

**WYRE FOREST DISTRICT COUNCIL
CABINET**

**COUNCIL CHAMBER, WYRE FOREST HOUSE, FINEPOINT WAY, KIDDERMINSTER
14TH NOVEMBER 2017 (6 PM)**

Present:

Councillors: M J Hart (Chairman), N J Desmond, I Hardiman, C Rogers, J D Smith and R J Vale.

Observers:

Councillors: H E Dyke, N Knowles and S Miah.

CAB.48 Apologies for Absence

There were no apologies for absence.

CAB.49 Declarations of Interests by Members

Councillors M Hart and C Rogers declared, in respect of Agenda Item number 10.1 Depot 2020 Invest and Improve Project that they were members of the Planning Committee and would be making a strategic decision at Cabinet and not a decision relating to a planning application.

Councillor J Smith declared, in respect of Agenda Item number 10.1 Depot 2020 Invest and Improve Project, that she was also a member of the Planning Committee and a member of Kidderminster Town Council.

Councillor R Vale declared a DPI in respect of Agenda Item 7.2 Wyre Forest District Council Local Plan Review: Revised Local Development Scheme (Project Plan 2017-2019) and would leave the room during consideration of the item.

CAB.50 Minutes

Decision: The minutes of the Cabinet meeting held on 20th September 2017 be confirmed as a correct record and signed by the Chairman.

CAB.51 Call Ins

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

CAB.52 Items Requiring Urgent Attention

There were no items requiring urgent attention.

CAB.53 Open Space, Playing Pitch and Sports Built Facilities Strategies

A report was considered from the Spatial Planning Manager on a set of Open Space, Playing Pitch and Sports Built Facilities Strategies to meet national planning policy and guidance support the revised levels of growth as set out in the Council's emerging Local Plan and Infrastructure Delivery Plan.

The Cabinet Member for Planning and Economic Regeneration led Members through the report and provided the background. He explained that the National Planning Policy Framework (NPPF) required all local authorities to carry out needs assessment and audit provision to inform the development of local standards for the provision of open space. The Open Space, Playing Pitch and Sports Built Facilities Strategies form part of the evidence base for the Local Review Panel and would help to inform future decision making processes.

The Cabinet Member for Planning and Economic Regeneration further explained that in 2016 the Council employed consultants KKP to undertake comprehensive technical studies which would assist the Council in preparing a robust and up to date assessment to meet all requirements of the NPPF. He added that this would provide robust evidence to negotiate and apply provision at the major growth sites identified in the Local Plan review, inform the negotiation of public open space section 106 contributions with developers and inform the infrastructure requirements as part of the preparation by the Council of a revised Infrastructure Delivery Plan.

The Cabinet Member for Culture, Leisure and Community Protection echoed the comments of the Cabinet Member for Planning and Economic Regeneration and added that Wyre Forest was fortunate to have some excellent facilities.

The Leader of the Council commented that he was happy to support the Open Space, Playing Pitch and Sports Built Facilities Strategy. He added that it was important to ensure that the Council had a fit for purpose strategy and sufficient public space and facilities to enable residents to remain physically active and healthy.

The Chair of the Overview and Scrutiny Committee advised that the Overview and Scrutiny Committee were fully supportive of the Strategies and recommended its approval.

Decision:

In line with the recommendations from the Overview and Scrutiny Committee, 7th September 2017:

The Open Space, Playing Pitch and Sports Built Facilities Strategy be agreed as evidence to inform the emerging Local Plan and Infrastructure Delivery Plan and as documents to support the delivery of outdoor

provision across the district.

Councillor R Vale left the meeting at 6.11 PM.

CAB.54 Wyre Forest District Council Local Plan Review: Revised Local Development Scheme (Project Plan 2017-2019)

A report was considered from the Spatial Planning Manager which updated Cabinet on the progress made in undertaking the Local Plan Review and to agree the revised Local Development Scheme (Project Plan 2017 – 2019).

The Cabinet Member for Planning and Economic Regeneration led Members through the report. He advised that the Preferred Options consultation which took place between June and August 2017 had seen a very welcome level of high public engagement, both face to face at drop in centres and in writing. He commented that in order to process the large volume of responses the timetable for the Project Plan required revisiting to ensure all responses could be considered and responded to in line with the Statement of Community Involvement.

