



EXEMPT

CABINET

A G E N D A

Date: Thursday, 24th April 2008

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, Strategic Overview & Direction
Councillor M J Hart	Deputy Leader, Property & Operational Services
Councillor S J M Clee	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 7th May 2008.

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 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

(MAP OF VENUE)

**Wyre Forest District Council
Cabinet
The Earl Baldwin Suite, Duke House, Kidderminster
24th April 2008**

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 21st February 2008. (Attached)

[Open Minutes 21-02-08](#)

[Minutes Appendix](#)

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 21st March 2008. (See front cover for contact details).

7. LEADER OF THE COUNCIL

7.1. LEADER'S ANNOUNCEMENTS

7.2. HARSHIP RATE RELIEF - SEVERN VALLEY RAILWAY (HOLDINGS) PLC

To consider an application for Hardship Rate Relief from Severn Valley Railway (Holdings) Plc in respect of their occupation of The Severn Valley Railway. (Attached)

[Rate Relief SVR](#)

[SVR Rate Relief Appendix](#)

7.3 SECTION 136 GRANT AID TO STOURPORT-ON-SEVERN TOWN COUNCIL 2008/2009

To consider a report from the Head of Financial Services regarding a request by Stourport-on-Severn Town Council for payment of its £22,444 Section 136 Grant Aid for 2008/2009. (Attached)

[Grant Aid Stourport Town Council](#)

[Grant Aid Stourport Town Council Appendix 1](#)

[Grant Aid Stourport Town Council Appendix 2](#)

7.4 DIVISIONAL SERVICE BUSINESS PLANS

To consider a report from the Head of the Chief Executive's Office, which seeks approval for Divisional Service Business Plans for 2008/09. (Attached)

The Business Plans have been circulated electronically and a public inspection copy is available on request. (See front cover for details).

[Divisional Service Business Plans](#)

[Business Plans](#)

7.5 SHARED SERVICES STRATEGY

To consider a report from the Chief Executive that recommends to Council the adoption of a final Shared Services Strategy. (Attached)

[Shared Services Strategy](#)

[Shared Services Strategy Appendix A](#)

[Shared Services Strategy Appendix B](#)

8. CORPORATE & CUSTOMER SERVICES

John Holden

8.1 EQUALITY AND DIVERSITY STRATEGY FOR WORCESTERSHIRE

To consider a report from the Head of the Chief Executive's Office to enable the Cabinet to formalise management arrangements for the Tailoring our Equality & Diversity Strategy for Worcestershire partnership project ('TEDS'). (Attached)

[Equality and Diversity Strategy for Worcestershire](#)

[Equality and Diversity Strategy for Worcestershire Appx](#)

9. HOUSING, HEALTH AND RURAL AFFAIRS **Anne Hingley**

9.1 ENVIRONMENTAL HEALTH AND LICENSING ENFORCEMENT POLICIES

- (i) To consider a report from the Head of Planning, Health and Environment that recommends to Council that the Environmental Health and Licensing Enforcement Policies be updated to take account of the new "Regulators Compliance Code " which comes into force in April 2008. (Attached)

[Cabinet 24 4 08 Env Health and Lic enforcement Policies](#)

[Appendix 1 Enforcement Policy](#)

[Appendix 2 Enforcement Policy](#)

[Appendix 3 Enforcement Policy](#)

[Appendix 4 Enforcement Policy](#)

[Appendix 5 Enforcement Policy](#)

[Appendix 6 Enforcement Policy](#)

- (ii) To consider a recommendation from the Licensing and Environmental Committee 7th April 2008. (Attached)

[Recommendations from Licensing and Environment](#)

The Appendices to these reports have been circulated electronically and a public inspection copy is available on request. (See front cover for details).

9.2 WORCESTERSHIRE TELECARE STRATEGY

To consider a report from the Head of Planning, Health and Environment which seeks approval for the Countrywide strategy for Telecare 2007 – 2011. (Attached)

[CABINET 24 4 08 Worcestershire Telecare Strategy](#)

9.3 COMMUNITIES FOR LOCAL GOVERNMENT (CLG) HOMELESSNESS FUNDING 2008/09

To consider a report from the Head of Planning, Health and Environment which proposes arrangements for the Council to utilise the CLG's Priority Need Order Funding for 2008/09. (Attached)

[CABINET 24 4 08 CLG Homeless Funding 2008 09](#)

10. PLANNING, REGENERATION & PROSPERITY **Stephen Clee**

10.1 AMENDMENT TO PRO-ACTIVE PLANNING ENFORCEMENT POLICY AND SCHEME OF DELEGATION

- (i) To consider a report from the Head of Planning, Health and Environment that recommends to Council that the amended Enforcement Policy and Scheme of Delegation be adopted. (Attached)

[Amendment to Pro-Active Enforcement Policy and Scheme of Delegation](#)

- (ii) To consider recommendations from:
 - (a) The Planning (Enforcement) Committee, 3rd April 2008. (Attached)

[Enforcement Committee Recommendations](#)

- (b) The Planning (Development Control) Committee, 8th April 2008. (Attached)

[Planning DC Recommendations](#)

10.2 BROOME CONSERVATION AREA – DRAFT CONSERVATION AREA CHARACTER APPRAISAL

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

The Appendix to this report has been circulated electronically. Public inspection copies are available on request (see agenda front cover for details).

