



**EXEMPT**

**CABINET**

**AGENDA**

**Date:** Thursday, 28th June 2007

**Time:** 6.00pm

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

## Cabinet

The Cabinet Members and their responsibilities:-

Councillor J-P Campion	Leader of the Council
Councillor M J Hart	Deputy Leader, Property and Operational Services
Councillor S J M Clew	Planning, Regeneration and Prosperity
Councillor J Holden	Corporate and Customer Services
Councillor N J Desmond	Community and Leisure Services
Councillor Mrs A T Hingley	Housing, Health and Rural Affairs

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

The Council has two Scrutiny Committees 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 these Scrutiny Committees.

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 Corporate Service and Performance Scrutiny Committee if it is "called in" by the Chairman or Vice-Chairman of the Corporate Service and Performance Committee and any three other non-Cabinet members.

*The deadline for "calling in" Cabinet decisions is Tuesday 10<sup>th</sup> July 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 Corporate Service and Performance Committee Chairman must be obtained. If the Corporate Service and Performance 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 as appropriate 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.

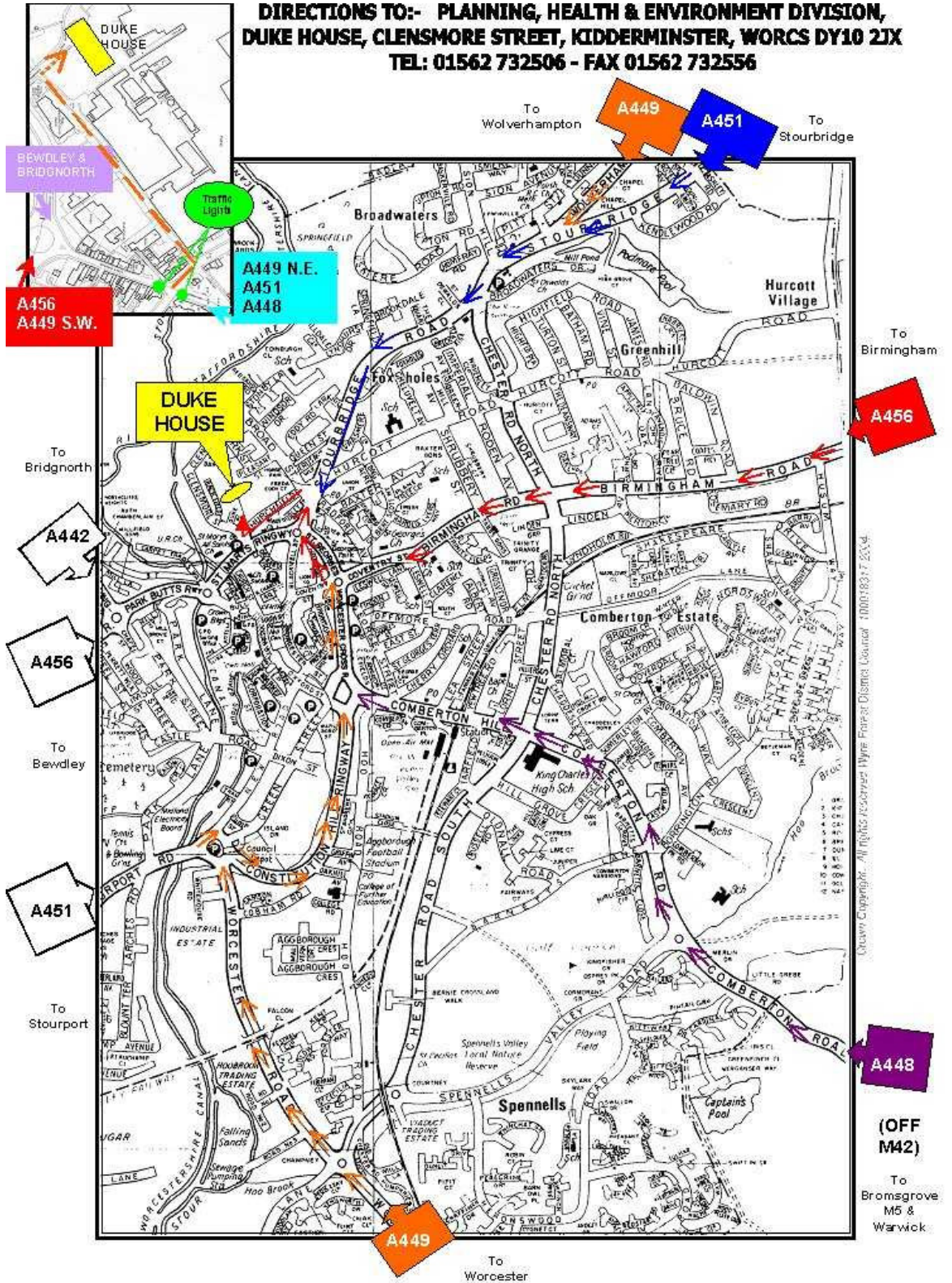
#### **For further information: -**

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**



**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**

[Cabinet Minutes 26th April 2007](#)

