

Open

Overview & Scrutiny Committee

Agenda

6pm
Thursday, 1 February 2024
Council Chamber
Wyre Forest House
Finepoint Way
Kidderminster



Overview & Scrutiny Committee

Members of Committee:

Chairman: Councillor N Martin
Vice-Chairman: Councillor F M Oborski MBE

Councillor V Caulfield

Councillor N J Desmond

Councillor N Gale

Councillor D Little

Councillor D Russell

Councillor G Connolly

Councillor H E Dyke

Councillor P Harrison

Councillor C Rogers

Councillor L Whitehouse

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.

Disclosure of Interests

Members and co-opted Members of the Council are reminded that, in accordance with the Council's Code of Conduct and the statutory provisions of the Localism Act, they are required to consider in ADVANCE of each meeting whether they have a disclosable pecuniary interest (DPI), an other registrable interest (ORI) or a non-registrable interest (NRI) in relation to any matter on the agenda. If advice is needed, Members should contact the Monitoring Officer or other legal officer in good time before the meeting.

If any Member or co-opted Member of the Council identifies a DPI or ORI which they have not already registered on the Council's register of interests or which requires updating, they should complete the disclosure form which can be obtained from Democratic Services at any time, copies of which will be available at the meeting for return to the Monitoring Officer.

Members and co-opted Members are required to disclose any DPIs and ORIs at the meeting.

Where the matter relates to a DPI they may not participate in any discussion or vote on the matter and must not stay in the meeting unless granted a dispensation.

Where the matter relates to an ORI they may not vote on the matter unless granted an advance dispensation.

Where a Member or co-opted Member has an NRI which directly relates to their financial interest or wellbeing, or that of a relative or close associate, they must disclose the interest at the meeting, may not take part in any discussion or vote on the matter and must not stay in the meeting unless granted a dispensation.

Where a matter affects the NRI of a Member or co-opted Member, the Code of Conduct sets out the test which must be applied by the MEMBER to decide whether disclosure is required. Again please ensure you have spoken in ADVANCE to the relevant legal officer and determined whether it is appropriate to declare the NRI and leave.

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 Karen Morton, Assistant Committee Services Officer, Wyre Forest House, Finepoint Way, Kidderminster, DY11 7WF. Telephone: 01562 732763 or email committee.services@wyreforestdc.gov.uk

Wyre Forest District Council
Overview & Scrutiny Committee

Thursday, 1 February 2024

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 interest (DPI), an other registrable interest (ORI) or a non-registrable interest (NRI) in relation to any matter on the agenda. 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 11 January 2024.	6
5.	Work Programme To review the work programme for the current municipal year with regard to the Corporate Plan Priority, Annual Priorities and the Forward Plan.	9
6.	Press Involvement To consider any future items for scrutiny that might require publicity.	
7.	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.	

8.	<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

9.	<p>Capital Portfolio Fund Update – Jones Valerio Ltd</p> <p>To receive an Investment and Asset Management update for the quarter ending 28 September 2023.</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>	

WYRE FOREST DISTRICT COUNCIL

OVERVIEW & SCRUTINY COMMITTEE

COUNCIL CHAMBER, WYRE FOREST HOUSE, FINEPOINT WAY, KIDDERMINSTER

THURSDAY, 11 JANUARY 2024 (6PM)

Present:

Councillors: N Martin (Chairman), F M Oborski MBE (Vice-Chairman), V Caulfield, N J Desmond, R Drew, P Dyke, P Harrison, D Little, C Rogers, D Russell, A Sutton and L Whitehouse.

Observers

Councillors: L Carroll, D Morehead.

Observed remotely: Councillor M Rayner.

OS.51 Apologies for Absence

Apologies for absence were received from Councillors: G Connolly, H E Dyke and N Gale.

OS.52 Appointment of Substitutes

Councillor R Drew was a substitute for Councillor N Gale.
Councillor P Dyke was a substitute for Councillor H E Dyke.
Councillor A Sutton was a substitute for Councillor G Connolly.

OS.53 Declarations of Interests by Members

No declarations of interest were made.

OS.54 Minutes

Decision: The minutes of the meeting held on 7 December 2023 be confirmed as a correct record and signed by the Chairman.

