

Open

Cabinet

Agenda

6 pm
Tuesday, 18th October 2011
The Earl Baldwin Suite
Duke House
Clensmore Street
Kidderminster



Cabinet

The Cabinet Members and their responsibilities:-

Councillor J-P Campion	Leader of the Council
Councillor M J Hart	Deputy Leader, Environmental Services
Councillor N J Desmond	Resources and Transformation
Councillor T L Onslow	Community Well-Being
Councillor J Phillips	Place-Shaping

Scrutiny of Decisions of the Cabinet

The Council has one Scrutiny Committee that has 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 this Committee.

In accordance with Section 10 of the Council's Constitution, Overview and Scrutiny Procedure Rules, and Standing Order 2.4 of Section 7, any item on this agenda may be scrutinised by the Scrutiny Committee if it is "called in" by the Chairman or Vice-Chairman of the Overview & Scrutiny Committee and any other three non-Cabinet members.

The deadline for "calling in" Cabinet decisions is 28th October 2011.

Councillors wishing to "call in" a decision on this agenda should contact Sue Saunders, Committee/Scrutiny Officer, Civic Centre, Stourport-on-Severn. Telephone: 01562 732733 or email susan.saunders@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 Sue Saunders, Committee/Scrutiny Officer, Civic Centre, Stourport-on-Severn. Telephone: 01562 732733 or email susan.saunders@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

Tuesday, 18th October 2011

The Earl Baldwin Suite, Duke House, Clensmore Street, Kidderminster

Part 1

Open to the press and public

Agenda item	Subject	Page Number
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 meeting held on the 20 th September 2011.	6
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 To consider 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 10th October 2011. (See front cover for contact details).	
7.	Leader of the Council	John-Paul Champion
7.1	Leader's Announcements	

8. Community Well-Being		Tracey Onslow
8.1	<p>Proposed North Worcestershire Emergency Planning and Business Continuity Shared Services</p> <p>To consider a report from the Director of Community and Partnership Services which asks Cabinet to agree a proposal for a North Worcestershire Emergency Planning and Business Continuity Shared Service with Bromsgrove District Council and Redditch Borough Council from 1st April 2012.</p>	15
8.2	<p>Review of Safeguarding Children Policy</p> <p>To consider a report from the Director of Community and Partnership Services that recommends to Council that the Safeguarding Children Policy be adopted.</p> <p><i>The appendix to this report has been circulated electronically and a public inspection copy is available on request. (See front cover for details.)</i></p>	20
8.3	<p>Future Arrangements for the Management of Sports and Leisure Centres</p> <p>To consider a report from the Director of Community and Partnership Services that asks the Cabinet to make a decision so that further work can be progressed prior to a decision on the future arrangements for the management of the sports and leisure centres at a Cabinet meeting in January 2012.</p> <p><i>The appendices to this report have been circulated electronically as they contain exempt information.</i></p>	23

9. Place-Shaping		Julian Phillips
9.1	<p>Green Street Conservation Area Designation and Draft Character Appraisal and Management Plan</p> <p>To consider a report from the Director of Planning and Regulatory Services which informs Members on the proposals to designate Green Street as a Conservation Area, updates Members on the content of the draft Conservation Area Character Appraisal and Management Plan and to seek approval to go out for public consultation on the draft documents. In addition to consider the recommendations of the Overview and Scrutiny Committee 6th October 2011.</p> <p><i>The appendices to this report have been circulated electronically and a public inspection copy is available on request. (See front cover for details.)</i></p>	34
9.2	<p>The Civic Centre and Civic Hall, Stourport-on-Severn</p> <p>To consider a report from the Director of Legal and Corporate Services which considers the recommendations from the Project Board – Stourport-on-Severn Facilities.</p> <p><i>The appendix to this report has been circulated electronically as its contains exempt information.</i></p>	39

10.	<i>Recommendations from Committees</i>	
10.1	<p>National Non-Domestic Rates Write Off of Amounts Outstanding</p> <p>To consider a report from the Director of Resources which asks Cabinet to consider writing off a sum of money in respect of National Non-Domestic Rates Write Off of Amounts Outstanding.</p> <p><i>The appendix to this report has been circulated electronically as its contains exempt information.</i></p>	45

11.1	<p>Recommendations from Overview and Scrutiny Committee, 6th October 2011</p> <ul style="list-style-type: none"> Draft National Planning Policy Framework. 	47
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12.	<p>To consider any other business, details of which have been communicated to the Director of Legal and Corporate 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.</p>	
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13.	<p>Exclusion of the Press and Public</p> <p>To consider passing the following resolution:</p> <p>“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 item of business on the grounds that it involves the likely disclosure of “exempt information” as defined in paragraph 3 of Part 1 of Schedule 12A to the Act”.</p>	
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Part 2

Not open to the Press and Public

14.	<p>To consider any other business, details of which have been communicated to the Director of Legal and Corporate 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.</p>	
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WYRE FOREST DISTRICT COUNCIL

CABINET

THE CIVIC HALL, CIVIC CENTRE, STOURPORT-ON-SEVERN

20TH SEPTEMBER 2011 (6.00 PM)

Present:

Councillors: J-P Campion, N J Desmond, M J Hart, T L Onslow and J Phillips.

Observers:

Councillors: M Ahmed, J Baker, G W Ballinger, H E Dyke, J A Hart, C D Nicholls, F M Oborski, J W Parish, C Rogers, A M Sewell, J A Shaw, D R Sheppard, N J Thomas and S J Williams.

CAB.23 Apologies for Absence

There were no apologies for absence. However, Members were informed that there were a number of Councillors unable to attend due to the Annual General Meeting of The Community Housing Group.

CAB.24 Declarations of Interest

Councillor M J Hart declared a personal non-prejudicial interest in agenda item 7.1 – Wyre Forest District Local Development Framework (LDF) Potential sites for Gypsies, Travellers and Travelling Showpeople, as he owned land approximately 500 metres away from one of the proposed sites, although it was not his principal residence.

Councillor J Hart declared a personal non-prejudicial interest in agenda item 7.1 – Wyre Forest District Local Development Framework (LDF) Potential sites for Gypsies, Travellers and Travelling Showpeople, as he lived approximately 500 metres from one of the proposed sites.

Councillor F M Oborski declared a personal interest in agenda item 7.1 - Wyre Forest District Local Development Framework (LDF) Potential sites for Gypsies, Travellers and Travelling Showpeople, as she was the Chairman of the Local Development Framework Review Panel.

Councillor C D Nicholls declared a personal interest in agenda item 7.1 – Wyre Forest District Local Development Framework (LDF) Potential sites for Gypsies, Travellers and Travelling Showpeople, as he lived near to two of the proposed sites.

Councillor C Rogers declared a personal interest in agenda item 7.1 – Wyre Forest District Local Development Framework (LDF) Potential sites for Gypsies, Travellers and Travelling Showpeople, as he lived near to one of the proposed sites.

CAB.25 Minutes

Decision: The minutes of the Cabinet meeting held on 19th July 2011 be confirmed as a correct record and signed by the Chairman.

CAB.26 Call Ins

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

CAB.27 Items Requiring Urgent Attention

There were no items requiring urgent attention.

CAB.28 Public Participation

The Cabinet had received 2 requests from Members of the Public to speak.

Peter Smith – Wolverley and Cookley Parish Council

Mr Smith spoke on behalf of the Parish Council and expressed his disappointment on hearing about the Potential Sites for Gypsy, Travellers and Travelling Showpeople through the local press rather than having been contacted directly. Cabinet were advised that the Parish Council had been disappointed to read in the report that the consultation had taken place between consultants and beneficiaries but he also understood the report had been criticised as being flawed. Moreover, the Parish Council were amazed that the potential site for Lowe Lane, Fairfield was to be included in the consultation as the land had been subject to a Compulsory Purchase Order after World War 2 for people returning from the war for the provision of housing. Mr Smith had, in his possession, a letter from the War Department confirming this and if the situation were to change, it would have to follow legal proceedings, and the Parish Council would like to see a copy of that document if that occurred. It was also felt by the Parish Council that the site was totally inaccessible as Fairfield Lane was very narrow and liable to congestion. In addition, the local primary school was fully subscribed. The fact that the site was inaccessible and Fairfield Lane had other complications had to be considered. On behalf of the Parish Council, he requested that the site be eliminated from the considerations and the wishes of local communities should be borne in mind.

Peter Chatterley – Clows Top Resident

Mr Chatterley spoke on behalf of residents of Clows Top and the proposed consultation of the Potential Sites for Gypsy, Travellers and Travelling Showpeople. He understood the Council did not have an easy decision to make but the Council also had to be responsible for saving taxpayers money. He did not feel Clows Top should be included in the consultation especially in the light of things happening at Callow Hill. He felt that the report was inaccurate, it covered four sites of which three were not owned by the Council. The consultants report stated that Clows Top was not a settled community which was not the case.

Clows Top had no pedestrian access on the main road, the main trunk road had volumes of trucks. Also, with snow in the past couple of years roads had been impassable. He also advised that local schools were full, there were not good public transport links, or street lighting, the roads were dangerous for children and he asked for Clows Top to be removed from the consultation and asked why it had been proposed in the first instance.

