

Open

Overview & Scrutiny Committee

Agenda

6pm
Thursday, 2 December 2021
Council Chamber
Wyre Forest House
Finepoint Way
Kidderminster



Overview & Scrutiny Committee

Members of Committee:

Chairman: Councillor M J Hart
Vice-Chairman: Councillor S E N Rook

Councillor S J Chambers

Councillor N J Desmond

Councillor C Edginton-White

Councillor S Miah

Councillor D R Sheppard

Councillor A Coleman

Councillor P Dyke

Councillor A L L'Huillier

Councillor T L Onslow

Would Members please note that, to ensure continuity in scrutiny, substitutes should only be appointed for the Scrutiny Committee in exceptional circumstances.

Information for Members of the Public:

Part I of the Agenda includes items for discussion in public. You have the right to inspect copies of Minutes and reports on this Agenda as well as the background documents used in the preparation of these reports.

Part II of the Agenda (if applicable) deals with items of "Exempt Information" for which it is anticipated that the public may be excluded from the meeting and neither reports nor background papers are open to public inspection.

Declaration of Interests by Members – interests of members in contracts and other matters

Declarations of Interest are a standard item on every Council and Committee agenda and each Member must provide a full record of their interests in the Public Register.

In addition, alongside the Register of Interest, the Members Code of Conduct ("the Code") requires the Declaration of Interests at meetings. Members have to decide first whether or not they have a disclosable interest in the matter under discussion.

Please see the Members' Code of Conduct as set out in Section 14 of the Council's constitution for full details.

Disclosable Pecuniary Interest (DPI) / Other Disclosable Interest (ODI)

DPI's and ODI's are interests defined in the Code of Conduct that has been adopted by the District.

If you have a DPI (as defined in the Code) in a matter being considered at a meeting of the Council (as defined in the Code), the Council's Standing Orders require you to leave the room where the meeting is held, for the duration of any discussion or voting on that matter.

If you have an ODI (as defined in the Code) you will need to consider whether you need to leave the room during the consideration of the matter.

Co-opted Members

Scrutiny Committees may wish to appoint Co-Opted Members to sit on their committee in order to add value to the scrutiny process. To appoint a Co-Opted Member, a Committee must first agree to appoint either a specific person or to approach a relevant organisation to request that they put forward a suitable representative (e.g. the local Police Authority). Co-Optees are non voting by default but Committees can decide to appoint voting rights to a Co-Optee. The Co-Option of the Member will last no longer than the remainder of the municipal year.

Scrutiny Committees can at any meeting agree to terminate the Co-Option of a Co-Opted Member with immediate effect. Where an organisation is appointed to put forward a Co-Opted Member, they are able to send a substitute in exceptional circumstances, provided that they notify Democratic Services in advance. Co-Opted Members must sign up to the Members Code of Conduct before attending their first meeting, failure to sign will mean that they are unable to participate. This also applies to substitute Co-Opted Members, who will need to allow sufficient time before a meeting in order to sign the Code of Conduct.

The following will apply:

- i) The total number of voting co-opted members on any Scrutiny Committee will not exceed 25% at any one time.
- ii) The total number of voting Co-opted Members on any Review Panel will not be limited.
- iii) Those Co-opted Members with voting rights will exercise their rights in accordance with the principles of decision making set out in the constitution.

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 Louisa Bright, Principal Committee and Member Services Officer, Wyre Forest House, Finepoint Way, Kidderminster, DY11 7WF. Telephone: 01562 732763 or email louisa.bright@wyreforestdc.gov.uk

Wyre Forest District Council
Overview & Scrutiny Committee

Thursday, 2 December 2021

Council Chamber, Wyre Forest House, Finepoint Way, Kidderminster

Part 1

Open to the press and public

Agenda item	Subject	Page Number
1.	Apologies for Absence	
2.	Appointment of Substitute Members To receive the name of any Councillor who is to act as a substitute, together with the name of the Councillor for whom he/she is acting.	
3.	Declarations of Interests by Members In accordance with the Code of Conduct, to invite Members to declare the existence and nature of any Disclosable Pecuniary Interests (DPI's) and / or Other Disclosable Interests (ODI's) in the following agenda items and indicate the action that they will be taking when the item is considered. Please see the Members' Code of Conduct as set out in Section 14 of the Council's Constitution for full details.	
4.	Minutes To confirm as a correct record the Minutes of the meeting held on the 4 November 2021.	6
5.	Update on Future High Streets Programme Delivery To consider a report from the Head of North Worcestershire Economic Development and Regeneration (NWedR) which provides a summary progress update on the delivery of the Future High Streets Fund programme since June 2021.	9
6.	Update on the Levelling Up Fund To consider a report from the Head of North Worcestershire Economic Development and Regeneration (NWedR) which provides a summary progress update on the Levelling Up Fund.	12
7.	Update from the Fireworks Review Panel To receive an update from the Chairman of the Review Panel, Councillor S Miah.	15

