



## **CABINET**

# **A G E N D A**

**Date:** Thursday, 26th April 2007

**Time:** 6.00pm

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

## Cabinet

### **The Cabinet Members and their responsibilities:-**

<b>Councillor S J M Clee</b>	<b>Leader, Strategic Overview &amp; Direction</b>
<b>Councillor M J Hart</b>	<b>Deputy Leader, Commercial Services</b>
<b>Councillor J-P Campion</b>	<b>Finance and Corporate Affairs</b>
<b>Councillor N J Desmond</b>	<b>Community &amp; Leisure Services</b>
<b>Councillor Mrs A T Hingley</b>	<b>Planning, Health and Environment</b>

### **SCRUTINY OF DECISIONS OF THE CABINET**

The Council has one Cabinet Scrutiny Committee and three Policy 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 the Chairman or Vice-Chairman of the Cabinet Scrutiny Committee and any four other non-Cabinet members.

*The deadline for "calling in" Cabinet decisions is Wednesday 9<sup>th</sup> May 2007.*

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](mailto: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.

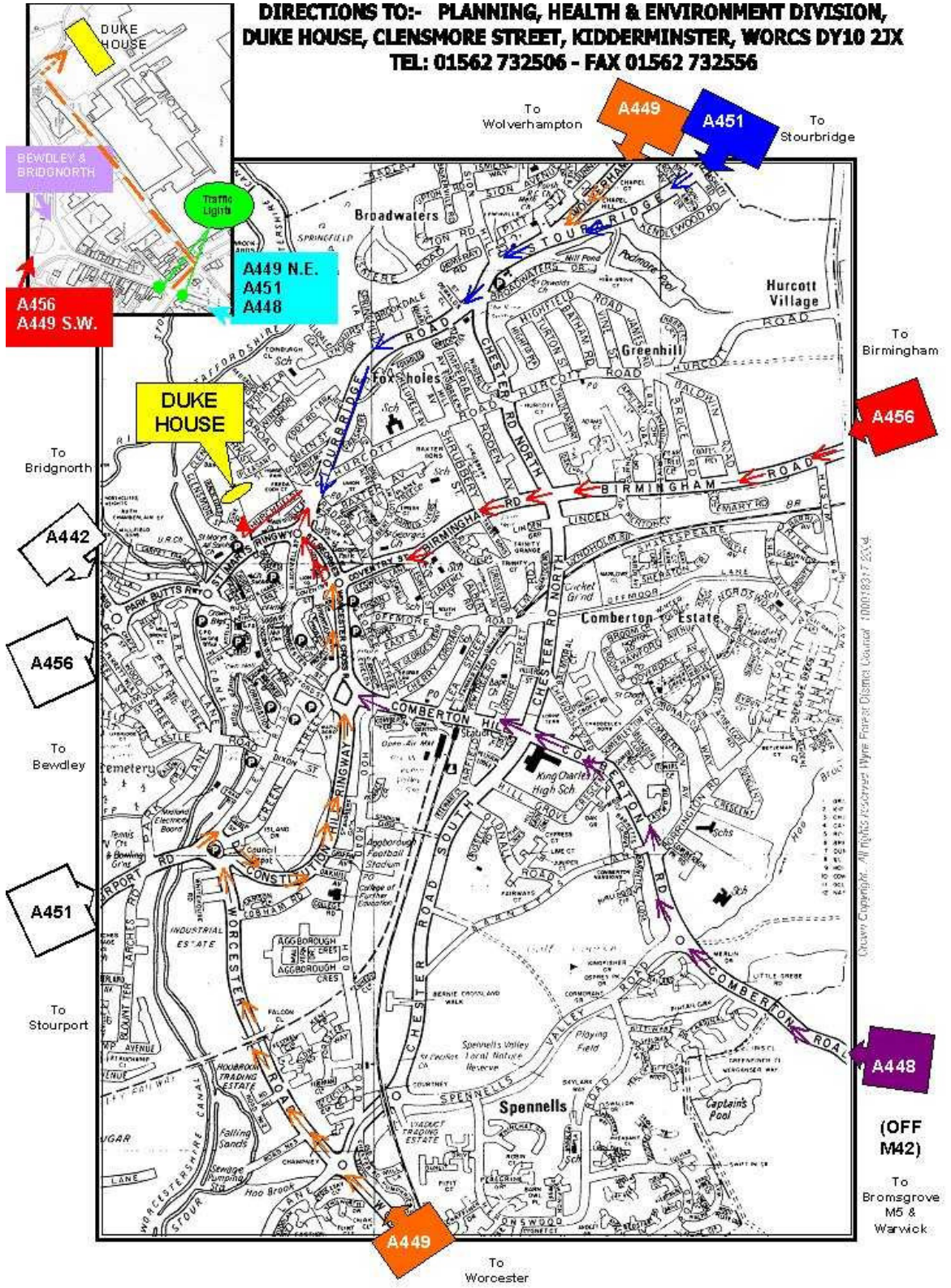
#### **For further information: -**

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

**Documents referred to in this agenda may be viewed on the Council's website - [www.wyreforestdc.gov.uk/council/meetings/main.htm](http://www.wyreforestdc.gov.uk/council/meetings/main.htm)**

