



EXEMPT

CABINET

A G E N D A

Date: Thursday, 20th December 2007

Time: 6.00pm

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

Cabinet

The Cabinet Members and their responsibilities:-

Councillor J-P Champion	Leader, Strategic Overview & Direction
Councillor M J Hart	Deputy Leader, Property & Operational Services
Councillor S J M Clew	Planning, Regeneration & Prosperity
Councillor N J Desmond	Community & Leisure Services
Councillor Mrs A T Hingley	Housing, Health & Rural Affairs
Councillor J Holden	Finance & Corporate 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 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 Scrutiny Committees if it is "called in" by the Chairman or Vice-Chairman of the Corporate Service and Performance Scrutiny Committee and any other three non-Cabinet members.

The deadline for "calling in" Cabinet decisions is Thursday 10th January 2008.

Councillors wishing to "call in" a decision on this agenda should contact Mrs Diana Glendenning, Senior 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 Scrutiny Committee Chairman must be obtained. If the 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

Documents referred to in this agenda may be viewed on the Council's website - www.wyreforestdc.gov.uk/council/meetings/main.htm

**Wyre Forest District Council
Cabinet
Earl Baldwin Suite, Duke House, Kidderminster
20th December 2007**

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 22nd November 2007. (Attached)
[Open Minutes 22nd November 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. PUBLIC PARTICIPATION

In accordance with the Council's Scheme for Public Speaking at Meetings of Full Council/Cabinet, to allow members of the public to present petitions, ask questions, or make statements, details of which have been received by 9 am on Monday 17th December 2007. (See front cover for contact details).

7. LEADER OF THE COUNCIL

John-Paul Campion

7.1. LEADER'S ANNOUNCEMENTS

7.2. **BUDGET REPORTS:**

To consider reports from the Head of Financial Services as follows:

1. Finance Strategy Timetable 2008/2011. *(To follow)*
2. Three Year Budget and Policy Framework 2008/2011. *(To follow)*
3. Capital Programme 2008/2009 onwards. *(To follow)*
4. Base Budget Variations. *(To follow)*
5. Calculation of the Council Tax Base 2008 - 2009. *(To follow)*
6. Efficiency Targets Cashable and Non-Cashable 2007/2008
Cashable 2008/09 - 2010/2011. *(To follow)*
7. Risk Management and the Budget Process. *(To follow)*
8. Income Service Options 2008/2009. *(To follow)*
9. Cabinet and Scrutiny Recommendations 2008/09 Onwards. *(To follow)*

7.3. **BENEFITS SERVICE - DISCRETIONARY HOUSING PAYMENTS POLICY**

To consider a report from the Head of Financial Services that recommends to Council that the Discretionary Housing Payments Policy - December 2007 be approved. (Attached)

[Discretionary Housing Payments Policy](#)

8. CORPORATE & CUSTOMER SERVICES

John Holden

8.1 **RISK MANAGEMENT POLICY AND STRATEGY - UPDATE**

To consider a report from the Head of Financial Services that recommends to Council that the updated Risk Management Policy and Risk Management Strategy be adopted. (Attached)

[Risk Management Policy and Strategy - Update](#)

[Appendix 2 Risk Management policy and strategy update](#)

Appendix 2 of this report has been circulated electronically and a public inspection copy is available on request. (See front cover for details).

9.1 CHURCHILL CONSERVATION AREA - DRAFT CONSERVATION AREA CHARACTER APPRAISAL

To consider a report from the Head of Planning, Health and Environment that presents Cabinet with a draft Conservation Area Appraisal for the Churchill Conservation Area, and seeks authority to undertake a public consultation on the proposals. (Attached)

[Cabinet 20 12 07 Churchill Cons Area Appendix 1 Churchill Appraisal](#)

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

9.2 BRIDGNORTH CORE STRATEGY ISSUES AND OPTIONS CONSULTATION RESPONSE

To consider a report from the Head of Planning, Health and Environment that seeks the Cabinet's endorsement of representations submitted on the Issues and Options Consultation Paper for the Bridgnorth Core Strategy. (Attached)

[Cabinet Report 20 12 07 Bridgnorth Core Strategy](#)
[Cabinet 20 12 07 Bridgnorth CS Appendix 2 Final Response Form](#)

Appendix 1 of this report has been circulated electronically and a public inspection copy is available on request. (See front cover for details).

9.3. THE LIST OF BUILDINGS OF LOCAL ARCHITECTURAL AND/OR HISTORIC INTEREST (THE LOCAL LIST) - BEWDLEY PARISH

To consider a report from the Head of Planning, Health and Environment that presents Cabinet with a draft list of buildings of Local Architectural and/or Historic Interest (The Local List) for the parish of Bewdley, and seeks authority to undertake a public consultation on the proposals. (Attached)

[Cabinet 20 12 07 Bewdley local list](#)
[Cabinet 20 12 07 Bewdley local list APPENDIX 1](#)
[Cabinet 20 12 07 Bewdley local list APPENDIX 2](#)

9.4.

Appendix 2 of this report has been circulated electronically and a public inspection copy is available on request. (See front cover for details).

SOUTH WORCESTERSHIRE JOINT CORE STRATEGY ISSUES AND OPTIONS CONSULTATION RESPONSE

To consider a report from the Head of Planning, Health and Environment that seeks the Cabinet's endorsement of representations submitted on the Issues and Options Consultation Paper for the South Worcestershire Joint Core Strategy. (Attached)

[Cabinet 20 12 07 South Worcs Joint Core Strategy](#)
[Appendix 1 S W Joint Core Strategy](#)
[Cabinet 20 12 07 South Worcs Joint Core Strategy Appendix 2](#)

Appendix 1 has been circulated electronically and a public inspection copy is available on request. (See front cover for details).

10. RECOMMENDATIONS FROM SCRUTINY COMMITTEES

10.1. Corporate Service and Performance Scrutiny Committee - 26th November 2007

(i) Revised Consultation Strategy (attached)
[Revised Consultation Strategy - Recommendation from Scrutiny](#)

10.2. Community and Regeneration Scrutiny Committee - 5th December 2007

(i) Sustainable Community Strategy (attached)
[WF Matters Draft Sustainable Comm Strat Recommendations](#)

(ii) LSP Review Panel (attached)
[LSP Review Panel Recommendations](#)

(iii) Bewdley Development Trust (attached)
[Bewdley Development Trust Review Panel Recommendations](#)

11. **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.**

12. 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 1 of Part 1 of Schedule 12A to the Act.

PART 2

Not open to the Press and Public

13. MINUTES

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

14.1 COUNCIL TAX - APPLICATION FOR A LOCAL DISCOUNT

To consider a report from the Head of Financial Services that asks the Cabinet to give consideration to allowing a local discount to reduce Council Tax payable by an individual Council Taxpayer. (Attached)

[Council Tax Discount](#)

[Appendix 1 Council Tax Discount](#)

14.2. COUNCIL TAX & NATIONAL NON-DOMESTIC RATES - WRITE OFF OF AMOUNTS OUTSTANDING

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

[Council Tax Write Off Report](#)

[Council Tax Write Off Report Appendix](#)

14.3. HOUSING BENEFIT OVERPAYMENT DEBT - WRITE OFF OF AMOUNTS OUTSTANDING

To consider a report from the Head of Financial Services that asks the Cabinet to give consideration to writing off a sum in respect of Housing Benefit Overpayment debts. (Attached)

[Housing Benefit overpayment debt - write off of amounts outstanding](#)

CREMATORIUM UPDATE

To consider a report from the Head of Property and Operational Services.
(To follow)

- 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.**