OS.55 Wyre Forest District Council Local Development Scheme

The Committee received a draft of a Cabinet Report from the Principal Planning Policy Officer that presented the updated Wyre Forest District Council (WFDC) Local Development Scheme (LDS).

The Committee scrutinised the report and were given the opportunity to ask questions, to which the Head of Strategic Growth and the Principal Planning Policy Officer were able to provide verbal responses.

Recommendation: The Overview and Scrutiny Committee considered the

information in the report and recommend to Cabinet to:

AGREE: the adoption of the revised Local Development Scheme.

OS.56 Review of Statement of Community Involvement

The Committee considered a draft of a Cabinet report from the Head of Strategic Growth to review the Wyre Forest District Council (WFDC) Statement of Community Involvement (SCI) and whether to proceed with a consultation.

The Principal Planning Policy Officer presented the report and members were given the opportunity to ask questions on the report, and the proposed consultation, going through it page by page.

Recommendation: The Overview and Scrutiny Committee considered the information in the report and recommend to Cabinet to:

AGREE that a six-week public consultation on the revised draft Statement of Community Involvement be undertaken.

OS.57 Work Programme

The published Work Programme 2023-24 for the rest of the municipal year was reviewed by the committee, and the items for the February meeting were noted. Members were pleased to see that the Capital Portfolio Fund is to be covered and to hear that Jones Valerio would be bringing a presentation.

OS.58 Press Involvement

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

OS.59 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.60 Acquisition of Property in Kidderminster

The Committee considered a draft of a confidential Cabinet report from the Head of North Worcestershire Economic Development and Regeneration (NWEDR) which sought to obtain Cabinet’s agreement to proceed with purchase of a property in Kidderminster.

The Head of NWEDR presented the report and gave a comprehensive explanation of the proposal. The Committee fully scrutinised the report and were given the opportunity to ask questions, to which the Head of NWEDR and the Head of Resources and s151 Officer were able to give verbal responses and provide further clarification for members.

Agenda Item No. 4

Recommendation: The Overview and Scrutiny Committee considered the information in the exempt report and recommend to Cabinet to:

- 2.1 APPROVE the acquisition of the freehold of the property as set out in the confidential report.**
- 2.2 DELEGATE to the Head of North Worcestershire Economic Development and Regeneration, in agreement with both the Solicitor to the Council and the S151 Officer and in consultation with the Cabinet Member for Economic Regeneration, Planning and the Green Agenda, completion of the purchase.**
- 2.3 APPROVE the appointment of a professional team through the SCAPE Consultancy Framework to deliver multi-disciplinary professional services to RIBA Stages 2-7, as set out in the confidential report.**

There being no further business, the meeting ended at 7.03pm.

**Overview & Scrutiny Committee
Work Programme 2023-2024**

June 2023

Budget and Performance Monitoring Q4 update
Review of inclusive play equipment in the parks owned by WFDC

July 2023

Worcestershire Housing Strategy 2023 – 2040
Wyre Forest District Council Health and Wellbeing Supplementary Planning Document (SPD)
Review of Public Space Protection Orders – consultation
Nominations for Treasury Management Review Panel (Chair to be appointed)

September 2023

Budget and Performance Monitoring Q1 update
Environmental Enforcement Policy
Localism Strategy

October 2023

Wyre Forest District Council Housing Supplementary Planning Document (SPD)

November 2023

Budget and Performance Monitoring Q2 update

December 2023

Wyre Forest Health Action Plan Update
Climate Change Action Plan Update and Climate Change and Carbon Reduction Plan 2024 - 27
Cost of Living Action Plan Update

January 2024

WFDC Local Development Scheme (LDS)
Review of Statement of Community Involvement (SCI)
EXEMPT – Acquisition of building in Kidderminster

February 2024

EXEMPT - Capital portfolio fund update - Jones Valerio Ltd

March 2024

Budget and Performance Monitoring Q3 update
Empty Property Strategy
Housing Assistance Policy
Design, Amenity and Shopfronts, Supplementary Planning Document
Housing Supplementary Planning Document

May 2024

Conservation Area Character Appraisal (Stourport Number One and Two)