**LOCATION MAP FOR DUKE HOUSE**

**DIRECTIONS TO:- PLANNING, HEALTH & ENVIRONMENT DIVISION,  
DUKE HOUSE, CLENSMORE STREET, KIDDERMINSTER, WORCS DY10 2JX  
TEL: 01562 732506 - FAX 01562 732556**



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**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 22<sup>nd</sup> March 2007. (Attached)

[Open Minutes 22nd March 2007](#)

**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 OF THE COUNCIL *Stephen Clee***

**6.1. LEADER'S ANNOUNCEMENTS**

**6.2. REVISED PARTNERSHIPS FRAMEWORK**

To consider a report from the Chief Executives that asks the Cabinet to recommend to Council that the revised Strategic and Operational Level Partnerships Framework and Guidance for Managing Risks and Opportunities in Partnerships be adopted.

(Attached)

[Revised Partnerships Framework](#)

[Appendix A Revised Partnerships](#)

[Appendix B Revised Partnership Framework](#)

***The appendices to this report have been circulated electronically and a public inspection copy is available on request. (See front cover for details).***



**7.1 GENERAL BEST VALUE USER SATISFACTION SURVEY 2006/07**

To consider a report from the Chief Executive that asks the Cabinet to note the results of the 2006/07 General Best Value User Satisfaction Survey and to agree that they be used to inform the Council's service and improvement planning for 2007/08.

(Attached)

[General Best Value User Satisfaction Survey 2006 -2007](#)

[Appendix Best Value Satisfaction](#)

***The appendix to this report have been circulated electronically and a public inspection copy is available on request. (See front cover for details).***

**7.2 'COMMUNITY CHOICE' – COUNCIL'S CITIZENS' PANEL (2007-2010)**

To consider a report from the Chief Executive on the proposal to set up a new Citizens' Panel for the period May 2007 to April 2010. (Attached)

[Community Choice Councils Citizens Panel 2007 to 2010](#)

**7.3 CUSTOMER SERVICES STRATEGY**

To consider a report from the Head of Human Resources that recommends to Council the adoption of the Customer Services Strategy for 2007-2009. (Attached)

[Customer Services Strategy Report](#)

[Customer Services Strategy](#)

***The appendix to this report has been circulated electronically and a public inspection copy is available on request. (See front cover for details).***

**7.4 DIVISIONAL SERVICE BUSINESS PLANS 2007/08 AND PRIORITY TARGETS FOR 2007/08**

To consider a report from the Chief Executive that asks the Cabinet to agree the Divisional Service Business Plans and Performance Indicators and targets for the 2007/08 Annual Priorities. (Attached)

[Service Business Plans and Priority Targets](#)

[Service Business Plans and Priority Targets Appendix](#)

**7.5 CORPORATE GOVERNANCE FRAMEWORK**

To consider a report from the Chief Executive that reports on the review of the Council's Corporate Governance Framework. (Attached)

[Corporate Governance Framework Review](#)

[Corporate Governance Framework Appx 1](#)

[Corporate Governance Framework Appx 2](#)

[Corporate Governance Framework Appx 3](#)

***The appendices to this report have been circulated electronically and public inspection copies are available on request. (See front cover for details).***

**7.6 INCREASE IN THE FEE FOR LOCAL LAND CHARGE SEARCHES - ADDITIONAL PARCELS OF LAND**

To consider a report from the Head of Legal and Democratic Services that asks the Cabinet to give consideration to increasing the fee for Local Land Charge Searches where the search relates to additional parcels of land. (Attached)  
[Increase in Fees for Land Charge Searches](#)

**8. PLANNING, HEALTH AND ENVIRONMENT Anne Hingley**

**8.1 COMMUNITIES FOR LOCAL GOVERNMENT (CLG) HOMELESSNESS FUNDING 2007/2008**

To consider a report from the Head of Planning, Health and Environment that proposes arrangements for the utilisation of the Community for Local Government's Priority Need Order Funding for 2007/08. (Attached)  
[Cabinet 26 4 07 Homelessness Funding](#)

**8.2 PLANNING APPLICATIONS REVISED SCHEME OF DELEGATION AND REVISIONS TO DEVELOPMENT CONTROL PRACTICE NOTES**

To consider a report from the Head of Planning, Health and Environment that seeks approval of Council regarding changes to the existing Scheme of Delegation relating to the determinations of planning applications involving Section 106 Obligations and also seeks delegated authority to amend a number of the existing range of Development Control Practice Notes. (Attached)  
[Cab 26 4 07 Revised Scheme of Delegation](#)  
[Cab 26 4 07 APPENDIX 1 Scheme of Delegation](#)

**Note: the recommendations of the Planning (Development Control) Committee (agenda item number 12.1. below) from its meeting on 10<sup>th</sup> April 2007 will be considered in conjunction with this report.**