8.	<p>Work Programme</p> <p>To review the work programme for the current municipal year with regard to the Corporate Plan Priority, Annual Priorities and the Forward Plan.</p>	16
9.	<p>Press Involvement</p> <p>To consider any future items for scrutiny that might require publicity.</p>	
10.	<p>To consider any other business, details of which have been communicated to the Solicitor of the Council 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>	
11.	<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>	

Part 2

Not open to the Press and Public

12.	<p>To consider any other business, details of which have been communicated to the Solicitor of the Council 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

OVERVIEW & SCRUTINY COMMITTEE

COUNCIL CHAMBER, WYRE FOREST HOUSE, FINEPOINT WAY, KIDDERMINSTER

THURSDAY, 4TH NOVEMBER 2021 (6PM)

Present:

Councillors: M J Hart (Chairman), S E N Rook (Vice-Chairman), S J Chambers, A Coleman, N J Desmond, P Dyke, C Edginton-White, A L L'Huillier, S Miah, C Rogers and D R Sheppard.

Observers

Councillors: N Martin and M Rayner.

OS.56 Apologies for Absence

Apologies for absence were received from Councillor T L Onslow.

OS.57 Appointment of Substitutes

Councillor C Rogers was a substitute for Councillor T L Onslow.

OS.58 Declarations of Interests by Members

No declarations of interest were made.

OS.59 Minutes

Decision: The minutes of the meeting held on 7th October 2021 be confirmed as a correct record and signed by the Chairman.

OS.60 How are we doing? Performance update

The committee considered a report from the HR & Organisational Development Manager which updated members on the performance of the Council for quarter 2 from 1 July to 30 September 2021.

The HR & Organisational Development Manager presented the report and appendices which included an exception report for all Wyre Forest Forward (WFF) actions and risk actions that were approaching their due date or were overdue; detailed reports of performance against the purposes of a 'safe, clean and green living environment' and 'supporting a successful local economy'; and a report on the Capital Projects.

The committee considered and fully scrutinised each page of the report and appendices in turn. The HR & Organisational Development Manager, Head of Community & Environment Services and Head of Strategic Growth, were able to provide members with verbal responses to their questions. A written response to

Agenda Item No. 4

any points where further clarification was sought would be circulated to members after the meeting.

Agreed: The progress in performance for quarter 2 be noted.

OS.61 Quarter 3 Capital Portfolio Fund Performance Report

The committee received a summary of the Capital Portfolio Fund (CPF) Performance report for quarter 3.

Representatives from the Council's Asset and Portfolio Fund Managers, Jones Valerio, presented members with the executive summary which set out the most relevant challenges and opportunities facing the CPF during the quarter, alongside the solutions being delivered to reduce risk and deliver opportunities. Members were advised that the report was a summary of the larger and more comprehensive quarterly fund report (QRF).

The representatives from Jones Valerio led members in detail through the executive summary. The committee fully scrutinised the report by way of a question and answer session with the representatives from Jones Valerio.

Agreed: The summary report be noted.

OS.62 Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2021-22

The committee considered a report from the Corporate Director: Resources which provided members with a mid-year review of the Council's treasury management policies, practices and activities in accordance with the CIPFA Treasury Management Code of Practice. The committee also considered the recommendations from the Treasury Management Review Panel (TMRP) from its meeting on 1 November 2021.

The Financial Services Manager led members through the report and outlined the key issues. She advised that this was the second of the 3 statutory reports which would be presented to the committee in the current municipal year. She said that the report had been fully scrutinised by members of the TMRP.

The Financial Services Manager was pleased to advise that there were no breaches to report and all the treasury management activities were in full compliance with the Council's approved low risk strategy.

Agreed: The Overview & Scrutiny Committee recommends to Council to approve this Treasury Management Mid-year Review and updated Prudential Indicators and Ratios.

OS.63 Work Programme

The committee reviewed the work programme for the remainder of the municipal year. The Chairman requested an interim report on the work of the Fireworks Review Panel for the December meeting and advised that as there was nothing on the work programme for January, the meeting would be cancelled.

Agreed: The work programme be noted.

OS.64 Press Involvement

There were no further items for scrutiny that might require publicity.

