

Open

Council

Agenda

**6pm
Wednesday, 18th June 2014
Council Chamber
Wyre Forest House
Finepoint Way
Kidderminster**



Council

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2. The Council meeting is open to the public except for any exempt/confidential items. These items are normally discussed at the end of the meeting
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4. If you have any special requirements regarding access to the venue and its facilities including audio and visual needs please let us know in advance so that we can make arrangements for you.
5. This Agenda can be made available in larger print on request; if you require a copy please contact:

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COUNCIL MEETING

10th June 2014

TO ALL MEMBERS OF THE COUNCIL

PRESS AND PUBLIC

Dear Member

YOU ARE INVITED to attend a meeting of the Wyre Forest District Council to be held **at 6.00p.m. on Wednesday 18th June 2014**, in the Council Chamber, Wyre Forest House, Finepoint Way, Kidderminster.

The Agenda for the meeting is enclosed.

Yours sincerely,

Ian Miller
Chief Executive

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 this 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.

(A) TERMS OF REFERENCE OF THE COUNCIL

The Council

1. Is the ultimate decision making Body.
2. Determines the Budget (but reserves powers to itself in relation to requirements).
3. Is responsible for appointing (and dismissing) the Leader of the Council.
4. Appoints at its Annual Meeting, the Regulatory Committees, the Overview and Scrutiny Committee and any other Committees/Forums necessary to conduct the Council’s business.
5. Decides on matters where the Cabinet is not minded to determine a matter in accordance with Council policy.

(B) MATTERS RESERVED TO THE COUNCIL

1. Those reserved by Law e.g. levying a rate, borrowing money, promotion of or opposition to a Bill in Parliament.
2. Matters reserved to the Council by financial regulations.
3. The adoption and amendment of Standing Orders, including the powers and duties of Committees and other forums.
4. Power to make, amend, revoke or enact or enforce any byelaws.
5. The determination of the objectives of the Council.
6. Matters of new policy or variation of existing policy as contained within the budget and policy framework.
7. Local Development Framework adoption.
8. Any function where a decision would be contrary to a plan, policy, budget or strategy previously adopted by the Council, which would be contrary to the Council’s Standing Orders, Financial Regulations or Executive arrangements.
9. The Scheme of Delegations to Officers.

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At the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed.

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By entering the meeting room and using the public seating area, you are consenting to be filmed and to the possible use of those images and sound recordings for webcasting and or training purposes.

If members of the public do not wish to have their image captured they should sit in the Stourport and Bewdley Room where they can still view the meeting.

If any attendee is under the age of 18 the written consent of his or her parent or guardian is required before access to the meeting room is permitted. Persons under 18 are welcome to view the meeting from the Stourport and Bewdley Room.

If you have any queries regarding this, please speak with the Council's Legal Officer at the meeting.

Wyre Forest District Council

Wednesday, 18th June 2014

Council Chamber, Wyre Forest House, Finepoint Way, Kidderminster

Part 1

Open to the press and public

Agenda item	Subject	Page Number
1.	Prayers To be read by Reverend Robert Barnett from Offmore Evangelical Church, Kidderminster.	
2.	Election of Chairman To elect a Chairman of the Council for this Municipal Year.	
3.	Chairman – Investiture and Declaration of Acceptance of Office To invest the Chairman of the Council with the Chain of Office after which the Chairman will make his or her Declaration of Acceptance of Office.	
4.	Chairman’s Response The Chairman of the Council will express thanks for his or her election.	
5.	Retiring Chairman The Leader of the Council will thank the retiring Chairman of the Council.	
6.	Retiring Chairman – Presentation of Badges To present the retiring Chairman of the Council with a Past Chairman’s Badge. The retiring Chairman may wish to respond.	
7.	Appointment of Vice-Chairman To appoint a Vice-Chairman of the Council for this Municipal Year.	
8.	Vice-Chairman – Investiture and Declaration of Acceptance of Office To invest the Vice-Chairman of the Council with his or her Badge of Office after which the Vice-Chairman will make a Declaration of Acceptance of Office.	