CAB.29 Wyre Forest District Local Development Framework (LDF) Potential Sites for Gypsies, Travellers and Travelling Showpeople

A report was considered from the Director of Planning and Regulatory Services which informed Members of the need to ensure appropriate pitch provision is provided for Gypsies, Travellers and Travelling Showpeople within the District and to consider the recommendations from the Overview and Scrutiny Committee meeting held on 19th September 2011.

The Cabinet Member for Place-Shaping advised Members that in making recommendations, comments raised at the Overview and Scrutiny Committee held on 19th September 2011 had been taken into account. He advised that the Council were already committed to providing additional sites for gypsies and travellers as part of the Core Strategy that was adopted in December 2010. In addition there was also a need for a site for travelling showpeople.

He reiterated that a six week consultation process would commence in October 2011 with a final decision being made at the beginning of 2012.

It was perceived that some of the sites the consultants had identified had insufficient reasons for being included in the consultation. These were commented on in turn and details are listed below:

Land North of Habberley Road, Bewdley

The site was disconnected from the edge of Bewdley and Kidderminster and was unmanaged and overgrown. The site also lay in a Greenbelt area and justification would be required as to why a development should be carried out.

Former Blakedown Nurseries

This was brownfield land and outside of the settlement area of Kidderminster and Stourport. The site had been allocated for affordable housing purposes as set out in the Site Allocations and Policies DPD.

Land at Lawnswood, Cookley

This land was in a greenbelt area, and set in the heart of a rural village. It was believed that the site did not have a convenient vehicular and pedestrian access neither easy access for towing caravans.

Land North of Sutton Park Rise

The land had not been previously developed. It was perceived that the land could be utilised for the Council's forthcoming Playing Pitch Strategy as the Kidderminster West area was deficient in open space provision.

Land off Lowe Lane, Fairfield

This land was located in a rural village in the greenbelt. It was not currently accessible for large vehicles and not in the settlement areas of Kidderminster and Stourport.

Land at Clows Top

The site was in the heart of a remote rural village and there was poor public transport links to local urban centres and it did not fit in with the requirement of the Core Strategy. The site had already received planning permission for affordable housing.

Land off Wilden Top

This land had not previously been developed and was isolated and did not have easy access to shops or local services.

Former Depot, Stone

This site had poor vehicle access and was not appropriate for towing caravans. A consultation with the Gypsy and Traveller communities had indicated that they would prefer the edge of urban developments.

Members were advised that during the consultation process there could be sites added back in and additional sites could be considered. Moreover, Cabinet had the discretion to reduce that list. Cabinet considered that it was not appropriate to consult on sites that did not have sufficient reasons to be put forward as sites. Members were advised that the consultation stage would engage the public fully and public meetings would be held to ensure as many members of the public could air their views.

A Member perceived that Stourport already had sufficient gypsy sites in the area and asked for consideration to be given to not having any additional sites. Further, the farm site at St. John's Road, Stourport was in a greenbelt area and the farm was not redundant. The farm was actively used with three businesses operating from the site and a tenancy agreement with the Council was held.

A Member advised that the Local Development Framework Review Panel should be recognised for the work it had conducted and it was felt that the panel would be disappointed in the reduced number of sites available for consultation. Moreover, it would be advisable for all sites to be consulted on to give a fair chance to everyone.

Members were informed that the decision the Cabinet had reached had proved challenging. Officers comments had been taken into account when shortlisting the sites, however, it was not appropriate to consult on sites that were not viable and the Council had an obligation and responsibility for taxpayers in the district.

A Member expressed their frustration that not all 15 sites were to be consulted upon. Further, the Parish Clerk for Wolverley and Cookley had not been contacted by the consultants informing them of the consultation.

A Member had concerns that the land adjacent to Nunns Corner site in Stourport was liable to flooding, and the Farm, St John's Road, Stourport was in a greenbelt area. In addition, it was perceived that the sites in relation to the former Sion Hill school site, Kidderminster and Lea Castle Hospital site, Cookley, Nr. Kidderminster had already been granted planning permission.

Members were reminded that no final decision would be made until early 2012 but the Council did have a duty to consult on sites that were considered viable.

Further debate ensued, however this was interrupted by Councillor Sewell, who was reminded of the need to behave appropriately in the meeting and not to interrupt proceedings. The Chairman had to reinforce this point forcefully and this was concluded by Councillor Sewell leaving the meeting at 7.06pm.

Decision:

The following sites be included in the public consultation for potential new sites for Gypsies, Travellers and Travelling Showpeople:

- a. Site at Stourport Road, Bewdley**
- b. Former Sion Hill school site, Kidderminster**
- c. Lea Castle Hospital site, Cookley, Nr. Kidderminster**
- d. Land adjacent Nunn's Corner, Stourport-on-Severn**
- e. Saiwen, Stourport-on-Severn**
- f. The Gables Yard, Stourport-on-Severn**
- g. Farm, St. John's Road, Stourport-on-Severn**

The consultation should proceed in October 2011 for a period of six weeks and public meetings be held covering the proposed sites, in conjunction with the local Parish or Town Councils were appropriate.

CAB.30 Leader's Announcements

The Leader advised Members that the Council were waiting for information from Landsbanki and he would update Members at the Council meeting on 28th September 2011.

CAB.31 Annual Report on the Treasury Management Service and Actual Prudential Indicators 2010/11

A report was considered from the Director of Resources which provided a review of the treasury management activities for 2010/11, in line with the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code) and to consider the recommendations from the Overview and Scrutiny Committee meeting held on 8th September 2011.

Decision:

- 1. The actual 2010/11 prudential and treasury indicators be approved.**
- 2. The annual treasury management report for 2010/11 be noted.**

CAB.32 Budget Monitoring First Quarter 2011/2012

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.

Members were advised that the first quarter budgeting was important in that it set out the forthcoming year.

Decision:

- 1. The projected budget variations and comments outlined within the report to Cabinet and appendices 2 to 9 be noted.**
- 2. The allocation of the New Homes Bonus as identified in paragraph 3.2 of the report to Cabinet, allowing for the balance at this stage of £31,220 to be included within the General Fund Reserve, be approved.**

CAB.33 Shared Land Drainage Service

A report was considered from the Director of Planning and Regulatory Services which asked Cabinet to agree a proposal to develop a shared Land Drainage service across Wyre Forest, Redditch and Bromsgrove District Councils, that incorporated watercourses and flooding work and to consider the recommendations from the Overview and Scrutiny Committee meeting held on 8th September 2011.

Members felt that by joining up of services, this would provide a greater service for everyone. It was also important that Wyre Forest District Council was the host for this service.

Shared Land Drainage Service

Decision:

- 1. Wyre Forest District Council enters into arrangements to establish a new North Worcestershire Land Drainage service, along with Bromsgrove District and Redditch Borough Councils.**
- 2. Wyre Forest District Council enters into arrangements with Worcestershire County Council on an agency basis to deliver the County Council's Flooding & Water Management Act 2010 responsibilities for the North Worcestershire area and that such arrangements are embodied into the arrangements described at 1 above.**
- 3. The Director of Planning & Regulatory Services, in consultation with the Director of Resources and the Director of Legal & Corporate Services and the Cabinet Member for Place Shaping, be given delegated authority to agree the terms of any necessary agreements for the implementation of the shared service/agency proposals and to conclude such agreements.**
- 4. The Director of Legal & Corporate Services be given delegated authority to undertake any necessary action relating to employee and union matters regarding the transfer of relevant employees from Redditch and Bromsgrove Councils, including any temporary arrangements under S113 of the Local Government Act 1972 in accordance with the principles of TUPE; and, in conjunction with the Director of Planning & Regulatory Services, to make any necessary staffing arrangements in relation to the provision of the new service with the Council.**
- 5. The Chief Executive, in conjunction with the Director of Planning & Regulatory Services, be given delegated authority to appoint the Council's other representatives to the proposed Client Management Group.**

CAB.34 Wyre Forest District Local Development Framework, Site Allocations and Policies and Kidderminster Central Area Action Plan DPDs: Preferred Options Consultation-Representations

A report was considered from the Director of Planning and Regulatory Services which asked Cabinet to agree Officer responses to the representations received on the Site Allocations and Policies DPD and Kidderminster Central Area Action Plan DPD Preferred Options Papers as set out at Appendices 1-3 to this report and to consider the recommendations from the Overview and Scrutiny Committee meeting held on 8th September 2011.

Members of the Local Development Framework (LDF) Review Panel were thanked for their involvement in the detailed work carried out.

Decision: Officer responses to the representations received on the Site Allocations and Policies DPD and Kidderminster Central Area Action Plan DPD Preferred Options Papers as set out at Appendices 1-3 to the Cabinet report be agreed.

CAB.35 Wyre Forest District Local Development Framework (LDF) Churchfields Masterplan Supplementary Planning Guidance: Responses to Draft Consultation Paper and Final Masterplan for Adoption

A report was considered from the Director of Planning and Regulatory Services which sought Cabinet's approval of the responses to representations received and the recommended amendments arising from consultation to the Draft Supplementary Planning Document for adoption by Council on 28th September 2011 and to consider the recommendations from the Overview and Scrutiny Committee meeting held on 8th September 2011.

