

WYRE FOREST DISTRICT COUNCIL

CABINET

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

22nd SEPTEMBER 2009 (6:00PM)

Present:

Councillors: J-P Campion (Chairman), M J Hart (Vice-Chairman), S J M Clee, Mrs A T Hingley and Mrs T L Onslow.

Observers:

Councillor: G W Ballinger.

CAB.77 Apologies for Absence

Apologies for absence were received from Councillor N J Desmond.

CAB.78 Declarations of Interest

No declarations of interest were made.

CAB.79 Minutes

Decision: The minutes of the Cabinet meeting held on 25th August 2009 be confirmed as a correct record and signed by the Chairman.

CAB.80 Call Ins

No decisions had been called in since the last Cabinet meeting.

CAB.81 Items Requiring Urgent Attention

There were no items requiring urgent attention.

CAB.82 Public Participation

No one had registered to speak under the Council's Public Participation Scheme.

CAB.83 Leader's Announcements

No announcements were made.

CAB.84 Transformational Change and Delivery Programme

A report was considered from the Chief Executive that set out a summary of the Transformation and Delivery Programme, undertaken by QEDIS Consulting Ltd and funded by the Improvement Efficiency Partnership, West Midlands.

The Leader commented that the report set out the Council's vision on how to implement the recommendations from QEDIS. He informed Members that the report brought together the key work streams already underway which would collectively deliver the transformation, service improvements and efficiencies required.

DECISION:

The Cabinet agreed recommendations 1 and 2 and noted item 3:

- 1. To approve and accept the Qedis report as a provisional roadmap for the transformation of Wyre Forest District Council.**
- 2. To comment on responses in order to develop a definitive action plan for adoption when a permanent Chief Executive is appointed.**
- 3. To note that the decision not to appoint a Strategic Change Director would impact on the capacity of the organisation to deliver this programme.**

RECOMMENDED TO COUNCIL:

- 4. The expansion of terms of reference of the Single Site Project Board to include the monitoring of the Transformational Change and Delivery programme.**

CAB.85 Report on Budget Monitoring – First Quarter 2009/2010

A report was considered from the Director of Resources that outlined the monitoring of the Revenue Budget and Capital Programme in accordance with the Local Government Act 2003 and Comprehensive Performance Assessment (CPA) guidelines.

The Director of Resources informed Members that this was the first quarterly monitoring report for 2009/2010 and it was difficult to predict a final forecast on the budget at this stage. The main variances were contained within page 21 of the report to Cabinet and it was highlighted that additional costs for refuse and trade waste would be incurred. However, negotiations were ongoing with Worcestershire County Council regarding a grant that had previously been received and agreement was being sought to carry forward this grant into the future. Another significant factor included the downturn in interest rates but in the Council's favour the final pay settlement had been agreed at 1% which was less than had been budgeted for.

The Leader informed Members that the Council had challenging targets for savings but he was pleased with what had been achieved. It was disappointing that the Council had not been able to capitalise some of the redundancy costs.

DECISION:

1. That the projected budget variations and comments outlined within this report be noted. Information from this report will feed into the Budget Workshops proposed as part of the revised Budget Strategy timetabled for the end of September;
2. That the Income Generation Projection Report be noted;
3. That the Service Directors continue to monitor closely the Revenue Budget and Capital Programme, particularly in relation to implementation of Cabinet Proposals and non- policy saving approvals;
4. That the updated Capital Programme and Vehicle, Equipment and Systems Renewal Schedule 2009/2010, brought about by slippage and reassessment, be noted;
5. That the Cabinet Proposal and Non Policy Saving Reports be noted;
6. That the revised Budget Risk Matrix be noted;
7. That the updated Prudential Indicators be noted; and
8. To note that other than the approvals now sought for use of reserves (see 2.1 of the report to Cabinet) no Supplementary Estimates/ Virements have been reported at this stage.

RECOMMENDED to COUNCIL:

9. The use of £14,500 of general reserves to fund the regional subscription to West Midlands Local Government Association in 2009/10 be approved.
10. The use of earmarked reserves of £166,549 to fund costs which are not able to be capitalised in relation to implementing restructuring relating to 2008/09, be approved.

CAB.86 Proposed Service and Financial Planning Timetable 2010/11

A report was considered from the Director of Resources that identified the proposed service and financial planning timetable in order to deliver the budget for 2010/11 and beyond.

The Director of Resources informed Members that the proposed timetable contained in Appendix A of the report incorporated some new steps for the budget process. In acknowledging that the Council faced a difficult year due to cutbacks, the Director of Resources commented that the budget would start to be considered in September 2009. A scene setting report would be presented to the next Cabinet meeting which would comment on the predicted Local Government finance allocation. Moreover, Cabinet would consider the proposed budget at its meeting in December 2009 and feedback would be received by Cabinet at its February 2010 meeting. Council would then consider the budget at its meeting in February 2010.

DECISION:

Approval be given to the Proposed Budget Timetable attached at Appendix A of the report to Cabinet.

CAB.87 Annual Report on Treasury Management Service and Actual Prudential Indicators 2008/09

A report was considered from the Director of Resources that outlined the background to the requirement for the Council to produce an annual treasury report.

