

Executive Committee

24th July 2012

MINUTES

Present:

Councillor Bill Hartnett (Chair), and Councillors Rebecca Blake, Michael Braley, Carole Gandy, Phil Mould, Mark Shurmer, Luke Stephens and Debbie Taylor

Also Present:

Councillor Greg Chance

Officers:

K Dicks, C Flanagan, S Jones, S Morgan, S Mould, C Walker, A de Warr

Committee Services Officer:

D Sunman

28. APOLOGIES

Apologies for absence were received on behalf of Councillor Chance.

The Chair introduced and welcomed Sheena Jones, Democratic Services Manager to her first meeting of the Committee.

29. DECLARATIONS OF INTEREST

There were no declarations of interest.

30. LEADER'S ANNOUNCEMENTS

The Leader advised that the following item of business, scheduled on the Forward Plan to be dealt with at this meeting, had been rescheduled to a later meeting of the Committee:

- Concessionary Rents Policy

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Chair

He also advised that he had accepted the following matter as Urgent Business:

- Consolidated Revenue Outturn – Financial Year 2011/12 - Not on the Forward Plan for this meeting.

31. MINUTES

RESOLVED that

the minutes of the meeting of the Executive Committee held on 26th June 2012 be confirmed as a correct record and signed by the Chair.

32. CONSOLIDATED REVENUE OUTTURN - FINANCIAL YEAR 2011/12

The Committee received a report on the Council's overall revenue outturn for the 2011/12 financial year, which showed the actual income and expenditure for the year compared to the budget for General Fund Services and the Housing Revenue Account.

Officers reported that the net effect of the 2011/12 financial position had required an increase in the requirement from balances of £101k to fund the overspend to budget.

Members were informed that the reasons for the net overspend (additional requirement from balances) included:

- a) increase in superannuation costs payable from previous year restructures;
- b) shortfall in income of £231k that had been expected to be received in relation to prior year VAT refunds. Officers continue to monitor this refund with the aim to receive it in 2012/13; and
- c) financing costs had increased by £73K. This was due to an increase in the cost of borrowing short term funds.

Officers reported that the impact on the General Fund Revenue balances as a result of the increase in requirement for 2011/12 were as follows:

General Fund Balance		
	£'000	£'000
Balance as at 1 st April 2011	1,565	
Contribution from balances	(491)	
Balance as at 31 st March 2012		1,074
Proposed use of balances 2012/13	(192)	
Estimated Balances 31 st March 2013		882

Recommended level of balance of £750K.

Members noted the extra income that had been generated by targeted marketing at the Palace Theatre.

RESOLVED that

the report be noted.

33. CAPITAL PROGRAMME OUTTURN 2011/12

Members considered the Capital Programme Outturn 2011/12 which reported the actual expenditure and funding of the capital programme for 2011/12.

Officers reported that the figures included in the report would be subject to examination by the Audit Commission as part of the final accounts audit.

Officers reported that demand had dropped but were asked to clarify and notify Members regarding underspends outlined in Appendix 1 of the report for the following:

- C1241 Solid Wall Insulation
- C2000 Home Repairs Grant (Over 60's)
- C2001 Disabled Facilities Grant
- C2302 Energy & Efficiency Installs

In reply to a Member's query, Officers outlined the differences regarding the following schemes but confirmed that any repayments received would go back into the same funding streams.

- C1222 Disabled Adaptations
- C2001 Disabled Facilities Grant

RESOLVED that

the report be noted.

34. POLLING STATIONS - 'MINI-REVIEW' 2012

The Committee received a report which sought approval for amendments to Polling Station arrangements for Elections / Referenda / Polls which would take place from November 2012 onwards.

Officers confirmed that extensive consultation had been carried out which had included Ward Councillors for both Redditch Borough Council and Worcestershire County Council.

