

WYRE FOREST DISTRICT COUNCIL

CORPORATE SERVICES SCRUTINY COMMITTEE

THE EARL BALDWIN SUITE, DUKE HOUSE, CLENSMORE STREET,  
KIDDERMINSTER

10<sup>TH</sup> JULY 2008

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**Present:**

Councillors: G W Ballinger (Chairman), Mrs J Greener (Vice-Chairman), M Ahmed, Mrs H E Dyke, Mrs P V Hayward, J Holden, J Phillips, M J Shellie, D R Sheppard, J Thomas and S J Williams.

**Observers:**

Councillor J-P Campion, Leader of the Council.

**CSP.17 Apologies for Absence**

Apologies for absence were received from Councillors K J Stokes and N J Thomas.

**CSP.18 Appointment of Substitutes**

Councillor M J Shellie was a substitute for Councillor K J Stokes. Councillor D R Sheppard was a substitute for Councillor N J Thomas.

**CSP.19 Declaration of interests**

No declarations of interest were made.

**CSP.20 Minutes**

**Agreed:**

**The minutes of the meeting held on 11th June 2008 be confirmed as a correct record and signed by the Chairman.**

**CSP.21 Budget Scrutiny**

The Committee received a report on Budget Scrutiny. The Head of Financial Services took Members through a slide presentation and highlighted the following points:

- a. There was a new requirement from Government to make 3% cashable gains in relation to National Indicator 179 – Efficiency.
- b. Heads of Service would be asked to complete a proforma document outlining all the functions in their division over the summer period, and this would be presented to the October meeting.

## **Agenda Item No 4**

- c. The first meeting of the Budget Review Panel would be held on 23<sup>rd</sup> July 2008 which would include a presentation by Stratford on Avon District Council on public consultation.
- d. The public would be consulted on their views on the budget process and the consultation document would be considered at the October meeting of the Committee.
- e. The Council were assessed in five areas of resources. Wyre Forest was at level two at present. 1 was low and 4 high. Wyre Forest needed to be at level three and the authority should strive towards achieving that goal.

### **Agreed:**

**The first meeting of the Budget Review Panel be held on Wednesday 23<sup>rd</sup> July at 4.00pm in the Earl Baldwin Suite, Duke House, Kidderminster.**

## **CSP.22 Emergency Planning**

The Committee received a verbal update from the Head of Property and Operational Services on Emergency Planning and drew Members' attention to the following points:

- a. Emergency Planning had significantly changed since 2004. The Government had issued 126 different plans ranging from computer networks to terrorist attacks.
- b. It was a statutory function for the Chief Executive that had been delegated to the Head of Property and Operational Services.
- c. There are four tiers of emergency planning, i.e. resilience cover for West Mercia, County, District and Community level.
- d. Parish Councillors had received a presentation at the Parish Forum in June 2008 and it had been well received. Approximately 50% of the parishes in the district had signed up for the scheme and this would ensure that communities were protected.
- e. A slide presentation to explain emergency planning was available to members if they required it.
- f. An update would be provided to members concerning the statutory requirements in Autumn 2008.

### **Agreed:**

**The Head of Property and Operational Services to update the Committee with statutory requirements in Autumn 2008.**

**The information be noted.**

**CSP.23 Section 106 Monies – Scrutiny Proposal Form**

The Committee considered a scrutiny proposal form which requested the establishment of a Review Panel on Section 106 monies.

Members were advised that the Government was proposing the introduction of a Community Infrastructure Levy (CIL) through the Planning Bill and it may not be an appropriate time to review Section 106 monies.

The Committee accepted the comments but felt that a review of Section 106 monies was worthwhile.

The Committee/Scrutiny Officer was asked to circulate the Supplementary Planning Document Planning Obligations which had been adopted at Council in February 2007 to members of the committee.

**Agreed:**

**a) Members of the Section 106 Review Panel would be:**

**Councillor Mrs H E Dyke  
Councillor J Holden  
Councillor J Thomas**

**b) The Scrutiny/Committee Officer to contact members to arrange a date for the first meeting of the Section 106 Review Panel.**

**c) The Committee/Scrutiny Officer to circulate the Supplementary Planning Document Planning Obligations which had been adopted at Council in February 2007 to members of the Corporate Services Scrutiny Committee.**

**CSP.24 Feedback From Cabinet**

The committee noted the content of the Cabinet action list of 26<sup>th</sup> June 2008, which related to the Fixed Penalty Notice for Litter Dropping Review Panel.

**Agreed:**

**The information be noted.**

**CSP.25 Corporate Plan Priorities 2008/09**

The Committee received a report from the Head of the Chief Executive's Office. The purpose of the report was to inform Members of the Priorities for 2008/09 as set out in the Corporate Plan 2008/2011.

The Head of the Chief Executive's Office drew to Members attention the following points:

**a) An updated report would be presented at each Corporate Services Scrutiny meeting.**

## **Agenda Item No 4**

- b) If Members required more information on a specific item, it could be provided.

In response to queries, the committee were advised of the following points:

- a) The report would in future relate to the property name and not just the number and street.
- b) A report would be provided at the next meeting which would include full figures on sickness levels.

**Agreed:**

- a) **The Head of the Chief Executive's Office to include full figures on sickness levels for the next meeting of the Corporate Services Scrutiny Meeting.**
- b) **The information be noted.**

Councillor Phillips left the meeting at this point, (7.00pm).

### **CSP.26 National Performance Indicators**

The Committee received a report from the Head of the Chief Executive's Office. The purpose of the report was to inform members of the new National Indicator Set that had replaced Best Value Performance Indicators from April 2008.

**Agreed:**

**The information be noted.**

### **CSP.27 Press Involvement**

It was noted that Section 106 Review Panel may require press involvement.

### **CSP.28 Work Programme**

The Panel considered its work programme for the current municipal year with regard to the Community Strategy, Corporate Plan, Annual Priorities and the Forward Plan.

The possibility of a scrutiny exercise into the costings of single site was envisaged. It was through that this may form part of the budget process.

**Agreed:**

**The work programme for the current municipal year be approved.**

### **CSP.29 Exclusion of the Press and Public**

**Decision:**

**Under Section 100A(4) of the Local Government Act, 1972 the press and public be excluded from the meeting during 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 I of Schedule 12A of the Act.**

**CSP.30 Summary of Minutes**

The following proceedings were considered after the press and public had been excluded from the meeting. A summary of the minutes relating to these items has been made as “exempt information” would be disclosed if the minutes were published in full.

**CSP.31 Minutes**

**Agreed:**

**The exempt minutes of the meeting held on the 11th June 2008 be confirmed as a correct record of the meeting and signed by the Chairman.**

The meeting ended at 7.32pm.

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