To confirm as a correct record the minutes of the Cabinet held on the 26<sup>th</sup> April 2007. (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 OF THE COUNCIL *John-Paul Campion***

**6.1. LEADER'S ANNOUNCEMENTS**

**6.2. HOUSING BENEFITS OVERPAYMENT DEBT POSITION AS AT 31<sup>ST</sup> MARCH 2007**

To consider a report from the Head of Financial Services that informs Cabinet Members of the Housing Benefit Overpayment debt position as at 31<sup>st</sup> March 2007. (Attached)

[Housing Benefit Overpayment](#)

### **6.3. REPORT ON FINAL ACCOUNTS 2006/2007**

- (a) Statement of Accounts
- (b) Statement of Internal Control
- (c) Annual Efficiency Statement - Backward Look 2006/07

To consider a report from the Head of Financial Services that asks the Cabinet to approve a pre-audit copy of the Council's Statement of Accounts for the Financial Year 2006/07; Statement of Internal Control and Annual Efficiency Statement (Backward Look). (Attached)

[Report on Final Accounts](#)

[Appendix 1 Final Accounts](#)

[Appendix 2 Final Accounts](#)

[Appendix 3 Final Accounts](#)

[Appendix 4 Final Accounts](#)

## **7. PROPERTY AND OPERATIONAL SERVICES**

**Marcus Hart**

### **7.1 ENVIRONMENT, EDUCATION AND ENFORCEMENT STRATEGY**

To consider a report from the Head of Cultural, Leisure and Commercial Services that recommends to Council the adoption of the Environment, Education and Enforcement Strategy. (Attached)

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

[Environment Education Enforcement Strategy](#)

[Appendix 1 Environmental Education](#)

[Appendix 2 Environmental Education](#)

### **7.2 KIDDERMINSTER SATURDAY STREET MARKET**

To consider a report from the Head of Cultural, Leisure and Commercial Services that seeks the approval of Cabinet to extend the operating days of Kidderminster Street Market and to approve the appointment of the current contractor. (Attached)

[Kidderminster Saturday Street Market](#)

**8.1 ACTIVE PEOPLE SURVEY**

To consider a report from the Head of Cultural, Leisure and Commercial Services that advises Cabinet of the results of the Active People survey and the subsequent focus of work. (Attached)

[Active People Survey](#)

**8.2 END OF YEAR 2006/07 PERFORMANCE OF THE WYRE FOREST COMMUNITY SAFETY PARTNERSHIP**

To consider a report from the Chief Executive that requests the Cabinet to note the performance of the Wyre Forest Community Safety Partnership for 2006/07. (Attached)

[End of Year Performance of WFCSP](#)

**8.3. THE RECEIPT, AWARD AND ALLOCATION OF EXTERNAL FUNDING IN RESPECT OF CAPITAL PROJECTS AT BRINTON PARK AND ST. GEORGE'S PARK**

To consider a report from the Head of Cultural, Leisure and Commercial Services that outlines the receipt, award and allocation of external funding in respect of capital projects at Brinton Park and St George's Park. (Attached)

[External Funding Brinton Park and St Georges Park](#)

**9.1. EQUALITY AND DIVERSITY POLICY**

To consider a report from the Head of Chief Executive's Office that asks the Cabinet to recommend to Council that the revised Equality and Diversity Policy be adopted. (Attached)

[Equality and Diversity Policy](#)

[Equality and Diversity Policy Appx](#)

**9.2. IMPROVEMENT PLAN 2005-08**

To consider a report from the Head of Chief Executive's Office that outlines progress with improvement targets in 2006/07 and seeks approval for improvement targets 2007/08. (Attached)

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

[Improvement Plan 2005-08](#)

[Improvement Plan 2005-08 Appx](#)

### 9.3. BEST VALUE PERFORMANCE PLAN 2007

To consider a report from the Head of Chief Executive's Office that asks the Cabinet to recommend to Council that the Best Value Performance Plan for 2007 be approved. (Attached)

***A copy of the plan will be available at the meeting and in the Members' Lounge and a public inspection copy is available on request. (See front cover for details).***

[Best Value Performance Plan](#)

## 10. HOUSING, HEALTH AND RURAL AFFAIRS

Anne Hingley

### 10.1 INTRODUCTION OF A CHOICE BASED LETTINGS SCHEME FOR THE ALLOCATION OF PROPERTIES FROM THE HOUSING REGISTER

To consider a report from the Head of Planning, Health and Environment that asks the Cabinet to recommend to Council the adoption of a Choice Based Lettings Scheme for the allocation of social housing from the Council's Housing Register. (Attached)

[Choice Based Lettings Scheme](#)

***Note: the recommendations from the Community and Regeneration Scrutiny Committee from its meeting on 13th June 2007 at agenda item 12.1. will be considered in conjunction with this report.***

### 10.2 CONTAMINATED LAND STRATEGY REVIEW (2007)

To consider a report from the Head of Planning, Health and Environment that asks the Cabinet to recommend to Council the adoption of the Amended Contaminated Land Strategy. (Attached)

***Note : the recommendations of the Licensing and Environmental Committee from its meeting held on 4<sup>th</sup> June 2007 at agenda item number 13.1. will be considered in conjunction with this item.***

