

**WYRE FOREST
DISTRICT COUNCIL**

THE CABINET

AGENDA

Date: Thursday 24th November 2005

Time: 6.00 p.m.

**Venue: Earl Baldwin Suite
Duke House
Clensmore Street, Kidderminster**

Cabinet

The Cabinet Members and their responsibilities:-

| | |
|-----------------------------------|---|
| Councillor S J M Clee | Leader, Strategic Overview & Direction |
| Councillor M J Hart | Deputy Leader, Commercial Services |
| Councillor Mrs A T Hingley | Housing, Health and Rural Affairs |
| Councillor J-P Campion | Finance and Corporate Affairs |
| Councillor J W Dudley | Environment & Economic Regeneration |
| Councillor N J Desmond | Community & Leisure Services |

SCRUTINY OF DECISIONS OF THE CABINET

The Council has one Cabinet Scrutiny Committee and five Policy and Scrutiny Panels, that have power to investigate policy issues and question members of the Cabinet who have special responsibility for a particular area of the Council's activities. The Cabinet also considers recommendations from the Cabinet Scrutiny Committee and five Policy and Scrutiny Panels.

In accordance with Part 4 of the Council's Constitution Overview and Scrutiny Procedure Rules and Standing Order B4 any item on this agenda may be scrutinised by the Cabinet Scrutiny Committee if it is "called in" by any three non-Cabinet Members and the Chairman of the relevant Policy and Scrutiny Panel or by three members of the Cabinet Scrutiny Committee and any member of the relevant Policy and Scrutiny Panel.

The deadline for "calling in" Cabinet decisions is Tuesday 6th December 2005

Councillors wishing to "call in" a decision on this agenda should contact Mrs Diana Glendenning, Committee Officer, Telephone 01562-732763 or e-mail: diana.glendenning@wyreforestdc.gov.uk

Urgent Key Decisions

If the Cabinet needs to take an urgent key decision, the consent of the Cabinet Scrutiny Committee Chairman must be obtained. If the Cabinet Scrutiny Committee Chairman is unable to act the Chairman of the Council or in his/her absence the Vice-Chairman of the Council, must give consent. Such decisions will not be the subject to the call in procedure.

DECLARATIONS OF INTEREST - GUIDANCE NOTE

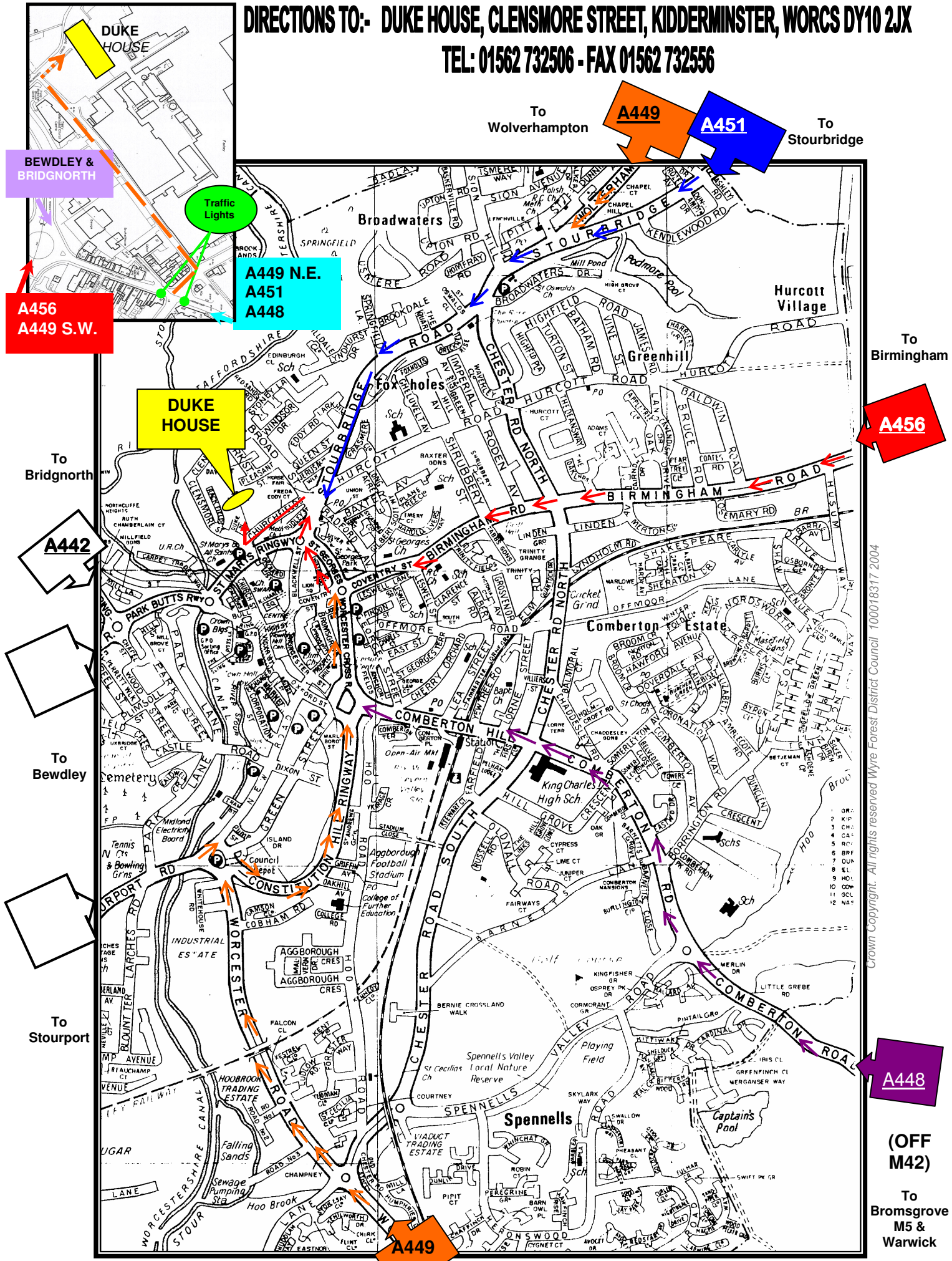
Code of Conduct - Members are reminded that under the Code of Conduct it is the responsibility of individual Members to declare any personal or personal and prejudicial interest in any item on this agenda. A Member who declares a personal interest may take part in the meeting and vote, unless the interest is also prejudicial. If the interest is prejudicial, as defined in the Code, the Member must leave the room. However, Members with a prejudicial interest can still participate if a prescribed exception applies or a dispensation has been granted.