The Local Development Framework (LDF) Review Panel were thanked for their contributions for the work carried out.

Decision: Officer responses to the representations received on the Churchfields Masterplan as set out in Appendix 2 to the Cabinet report be agreed.

Recommended to Council:

- 1. The Churchfields Masterplan (Draft) Supplementary Planning Document as amended by the recommended changes set out in Appendix 2 to the Cabinet Report as the "Churchfields Masterplan" Supplementary Planning Document, in accordance with Section 23 of the Planning and Compulsory Purchase Act 2004 be adopted.**
- 2. The Director of Planning & Regulatory Services be authorised to prepare and publish the necessary documents in accordance with Regulation 19 of the Town and Country Planning (Local Development) (England) Regulations 2004.**
- 3. Delegated authority to the Director of Planning & Regulatory Services to make any necessary presentational amendments be granted.**

CAB.36 Recommendations from Policy and Scrutiny Panels

Members were informed that the review panel had been chaired by Tavis Pitt, a co-opted Member. He was thanked for his contribution. There would be an item on the Council agenda regarding Media Protocol.

Recommendations from Overview & Scrutiny Committee 8th September 2011

- **Recording Equipment, Blogging and Social Media Review Panel**

Decision: The following items be noted.

- a. The Council should record and broadcast its public meetings online following the move to the new Council Headquarters.**
- b. Video / Audio Recording of meetings by the press and public should not be allowed.**
- c. The use of Social Media by the press and public during meetings should be permitted.**
- d. The use of Social Media by Councillors and Officers whilst in a meeting should be prohibited.**
- e. The use of Social Media by the Council should be encouraged.**
- f. The use of Social Media by Councillors outside of meetings should be encouraged and guidelines and training be provided.**
- g. Worcestershire Leadership Group be encouraged to develop a county wide media protocol for Members.**

CAB.37 Exclusion of Press and Public

Decision: "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 paragraphs 1, 2 and 3 of Part 1 of Schedule 12A to the Act.

CAB.38 Contract for Provision of a Managed Service for Temporary Staff

Decision: Delegated authority be granted to the Director of Resources to enter into the MSTAR framework agreement in line with Rule 19 of the Contract Procedure Rules.

The meeting closed at 7.50 pm.

WYRE FOREST DISTRICT COUNCIL

CABINET
18TH OCTOBER 2011

**Proposed North Worcestershire Emergency Planning and Business
Continuity Shared Service**

OPEN	
SUSTAINABLE COMMUNITY STRATEGY THEME:	Safer communities
CORPORATE PLAN PRIORITY:	Delivering together, with less Improving community well-being
CABINET MEMBER:	Councillor T L Onslow
DIRECTOR:	Director of Community and Partnership Services
CONTACT OFFICER:	Alison Braithwaite – Ext. 2791 Alison.braithwaite@wyreforetdc.gov.uk
APPENDICES:	None

1. PURPOSE OF REPORT

- 1.1 To agree the proposal for a North Worcestershire Emergency Planning and Business Continuity Shared Service with Bromsgrove District Council and Redditch Borough Council from 1st April 2012.

2. RECOMMENDATION

The Cabinet is asked to **DECIDE** that:

- 2.1 **Wyre Forest District Council host the Emergency Planning and Business Continuity Shared Service and delegated authority be given to the Director of Community and Partnership Services in consultation with the Director of Legal and Corporate Services and the Director of Resources to progress the implementation of the Emergency Planning and Business Continuity Shared Service and the terms of any necessary agreements, in conjunction with Redditch Borough and Bromsgrove District Councils and to conclude such agreements.**
- 2.2 **The Cabinet Member for Community Well-Being be given delegated authority in consultation with Group Leaders to appoint the Council's representative to a joint management group which will be set up under the arrangements.**
- 2.3 **That upon completion of the agreement referred to in paragraph 2.1 the delegations from Redditch Borough Council and Bromsgrove District Council of their Emergency Planning and Business Continuity functions be accepted from 1st April 2012.**

3. BACKGROUND

- 3.1 The council's emergency planning and business continuity functions have recently been reviewed to achieve the required budgetary savings for these service areas, which were agreed as part of the Council's 2011/12 budget. This includes a £10,000 reduction in the emergency planning budget and a review of the staffing structure within the Corporate Development and Improvement Team which supports the delivery of these areas of work.
- 3.2 The current cost of the council's Emergency Planning and Business Continuity functions including direct staffing costs is £41,160 for 2011/12:
- £15,000 – SLA with Worcestershire County Council
 - £6,740 – contingency budget to buy supplies for an emergency and contract for satellite phone
 - £19,420 – direct staffing costs excluding Director level
- 3.3 It is therefore proposed to develop a shared emergency planning and business continuity service with Bromsgrove District Council and Redditch Borough Council which will enable us to continue to meet our statutory responsibilities as defined by the Civil Contingencies Act 2004 and other relevant legislation with reduced resources.
- 3.4 The total cost for providing the emergency planning and business continuity functions across the three North Worcestershire Councils including direct staffing costs for 2011/12 is £84,160 of which £39,000 is for external support provided by Worcestershire County Council through the emergency planning SLA. It should however be noted that Bromsgrove and Redditch Councils have already merged their Emergency Planning and Business Continuity functions and therefore pay a reduced amount for the SLA support provided by Worcestershire County Council and have already significantly reduced their overall costs for delivering the service.
- 3.5 The proposed North Worcestershire Emergency Planning and Business Continuity Service for 2012/13 would cost £59,160 and would therefore realise a saving of £25,000 compared to the costs for 2011/12. The savings per authority would be:
- Bromsgrove District Council: £4,500
 - Redditch Borough Council: £4,500
 - Wyre Forest District Council: £16,000 (£10,000 from SLA budget and a £6,000 saving from direct staffing costs)
- 3.6 It is anticipated that further financial efficiencies will be achieved over future years as systems and procedures are established on a North Worcestershire basis. It is proposed that these savings are shared as follows: 40% for WFDC as host and then 30% each for Bromsgrove District Council and Redditch Borough Council.
- 3.7 The proposal to form a shared Emergency Planning and Business Continuity service has been agreed by the Officer and Member Transformation Boards at Redditch and Bromsgrove and by their respective Executive, Cabinet and Councils.

3.8 On 13th September 2011, the shared service proposal was considered and endorsed by this Council's Transformation Board.

4. KEY ISSUES

4.1 A copy of the full business case for the proposed shared service is available from the Director of Community and Partnership Services, however the main points of the joint working arrangements which would take effect from 1st April 2012 are as follows:

- Wyre Forest District Council to host. It is considered that this council has greater experience in managing emergencies due to the geography of the area which over recent years has resulted in developing and executing robust arrangements with partners to respond to the flooding of the River Severn at both Bewdley and Stourport – on- Severn. In addition, the council has recently entered into arrangements to establish a North Worcestershire Land Drainage service, along with Bromgrove District and Redditch Borough Councils that incorporates watercourses and flooding work.
- There will be a full time and fully qualified Civil Contingency and Resilience Manager who will be responsible for managing the emergency planning and business continuity functions across the three councils. This approach will make better use of the money that each authority currently spends on buying in the required technical support and expertise through the SLA with Worcestershire County Council. The current three year SLA with Worcestershire County Council which expires on 31st March 2012 will not be renewed.
- The Civil Contingency and Resilience Manager will be supported by the Emergency Response and Rest Centre Volunteer Teams that are currently established for each of the three councils. By December 2012 the goal will be to work to an adopted North Worcestershire Emergency Contingency Plan which will be aligned to the plans of other Category One Emergency Planning partners e.g. Police, Fire and Rescue Service.
- The governance arrangements for the Shared Service will include a management group similar to the Client Management Group for the Economic Development and Regeneration Shared Service which shall include an elected Member from each authority and shall have an overseeing and monitoring role.

5. FINANCIAL IMPLICATIONS

5.1 The financial implications of the proposed shared service are set out in paragraphs 3.1 to 3.6 of this report.

6. LEGAL AND POLICY IMPLICATIONS

- 6.1 The principles of Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) will not apply as there is no manager or officer post across the three councils which is wholly or mainly devoted to the specific functions that will be undertaken by the new North Worcestershire post.
- 6.2 In line with HR policy, consultation on the shared service proposal has been undertaken with those employees who currently have some direct involvement in emergency planning and business continuity work, namely: (Partnerships and Projects Manager for Bromsgrove and Redditch Councils, and Corporate Development and Improvement Manager and Projects Officer for Wyre Forest District Council) and the respective trade unions. None of the post holders are at risk of redundancy as a result of the shared service proposal as they all have other significant roles and responsibilities within their posts. However, it should be noted that the Projects Officer post is also part of an internal service review of the Corporate Development and Improvement Section which is being undertaken within the same time frame as this shared service proposal.
- 6.3 The Contract Procedure Rules (paragraph 51) require that where the Council is to provide services to other organisations to a value of over £50,000 per annum the prior consent of the relevant Cabinet Member shall be obtained. Cabinet approval to recommendation 2.1 shall satisfy this requirement.