RESOLVE that

- 1) the following changes be made to existing Polling Stations, with immediate effect;**
 - a) in respect of Ipsley Youth House (Smallwood Polling District CEB), the new Polling Station be a portable building to be located on the Council Car Park adjacent to the present premises;**
 - b) in respect of the Methodist Church Schoolroom (Highfields Polling District HOB) that this premises is used for the Police and Crime Commissioner elections and any bi-elections held in 2012 and that from 2013 the new Polling Station be a portable building to be located on the Headless Cross central Car Park off 'the Green';and**
- 2) the Polling District changes attached to this report be made to Vaynor Polling District (HOA) and Highfields Polling District (HOB) in the Headless Cross and Oakenshaw |Ward, with effect from the next revised Register of Electors.**

35. SUBSTANCE MISUSE AT WORK POLICY

Members considered a report which sought approval of a Substance Misuse at Work policy that had been developed and provisionally agreed by the Corporate Management Team and Trade Union representatives.

RESOLVED that

the Substance Misuse (Drugs, Alcohol and Other Substances) at Work Policy, attached at Appendix 1 of the report, be approved and adopted.

36. PAY AND DISPLAY CAR PARKS

The Committee received a report regarding the Pay and Display Car Parks at the Town Hall and Trescott Road.

Officers reported that the Council currently charges for weekend parking at the Town Hall and Trescott Road via Pay and Display Machines. The enforcement of the parking charges is carried out, on behalf of the Council, by Wychavon District Council.

Members were informed that the actual income from the two sites had not, and was unlikely to; meet the income targets that were suggested initially by external consultants who had been engaged to advise on the provision and charging for car park facilities.

Officers reported that Wychavon District Council had intimated that they would be interested in purchasing two of the Pay and Display machines.

RECOMMENDED that

- 1) the Pay and Display scheme in the Town Hall and Trescott Road car parks be discontinued so that weekend parking does not incur a charge and that the Traffic Order be varied accordingly; and**

RESOLVED that

- 2) the Pay and Display machines be removed and then sold.**

37. OVERVIEW AND SCRUTINY COMMITTEE

The Committee received the minutes of the meetings of the Overview and Scrutiny Committees held on 19th and 25th June 2012.

Members noted that there were no outstanding recommendations to consider.

RESOLVED that

the minutes of the meetings of the Overview and Scrutiny Committees held on 19th and 25th June 2012 be received and noted.

38. WORCESTERSHIRE SHARED SERVICE JOINT COMMITTEE - MINUTES

The Committee received the minutes of the meeting of the Worcestershire Shared Services Joint Committee held on 28th June 2012.

RESOLVED that

the minutes be noted.

39. MINUTES / REFERRALS - OVERVIEW AND SCRUTINY COMMITTEE, EXECUTIVE PANELS ETC.

There were no minutes of referrals to consider under this item.

40. ADVISORY PANELS - UPDATE REPORT

The most recent report on the activity of the Council's Advisory Panels and similar bodies was received by the Committee. It was noted that a meeting of the Member Support Steering Group had taken place on 23rd July 2012.

41. ACTION MONITORING

The latest Action Monitoring Report for the Committee was received and noted.

42. EXCLUSION OF THE PUBLIC

RESOLVED that

under S.100 I of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, the public be excluded from the meeting for the following matters on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 3 and 4 of Part 1 of Schedule 12 (A) of the said Act, as amended.

Item 16 – Co-Location of One Stop Shop and Woodrow Library

43. CO-LOCATION OF ONE STOP SHOP AND WOODROW LIBRARY

The Committee received a report on the subject of the Co-location of the One Stop Shop at Woodrow Library.

[During consideration of this item Members discussed matters that necessitated the disclosure of exempt information. It was therefore agreed to exclude the press and public prior to any debate on the grounds that information would be revealed relating the financial or business affairs of a particular person (including the authority holding that information) and information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connections with any labour relations matters arising between the authority and employees of the authority.]

The Meeting commenced at 7.00 pm
and closed at 8.00 pm

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Chair