Section 106 of the Local Government Finance Act 1992 - If any Member is two months or more in arrears with a Council Tax payment, they may not vote on any matter which might affect the calculation of the Council Tax, any limitation of it, its administration or related penalties or enforcement.

For further information: -

If you have any queries about this Agenda or require any details of background papers, further documents or information you should contact Diana Glendenning, Committee Officer. Telephone : 01562-732763, e-mail diana.glendenning@wyreforestdc.gov.uk

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**Wyre Forest District Council
Cabinet
24th November 2005
Earl Baldwin Suite, Duke House, Kidderminster**

PART 1

Open to the Press and Public

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

In accordance with the Code of Conduct, to invite Members to declare the existence and nature of any personal or personal and prejudicial interests in the following agenda items. Members should indicate the action they will be taking when the item is considered.

Members are also invited to make any declaration in relation to Section 106 of the Local Government Finance Act 1992.

(See guidance note on cover.)

3. MINUTES

To confirm as a correct record the minutes of the Cabinet held on the 27th October 2005. (attached)

4. CALL INS

A verbal update will be given on any decisions which have been "called in" since the last meeting of the cabinet.

5. ITEMS REQUIRING URGENT ATTENTION

Any item which, in the opinion of the Chairman requires consideration at the meeting as a matter of urgency.

6. LEADER'S PORTOFOLIO

Stephen Clee

6.1. HONORARY ALDERMAN

To consider a report from the Chief Executive (to follow) that asks the Cabinet to recommend to Council that the title of Honorary Alderman be conferred on former District Councillor John Wardle in accordance with Section 249 of the Local Government Act 1972. **(To follow)**

6.2. LEADER'S ANNOUNCEMENTS

7.1. BUDGET MONITORING

To consider a report from the Head of Financial Services (attached) that provides the Cabinet with information to monitor the revenue budget and capital programme in accordance with the Local Government Act 2003 and Comprehensive Performance Assessment (CPA) guidelines.

7.2. MEMBER DEVELOPMENT CHARTER

To consider a report from the Head of Human Resources (attached) that recommends to Council that Wyre Forest District Council agree to sign up to the West Midlands Development Charter - Primary Milestone as detailed in the report.

A copy of the Development Charter- Primary Milestone is available electronically on request and a public inspection copy is also available on request (see front cover for details).

7.3. INFORMATION AND COMMUNICATIONS TECHNOLOGY POLICIES AND GUIDELINES

To consider a report from the Head of Human Resources (attached) that recommends to Council that the updated Information and Communications Technology Policies and Guidelines dated October 2005 be adopted.

A copy of the Appendix to this report is available electronically and a public inspection copy is available on request. (See front cover for details).

7.4. ALLOCATION OF APPROVED CAPITAL OPTION - BENEFITS WORKFLOW/DOCUMENT IMAGE PROCESSING SYSTEM

To consider a report from the Head of Financial Services (attached) that seeks approval of an allocation of up to £50,000 of the approved capital option of ICT investment - Corporate & Benefits Workflow/DIP for the Benefits replacement/upgrade of Document Image Processing System Project.

7.5. HOUSING BENEFITS OVERPAYMENTS DEBT POSITION AS AT 30TH SEPTEMBER 2005

To consider a report from the Head of Financial Services (attached) that informs Members of the Housing Benefit Overpayment debt position as at 30th September 2005 and details of the targets that have been set for recovery.

