

**WYRE FOREST DISTRICT COUNCIL  
CABINET  
THURSDAY 23<sup>RD</sup> NOVEMBER 2006  
COUNCIL CHAMBER, TOWN HALL, KIDDERMINSTER**

**PRESENT:**

Councillors: S J M Clee (Chairman), M J Hart (Vice Chairman), J-P Campion, N J Desmond and Mrs A T Hingley.

**OBSERVERS:**

Councillors: G W Ballinger and Mrs F M Oborski.

**CAB.118 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**CAB.119 DECLARATIONS OF INTEREST**

Councillor S J Clee declared a personal interest in agenda item number 7.5. relating to Section 136 Grant Aid for Stourport on Severn Town Council because he is a member of the Town Council.

**CAB.120 MINUTES**

**DECISION:**

**The minutes of the Cabinet meeting held on the 23<sup>rd</sup> November 2006 be confirmed as a correct record and signed by the Chairman.**

**CAB.121 CALL INS**

No decisions had been called in since the last Cabinet meeting.

**CAB.122 ITEMS REQUIRING URGENT ATTENTION**

There were no items requiring urgent attention.

## **CAB.123 LEADER'S ANNOUNCEMENTS**

### 1. Shared Services

Following the Council meeting on 15<sup>th</sup> November 2006, where it was decided not to pursue shared services for the Revenues and Benefits Section, the Leader stated that it was now necessary to move forward and give consideration to saving money in other areas. He said that the Chief Executive would be circulating a staff bulletin that would present options available to the Council and this would also be circulated to all Members. The Efficiency Policy Panel would be asked to consider the options put forward.

### 2. Venue for Cabinet Meetings

Whilst the Cabinet had held its meetings at the Town Hall for the last two meetings, there had been 'teething problems' particularly with regard to computer access. It had therefore been agreed by the Cabinet that future meetings would be held at the Earl Baldwin Suite, at Duke House, Kidderminster.

## **CAB.124 HOUSING BENEFIT OVERPAYMENTS DEBT POSITION AS AT 30<sup>TH</sup> SEPTEMBER 2006**

A report was considered from the Head of Financial Services that informed Members of the Housing Benefit Overpayment debt position as at 30<sup>th</sup> September 2006 and details of the targets that had been set for recovery.

### **DECISION:**

**The Housing Benefit overpayment debt level, age of debt and performance against targets, as at the 30<sup>th</sup> September 2006, as detailed in Appendix 1 to the report, be noted.**

## **CAB.125 ICT PROJECTS RESOURCES**

A report was considered from the Head of Human Resources that requested the approval of Cabinet for the utilisation of £85,000 from the capital expenditure reserve approved by Council on 23<sup>rd</sup> February 2005.

### **DECISION:**

**The utilisation of £85,000 from the capital expenditure reserve be approved.**

**CAB.126 BUDGET MONITORING 2<sup>ND</sup> QUARTER 2006/2007**

A report was considered from the Head of Financial Services which enabled the Cabinet to monitor the Revenue Budget and Capital Programme in accordance with the Local Government Act 2003 and Comprehensive Performance Assessment (CPA) Guidelines.

The Cabinet Member for Finance and Corporate Affairs was pleased to announce that there were no significant variations. He said that there had been an increase in the uptake in concessionary travel passes, this was perceived to be as a result of the introduction of the new County-wide scheme. He informed the Cabinet that 14,000 people now held concessionary passes compared with 5,000 people last year.

He said that income generated by the Land Charges Section had continued to drop, but this was due to competition and this was being addressed, hence the figures were likely to improve in the near future.

He also commented that there had been salary savings during the quarter.

**DECISION:**

- 1. The projected budget variations and comments outlined within the report be noted. Any overspends or projected loss of income be considered as supplementary estimates or virements on 21<sup>st</sup> December 2006, when the Cabinet considers the revised Budget prior to onward approval by Council.**
- 2. Heads of Service continue to monitor closely the Revenue Budget and Capital Programme.**
- 3. The updated Capital Programme and Vehicle and Equipment Renewal Schedule 2005/2008, brought about by slippage and reassessment, be noted.**
- 4. The Prudential Indicators 2006/2009 be noted. and**
- 5. The Budget Risk Management Matrix be noted.**

**CAB.127 VOLUNTARY REGISTRATION OF TITLE TO ALL COUNCIL LAND AND BUILDINGS AT THE LAND REGISTRY**

A report was considered from the Head of Legal and Democratic Services that updated the Cabinet on the voluntary registration of the Council's land and property portfolio with the Land Registry.

Further to minute number CAB.206 of the Cabinet's 16<sup>rd</sup> February 2005 meeting, delegated power had been given to the Head of Legal and Democratic Services in consultation with the Cabinet Member for Finance and Corporate Affairs and the Head of Cultural, Leisure and Commercial Services to remove parcels of land from the Council's title where it was necessary to take account of boundary adjustments, plan areas or encroachments onto the Council's land.

It was noted that all the areas of land had a minimal value to the Council. The value to the Council in achieving a registered title to the remaining land, and minimising the potential for further encroachment far outweighed the monetary value of the land concerned. It was likely that challenging these boundary encroachments would severely disrupt the registration process and delay completion of the project as a whole. Any challenge to title would be unlikely to succeed.