9.	<p>Vice Chairman's Response</p> <p>The Vice-Chairman of the Council will express his or her thanks for his or her appointment.</p>	
10.	<p>Apologies for Absence</p>	
11.	<p>Declarations of Interests by Members</p> <p>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.</p> <p>Please see the Members' Code of Conduct as set out in Section 14 of the Council's Constitution for full details.</p>	
12.	<p>Minutes</p> <p>To confirm as a correct record the Minutes of the meeting held on 26th February 2014, and the Minutes of the Special meetings held on 26th March 2014 and 2nd April 2014.</p>	10
13.	<p>Public Participation</p> <p>In accordance with the Council's scheme for public speaking at meetings of Council, to allow members of the public to present petitions, ask questions, or make statements, details of which have been received by 12 noon on Monday 9th June 2014.</p> <p><i>If you wish to speak on an urgent matter that has arisen since the deadline and you could not reasonably have known about it at the time, you should register your interest in speaking no later than 9am on the day of the meeting of Council. In the case of a request to speak on an urgent matter, the Solicitor to the Council will rule on whether or not the matter is urgent and that ruling will be final.</i></p>	
14.	<p>Questions</p> <p>No questions have been submitted in accordance with Standing Order A5 by Members of the Council.</p> <p><i>In the case of an urgent matter that has arisen since the deadline above, and could not have been reasonably known at that time, it must be delivered in writing to the Solicitor to the Council no later than 9am on the day of Council.</i></p>	
15.	<p>Chairman's Communications</p> <p>To note the engagements of the Chairman of the Council since the Council's last meeting.</p> <p>To receive such communications from the new Chairman of the Council.</p>	23

16.	<p>Political and Constitutional Structures 2014/2015</p> <p>(a) To consider a report from the Solicitor to the Council on the proposed political and constitutional structures for 2014/2015. This report will include the municipal calendar and the proposed amendments to the constitution.</p> <p>(b) Appointments to outside bodies.</p> <p>(Please note that this item is marked to follow)</p>	24
17.	<p>Electoral Review</p> <p>To consider a report from the Chief Executive detailing the response to the Local Government Boundary Commission's consultation on warding arrangements.</p>	52
18.	<p>Leader of the Council Announcements and Reports</p> <p>To receive announcements and any matters to report from the Leader of the Council.</p>	
19.	<p>Members' Annual Activity Reports and Attendance 2013/2014</p> <p>To note the schedule of Members' Annual Reports giving details of their activities in their role as District Councillors for the 2013/2014 municipal year and to receive a record of Members' attendance for the 2013/2014 municipal year.</p> <p><i>These reports have been circulated electronically and a public inspection copy is available on request. (See front cover for details.) Copies will also be available with the pre council refreshments.</i></p>	60
20.	<p>Annual Reports for the Municipal Year 2013/2014</p> <p>(a) Cabinet</p> <p>(b) Overview & Scrutiny Report</p> <p>(c) Ethics and Standards Committee</p>	62 65 71
21.	<p>Motions Submitted under Standing Orders</p> <p>One motions has been received in accordance with Standing Orders (Section 7, 4.1).</p> <p><i>From Councillors F M Oborski & J Phillips, Liberal & Independent Group</i></p> <p><i>Council recognises the importance of encouraging the young people of the District to involve themselves in the Civic life of the District. Council therefore requests the Cabinet to work with the Local Children's Trust, Youth Cabinet Members, Positive Activities providers and the voluntary Youth Movements to develop a District Youth Council and Young People's Mayor.</i></p>	

22.	<p>Urgent Motions submitted under Standing Orders</p> <p>To consider motions in the order they have been received which, by reason of special circumstances, should be considered as a matter of urgency, in accordance with Standing Orders (Section 7, 4.1 (vii)).</p>	
23.	<p>Half Yearly Report of the Chief Executive</p> <p>To receive a half yearly report from the Chief Executive.</p>	74
24.	<p>To consider any other business, details of which have been communicated to the Solicitor to 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>	
25.	<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 the paragraph 1 of Part 1 of Schedule 12A to the Act”.</p>	