7. EQUALITY IMPACT NEEDS ASSESSMENT

- 7.1 An equality impact screening test has been carried out which shows that the proposals will not have any negative impact on equality. A full assessment is therefore not required.

8. RISK MANAGEMENT

- 8.1 If the proposed shared service does not go ahead this Council may not be in a position to fully meet its statutory responsibilities under the Civil Contingency Act 2004 due to the significant reduction of council funding for this service area from 1st April 2012. This will also impact on our ability to support our partners including the Emergency Services when they require support to manage major emergencies.

9. CONCLUSION

- 9.1 A shared North Worcestershire Emergency Planning and Business Continuity Service will build greater resilience and capacity for the three councils and enable them to continue to meet their statutory responsibilities, as defined by the Civil Contingencies Act 2004, with reduced resources. Our role to assist the front line emergency services such as the Police, Fire and Ambulance service will be unchanged.

10. CONSULTEES

- Cabinet Member for Community Well-Being.
- Corporate Management Team.
- Transformation Board (13th September 2011).
- Lead Officer for Emergency Planning for Bromsgrove and Redditch Councils.
- Consultation on the Full Business Case with affected staff and Trade Union representatives.

11. BACKGROUND PAPERS

- Full Business Case for Proposed North Worcestershire Shared Service for Emergency Planning and Business Continuity.
- Civil Contingencies Act 2004.
- Service Level Agreement with Worcestershire County Council for Emergency Planning Support (2009).

WYRE FOREST DISTRICT COUNCIL

CABINET
18TH OCTOBER 2011

Review of Safeguarding Children Policy

OPEN	
SUSTAINABLE COMMUNITY STRATEGY THEME:	A better Quality of Life
CORPORATE PLAN PRIORITY:	Improving Community Well-Being
CABINET MEMBER:	Councillor T L Onslow
DIRECTOR:	Director of Community and Partnership Services
CONTACT OFFICER:	Lesley Fox, Ext. 2976 lesley.fox@wyreforestdc.gov.uk
APPENDICES:	Appendix 1 - Safeguarding Policy <i>The appendix to this report has been circulated electronically and a public inspection copy is available on request. (See front cover for details.)</i>

1. PURPOSE OF REPORT

- 1.1 To update the Safeguarding Policy for Children, Young People and Vulnerable Adults and highlight the key changes.

2. RECOMMENDATION

The Cabinet is asked to DECIDE that:

- 2.1 **The Safeguarding Policy for Children, Young People and Vulnerable adults be approved and the key changes noted and implemented.**
- 2.2 **The necessary amendment outlined in 4.8 of this report be made by Full Council to the Constitution and Employee Code of Conduct.**

The Cabinet is asked to RECOMMEND to Council that:

- 2.3 **The updated Policy be adopted**
- 2.4 **The Constitution and Employee Code of Conduct be amended as outlined in 4.8.**

3. BACKGROUND

- 3.1 The WFDC Safeguarding Policy was first introduced in 2008 and is required to cover our statutory obligations as outlined in Section 11 of the Children's Act.

- 3.2 The District Councils are partners in the Worcestershire Safeguarding Children and Adult Boards.

4. KEY ISSUES

- 4.1 The updated document has integrated children, young people and vulnerable adults (Adults at Risk) into the same policy.
- 4.2 In 2010/11 the plans for an Integrated Safeguarding Authority (ISA) were withdrawn and the Criminal Records Bureau (CRB) made changes to the checking process and criteria.
- 4.3 Worcestershire County Council (WCC) is now the umbrella body for checking of CRBs for WFDC. WFDC Safeguarding Policy is in line with WCC HR policy and operation.
- 4.4 Any employee, Member or volunteer in order to be Enhanced CRB checked must meet the '*regulated activity*' criteria. This involves strict guidance (see section 3.1 of the policy); most of the employees previously checked will now fall outside of this requirement and therefore will no longer be allowed or need to be checked. It is likely that as few as 10 employees will require this check and self declaration has also ceased.
- 4.5 There will also be no rechecking of CRB information (previously every 2 years), which is also in line with the WCC policy.
- 4.6 Appropriate safeguarding training will be delivered by WCC to the relevant postholders every 3 years (previously every 2 years).
- 4.7 Previously this policy had a review period of 3 years but this policy will be reviewed as and when there are any significant changes in the organisation or any relevant legislative changes.
- 4.8 In line with WCC policy changes are essential under section of the report "Criminal charges, cautions and convictions" (see 3.1.3 of the policy). These changes will require amendments to the Employee Code of Conduct in the Constitution, and will be necessary to recommend to Full Council.

5. FINANCIAL IMPLICATIONS

- 5.1 The cost for checking was in the region of £40 per person, plus the processing costs of officer time. This will therefore result in savings of approximately £x which is currently costed to each directorate as appropriate.

6. LEGAL AND POLICY IMPLICATIONS

- 6.1 The Safeguarding Children Policy has been written to conform to legislation and best practice guidelines and ensures the Council meets its statutory obligations.

7. EQUALITY IMPACT NEEDS ASSESSMENT

7.1 An Equality Impact Assessment has not been undertaken as this policy is an update of an existing document.

8. RISK MANAGEMENT

8.1 There are no risk management issues.

9. CONCLUSION

9.1 The Safeguarding Children, Young People and Vulnerable Adults Policy has been adapted to take account of changes in legislation and resulting operational practice at WCC. It is vital that this document is embedded corporately into the organisation and that employees, members and volunteers are aware of their responsibilities and their part in the process. The Policy has been updated in consultation with our partners Worcestershire Children's Safeguarding Board, Worcestershire Adults Safeguarding Board, Worcestershire County Council Human Resources.

10. CONSULTEES

10.1 Corporate Management Team.

10.2 Cabinet Member for Community and Partnership Services.

11. BACKGROUND PAPERS

11.1 Safeguarding Policy 2008 – 11.

WYRE FOREST DISTRICT COUNCIL

CABINET
18TH OCTOBER 2011

Future Arrangements for the Management of Sports and Leisure Centres

OPEN	
SUSTAINABLE COMMUNITY STRATEGY THEME:	Improving Health and Well Being
CORPORATE PLAN PRIORITY:	Delivering Together with Less Improving Community Well Being
CABINET MEMBER:	Councillor T L Onslow
DIRECTOR:	Director of Community and Partnership Services
CONTACT OFFICER:	Kay Higman, Ext. 2902 Kay.higman@wyreforestdc.gov.uk
APPENDICES:	Appendix 1 - Ken Watkins Associates report on Community Asset Transfer Appendix 2 - Site Appraisals The contents of the appendices are confidential. Members should not disclose any details unless they can meet the four requirements as laid down in the Council's 'Protocol on the Disclosure of Confidential Information' (Which is contained in the Constitution) and have sought advice in advance from the Monitoring Officer.

1. PURPOSE OF REPORT

- 1.1 To enable the Cabinet to make some in principle decisions so that further work can be progressed prior to a decision on the future arrangements for the management of the sports and leisure centres at a Cabinet meeting in January 2012.
- 1.2 To provide the results of the customer consultation exercise carried out during July – September 2011 which will be used to help shape a final decision.

2. RECOMMENDATION

The Cabinet is asked to DECIDE that:

- 2.1 **The facility mix and associated affordable capital costs as listed in section 4.25 of this report be noted.**
- 2.2 **The Director of Community and Partnership Services, Director of Resources, the Director of Legal and Corporate Services and the Director of Planning and**

Regulatory Services be given delegated authority to work on an affordable new build option or options in consultation with the Cabinet Member for Community Well being. This option/s will be reported back to Cabinet for a final decision in January 2012.

- 2.3 An extension to the management contract with DC Leisure is negotiated for a period of 2 years from April 2013 with an option to terminate at 6 months notice on either side.**
- 2.4 The Director of Community and Partnership Services in consultation with the Cabinet Member for Community Well being is given delegated authority to progress a negotiated withdrawal from Bewdley Leisure Centre from April 2013 or soonest available date thereafter.**
- 2.5 The ongoing discussions regarding Community Asset Transfers (CAT) for Stourport Sports Centre is concluded by January 2012 and the outcome be reported back to Cabinet.**
- 2.6 The options to close (without a new build) or refurbish the sports and leisure centres is put on hold until further detailed work has been progressed on a new build facility which is affordable and will meet the needs of the District in terms of leisure centre provision (pursuant to the decision in paragraph 2.2 above).**

3. BACKGROUND

- 3.1 Wyre Forest District Council operates three Leisure Centres, situated in Bewdley, Kidderminster and Stourport. They attract over 500,000 visits per year and are managed by DC Leisure on behalf of the Council.
- 3.2 The current leisure management contract with DC Leisure ends in March 2013. The leisure centre buildings and facilities are coming to the end of their useful life and costs to the Council will increase because the facilities require investment to keep them fully operational and fit for purpose. Usage figures will start to decline further as the quality of the facilities declines.
- 3.3 In January 2011 Cabinet decided to carry out a full strategic options appraisal with the aim that future provision after March 2013 would cost the Council less than the current annual subsidy.
- 3.4 A cross Member scrutiny review panel was established in March 2011 which met to consider a number of options available to the Council including closing the centres, refurbishment or a new centre. The Review Panel findings were reported to the Overview and Scrutiny Committee in June 2011. The Overview and Scrutiny Committee agreed to recommend the findings to Cabinet.
- 3.5 Officers have been investigating the potential for Stourport Sports Centre to be managed by the local community with some financial support from the Council by way of a Community Asset Transfer (CAT).
- 3.6 The Cabinet met in June 2011 to consider the recommendations from the Overview and Scrutiny Committee where these were noted.