**DECISION:**

**No further action be taken in respect of the boundary encroachments at the locations detailed below:**

**The areas of land at the following locations namely:**

- 1. Akroyd House, Kidderminster**
- 2. Hoo Road, Kidderminster**
- 3. Land at Stourport Road, Kidderminster**
- 4. Mill Street, Kidderminster**
- 5. Land at rear of 91a George Street, Kidderminster**

**CAB.128 SECTION 136 GRANT AID TO STOURPORT-ON-SEVERN TOWN COUNCIL**

A report was considered from the Head of Financial Services that outlined a request for payment of Section 136 Grant Aid from Stourport-on-Severn Town Council. The grant was payable in accordance with Section 136 of the Local Government Act 1972 and the request was in accordance with the criteria agreed by the Executive on 20<sup>th</sup> March 2003, being a project that would benefit the local community.

**DECISION:**

**The Grant Aid application from Stourport-on-Severn be approved.**

**CAB.129 WYRE FOREST DISTRICT LOCAL DEVELOPMENT FRAMEWORK – ANNUAL MONITORING REPORT 2004/2005**

A report was considered from the Head of Planning, Health and Environment that informed Cabinet Members about the production of the Annual Monitoring Report for 2005/06.

The Cabinet Member for Planning, Health and Environment stated that this was the second Annual Monitoring report and it covered the period April 1<sup>st</sup> until 31<sup>st</sup> March 2006. It had been considered by the Prosperity Policy Panel at its meeting on 1<sup>st</sup> November 2006 and the comments made there had been taken into account. She said that the report would now be submitted to the Government Office West Midlands (GOWM) before the end of December 2006.

**DECISION:**

- 1. The Local Development Framework Annual Monitoring Report 2005/06 be submitted to the Secretary of State.**
- 2. The Head of Planning, Health and Environment be authorised to make any minor amendments to the text in the light of Government guidance received prior to submission.**

**CAB.130 GAMBLING ACT 2005 – STATEMENT OF PRINCIPLES**

A report was considered from the Head of Planning, Health and Environment regarding the second draft of the Gambling Policy (Statement of Principles).

**RECOMMENDED TO COUNCIL:**

**The Draft 2 Gambling Policy (Statement of Principles), as detailed in Appendix 4 of the report to Cabinet, be approved.**

**CAB.131 CCTV – BEWDLEY AND STOURPORT-ON-SEVERN**

A report was considered from the Chief Executive that advised on progress regarding the installation of CCTV cameras in Stourport-on-Severn and Bewdley.

The Cabinet Member for Community and Leisure Services stated that it was proposed that the cameras would be mounted on buildings, combined street lamp/CCTV poles or on new 'stand alone' poles at locations detailed in the report to Cabinet. He said that this was an exciting project that was much needed and would make the streets of Bewdley and Stourport-on-Severn safer.

**DECISION:**

- 1. Progress be noted regarding installing CCTV cameras in Stourport-on-Severn and Bewdley town centres.**
- 2. The locations where the cameras are to be sited be endorsed.**

3. The commencement of the procurement process in order to enable the supply and installation of the fibre, cameras, infrastructure and monitoring equipment be endorsed and authorisation be given to the Head of Legal and Democratic Services to complete the relevant legal documentation.
4. Authorisation be given to the Head of Legal and Democratic Services in consultation with the Economic Development and Tourism Manager to negotiate the terms of a Service Level Agreement with Bromsgrove District Council CCTV Monitoring station.

**CAB.132 PROSPERITY POLICY PANEL - 1<sup>ST</sup> NOVEMBER 2006**

**Re: Wyre Forest District Local Development Framework – Annual Monitoring Report 2004/2005**

See CAB.129 above.

**CAB.133 AUDIT COMMITTEE - 20<sup>TH</sup> NOVEMBER 2006**

**Re: Internal Audit – Terms of Reference – Update**

**DECISION:**

The updated Terms of Reference for the work undertaken by the Internal Audit Section be approved as attached as Appendix 1 of the report to the Audit Committee on 20<sup>th</sup> November 2006, subject to the following amendments:

**Paragraph 2.5.**

**Amend the first sentence to read: "The Internal Audit Section comprises 4.6 full-time equivalent posts led by the Audit Services Manager."**

**Paragraph 3.2.**

**Delete "In discharging these duties the Financial Services Manager."**

**CAB.134 EXCLUSION OF THE PRESS AND PUBLIC**

**DECISION:**

**That under Section 100(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 3 and 6 of Part 1 of Schedule 12A to the Act.**

**CAB.135 SUMMARY OF MINUTES**

The following proceedings were considered after the press and public had been excluded from the meeting. A summary of the minutes relating to these items had been made as 'exempt information' would be disclosed if the minutes were published in full.

**CAB.135 MINUTES**

**DECISION:**

**The exempt minutes of the Cabinet meeting held on the 26<sup>th</sup> October 2006 be confirmed as a correct record and signed by the Chairman.**

**CAB.136 CORPORATE MANAGEMENT TEAM (CMT) REVIEW – DIVISIONAL RECONFIGURATION**

A report was considered from the Chief Executive that set out proposals for the reconfiguration of the Divisional Structure of the Council following the Comprehensive Performance Review, Service Inspections, changes in legislation and the White Paper 'Strong and Prosperous Communities.'

**CAB.137 HOUSING BENEFIT OVERPAYMENT – WRITE OFF AMOUNT OUTSTANDING**

A report was considered from the Head of Financial Services regarding Housing Benefit Overpayment debt. The Cabinet agreed to write off the sum outstanding.

**CAB.138 LAND AT THE HORSEFAIR, KIDDERMINSTER**

A report was considered from the Head of Cultural, Leisure and Commercial Services regarding progress with regard to the redevelopment of the Horsefair, Kidderminster.

**CAB.139 CCTV – BEWDLEY AND KIDDERMINSTER**

A financial statement was considered from the Chief Executive relating to the installation of CCTV cameras in Stourport-on-Severn and Bewdley Town Centres.

The meeting finished at 6.15 p.m.