. The option for further Member briefings on the changes which would take place was also discussed.

Members were concerned how the changes would be relayed to residents as it was important that they be kept informed of what changes were happening and how they would be affected. Officers took on board Members concerns and agreed to put in place an appropriate publicity programme. Members were informed that the Councils' websites were currently being refreshed and it was understood the new format would be much more user friendly.

Following further discussion it was

**RECOMMENDED to Cabinet/Executive and Council that the Business Case for Environmental Services is endorsed in principle moving forward.**

#### **5. DATE OF NEXT MEETING**

It was confirmed that the next meeting of the Shared Services Board would be held on Monday 12<sup>th</sup> January 2015 at 6.00 pm in the Committee Room at Bromsgrove District Council.

The meeting commenced at 5.30 pm

And closed at 6.53 pm