Councillor S Miah entered the meeting at 6.17 PM.

The Cabinet Member for Planning and Economic Regeneration drew Members attention to the Overview and Scrutiny recommendations from the meeting on November 2nd 2017. He explained that the Committee were supportive of the report and had recommended that the pre-submission Plan Public Consultation be for an 8 week period, rather than 6 weeks to ensure adequate time for public engagement.

The Leader of the Council stated that the amendment to the timescale of the consultation from 6 to 8 weeks was a sensible proposal from Overview and Scrutiny and would provide members of the public with time to respond and provide feedback.

The Chair of the Overview and Scrutiny Committee thanked Cabinet for considering the amendment to 8 weeks and added that it was only right and proper that public responses were given adequate time to be considered.

Decision:

In line with the recommendations from the Overview and Scrutiny Committee, 2nd November 2017:

The proposed revised Local Development Scheme Project Plan 2017 – 2019 as set out in Appendix 1 of the report to Cabinet be adopted.

The Pre-submission Plan Public Consultation be for an 8 week period to ensure adequate time for engagement.

Councillor R Vale returned to the meeting at 6.24 PM

CAB.55 Review of Joint Municipal Waste Management Strategy (JMWMS) for Herefordshire and Worcestershire 2004-2034

A report was considered from the Corporate Director: Community Well-being and Environment which sought to approve the Joint Municipal Waste Management Strategy (JMWMS) for Herefordshire and Worcestershire 2004 – 2034.

The Cabinet Member for Operational Services led Members through the report and explained that the JMWMS for Herefordshire and Worcestershire was a joint strategy across the six Worcestershire District Councils, Worcestershire County Council and Herefordshire Council and covers the period from 2004 to 2034. She advised that the Strategy reflected the Partnership in relation to a shared waste disposal service and was very much focused on efficiency. The key objectives of the JMWMS were for all authorities to collect the same materials for recycling and to develop alternative waste treatment solutions to promote sustainable waste management, whilst balancing environmental, social and economic impacts. The Cabinet Member for Operational Services emphasised that a light touch approach had been taken to reviewing the JMWMS with a focus on refreshing the waste growth and performance data. She confirmed that none of the Councils had plans to change their existing waste collection regime

The Leader of the Council noted the progress that had been made in Wyre Forest and thanked Officers for their ongoing work to ensure that residual waste is reduced and recycled.

The Chair of the Overview and Scrutiny Committee commented that Members of the Overview and Scrutiny Committee were keen to encourage recycling and discourage the contamination of recycling that is collected and supported the JMWMS.

Decision:

In line with the recommendations from the Overview and Scrutiny Committee, 2nd November 2017:

The addendum to the Joint Municipal Waste Management Strategy for Herefordshire and Worcestershire 2004 to 2034 attached at appendix 1 of the report to Cabinet be approved.

CAB.56 Write-off of Amounts Outstanding

A report was considered from the Corporate Director: Resources which gave consideration to writing off the sum of £26,557.57 in respect of debts that cannot be collected.

The Cabinet Member for Resources led Members through the report and confirmed that every effort had been made to protect the public purse and collect all debts. He added that debts were only written off when all avenues of recovery were exhausted and the amount written off was 1% of the £30 million

collected each year.

The Leader of the Council echoed the comments of the Cabinet Member for Resources. He confirmed that the Corporate Director: Resources and her team had done all they could from a collection and enforcement perspective before debts were written off and stressed that in 2016/17 the overall collection rate was above 96%.

Decision:

The total of £26,557.57 as detailed in the Appendix of the report to Cabinet, be written off.

CAB.57 Depot 2020 Invest and Improve Project

A report was considered from the Corporate Director: Community Well-being and Environment which sought to agree a way forward for investment in the site of the Council's operational depot at Green Street with the objective of improving and investing in the asset to increase functionality and sustainability

The Leader of the Council reminded Members that Cabinet had considered a report in March 2016 which resolved that the Council would remain at and invest in the Green Street site. He added that a great deal of work has been carried out by Officers and in February 2017 Council agreed the Medium Term Financial Strategy for 2017-20 which included proposals for investment in the Green Street depot. He explained that the Green Street site was outdated and in need of improvement. It had been identified that the redevelopment of the site provided further opportunities to reduce costs and generate income in the form of relocating the Council's customer service Hub from the Town Hall to Green Street and relocate other Council Officers to the redeveloped site to free up space at Wyre forest house for rental income.