8.1 PROPOSED ALCOHOL RESTRICTION ZONE FOR STOURPORT-ON-SEVERN

To consider a report from the Chief Executive (attached) that:

- (1) Reports on the results of the recent statutory public consultation exercise
- (2) Recommends to Council the potential designation of Stourport-on-Severn Town Centre and Stourport-on-Severn War Memorial Park as an Alcohol Restriction Zone, where the drinking of alcohol would be restricted.

A copy of the Summary of Statutory Consultation Feedback September/October 2005 is available electronically and a public inspection copy is available on request. (See front cover for details).

8.2. LOCAL PUBLIC SERVICE AGREEMENT GRANT (TARGET 8)

To consider a report from the Head of Cultural, Leisure and Commercial Services (attached) that presents the recommendations of the Community and Leisure Services Policy Scrutiny Panel from their meeting held on 17th November 2005.

9.1. WORCESTERSHIRE SUPPORTING PEOPLE STRATEGY 2005 - 2010

To consider a report from the Head of Planning, Health and Environment (attached) that recommends to Council that the Worcestershire Supporting People Strategy 2005-2010 is agreed and adopted.

10.1. PETITION - CAR PARKING - STOURPORT SPORTS CENTRE

At its meeting on 16th November 2005, the Council will formally receive a petition signed by users of Stourport Sports Centre. The petitioners are seeking a concessionary car parking charge at the Centre for Sports Centre users who do not qualify for the Wyre Forest Season Ticket available for senior citizens over the age of 63 years.

The Petition refers, in particular, to difficulties faced by senior citizens aged between 60 and 63 years and parents with young children.

It is anticipated that the Council will refer the petition to the Cabinet, for consideration, in accordance with Standing Order C12.

10.2. LOCAL DEVELOPMENT FRAMEWORK - ANNUAL MONITORING REPORT

To consider a report from the Head of Planning, Health and Environment (attached) that informs Members about the production of the Annual Monitoring Report for 2004/2005.

A copy of Appendix 2 to this report - Annual Monitoring Report 2004/05 is available electronically and a public inspection copy is available on request. (See front cover for details).

10.3. STC.4 - DRAFT DEVELOPMENT BRIEF – BRIDGE STREET BASINS LINK, STOURPORT-ON-SEVERN

To consider a report from the Head of Planning, Health and Environment (attached) that :

- (1) Informs Cabinet of the consultation feedback received in response to the Draft Bridge Street Basins Link Development Brief (supplementary planning document) published on the 5th September 2005.
- (2) Recommends to Council that the Draft STC.4. Bridge Street Supplementary Planning Document together with the revised Sustainability Appraisal be adopted as the Bridge Street Basins Link Development Brief, Supplementary Planning Document.

A copy of the Appendices to this report are available electronically and a public inspection copy is available on request (see front cover for details).

11. RECOMMENDATIONS FROM POLICY AND SCRUTINY PANELS

11.1. Housing Health and Rural Affairs Policy and Scrutiny Panel 22nd November 2005

To receive recommendations re: Climate Change. (To follow)

11.2. Commercial Services Policy and Scrutiny Panel 19th October 2005

To receive recommendations re: Education on Litter and Enforcement (attached).

- 12. TO CONSIDER ANY OTHER BUSINESS, DETAILS OF WHICH HAVE BEEN COMMUNICATED TO THE HEAD OF LEGAL AND DEMOCRATIC SERVICES BEFORE THE COMMENCEMENT OF THE MEETING, WHICH THE CHAIRMAN BY REASON OF SPECIAL CIRCUMSTANCES CONSIDERS TO BE OF SO URGENT A NATURE THAT IT CANNOT WAIT UNTIL THE NEXT MEETING.**

13. **EXCLUSION OF THE PRESS AND PUBLIC:**

To consider passing the following resolution:

"That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting during the consideration of the following items of business on the grounds that they involve the likely disclosure of "exempt information" as defined in paragraphs 7, 8 and 14 of Part 1 of Schedule 12A to the Act.

PART 2

Not open to the Press and Public

14. **MINUTES**

To confirm as a correct record the Exempt minutes of the Cabinet held on the 27th October 2005. (attached)

15. *RECOMMENDATIONS FROM POLICY AND SCRUTINY PANELS*

15.1. **Commercial Services Policy and Scrutiny Panel 19th October 2005**

To receive recommendations re: Education on Litter and Enforcement (attached)

16. **TO CONSIDER ANY OTHER BUSINESS, DETAILS OF WHICH HAVE BEEN COMMUNICATED TO THE HEAD OF LEGAL AND DEMOCRATIC SERVICES BEFORE THE COMMENCEMENT OF THE MEETING, WHICH THE CHAIRMAN, BY REASON OF SPECIAL CIRCUMSTANCES, CONSIDERS TO BE OF SO URGENT A NATURE THAT IT CANNOT WAIT UNTIL THE NEXT MEETING.**