Part 2

Not open to the Press and Public

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

COUNCIL

COUNCIL CHAMBER, WYRE FOREST HOUSE, FINEPOINT WAY, KIDDERMINSTER

26TH FEBRUARY 2014 (6PM)

Present:

Councillors: F M Oborski (Chairman), D C H McCann (Vice-Chairman), J Aston, G W Ballinger, R Bishop, C Brewer, J-P Campion, S J M Clee, E Davies, N J Desmond, H E Dyke, P Dyke, N Gale, B T Glass, D R Godwin, J Greener, I Hardiman, P B Harrison, J A Hart, M J Hart, P V Hayward, V Higgs, A T Hingley, T Ingham, M B Kelly, N Knowles, H J Martin, B McFarland, C D Nicholls, T L Onslow, J W Parish, J Phillips, M Price, M Rayner, C Rogers, M A Salter, A M Sewell, J A Shaw, D R Sheppard, N J Thomas, S J Williams and G C Yarranton.

C.71

Prayers

Prayers were said by Reverend Mary Austin from Trinity Methodist Church, Kidderminster. A minutes silence was held in memory of the late Honorary Alderman Elizabeth Mills.

Tributes were paid to Mrs Mills which included the following:

- Councillor S J Clee thanked Members for attending the memorial service. The family had been overwhelmed with the large amount of people in the church. Mrs Mills had served on the Council until 1996 for the Lickhill ward in Stourport-on-Severn. She had adopted Stourport as her home town after moving from Rugeley in Staffordshire. She had served on many local bodies and had been a governor at a local school for 54 years.
- Councillor G W Ballinger stated he had many happy memories of Mrs Mills. She had put her family first, followed by the people of Stourport and then the Girl Guide movement and then the Council. It was a sad loss to the community.
- Councillor J A Shaw reported that he had met Mrs Mills in 1977 and she had been a great servant for Stourport-on-Severn. She had been Chairman of Stourport High School for a long time and had stood out for her consciousness and integrity.
- Councillor M B Kelly had known Mrs Mills since 1973 and had been a good friend who would be greatly missed.
- Councillor F M Oborski spoke on behalf of the Liberal/Independent Group and stated that Mrs Mills had been an amazing person and had been the best Chairman the Council had ever had.

Councillor C Rogers entered the meeting at this point, (6.08pm).

C.72 Apologies for Absence

There were no apologies for absence

C.73 Declarations of Interests by Members

There were no declarations of interests.

C.74 Minutes

Decision: The minutes of the meeting held on 27th November 2013 be confirmed as a correct record and signed by the Chairman.

C.75 Public Participation

There was no public participation.

C.76 Questions

There were no questions.

C.77 Chairman's Communications

The Council received a list of functions attended by the Chairman or Vice-Chairman since the Council's last meeting.

The Chairman reminded Members that her charity dinner would be held on 28th March 2014 and hoped that some Members would join her. She was also taking part in a reading marathon with the Mayor of Pershore and asked members to sponsor her.

Members were informed that they had an opportunity to meet the Deputy Police and Crime Commissioner at the Franche Road, Kidderminster Co-op on Thursday 27th February 2014.

C.78 Leader's Announcements and Report

The Leader of the Council thanked officers who had dealt with the recent flooding. Stourport-on-Severn had suffered during the floodings and the Council had suspended car parking charges there and in Bewdley to offer businesses support. The Council should be proud of how it had reacted to the situation.

He also informed Members that Morgan Ceramics had been chosen as a Centre of Excellence and recent house building figures had suggested that the Wyre Forest district had the highest level of houses being built. He also announced that the Civic Centre had now received planning permission and it would be transferred to Stourport Town Council in March 2014.