The Leader of the Council added that the relocation of the customer services centre would reduce the Council's cost by £50,000 per year in rent paid to the Town Council. He explained that the Green Street site was approximately 2 minutes away from a bus stop and approximately a ten minute walk from the Town Hall for people who were able to walk at a normal pace.

The Cabinet Member for Operational Services stated that she was acutely aware of how hard Officers in Operational Services worked and that they deserved to have a working environment that was on par with Officers at Wyre Forest House. She added that improvements to the Green Street site would enhance the street scene.

The Cabinet Member for Resources confirmed that it was right and correct to invest in the Green Street site and there was a need to make the building modern and fit for purpose. He commented that residents were changing the way they used Council services and the Hub was not the same entity that it was in 2005. There had been a 50 % reduction of visitors and a 32% reduction in telephone calls. He emphasised that the intention was not to stop services and the move would provide a more enhanced service by moving Revenues and

Benefits Officers from Wyre Forest House to Green Street. He added that many residents who use the Hub arrive by car and the Green Street site would have some free car parking.

The Cabinet Member for Culture, Leisure and Community Protection welcomed the chance for the Green Street building to be upgraded as it was essential to improve staff welfare and welcomed the opportunity for additional income on site.

The Chairman of the Overview and Scrutiny Committee commented that the majority of Members recommended Option B although the decision was not unanimous. She commented that, as a Member of the District Council, she agreed that working conditions should be improved for the staff at Green Street but felt strongly that moving customer services to the Green Street site would be less accessible for users.

Decision:

In line with the recommendations from the Overview and Scrutiny Committee, 2nd November 2017:

- 1.1 Option B as the basis for investing at the Green Street site; be approved;**
- 1.2 RECOMMEND to Council that the capital programme be amended to reflect the cost of Option B as set out in the confidential financial appraisal in Appendix 3 of the report to Cabinet;**
- 1.3 DELEGATED authority be given to the Corporate Director: Community Well Being and Environment, in consultation with the Corporate Director: Resources and the Solicitor to the Council, in consultation with the Leader of the Council to:

Agree the final detailed business case for the depot 2020 project;

and subject to agreeing the detailed business case to:

1.3.1 Ensure that the appointment of a contractor to deliver the project is procured in line with the Council's contract procedure rules;

1.3.2 Ensure that appropriate Project Management controls are put in place to oversee the delivery of the scheme and ensure that it is delivered on time and within budget.

1.3.3 AGREE the evaluation matrix for assessing tenders set out in Appendix 2 of the report to Cabinet;**

1.3.4 DELEGATED authority be given to the Corporate Director: Community Well Being and Environment, in consultation with the Corporate Director: Resources and the Solicitor to the Council, in consultation with the Leader of the Council to make any amendments that may be necessary to the evaluation matrix as a result of the detailed business case

1.4 DELEGATE to the Corporate Director: Community Well Being and Environment in consultation with the Leader, the Corporate Director: Resources and the Solicitor to the Council the award of the contract in accordance with the evaluation matrix;

1.5 Subject to the Council's agreement to amend the capital programme as set out in paragraph 1.2 above, AUTHORISE the issuing of a notice to Kidderminster Town Council to terminate the underlease of the "blue land" at the Town Hall, Kidderminster with effect from 31 March 2019;

1.6 AUTHORISE the Corporate Director: Community Well Being and Environment to take all other steps in pursuit of implementation of Option B, including but not limited to submission of a planning application.

CAB.58 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 of Part 1 of Schedule 12A to the Act.

CAB.59 Depot 2020 Invest and Improve Project

In response to a Members question regarding the financial cost of improvements to the Green Street site, the Leader of the Council referred Members to the confidential Appendix 3 of the report to Cabinet.

There being no further business, the meeting closed at 7.11 pm.