

WYRE FOREST DISTRICT COUNCIL

CABINET
24TH APRIL 2008

Recommendations From The Corporate Service And Performance
Scrutiny Committee
1st April 2008

(i) Proposed Implementation of Photography Consent Forms

The Committee considered a briefing paper from the Media and Marketing Officer which sought Members' views on the implementation of a proposed Council photography consent form.

Currently, each Council Division has its own system for gaining consent from persons included in Council photographs. The Committee was informed that the use of the proposed photography consent form would provide a corporate approach and that the completed forms would be held in the Council's Media and Marketing Office.

Members endorsed this approach. They noted that if a person included in a photo did not consent to its use it could not be reproduced and that any consent would be valid for five years. If the Council wished to use a photograph after that time, the permission would need to be reviewed.

RECOMMENDED TO CABINET:

The proposed Council photography consent form for the general public, officers and members, as set out in Appendix A of the briefing paper to the Corporate Service and Performance Scrutiny Committee on 1st April 2008, be approved.

(ii) No Barriers Review Panel

The Committee considered a briefing paper from the Assistant Committee/Scrutiny Officer regarding further recommendations from the No Barriers Review Panel regarding the Council's No Barriers Scheme.

The aim of the scheme is to promote best practice by recognising local businesses, organisations and individuals who have provided significant access, service or employment opportunities and benefits for people with disabilities in the Wyre Forest District.

At its meeting on 27th February 2008, the Council approved the Committee's recommendations as to the Awards Panel Terms of Reference, membership and guidance, together with the nomination/application form. Having considered the

further findings of the No Barriers Review Panel, the Committee has now made the recommendations listed below regarding proposed arrangements for the No Barriers Awards Panel and awards ceremony. The Community Housing Group has made its Board Room available free of charge for the awards ceremony.

RECOMMENDED TO CABINET:

Approval be given to the following arrangements for the No Barriers Awards Panel and Awards Ceremony:

1. Venue for Awards Ceremony

The awards ceremony be held in the Community Housing Group Board Room at Foley House, Stourport Road, Kidderminster, on the 9th May 2008.

2. Awards Panel

a)The Awards Panel be asked to ensure that:

i. the awards are intended for people or organisations who have “gone the extra mile” to help people with disabilities, as opposed to people who provide support as part of their normal duties; and

ii. the purpose of the scheme is to give awards and not to decide on a winner.

b) The Council’s Access Officer be invited to attend meetings of the Award Panel in view of his specialist knowledge.

(iii) Single Equality Scheme

The Committee considered a briefing paper from the Head of the Chief Executive’s Office, which presented a draft new Single Equality Scheme from 2008.

The draft new scheme has been drawn up as the basis for consultation, both internally and externally, with a view to a final scheme being ready for adoption by September 2008.

It incorporates all six of the current equality issues, namely, disability, race, gender, age, religion/belief, and sexual orientation, and includes an action plan. It replaces the former piecemeal approach and is needed to meet the Council’s legal obligations with regard to equality and diversity and the requirements of the audit and inspection regime.

RECOMMENDED TO CABINET TO RECOMMEND TO COUNCIL:

The draft Single Equality Scheme, as circulated to the Corporate Service and Performance Scrutiny Committee on 1st April 2008, be approved.

(iv) Newswyre Review Panel

The Committee considered a briefing paper from the Assistant Committee / Scrutiny Officer, which outlined the proposed recommendations from the Newswyre Review Panel, following its comprehensive review of the Newswyre publication.

The Panel had undertaken a survey of the views of District Councillors and looked at the format of other local authorities' in-house publications. After detailed consideration, the Committee endorsed the proposals made by the Panel, as set out in the recommendation below.

A change to an A4 magazine format is unlikely to increase the cost as it is expected to attract greater interest from advertisers. In addition, Worcestershire County Council is prepared to include Wyre Forest in its pilot scheme whereby it will contribute to the production cost of the District Council's publication in return for the inclusion of some county pages.

The alternative methods of delivery to be investigated include the use of assistance from Parish Councils and the possibility of making copies available in local shops, post offices and public houses. This would avoid the cost of posting Newswyre to households, who did not receive a copy under cover of a local paper. Some comments were made at the meeting as to the merits of these methods including the need to ensure that copies were received in rural areas.

It was clarified that the proposed editorial group of Officers, who would complement the Member editorial group, did not have to be comprised of chief officers, but could include any officer keen to promote the image of the authority.

RECOMMENDED TO CABINET

- 1. The format of the Newswyre publication be altered to an A4 format magazine, in order that the publication is more attractive to residents.**
- 2. An Editorial Group, made up of officers, be created to complement the Member Editorial Group.**
- 3. Membership of the Member Editorial Panel be revised to comprise the Chairman of the Council, the Leader of the Council and one representative from each political group.**
- 4. Alternative methods of delivery for the Newswyre Publication be investigated, including a review of the Shuttle distribution costs in comparison to using the Chronicle, to reduce the cost of distribution, for those households who do not receive a copy of the Kidderminster Shuttle; and local Parish Councils be involved in the investigation.**
- 5. Worcestershire County Council be formally approached to negotiate the development of County pages in Newswyre.**

- 6. The number of published editions of Newsywe, per calendar year, be determined once the future format of the publication is agreed and the exact costs are known to the Council.**

(v) Corporate Plan

The Committee considered a briefing paper from the Head of the Chief Executive's Office, which presented a draft of the new Corporate Plan.

The Committee focussed on the contents, as issues relating to the design and publication would be determined when the contents had been finalised. Members found it to be clearly written and not too long.

RECOMMENDED TO CABINET TO RECOMMEND TO COUNCIL:

The contents of the draft Corporate Plan 2008, as circulated to the circulated to the Corporate Service and Performance Scrutiny Committee on 1st April 2008, be approved.