[Cabinet 24 4 08 Broom Conservation Area](#)

[Broom Conservation Area Appraisal Appendix](#)

10.3. THE CHURCHILL CONSERVATION AREA - RESULTS OF CONSULTATION ON CONSERVATION AREA CHARACTER APPRAISAL

- (i) To consider a report from the Head of Planning, Health and Environment that outlines the results of the public consultation on the draft Character Appraisal for the Churchill Conservation Area and seeks agreement of the final document.

[Cabinet 24 4 08 Churchill Conservation Area](#)

[Cabinet 24 4 08 Appendix 1 Churchill Conservation Area](#)

- (iii) To consider recommendations from the Community and Regeneration Scrutiny Committee held on 5th March 2008. (Attached)

[Churchill Conservation Area Recommendations](#)

10.4 DRAFT WEST MIDLANDS RAIL VISION : NETWORK DEVELOPMENT STRATEGY CONSULTATION FEBRUARY 2008

- (i) To consider a report from the Head of Planning, Health and Environment which seeks approval for comments and representations on the consultation document, which were submitted to the West Midlands Passenger Transport Authority by the response deadline of 25th March 2008. (Attached)

- (ii) [CAB 24 4 08 Draft West Midlands Rail Vision](#)

[CAB 24 4 08 APPENDIX 1 Draft West Midlands Rail Vision](#)

To consider a recommendation from the Community and Regeneration Scrutiny Committee held on 5th March 2008. (Attached)

[Recs from C and R 05-03-08 - Centro Draft WM Rail Vision](#)

10.5. REVISION TO CONFORMITY PROTOCOL OPERATING IN THE WEST MIDLANDS

To consider a report from the Head of Planning, Health and Environment, which advises of changes to the Conformity Protocol operating in the West Midlands and recommends to Council that the revised Protocol be endorsed for use in the Local Development Framework and Development Control Processes. (Attached)

The Appendix to this report has been circulated electronically. Public inspection copies are available on request (see agenda front cover for details).

[Revision to Conformity Protocol Operating in the West Midlands](#)

[Revision to Conformity Protocol in West Midlands Appendix 1](#)

11. RECOMMENDATIONS FROM SCRUTINY COMMITTEES

11.1. Recommendation from Community and Regeneration Scrutiny Committee 5th March 2008

To ratify the response that was sent on the Future of Lea Castle Centre - Consultation by Coventry and Warwickshire Partnership Trust. (Attached)

[Recs from C and R 05-03-08 - Lea Castle Centre](#)

11.2. Recommendations from Corporate Service and Performance Scrutiny Committee 1st April 2008

- (i) Process and Implementation of Photography Consent Form
 - (ii) No Barriers Review Panel
 - (iii) Single Equality Scheme
 - (iv) Newswyre
 - (v) Corporate Plan
- (Attached)

[Recommendations from Corporate Service and Performance](#)

[Single Equality Scheme Appendix](#)

12. RECOMMENDATION FROM AUDIT COMMITTEE 17th MARCH 2008

- 12.1. Internal Audit - Annual Audit Plan 2008-2009. (Attached)
[Audit Recommendation - Annual Audit Plan](#)

13. **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.**

14. **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

15. **MINUTES**

To confirm as a correct record the Exempt minutes of the Cabinet held on the 21st February 2008. (Attached)

[Exempt Minutes 21-02-08](#)

16. PLANNING, REGENERATION & PROSPERITY *Stephen Clee*

16.1 PREMISES AT BEWDLEY

To consider a report from the Head of Planning, Health and Environment regarding options for bringing forward the regeneration of premises. (Attached)

[Cabinet 24 4 08 64 High Street Bewdley Exempt](#)

17. PROPERTY AND OPERATIONAL SERVICES *Marcus Hart*

17.1 DISPOSAL OF PROPERTY STOURPORT

To consider a report from the Head of Property and Operational Services regarding the sale of property at Stourport-on-Severn. (Attached)

[Disposal of Land and Buildings at Manor Farm Stourport on Severn](#)

[Plan - Manor Farm](#)

18. LEADER OF THE COUNCIL *John-Paul Campion*

18.1 COUNCIL TAX AND NATIONAL NON-DOMESTIC RATES WRITE OFF OF AMOUNTS OUTSTANDING

To consider a report from the Head of Financial Services which 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](#)

[Council Tax Write Off Appendix](#)

19. 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.