- 3.7 The Cabinet also decided to endorse the Overview and Scrutiny recommendation that a public consultation exercise be carried out between July and September 2011 and that the results be reported back to the meeting in October 2011 to enable key decisions to be made.

4. KEY ISSUES

- 4.1 The following recommendations from the Overview and Scrutiny Committee were noted by the Cabinet pending the results of the public consultation exercise, further investigation and financial analysis of options.
- a) No leisure provision within the District is not considered to be an option.
 - b) Refurbishment of the Glades is not considered to be an option.
 - c) A new build leisure facility within Kidderminster is the preferred option, but at this stage it is not possible to comment on a preferred site or the facilities to be provided within the Leisure Centre.
 - d) A Community Asset Transfer for the wet and dry facilities at Stourport Sports Centre should be progressed.
 - e) A Community Asset Transfer for Bewdley Leisure Centre should be progressed with any willing partners.
 - f) That extension to existing management contracts, as previously approved by Cabinet, with DC Leisure take place, if necessary whilst recommendations 1 to 5 are being progressed.
 - g) That the communications/consultation plan be endorsed.
- 4.2 There are a number of key issues and variables in the process of defining a financially viable option for the future sport and leisure centre arrangements such as potential site availability, location and land acquisition. Further detailed financial analysis dependent on the latter is required and there are a number of complex variations that need to be distilled in order that more detailed work can be undertaken.
- 4.3 In order for the work to progress a number of “in principle” decisions based on the recommendations and analysis of the consultation results are required.

Overview and Scrutiny Committee recommendations

- 4.4 Each of the Scrutiny recommendations is listed below with comment based on consultation feedback and other strategic information.

No leisure centre provision within the District is not considered an option.

- 4.5 From the consultation process the service is highly valued and the public would like to see the centres remain open until such time as another may be built.

- 4.6 Facility Planning model exercise was carried out by Sport England which revealed that sports hall provision is currently meeting demand and is of a good quality; swimming pool provision has an oversupply currently but the quality of the provision is not good.
- 4.7 If a new centre was to be built between Stourport and Kidderminster and Stourport Sports Centre remained open through a CAT, then a 6 to 8 court hall would meet demand, however, if SSC were to close then an 8 to 10 court hall would be required.
- 4.8 In swimming terms, the reduction in pool water by closing the Glades and Stourport SC but building a new facility with a pool would reduce satisfied demand but this would still be in line with the regional average. If SSC remained open with the new pool in between Kidderminster and Stourport, SSC pool would lose about 30% of its capacity. Sport England advised that ideally strategically, if SSC was to remain open, a new centre should be built in Kidderminster which would have the effect of meeting demand in pockets of deprived communities where access to a new centre between Kidderminster and Stourport would be difficult. This would also not have a negative effect on usage at Stourport Sports Centre. A 6 to 8 court sports hall would be adequate also in this scenario.
- 4.9 Sport England's preferred option would be for a CAT for SSC and a new pool and dry facility in Kidderminster. If there were to be no pool in the District Sport England would advise that this would mean supply would not meet demand for swimming 6.

Refurbishment of the Glades is not considered to be an option

- 4.10 To refurbish the current facilities and continue to operate them for a further 5 years, would cost the Council £1.469m in net capital investment and an estimated £1.3m per annum in ongoing revenue costs (source: High level financial appraisal Indicative Costings – Sports and Leisure Centre Review Panel 13th April 2011). These costs are significant compared to other options and therefore refurbishment is not considered value for money. The Scrutiny Review did not recommend that the Glades be refurbished for this reason.

A new build Leisure facility within Kidderminster

- 4.11 A new build was preferred by 40% of the respondents. The Scrutiny Panel recommended that Kidderminster was the preferred option based on meeting strategic leisure needs.
- 4.12 Any decision on a new build needs to take into account affordability in capital and revenue terms and site availability and location.
- 4.13 The consultation exercise results show that 63% of people want to keep the existing centres, from which we can conclude that the public highly value the provision. This high percentage of questionnaire respondents wanting to continue provision at existing facilities could reflect the importance of local provision i.e. one per town and not one centre for the District.

Community Asset Transfer (CAT) for Stourport and Bewdley

- 4.14 The Scrutiny Review Panel recommended that the possibility of a CAT at both Bewdley and Stourport be progressed.

- 4.15 The consultation feedback in relation to community asset transfer was as follows:-
- 37% agreed with a Community Asset Transfer for Stourport, 33% disagreed, 30% undecided.
 - 35% agreed with a CAT for Bewdley, 25% disagreed, 40% undecided.
- 4.16 Over the last few months a number of meetings have taken place where Community Asset Transfer (CAT) has been discussed; this has been particularly the case through the Stourport Facilities Project where a sports sub group met on a number of occasions and discussed the potential for a CAT at Stourport with interested community groups and individuals. A training session was also organised through Sport England and the County Sports Partnership to increase community understanding. The Facilities Project group also commissioned a report through Ken Watkins Associates which detailed the issues surrounding the potential transfer. The report is attached as Appendix 2. In summary the finances do not appear to make it a viable proposition, although further work does need to be carried out.
- 4.17 Wyre Forest Swimming Club has an interest in a Community Asset Transfer at Stourport Sports Centre and discussions are ongoing. Some additional interest has also been forthcoming from groups which have been formally consulted such as Stourport Sports Association (Swifts FC, Stourport Cricket Club and Stourport Rugby Club) or the Rowing Club or Stourport High School. Potentially, grants would be available to community groups but the liability of the building is clearly an issue moving forward.
- 4.18 A meeting has taken place with Bewdley High School regarding a potential negotiated withdrawal from managing the community facilities and the school has shown interest in principle. There are a number of issues to resolve before agreement could be reached, many of these being financial.

Contract extension for DC Leisure

- 4.19 If the option for a new build is chosen then the recommended extension to the current management contract with DC Leisure would be 2 years from March 2013 with an option to terminate by either side at 6 months notice. This would be an extra cost to the Council (subject to formal negotiation with DC Leisure) in addition to the annual management fee for Wyre Forest Glades Leisure Centre and Stourport Sports Centre. DC Leisure has been approached to provide a figure for future management of Bewdley Leisure Centre if a negotiated withdrawal cannot be achieved. The Scrutiny Review Panel recommended that extensions to the current management contract take place. The consultation exercise and the recommendation from Overview and Scrutiny results support that the services should continue until any new build was open or other option complete.

Further Financial Analysis and Cost Factors for a new build

- 4.20 Maintaining the status quo is not an option as one of the overall aims of the appraisal of future arrangements for sports and leisure centres is to reduce the overall cost to the Council whilst protecting and sustaining future provision.

- 4.21 Refurbishment of all of the existing facilities at a capital cost is not a financially sustainable option. Closing one or more facilities should therefore be considered.
- 4.22 A new build option would need to take into account the overall net revenue cost to the Council being less than £857,010 per annum which is the current cost (2011/12), whilst taking into account any liabilities under Community Asset Transfer discussed above. Any liability in the form of a grant to a third party would be on a tapering basis and would be for a maximum of three years. Any projections for management fees for future operation of a new build are dependent on a number of issues including the choice of site, planning requirements and facility mix.

Capital borrowing and maximum amount/revenue implications

- 4.23 For the purposes of further options appraisal work, indicative prudential borrowing costs to fund capital expenditure for any of the options are assumed to be £86,700 per £m of expenditure. These costs would fall on the revenue account and, in line with the previous Cabinet decision; total costs should be less than the current management fee paid to DC Leisure. The aim of the Council is to operate any leisure facilities in the future at a reduced or zero subsidy payable to any third party provider. Alternative funding options are currently being investigated to ensure the Council secures the most cost effective financing solution. Following a full evaluation of these alternative solutions against prudential borrowing, viable funding options will be included in future reports together with more detailed costings of preferred delivery options.

Facility mix (financial parameters)

- 4.24 A range of facility mix options is presented below.
- 4.25 The following costings do not include site acquisition. Additional costs would be approximately £350 to £500,000 for fit out (although most contractors would agree to pay these costs as part of the tendering exercise). The costings listed below have been obtained by our leisure management partners DC Leisure and are based on a competitive square meterage rate which is currently being achieved in the market place through a competitive tendering process. These figures will be verified as part of the future financial work necessary. It is unlikely that option 6 in the table below would be management fee revenue neutral to the Council.