OS.65 Business case for the use of Electric Vehicle Chargepoints on Council owned car parks

The Committee considered a draft of a Cabinet report from the Head of Strategic Growth which outlined the final business case for Electric Vehicle Chargepoints (EVC) on Council owned car parks including detailed financial modelling undertaken by the Financial Services Manager.

The Head of Strategic Growth presented the report and outlined the key issues. Members were advised that as part of its work programme, the Green Advisory Panel had reviewed the case for EVC in the district. The Council had commissioned Cenex, a research and consultancy organisation that focuses on low emission transport and associated energy infrastructure, the review the scope for installation of EVC on its carparks.

OS.66 Exempt Information

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 2, 6 and 7 of Part I of Schedule 12A of the Act.

OS.67 Business case for the use of Electric Vehicle Chargepoints on Council owned car parks

The Committee discussed the report and confidential business case. The Head of Strategic Growth answered several questions from members on the report and appendices and gave further explanation and background information as required.

The Committee acknowledged the work of the Green Advisory Panel and the selection criteria used for identifying the car parks. Members agreed that before a final decision on the ownership model was made, the Lease option be explored as a potential delivery model.

Agreed: The Overview and Scrutiny Committee recommend to Cabinet to agree the recommendations set out in paragraphs 2.1 to 2.5 of the report, subject to Cabinet giving consideration to the Lease ownership model before a final decision on the ownership model is made.

There being no further business, the meeting ended at 8.08pm.



Overview & Scrutiny Committee

Report of: Ostap Paparega, Head of North Worcestershire
Economic Development and Regeneration (NWedR)

Date: 02.12.2021

Open

Update on Future High Streets Fund Programme delivery

1. Summary

1.1 This report provides a summary progress update on the delivery of the Future High Streets Fund programme since June 2021.

2. Former Magistrates Court update

2.1 Two public engagements were held to present plans for the building. The responses back from the people who attended were largely positive.

2.2 Planning application submitted for the Former Magistrates Court.

2.3 Following the public engagement events, a proposed amendment to the façade design for the link between the FMC and the public house was submitted as an amendment to the planning application.

2.4 Proposal is for the application to be considered at the December Planning Committee – date of meeting is 14/12/2021.

2.5 Procurement Strategy for the appointment of a contractor is being finalised.

2.6 DCA consultants have prepared a revised scope for undertaking further work on the operating model and business case, which will begin in the early part of 2022.

2.7 The project is on programme. The key next steps for this project are:

- Engage (soft market testing) with contractors on the opportunity to tender for the construction work.
- RIBA Stage 4 Design completion, which is progressing well and due to conclude in January 2022.
- Tender documentation to be prepared for the procurement of a contractor.

3. Connecting initiatives update

- 3.1 We have now completed the acquisition of three of the five properties in Worcester Street and exchanged on the other two with completion anticipated by the end of the year that we are proposing to acquire as part of the FHSF.
- 3.2 Proposed solution for the relocation of an existing substation present on one of the key sites agreed in principle with Western Power Distribution (WPD). Engagement with WPD now to progress the discussions from a high-level budget estimate to a more detailed quote, alongside legal agreements.
- 3.3 Decisions have been reached on all acquisitions, so Arcadis will press ahead with appointing the design team to cover off the FHSF works for both this project and the Bull Ring area. This is the next critical item on the programme.
- 3.4 PSP conducted a site visit to begin consideration of wider master planning for the complementary development sites, which is not part of FHSF works, but remains an important component that feeds into this process.
- 3.5 The project is on programme. The key next steps for this project are:
 - Procurement of Design Team to work on the Connecting Projects and former Bull Ring area.
 - Concurrently, consider the demolition requirements and progress these packages of work – programme identifies two stages, which links to requirements to relocate the substation before the building can be demolished.

4. Bull Ring update

- 4.1 Following receipt of the structural survey of the former Crown House floor slab, the proposal is to leave the slab in-situ due to technical complications and expected high cost of its removal. The survey has indicated the existing floor slab is suitable for low rise development.
- 4.2 As noted above, Arcadis to press ahead with appointing the design team to cover off the FHSF works for both the Connecting Initiatives and the Bull Ring area. Given that the same professional services are required it was felt to be more efficient to appoint one team to cover both projects.
- 4.3 The project is on programme. The key next steps for this project are:
 - Procurement of Design Team to work on the Connecting Projects and former Bull Ring designs
 - Proposal is to focus on land around the existing roundabout; conversations to be held with Worcestershire County Council to finalise this workstream.