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

[Contaminated Land Strategy Review 2007](#)

[Contaminated Land Strategy Review Appendix 1](#)

### 10.3 LICENSING SERVICE PLAN

To consider a report from the Head of Planning, Health and Environment that recommends to Cabinet that a Licensing Service Plan be adopted. (Attached)

***Note: The recommendations of the Licensing and Environmental Committee from its meeting held on 4<sup>th</sup> June 2007 at agenda item number 13.1. will be considered in tandem with this item.***

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

[Licensing Service Plan](#)

[Licensing Service Plan 2007-2010 Appendix 1](#)

<b>11.</b>	<b>PLANNING, REGENERATION AND PROSPERITY</b>	<b>Stephen Clee</b>
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**11.1 UPDATE OF 'THE PLANNING PROCESS FOR PARISH COUNCILS' (2007)**

To consider a report from the Head of Planning, Health and Environment that seeks approval for changes to 'The Planning Process for Parish Councils.' (Attached)

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

[Update of the Planning Process for Parish Councils 2007](#)

[Appendix Planning Process for PCs](#)

**11.2 UPDATE OF THE DEVELOPMENT CONTROL CHARTER (2007)**

To consider a report from the Head of Planning, Health and Environment that asks the Cabinet to adopt the updated Development Control Charter. (Attached)

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

[Update of the Development Control Charter 2007](#)

[Update of the Development Control Charter 2007 Appendix](#)

**11.3 WYRE FOREST DISTRICT LOCAL DEVELOPMENT FRAMEWORK (LDF) : CORE STRATEGY ISSUES AND OPTIONS CONSULTATION**

To consider a report from the Head of Planning, Health and Environment that asks Cabinet to recommend to Council the endorsement of the Core Strategy: Issues and Options paper for the purposes of consultation. (Attached)

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

***Note: the recommendations from the Community and Regeneration Scrutiny Committee from its meeting on 13th June 2007 at agenda item 12.1. will be considered in conjunction with this report.***

[Issues and Options Consultation](#)

[Appendix 1 LDF](#)

[Appendix 2 LDF](#)

**11.4 DRAFT INTEGRATED PASSENGER TRANSPORT STRATEGY FOR WOCESTERSHIRE CONSULTATION**



To consider a report from the Head of Planning, Health and Environment that seeks the approval of Cabinet to the proposed response to the Draft Integrated Transport Strategy for Worcestershire. (Attached)

**Note: the recommendations from the Community and Regeneration Scrutiny Committee from its meeting on 13th June 2007 at agenda item 12.1. will be considered in conjunction with this report.**

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

[Integrated Passenger Transport](#)

[Appendix 1 Ipts](#)

[Appendix 2 IPTC](#)

11.5 **BRIDGE STREET, STOURPORT-ON-SEVERN : ENGLISH HERITAGE  
"PARTNERSHIP SCHEME IN CONSERVATION AREAS"**

To consider a report from the Head of Planning, Health and Environment that informs the Cabinet of the result of a bid to English Heritage for grant funding under the "Partnership Scheme in Conservation Areas." (Attached)

[Partnership Scheme in Conservation Areas](#)

[Appendix 1 Partnership Scheme in Conservation Areas](#)

## 12. **RECOMMENDATIONS FROM SCRUTINY COMMITTEES**

12.1. **Recommendations from Community and Regeneration 13<sup>th</sup> June 2007**  
(Attached)

[Community and Regen Recs](#)

- Choice Based Lettings

**Note: these recommendations will be considered in conjunction with agenda item number 10.1. above.**

- Preferred Option for Local Development Framework (LDF)

**Note: these recommendations will be considered in conjunction with agenda item number 11.3. above.**

- Draft Integrated Passenger Transport Strategy (Consultation)

**Note: these recommendations will be considered in conjunction with agenda item number 11.4. above.**

Local Government Bill Review Panel - Community Leadership Fund for Elected Member [Community Leadership Fund recs](#)

Highways Partnership recommendations [Highways Task and Finish Recs](#)

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**12.2. Recommendations from Corporate Service and Performance 21<sup>st</sup> June 2007**

(If any)

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

**13.1 Recommendations from the Licensing and Environmental Committee 4<sup>th</sup> June 2007 (Attached)**

[Licensing Recommendations](#)

- Contaminated Land Strategy Review (2007)

*Note: this recommendation will be considered in conjunction with agenda item number 10.2. above.*

- Licensing Service Plan

*Note: this recommendation will be considered in conjunction with agenda item number 10.3. above.*

**14. RECOMMENDATIONS FROM AUDIT COMMITTEE**

**14.1. Recommendations from the Audit Committee 25th June 2007**

(to follow)

- Annual Report from the Financial Services Manager - 2006/2007
- Terms of Reference

**15. 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.**

**16. 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 3 of Schedule 12A to the Act.

**PART 2**

**Not open to the Press and Public**

17. **MINUTES**

[Exempt Minutes 26th April 2007](#)

- 17.1. To confirm as a correct record the Exempt minutes of the Cabinet held on the 26th April 2007 (Attached)

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.**