(Note on build costs £1670m² for 1 below, £1800m² for 2, 3 and 4 with the exception of 5 & 6 which is increased due to additional leisure water to £1900m², all include £450k for the five aside)

	Facility Mix	Area	Investigation costs	Build Costs only	Total	Indicative prudential borrowing costs pa
1	Reception/offices/ staff/café/kitchen	3,800	£200k	£6.80m	£7m	£606,900
	6 Court Sports Hall					
	90 station fitness suite/1studio					
	Dry change					
	Climbing wall					
	5 aside					

Agenda Item No. 8.3

	Facility Mix	Area	Investigation costs	Build Costs Only	Total	Indicative prudential borrowing costs
2	Reception/offices/ staff/café/kitchen	4,000	£200k	£7.65m	£7.85m	£680,600
	4 Courts Sports Hall					
	6 lane pool plus learner pool					
	Wet and Dry change					
	70 station fitness suite/studio					
	5 aside					
3	Reception/offices/ staff/café/kitchen	4,500	£200k	£8.55m	£8.75m	£758,630
	6 Courts Sports Hall					
	6 lane pool plus learner pool					
	Wet and Dry change					
	80 station fitness suite/studio					
	5 aside					
4	Reception/offices/ staff/café/kitchen	5,100	£200k	£9.63m	£9.83m	£852,260
	6 Court Sports Hall					
	6 lane pool plus learner pool plus leisure water (1 flume and small splash water area)					
	Wet and Dry change					
	90 station fitness suite/1 studio					
	Climbing wall					
	5 aside					

	Facility Mix	Area	Investigation costs	Build Costs Only	Total	Indicative prudential borrowing costs
5	Reception/offices/ staff/café/kitchen	5,400	£200k	£10.71m	£10.91m	£945,900
	6 Courts Sports Hall					
	6 lane pool plus learner pool plus larger leisure water (2 flumes, 300sq metres larger water area including water jets, small slides etc)					
	Wet and Dry change					
	90 station fitness suite/1 studio					
	Climbing wall					
5 aside						
6	Reception/offices/ staff/café/kitchen	6,100	£200k	£12.04m	£12.24m	£1,061,210
	6 Courts Sports Hall					
	8 lane pool plus learner pool plus larger leisure water					
	Wet and Dry change					
	90 station fitness suite/1 studio					
	Climbing wall					
	5 aside					

Site options for a new build

- 4.26 A desk top site analysis of a number of identified potential locations for a new sports and leisure centre was carried out by the Planning Policy team.
- 4.27 A total of 8 sites were assessed in terms of suitability against general criteria, which included the following considerations;
- Site Size (approx 4.5 acres to accommodate facility mix and car parking on a single site).
 - Accessibility (good access, including public transport and parking arrangements).

- Availability & Viability (ideally on public sector owned land, minimising costs).
- Planning Policy Implications (a suitable use for the location).
- Infrastructure Requirements (any major costs associated with delivery).

- 4.28 It was quickly evident that there is no 'ideal' site available that could meet all of the criteria set out above, particularly in terms of addressing size, access, ownership and infrastructure constraints.
- 4.29 A shortlist of three sites has been proposed which will require further investigation and initial discussions with landowners before a more detailed level of analysis.
- 4.30 The sites remain confidential at present due to the early stages of analysis and in order not to influence or compromise any potential discussions with land owners which could be detrimental to the position of the District Council. For Members information the shortlist of sites is set out in the exempt appendices.
- 4.31 A key factor will be availability and delivery to ensure that if a new facility option was decided upon it could be implemented as soon as possible and to maximise the regeneration opportunities that may present themselves on the Eastern Gateway.

Procurement options

- 4.32 A number of options have been looked at for the Council and it is vital that the Council obtains value for money. The most likely recommendation to fulfil this criterion available to the Council would be the Design Build Operate and Maintain option. This option involving maintenance may involve the successful contractor having full lifecycle responsibilities or this could be retained by the Council. Sandwell MBC has recently procured its leisure centre provision using this method and has agreed to share their experiences with WFDC to assist in the process. Their tendering process also asked the short listed companies to provide an alternative source of capital funding to that being accessed by the Council.

Consultation results

- 4.33 A consultation exercise was carried out throughout August, ending 11th September. 516 responses were received (11 questionnaires were received after the closing date and were therefore not analysed) and a summary of results is listed below:
- 40% of respondents are male, 60% female, 22% were under 40 and 22% over 65; responses were evenly spread across the age bands of 25 - 79.
 - In addition 277 comments were received on the questionnaire.
 - Of the 516 responses 24% were non users or who use private facilities.
 - When asked if they would like provision to continue at the same facilities 63% agreed.

- Given the prospect of a new facility, 40% were in favour, 10% undecided.
- 37% agreed with a Community Asset Transfer for Stourport, 33% disagreed, 30% undecided.
- 35% agreed with a CAT for Bewdley, 25% disagreed, 40% undecided.
- The highest percentages for new facilities requested for a new build are: 25 metre pool (85%), Sports Hall (79%), gym and fitness (77%), café (74%) and learner pool (68%). The least popular facilities requested for the new build were outdoor 5 a side pitches (40%), Squash (49%), Crèche (50%) and Leisure pool (50%).
- 33% support an increase in Council tax to fund a new build, 48% are against an increase in Council tax and 19% had no opinion.
- Out of the 277 comments received there are a number of observations and opinions. Location is a major issue if a new build was chosen; the public clearly value the facilities that are there and feel they are important; facilities need refurbishing and this must be cheaper; if a new build is selected then don't close any of the centres until this has been opened; locality of facilities really important (for Stourport particularly and also Glades). The key results were put on the Council's website at the beginning of October.

5. FINANCIAL IMPLICATIONS

- 5.1 No further detailed financial options appraisal work, in addition to that previously presented, has been completed at this stage. This will be progressed following consideration of the recommendations in this report in due course and will include verification of the new capital figures for the facility mix provided by DC Leisure in Section 4.25 and details of alternative viable funding options compared to prudential borrowing, referred in 4.23.
- 5.2 There is currently no budget allocation for any contract extension costs should this be agreed.
- 5.3 A sum of £35,000 was allocated to the Community and Partnership Services Directorate to support the options appraisal process; £26,670 of this budget remains uncommitted at this stage.

6. LEGAL AND POLICY IMPLICATIONS

- 6.1 The current contract with DC Leisure allows for it to be extended.

7. EQUALITY IMPACT NEEDS ASSESSMENT

- 7.1 An Equality Impact Needs Assessment has been undertaken and the economic, social and accessibility factors have been identified and will be accounted for in terms of access to any future leisure provision.

8. RISK MANAGEMENT

- 8.1 Whilst it is not a statutory requirement to provide leisure centre's these facilities provide valued community assets which improve the quality of life for many residents. The ongoing appraisal project is seeking to achieve a sustainable and affordable option for the future.

9. CONCLUSION

- 9.1 This report seeks to progress work on the ongoing options appraisal work for the future arrangements for the District's Sports and Leisure Centres, taking into account the work so far on strategic leisure requirements, the results of a public consultation exercise and discussions to date on the potential for community asset transfers. Following further in depth financial analysis a range of fully costed affordable options will be the subject of a future report.

10. CONSULTEES

- 10.1 Corporate Management Team/Cabinet.
10.2 Cabinet Member for Community Well Being.

11. BACKGROUND PAPERS

- 11.1 Cabinet Report 26th March 2009.
Cabinet Report 25th January 2011.
Cabinet Minutes 21st June 2011.
11.2 Scrutiny Scoping Paper and Scrutiny Meeting Minutes 16th March, 23rd March 2011, 13th April, 27th April 2011, 2nd June 2011.
11.3 Scrutiny review group information.
11.4 Consultation results.
11.5 Existing Contract with DC Leisure.

WYRE FOREST DISTRICT COUNCIL**CABINET**
18TH OCTOBER 2011**Green Street Conservation Area Designation and Draft Character
Appraisal and Management Plan**

OPEN	
SUSTAINABLE COMMUNITY STRATEGY THEME:	A Better Environment
CORPORATE PLAN PRIORITY:	Improving Community Well-Being
CABINET MEMBER:	Councillor J Phillips
DIRECTOR:	Director of Planning and Regulatory Services
CONTACT OFFICER:	Peter Bassett – Ext 2536 peter.bassett@wyreforestdc.gov.uk
APPENDICES:	<p>Appendix 1: Proposed Conservation Area Designation: Green Street Area of Kidderminster: Volume 1: Appraisal and Management Plan: October 2011</p> <p>Appendix 2: Proposed Conservation Area Designation: Green Street Area of Kidderminster: Volume 2: Maps and Photographs: October 2011</p> <p><i>The appendices to this report have been circulated electronically and a public inspection copy is available on request. (See front cover for details.)</i></p>

1. PURPOSE OF REPORT

- 1.1 The purpose of this paper is to advise Members on the proposals to designate Green Street as a Conservation Area, to update Members on the content of the draft Conservation Area Character Appraisal and Management Plan and to seek approval to go out for public consultation on these draft documents.

2. RECOMMENDATION

The Cabinet is asked to **AGREE** that:

- 2.1 **Consultation be undertaken on the proposal to designate a Green Street Conservation Area.**
- 2.2 **Consultation be undertaken on the:**
- **Proposed Conservation Area Designation: Green Street Area of Kidderminster: Volume 1: Draft Conservation Appraisal and Management Plan: October 2011.**
 - **Proposed Conservation Area Designation: Green Street Area of Kidderminster: Volume 2: Maps and Photographs: October 2011.**

2.3 The Director of Planning and Regulatory Services be given delegated authority to determine the final format and presentation of the papers.