5. Option

- 5.1 The Overview and Scrutiny Committee is invited to note the report.

Officer Contact Details:

Name	Ostap Paparega
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Overview & Scrutiny Committee

Report of: Ostap Paparega, Head of North Worcestershire
Economic Development and Regeneration (NWedR)

Date: 02.12.2021

Open

Update on the Levelling Up Fund

1. Summary

- 1.1 In March 2021, the government launched the Levelling Up Fund (LUF), whose aim was to support high value local investment priorities, including local transport schemes, urban regeneration projects and cultural assets. (HM Treasury, MHCLG, DfT, *Levelling Up Fund: Prospectus*, March 2021).
- 1.2 In June 2021, the council submitted a £17.9m Levelling Up Fund (LUF) 'package bid' for Kidderminster, which was approved on 27 October 2021.
- 1.3 The Kidderminster LUF bid is a culture and heritage led, town centre regeneration proposal, which will strengthen a key town centre heritage asset as a cultural space and venue, bring back into use an empty listed building situated in the town centre and improve a pedestrian and cycling artery linking the heritage and natural assets with Kidderminster town centre.
- 1.4 The interventions are interlinked through their heritage and cultural focus and their proximity, which when combined with other interventions, function in a complementary manner, greatly increasing the overall impact. The interventions have been driven by an evidenced place-sensitive need and opportunity and have clear outcomes that align with the vision for place-based economic and social development, as well as the health and wellbeing of local people.
- 1.5 The three interconnected projects are summarised below:
 - 1.5.1 *Project One: Town Hall* – Culture and Heritage. Repairs and renovation/alteration to the Town Hall to create a renewed publicly accessible cultural and creative space incorporating arts venues, theatres/music space within the most prominent landmark and historical building in the town centre.
 - 1.5.2 *Project Two: New boutique hotel* – Regeneration and town centre investment. Acquisition, renovation and repurposing of an empty Grade II listed building to bring a town centre heritage asset back to life as a boutique hotel.
 - 1.5.3 *Project Three: Canal Towpath* – Transport/culture and heritage. Improvements to the length of the canal running through Kidderminster will

offer existing communities and visitors a safe and accessible cycle/walkway to the green spaces to the north and south of Kidderminster, restoring the importance of the canal as a heritage asset.

- 1.6 The package of three complementary and connected projects deliver against local priorities that have been identified through consultation with key stakeholders and comprehensive community engagement and are set out in the recently approved Kidderminster 2040 Vision.
- 1.7 The three projects align with each other and represent a coherent set of interventions by delivering against these common objectives:
 - 1.7.1 support the town centre re-purposing and recovery by introducing new uses to strengthen its experiential offer: new cultural / performing arts venue (Town Hall) and new boutique hotel in the 'affordable luxury/limited service' segment (the hotel will not provide a restaurant, so visitors will use town centre restaurants).
 - 1.7.2 increase town centre footfall: more people attending performances, exhibitions and cultural activities (Town Hall), new hotel bringing in visitors to the town and the improved canal towpath making the town centre (and the Town Hall) more accessible for walking and cycling from the north and south of the town.
 - 1.7.3 improve the town's heritage assets: refurbishing the Grade II listed Town Hall, bringing back into a commercial use an empty Grade II listed building and improving the historic canal towpath.
 - 1.7.4 the improved historic canal town path offers residents and visitors a direct link to natural and cultural heritage sites.

2. Synergy (complementarity) with the Future High Streets Fund (FHSF) programme

- 2.1 The package has been chosen as it will deliver against the longer-term vision for Kidderminster and will complement existing investments from different funding streams, which have been delivered over the past few years through the ReWyre initiatives. Specifically, this programme complements and builds on the momentum gained through the £20.5m FHSF programme and the wider town centre re-purposing effort.
- 2.2 The FHSF investment will address some of the more structural issues within the town centre: poor connectivity/ permeability, high vacancy rates, a dynamic change in principal retail geography away from the traditional town centre. The FHSF projects will bring new workspace, better connectivity (pedestrian) from the east to the centre and unlock sites for development.
- 2.3 The three interconnected LUF projects will build on this investment and deliver the next stage of high priority projects by making Kidderminster a more attractive place to visit, bringing more visitors into the town with an

experiential offer to complement the retail and with new connectivity to green space and natural assets.

- 2.4 LUF will strengthen the cultural offer, increase the number of visitors, provide new uses and improve accessibility (pedestrian and cycling) from the north and south to the town centre. The introduction of the boutique hotel will bring overnight visitors to the town, which will increase patronage of the town centre offer and stimulate new investment in uses that will support the night-time economy.