**8.3 THE HEALTH ACT 2006 (SMOKING REGULATIONS) - DELEGATED POWERS**

To consider a report from the Head of Planning, Health and Environment that recommends to Council that delegated powers be given to the Head of Planning, Health and Environment and the Environmental Health and Licensing Manager regarding the Health Act 2006 and all regulations made under the Act. (Attached)  
[Delegated Powers Health Act 2006](#)

**Note : the recommendations from the Licensing and Environmental Committee at agenda item number 11.1. will be considered in conjunction with this report.**

**8.4 WOLVERLEY CONSERVATION AREA - DRAFT CONSERVATION AREA APPRAISAL AND MANAGEMENT PROPOSALS**

To consider a report from the Head of Planning, Health and Environment that outlines the draft Conservation Area Appraisal and Draft Management proposals for the Wolverley Conservation Area and seeks authority to undertake a public consultation on the proposals. (Attached)  
[Wolverley Conservation Area](#)  
[Wolverley Cons Area Appraisal](#)  
[Wolverley Cons Area mgmt plan](#)

***The appendices to this report have been circulated electronically and public inspection copies are available on request. (See front cover for details).***

**8.5. THE STAFFORDSHIRE AND WORCESTERSHIRE CANAL CONSERVATION AREA - RESULTS OF CONSULTATION ON PROPOSED BOUNDARY AMENDMENTS, CONSERVATION AREA APPRAISAL AND MANAGEMENT PROPOSALS**

To consider a report from the Head of Planning, Health and Environment that outlines the results of the public consultation on the proposed boundary amendments, the draft management proposals and the draft character appraisal for the Staffordshire and Worcestershire Canal Conservation Area and recommends to Council the adoption of the amendments. (Attached)

[Staffordshire and Worcestershire Canal](#)

[Staffordshire and Worcestershire Canal Appendix 1](#)

**9. COMMUNITY AND LEISURE SERVICES Nathan Desmond**

**9.1. EXTENSION TO CCTV – STOURPORT-ON-SEVERN: PROPOSED SKATE PARK**

To consider a report that asks the Cabinet to approve the funding for the provision of additional CCTV cameras to cover the Skate Park at Stourport-on-Severn. (Attached)

[Extension to CCTV Proposed Stourport Skate Park](#)

**10. RECOMMENDATIONS FROM POLICY PANELS/ CABINET SCRUTINY COMMITTEE**

**10.1. Prosperity Policy Panel 4<sup>th</sup> April 2007**

1. Re: Wolverley Conservation Area - Conservation Area Appraisal and Management Proposals (Attached)

[Prosperity Panel Recommendations](#)

**Note: these recommendations will be considered in conjunction with agenda item number 8.4. above.**

2. Re: Staffordshire and Worcestershire Canal Conservation Area (Attached)

**Note: these recommendations will be considered in conjunction with agenda item number 8.5. above.**

**10.2. Cabinet Scrutiny Committee 19<sup>th</sup> April 2007**

Re. The Community Leadership Fund for Elected Members (to follow)

**11. RECOMMENDATIONS FROM AUDIT COMMITTEE**

**11.1. Audit Committee 27<sup>th</sup> March 2007**

Re: Internal Audit - Annual Audit Plan 2007-2008 (Attached)

[Recommendations from Audit Committee 27-03-07](#)

**12. RECOMMENDATIONS FROM LICENSING AND ENVIRONMENTAL COMMITTEE**

12.1. Licensing and Environmental Committee 2<sup>nd</sup> April 2007

Re :Delegated Powers - Health Act 2006 (Attached)  
[Licensing Recommendations](#)

**Note : these recommendations will be considered in conjunction with the report at agenda item number 8.3. above**

**13. RECOMMENDATIONS FROM PLANNING (DEVELOPMENT CONTROL) COMMITTEE**

13.1. Planning (Development Control) Committee 10<sup>th</sup> April 2007

Re : Planning Applications' Revised Scheme of Delegation and Revisions to Development Control Practice Notes. (Attached)  
[Recommendations from Planning DC 1](#)  
[Recommendations from Planning DC 2](#)

**Note : this recommendation will be considered in conjunction with agenda item number 8.2. above.**

Re: Addition to the List of Buildings of Local Architectural and / or Historic Interest, (The Local List) - Stourport-on-Severn. (Attached)

**Note: this recommendation will be considered in conjunction with agenda item number 8.6. above.**

14. **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.**

15. **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 paragraph 3 of Part 1 of Schedule 12A to the Act.

**PART 2**

**Not open to the Press and Public**

16. **MINUTES**

To confirm as a correct record the Exempt minutes of the Cabinet held on the 22nd March 2007 (Attached)  
[Exempt Minutes 22nd march 2007](#)

**17. FINANCE AND CORPORATE AFFAIRS**

***John-Paul Champion***

17.1. **COUNCIL TAX : WRITE OFF OF AMOUNTS OUSTANDING**



To consider a report from the Head of Financial Services that asks the Cabinet to give consideration to writing off a sum of money in respect of Council Taxes and Non-Domestic Rates. (Attached)

[Council Tax Write Off Report](#)

[Council Tax Write Off Report Appendix](#)

18. **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.**