3. BACKGROUND

- 3.1 The Green Street area represents one of the last historic industrial areas of Kidderminster and has considerable heritage townscape value. There are three listed carpet manufactories and a number of prominent landmark buildings including Grade II* Listed Caldwell Hall, Castle Mills, Elgar House and the Pumping Station.
- 3.2 The Design Quality Supplementary Planning Guidance (SPG) produced in 2004 introduced the concept of Green Street and New Road as “Heritage Processions” to the town centre. Specific proposals and policies for this area are contained within the Kidderminster Central Area Action Plan (KCAAP), for which a Preferred Options stage document was published for public consultation in May 2011. This document contains two overall objectives which are to: a) designate the Green Street area as a Conservation Area and b) ensure that heritage assets are maintained, enhanced and integrated into the urban environment.
- 3.3 Wyre Forest District Council has engaged Rodney Melville and Partners, Conservation Accredited Architects and Historic Building Consultants to produce a draft Conservation Area Appraisal and Management Plan, on which the documentation for the proposed public consultation has been based.

4. KEY ISSUES

- 4.1 The designation of the Green Street Conservation Area will recognise it as having special historic interest, character or architectural appearance. The historic environment contributes to the character, local identity and distinctiveness of Kidderminster and can make a significant contribution to regeneration.
- 4.2 Designation enables special planning controls to be applied and more detailed attention given to the protection of buildings, spaces and trees. Any new development should take account of the existing character of the area and make a positive contribution to it.
- 4.3 The Green Street area covers flat, low-lying land in the plain of the River Stour. It is within one kilometre of Kidderminster town centre and contains one of the most important and ancient buildings in the Wyre Forest, Caldwell Hall, but is predominantly an area of former carpet manufactories developed between 1850 and 1925. This group of industrial buildings, including one of the most intact factory complexes in the town, is of great significance.
- 4.4 The Conservation Area Appraisal assesses why the Green Street area is considered to have special interest in terms of its location, setting, archaeology, historic evolution, architectural qualities and biodiversity. It contains reviews of the heritage assets within the area and makes suggestions for inclusions on the Local List. The conservation area boundary is considered and the Appraisal sets out the proposed boundary, taking into account the historic townscape, and some modern fabric in order to encourage and ensure future enhancement.

- 4.5 In order to progress the Conservation Area proposal, a consultation process will be undertaken with all affected persons. This would include Ward Members, the local Civic Societies, the owner and/or occupier of properties within the boundary of the Area, The Chartered Trustees, and other interested parties. The consultation will take the form of public notification of intent, through public displays, and through a mail-drop to each individual property and interested party, as outlined above, enclosing a leaflet describing the proposals and the effects on the owners/occupiers. The consultation will run for a period of 6 weeks, from the beginning of November 2011 to mid-December 2011. The proposal will also be reported through the Council's Overview & Scrutiny Committee.

5. FINANCIAL IMPLICATIONS

- 5.1 The costs of undertaking the consultation will be met from existing budgets.

6. LEGAL AND POLICY IMPLICATIONS

- 6.1 Section 69 of the *Planning (Listed Building and Conservation Areas) Act 1990* defines conservation areas as 'areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance' and local planning authorities have the statutory duty to identify and designate such areas.
- 6.2 While there is no legal requirement to consult the public before designation, local planning authorities are encouraged by central government to do so in addition to consulting any other statutory authorities and local amenity groups.
- 6.3 Upon designation, the council must place a notice in the London Gazette and at least one local newspaper and must inform the Secretary of State and (in England) English Heritage of the designation. In England and Wales they must also register the designation as a land charge (essentially, a restriction or prohibition placed on an area of land). However, there is no formal duty to notify current owners or occupiers individually.
- 6.4 The proposed Conservation Area Appraisal has been drawn up in accordance with the guidance produced by English Heritage: *Understanding Place: Conservation Area Designation, Appraisal and Management*, 2011.

7. RISK MANAGEMENT

- 7.1 Although a number of buildings within the proposed Conservation Area are statutorily or Locally Listed, there are a number of other buildings and spaces which may be suitable for redevelopment in the future. Designation will ensure that any future development proposals must take into consideration the preservation and enhancement of the Conservation Area. This would reduce the risk of potentially inappropriate developments taking place and the loss of or harm to the setting of heritage assets.

8. EQUALITY IMPACT ASSESSMENT

- 8.1 An Equality Impact Assessment has been undertaken and no negative impacts identified.

9. CONCLUSION

- 9.1 A draft Conservation Area Appraisal and Management Plan has been drawn up, and Cabinet is asked to support the proposals for taking this forward to a public consultation, the results of which will be the subject of a future report.

10. CONSULTEES

- 10.1 Director of Legal & Corporate Services.

11. BACKGROUND PAPERS

- English Heritage: *Understanding Place: Conservation Area Designation, Appraisal and Management*, 2011.

WYRE FOREST DISTRICT COUNCIL

**CABINET
18TH OCTOBER 2011**

**Recommendation from Overview and Scrutiny Committee
6th October 2011**

Green Street Conservation Area Designation and Draft Character Appraisal and Management Plan

The Committee considered a report from the Conservation Officer on proposals to designate Green Street as a Conservation Area, be updated on the content of the draft Conversation Area Character Appraisal and Management Plan and seek approval to go out for public consultation on the draft documents.

Recommend to Cabinet:

- a) **Consultation be undertaken on the proposal to designate a Green Street Conservation Area.**
- b) **Consultation be undertaken on the:**
 - **Proposed Conservation Area Designation: Green Street Area of Kidderminster: Volume 1: Draft Conservation Appraisal and Management Plan: October 2011.**
 - **Proposed Conservation Area Designation: Green Street Area of Kidderminster: Volume 2: Maps and Photographs: October 2011.**
- c) **That the Director of Planning and Regulatory Services be given delegated authority to determine the final format and presentation of the papers.**

WYRE FOREST DISTRICT COUNCIL**CABINET****18TH OCTOBER 2011****The Civic Centre and Civic Hall, Stourport-on-Severn**

OPEN	
SUSTAINABLE COMMUNITY STRATEGY THEME:	Stronger Communities
CORPORATE PLAN PRIORITY:	Delivering Together, With Less
CABINET MEMBER:	Councillor J Phillips
DIRECTOR:	Director of Legal and Corporate Services
CONTACT OFFICER:	Caroline Newlands, Ext. 2712 Caroline.newlands@wyreforestdc.gov.uk
APPENDICES:	Appendix 1 - Business case The content of the appendix is confidential. Members should not disclose any details unless they can meet the four requirements as laid down in the Council's 'Protocol on the Disclosure of Confidential Information' (Which is contained in the Constitution) and have sought advice in advance from the Monitoring Officer.

1. PURPOSE OF REPORT

- 1.1 To consider recommendations from the Stourport Facilities Board.

2. RECOMMENDATIONS

The Cabinet is asked to DECIDE:

- 2.1 **To consider the recommendations from the Stourport on Severn Facilities project Board on Monday 19th September 2011 to provide in principle agreement to the Community Asset Transfer of Stourport Civic Centre and Civic Hall to the Stourport Holding Body following the vacation of the site by the District Council in 2012. The transfer to be at nil cost with provision of a £500,000 launch fund (£450,000/ £50,000 capital/revenue split as per the business case in the appendix to this report).**
- 2.2 **To note the Leader's intention to delegate to the Cabinet Member for Place Shaping the decision to make the community asset transfer and provide appropriate funding subject to the necessary commitments from appropriate partners and after consultation with the Director of Resources and Director of Legal and Corporate Services.**

3. BACKGROUND

3.1 Stourport Civic Centre is currently the administrative and political head quarters for Wyre Forest District Council together with Stourport Town Council. The District Council are due to vacate mid 2012 as part of the move to a new Civic complex at Finepoint Business Park.

3.2 The adjacent Hall and Theatre has a capacity for 500 and shares all major services with the Civic Centre. The Hall is currently used by both the District Council for meetings and the Election Counts and by community groups for performances and other activities. When the decision was made for the Council to move to a new Head Quarters a Project Board was established to look at future community facilities in Stourport.

3.3 Because of the tight deadlines and the limited resources, a Steering Group was established to work with partners and investigate the possibilities. The attached Business case provides an overview of the journey so far. This process has involved the mapping of all community assets in Stourport and meetings with as many relevant community groups as possible.

3.4 The District Council, County Council, Town Council and Stourport Forward have worked closely together to reach this stage. There is now a draft business case which has potential to be developed into a viable innovative community resource project.

The outline case described could facilitate a whole range of social enterprises and community facilities in one place designed and run by the community for the community.

The proposed community resource would facilitate the delivery of Town, District and County Council services in tandem with social enterprise.

The proposal is for the whole site would be transferred to a Holding Company in June 2012. This holding company would comprise; the Town Council, Stourport Forward and the Civic Group. The Holding Company would manage the entire site.