3. Next steps

- 3.1 Submission of LUF Project Management Update form to DLUHC - 24 November 2021.
- 3.2 Report to Cabinet (and Overview and Scrutiny Committee) about property acquisition, December 2021.
- 3.3 Inception meeting with DLUHC - 16/17 December 2021.
- 3.4 Memorandum of Understanding (MoU) / grant funding agreement - January 2022.
- 3.5 First tranche of funding released to WFDC – February 2022.
- 3.6 Programme completion - 31 March 2024.

4. Option

- 4.1 The Overview and Scrutiny Committee is invited to note the report.

Officer Contact Details:

Name	Ostap Paparega
Title	Head of North Worcestershire Economic Development and Regeneration (NWedR)
Contact details	01562 732192 / Ostap.paparega@nwedr.org.uk

WYRE FOREST DISTRICT COUNCIL

**Overview and Scrutiny Committee
2 December 2021**

Update from the Fireworks Review Panel

Background:

The Firework Review Panel was established in response to the number of complaints received by Members around the use of fireworks and the distress caused by the loud noise produced.

The aims of the Panel are:

- To have a better understanding of the laws and regulations around fireworks and the licensing of events.
- To consider best practice from other areas.
- To identify improvements to benefit animal welfare and the mental health of residents.
- To consider public awareness around fireworks.
- To consult with other interested parties.
- To identify ways that WFDC can lead by example.

Key Issues:

The panel have met twice and established the aims of the panel and identified a list of organisations they wished to hear from about the issues surrounding fireworks. It was originally intended to report to the September Overview & Scrutiny Committee but unfortunately, at the time of contacting these organisations many were unable to attend the panel predominantly due to the extra workload and staff shortages placed on these organisation by Covid and their restricted availability. Some of those contacted did not feel that they were able to contribute to the work of the panel and some organisations such as Worcestershire Regulatory Services, were able to provide information for Members. It was agreed to delay the panel meetings to better facilitate availability. It was established that many of the original aims of the panel were outside of the remit of Wyre Forest District Council to influence and they would be unable to achieve these so the aims of the panel were reconsidered to ensure that they were achievable.

Next steps:

The panel is due to meet again and will use the opportunity of the delay to consider information available from the height of the firework season in order to best meet its objectives.

**Overview & Scrutiny Committee
Work Programme 2021-2022**

May 2021

“How are we doing?” Q4 update (Housing and Planning)
Update from the Environment Agency – Flooding Outcomes
Wyre Forest Health and Wellbeing Plan Update (Recs to Cabinet)
Kidderminster 2040 - A Town Centre Vision

June 2021

Kidderminster Future High Street Fund – Update
Kidderminster Property Acquisitions – EXEMPT

Information Items:

Recommendation Tracking 2020-2021
Feedback from Cabinet 19-05-2021

July 2021

Update from the WCC – Flooding Outcomes
Climate Change Action Plan (Recs to Cabinet)
Flood Mitigation Schemes
Review of Kidderminster Town Centre Public Space Protection Order
Nominations for Treasury Management Review Panel (Chair to be appointed)

2 September 2021

“How are we doing?” Q1 update
Future High Streets Fund
Local Lettings Plans and Rural Housing Policy 2021
Worcestershire Homelessness and Rough Sleeping Strategy 2019-2022

9 September 2021 (Special)

Capital Portfolio Fund – Development Funding Proposal (EXEMPT)

October 2021

Treasury Management Strategy Statement and Annual Investment Strategy
Backward Look 2020/21 & recs from the TMRP 20-09-2021
Wyre Forest District Local Plan (2016-2036)
Redevelopment of land, Market Street, Kidderminster (EXEMPT)

November 2021

“How are we doing?” Q2 update
Treasury Management Strategy Statement and Annual Investment Strategy Mid-year
Review Report 2021-22 & recs from the TMRP 01-11-2021
Electric Vehicle Chargepoint Business Case (Recs to November Cabinet)
Capital Portfolio Fund Quarterly Performance Report Qtr 3 - EXEMPT Appendix

December 2021

Update on Future High Streets Fund Programme delivery
Update on the Levelling Up Fund
Update from the Firework Review Panel

Acquisition of a property in Kidderminster (sub-committee to be arranged)

February 2022

“How are we doing?” Q3 update

Treasury Management Strategy 2022-23 & recs from the TMRP 31-01-2022

Kidderminster Market - Delegation to Kidderminster Town Council

March 2022

Annual review of the North Worcestershire Community Safety Partnership 2021/22