The Director of Resources commented that this was a technical report that outlined the year end position on treasury management and prudential indicators. It was noted that a key factor that impacted on the Council's finances had been its investments in Icelandic banks.

DECISION:

- 1. The actual 2008/09 Prudential Indicators detailed within the report be approved.**
- 2. The Treasury Management Service Report for 2008/09 be approved.**

CAB.88 Putting Customers first – A Customer Strategy for Wyre Forest District Council 2009 - 2012

A report was considered from the Director of Community and Partnership Services that sought the approval of Council to adopt the revised Customer Service Strategy, renamed Putting Customers First – A Customer Strategy for Wyre Forest District Council 2009 – 2012.

The Cabinet Member for Community and Partnership Services informed Members that the strategy outlined the procedures on how Council staff should deal with customers. There was now a new national indicator (NI14) which promoted reducing avoidable contact. The Strategy also outlined phone and email standards to ensure that the Council had high standards of customer service in Wyre Forest.

RECOMMENDED TO COUNCIL:

- 1. The Putting Customers First – A Customer Strategy Wyre Forest District Council 2009 – 2012 be adopted and implemented.**
- 2. The principles in the draft Worcestershire County Council 'Our Customers' Strategy and the development and implementation of an overarching Customer Strategy be endorsed.**

CAB.89 Wyre Forest District Council (Off Street Parking Places) (Consolidation) Order 2009 and the issue of 1 month and 6 month Season Tickets

A report was considered from the Director of Planning and Regulatory Services that advised Members of the outcome of the consultation on the Wyre Forest District Council (Off Street Parking Places) (Consolidation) Order 2009 and requested agreement for its adoption, and secondly, to consider the reinstatement of 1 month and 6 month season tickets which were due to be withdrawn from 1st October 2009.

The Cabinet Member for Housing and Environmental Services apprised Members that in order to improve the efficiency of issuing season tickets in the light of the closure of the Green Street Reception, Council had decided to withdraw the 1 month and 6 month season tickets. However, following discussion with the Hub they were content that with the introduction of direct debits there would not be any extra administrative burden in continuing to issue 1 and 6 month season tickets from the Hub which therefore meant that the Council could continue to make them available.

DECISION:

- 1. Agreement be given to the adoption of the Wyre Forest District Council (Off Street Parking Places) (Consolidation) Order 2009 to take effect from 1st October 2009.**

RECOMMENDED TO COUNCIL:

- 2. The continued availability of 1 month and 6 month season tickets as set out in paragraph 4.6 of the report to Cabinet.**
- 3. During the interim period from 1st October 2009 to the date upon which 1 and 6 month season tickets at the rates set out in paragraph 4.6 of the report to Cabinet will be made available, Cabinet DECIDES to authorise the issue of 1 month season tickets at the current rate of £45.00 per full season ticket and £24.00 per restricted season ticket, having regard to the Council Scheme of Delegations which gives the Director of Planning and Regulatory Services power to undertake the routine management of the Council's Car Parks within the Council's overall policy and budget.**

CAB.90 Recommendations from Corporate Resources Scrutiny Committee, 10th September 2009

The Cabinet considered recommendations from the Domestic Waste Collection and Recycling Review panel. The recommendations were presented by the Chairman of the Corporate Resources Scrutiny Committee. He commented that the Committee had expressed concern about the Council's current recycling rates.

They had been aware that the Council had previously led the field in achieving high recycling rates but its performance had since dropped back.

The Leader assured Members that the reason for this was due to other authorities having already introduced new and efficient systems for recycling. He was confident that when Wyre Forest introduced new recycling systems that the Council's performance would improve. It was noted that the Council's current systems for recycling were over 7 and a half years old.

DECISION:

The Recommendations as set out below be agreed to in principle, subject to a further report being made to Cabinet and any recommendations being agreed by Full Council as appropriate:

- 1. The Council works towards the utilisation of the new "Envirosort" facilities currently being developed by the County Council, with a view to increasing the range of materials available for recycling.**
- 2. The Council adopts the revised Joint Municipal Waste Management Strategy for Worcestershire as far as it is able to so.**
- 3. In line with recommendation 1 the Council implements a wheeled bin collection for recycling materials, where possible, and special arrangements be made for problem collections.**
- 4. In relation to the cost of collection, an alternate weekly service be implemented for recycling/residual waste, whilst acknowledging the need to retain existing special arrangements.**
- 5. Due to prohibitive cost restraints, the Council was unable to give support to the implementation of a food waste service at this time.**
- 6. In light of recommendation 5 the County Council be urged to review their decision to remove funding for sink waste disposal units.**
- 7. The Council implements a 'paid for' Wheeled Bin Garden Waste Service on a trial basis, and dependant upon initial interest, develops proposals to offer the service to either 5,000 or 10,000 households, on a cost recovery basis.**
- 8. An Implementation Plan, including details of communication of proposals to the public be developed as a matter of urgency, and reported to future meetings of the Corporate Resources Scrutiny Committee;**

- 9. Fully costed proposals in relation to the options listed above be included within the budget considerations for 2010/11 and beyond.**

The meeting closed at 6.20 pm.