The Civic Group would occupy the Theatre Space which is the subject of a separate business case and the income estimates for this group have been based on very conservative income projections, but already the body can be shown as a viable proposition.

Once the office accommodation has been renovated and following appropriate rent holidays allowed for the bodies that invest capital and carry out the renovation, the building would become a multi-organisational hub. The Holding Company would be responsible for the sinking fund and shell of both buildings which would enable the Civic Group to grow and develop alongside the office area

3.5 Whilst a lot has been achieved within a very short time scale there is still a lot of work to do with both community groups, partner bodies and the public. Also following the establishment of a holding body there will need to be:

- practical and physical investigations
- asbestos structure investigations
- assembly - design team work

- development of procurement briefs
- appropriate tender periods
- evaluation procedures
- award of contracts
- contract mobilisation
- work on site
- letting of building etc.

- 3.6 The success of this project depends on many things coming together and the fundamental genuine community support for taking the project forward. Ongoing and regular meetings are being held with community groups and volunteers. It was a major step in establishing the fully fledged committee called “the Civic” who have already hosted an event in the Civic Hall.
- 3.7 The Options for Corporate Governance have been researched and evaluated and it is proposed that a holding company comprised of Stourport Town Council, Stourport Forward and “the Civic”, would take ownership of the Civic Centre and the Civic Hall. The freehold title would be transferred by way of a “community asset transfer” together with £500k from the District Council. Behind the Company Limited by Guarantee (which would obtain charitable status) would be a detailed shareholder or joint venture agreement. This would be essential to prevent the holding company being a “Local Authority controlled or regulated company”.

The shareholder agreement would ensure the 3 Member bodies (Stourport Town Council, Stourport Forward and “the Civic”) hold equal one third shares, which would be under the umbrella of a 19% / 40.5% /40.5% split on the face of the Company document.

19% ensures that Stourport Town Council’s public share is less than the 20% maximum under the regulated companies’ rules.

Fundamental to the success of the project is the public interface and the proposals include 3 “public” directors from Stourport and also two nominated directors from the proposed “friends of” group. This would give a total of 8 directors on the holding body, under the 3 full member controlling shareholders.

A myriad of issues relating to State Aid, procurement etc., have also been considered and it is believed the proposed structures deliver the most advantageous arrangements for taking this project forward. The Corporate Governance arrangements would ensure that “the Civic” can attract community funding and the proposed leasehold arrangement with the Holding Company would give “the Civic” a legal interest in an asset, which is essential for attracting external funding.

A C.I.C. was considered and discounted at an early stage as trading without restrictions is not the focus of this project. A Company Limited by Guarantee with charitable status achieves what we need. Charities can let surplus properties as an investment so long as it does not expose the Charity to unnecessary risk. Whilst charitable status adds to the project timeline it is only likely to add an extra 6-8 weeks to the finalisation of the holding Company. The lettings in the office part of the building to public bodies is not fatal to charitable status as public bodies are considered acceptable.

- 3.8 During this process the Steering Group have been mindful of the key aims of the community asset transfer programme nationally to:-
- (i) empower communities and support the third sector
 - (ii) assist local authorities in meeting their policy aims bring under utilised assets into full use for the benefit of local people
 - (iii) support community enterprise activity and a thriving third sector through community asset transfer
- 3.9 The Council have also followed the Protocol for Community Asset Transfer (CATs) in discussions with partners in order to maximise the opportunity for the above aims to be achieved

4. CONCLUSION

- 4.1 The current business case is the outcome of nearly 12 months of partnership work by the Stourport Facilities Project where Councillors and Officers of Wyre Forest District Council, Worcestershire County Council and Stourport Town Council work together with Stourport Forward, a small team of consultants and latterly members of the recently formed inter-arts group “the Civic” to develop an innovative partnership project proposals. The business case “Stourport Live” has the potential the economic, social, cultural and environmental aspirations of the Stourport community.

5. LEGAL AND FINANCIAL IMPLICATIONS

- 5.1 In general, local authorities are required to achieve the “best consideration reasonably obtainable” when they are disposing of land, under the Local Government Act 1972. If we are seeking to dispose of land or buildings at less than the market value, then we have to obtain the consent of the Secretary of State for Communities and Local Government.
- 5.2 However, the Secretary of State has issued a number of “general” consents, that is, a set of conditions which, if they apply to a particular transfer, means that a local authority does not need to obtain specific permission to transfer at an “undervalue”.

The most important of these consents in a CAT context is the General Disposal Consent 2003 (“the General Consent”). This permits local authorities to transfer land at less than its market value, without the need to seek specific permission from the Secretary of State, provided that:

- (i) the purpose for which the land is to be transferred is likely to contribute to the “promotion or improvement” of the economic, social, or environmental well-being of the area; and
 - (ii) the difference between the market value of the land and the actual price paid for the disposal (if any) is not more than £2,000,000.
- 5.3 The conditions for the consent to apply mirror the wording of the “well-being power” in section 2 of the Local Government Act 2000.

- 5.4 There is no requirement as such that local authorities must undertake a tendering process within the Guidance. However, there is the general requirement for authorities to follow “normal and prudent commercial practices” mentioned above, and the fiduciary duty that authorities have to local people.

Where a local authority has established a business case for transfer, “market testing” a transfer proposal is not required to meet the General Consent criteria.

6. RISK MANAGEMENT

- 6.1 It is possible for the District Council to restrict the onward sale or disposal of the freehold or equitable interest over 25 years, to other public bodies, charitable organisations/third sector companies only.
- 6.2 The A.T.U. have considered and evaluated the business case and have endorsed the attached “Stourport Live” project plan.

7. EQUALITY IMPACT

- 7.1 The proposed CAT does not raise any equality impact considerations.

8. BACKGROUND PAPERS

- 8.1 Business case – “Stourport Live”.

WYRE FOREST DISTRICT COUNCIL

CABINET
18TH OCTOBER 2011

**Recommendations from Project Board – Stourport on Severn Facilities
Monday 19th September 2011**

The Project Board considered an update from the Sub Committee Project Board Stourport on Severn Facilities and a draft Business Case for a new potential project for Stourport Civic Centre.

The Sub Committee Project Board Stourport on Severn Facilities made the following recommendation to the Project Board to recommend to Cabinet:

The Stourport Facilities Project Board recommend that the Cabinet provide in principle agreement to the Community Asset Transfer of Stourport Civic Centre and Civic Hall to the Stourport Holding Body following the vacation of the site by the District Council in 2012.

WYRE FOREST DISTRICT COUNCIL

CABINET
18TH OCTOBER 2011

**National Non-Domestic Rates
Write Off Of Amounts Outstanding**

OPEN	
SUSTAINABLE COMMUNITY STRATEGY THEME	Stronger Communities
CORPORATE PLAN PRIORITY:	Delivering Together, With Less
CABINET MEMBER:	Councillor N J Desmond
DIRECTOR OF SERVICE:	Director of Resources
CONTACT OFFICER:	Fiona Johnson Ext. 2661 fiona.johnson@wyreforestdc.gov.uk
APPENDICES:	Appendix 1 - Proposed Write-Offs The content of the appendix is confidential. Members should not disclose any details unless they can meet the four requirements as laid down in the Council's 'Protocol on the Disclosure of Confidential Information' (Which is contained in the Constitution) and have sought advice in advance from the Monitoring Officer.

1. PURPOSE OF REPORT

- 1.1 To enable the Cabinet to give consideration to writing off the sum of £36,714.51 in respect of National Non-Domestic Rate.

2. RECOMMENDATION

The Cabinet is asked to DECIDE:

- 2.1 **That the total of £36,714.51 relating in respect of National Non-Domestic Rates, also detailed in the Appendix.**

3. BACKGROUND

- 3.1 The approved scheme of delegation approved by Council in July 2011 Financial Regulation authorises the Director of Resources to write off individual debts up to the value, in each case, of £10,000. The Cabinet is authorised to write off debts in excess of that figure.
- 3.2 It is therefore necessary for this Cabinet to give consideration to the cases scheduled on the Appendix to this report.

4. KEY ISSUES

- 4.1 National Non-Domestic Rates is demanded in accordance with the provisions laid down by The Local Government Finance Acts 1988 and 1992. Recovery Action is taken in the event of non-payment under the various regulations made by these Acts.

5. FINANCIAL IMPLICATIONS

- 5.1 Non-collection of National Non-Domestic Rates is met from the national pool.

6. LEGAL AND POLICY IMPLICATIONS

- 6.1 None.

7. RISK MANAGEMENT

- 7.1 There are no risk management issues relating to this report.

8. CONCLUSIONS

- 8.1 See Appendix.

9. CONSULTEES

- 9.1 None.

10. Background Papers

- 10.1 None.

WYRE FOREST DISTRICT COUNCIL

**CABINET
18TH OCTOBER 2011**

**Recommendation from Overview and Scrutiny Committee
6th October 2011**

Draft National Planning Policy Framework

The Committee considered a report from the Senior Forward Planning Officer which provided an overview of the National Planning Policy Framework (NPPF) which was currently out to consultation.

Recommend to Cabinet:

- **The proposed response set out at Appendix 1 to the report to Overview and Scrutiny Committee be submitted to the Department for Communities and Local Government.**