With regard to the Kidderminster Public Realm works, Worcestershire

County Council had made an announcement that they would fund £1.5m of funding to deliver two of the phases for the town centre.

An update on the Icelandic Investments had been circulated prior to the meeting.

C.79 Policy And Budget Framework

a. Recommendation from the Overview & Scrutiny Committee, 5th December 2013

- **Sustainable Communities Act – Proposed Levy on Large Retail Outlets**

The Chairman of the Overview & Scrutiny Committee stated that the items had been referred to the Scrutiny Committee last year for a full debate. She pointed out that the Council had never been afraid of being the first to voice their concerns. Although residents liked the supermarket ethic, the supermarkets had advantages over the independent shops. In some cases it was felt that the large retailers did not put back anything back into the community and asked Council to progress this item.

A debate ensued and the main points included that a lot of evidence had been gathered on the local effect of the local economy and figures had shown that for every new supermarket that opened, approximately 276 jobs were lost because small shops could not compete. It was also felt that the supermarkets could afford the levy and they would not be out of pocket. It was pointed out that a lot of stores advertised their community work but did nothing.

A Member had concerns that, if the levy was introduced, Wyre Forest could be disadvantaged.

Councillor M B Kelly left the meeting at this point, (6.48pm) and re-entered at 6.50pm.

Upon a vote, the motion was carried.

Decision: Wyre Forest District Council back the campaign for a levy on large retail outlets.

b. Recommendations from the Cabinet 18th February 2014

- **Treasury Management Strategy Statement Report 2014/15**

Members stressed that the role of the Audit Committee was an important one and they worked closely with officers to ensure that the Council's finances were managed effectively.

Decision:

- 1. The restated Prudential Indicators and Limits for the financial years 2014/15 to 2016/17 included in Appendix 3 of the report to Cabinet be approved.**
- 2. The updated Treasury Management and Investment Policy and Strategy Statements for the period 1st April 2014 to 31st March 2015 (the associated Prudential Indicators are included in Appendix 3 of the report to Cabinet and the detailed criteria is included in Section 10 and Appendix 5 of the report to Cabinet) be approved.**
- 3. The Minimum Revenue Provision (MRP) Statement that sets out the Council's policy on MRP included in Appendix 1 of the report to Cabinet be approved.**
- 4. The Authorised Limit Prudential Indicator included in Appendix 3 of the report to Cabinet be approved.**

C.80 Financial Update 2014/2017

Council considered the budget for 2014/2017 having considered the proposed decision and budget reports recommended to Council by Cabinet on 18th February 2014 on the following:

- Fees and Charges
- Three Year Budget, Capital Programme and Policy Framework 2014/17
- Council Tax 2014/15
- Report of the Chief Financial Officer in respect of Sections 25 – 28 Local Government Act 2003
- Councillors' scheme of allowances for 2014/15 in light of Independent Review Panel's recommendations

The Chairman advised Members that new legislation had come into effect on Tuesday 26th February 2014 that all decisions on budget related items would be a named vote.

The Leader of the Council took Members through the report and advised that there had been much debate at the Council meeting in November 2013 and prior to that at the Strategic Review Committee. A considerable amount of work had been carried out and appendix 3 of the report to Council listed the updated Cabinet proposals. He pointed out that the recommendations from the Independent Remuneration Panel were not to be accepted and it had been suggested that a new panel be set up so they could advise Council how to progress. There was also a proposal that a review of senior leadership posts be carried out and asked that the appointments panel oversee this.

Agenda Item No. 12

It was also proposed to increase council tax by 1.94%. Members were advised that the alternative budget proposals had also been taken into account.

A robust debate ensued on the budget proposals.

The Labour Group presented their alternative budget proposals which included that all future Right to Buy Capital Receipts over and above the top-up of £800,000 for Disabled Facilities Grants, be ring-fenced for Housing purposes.

It was pointed out that toilets in key locations in the district would not be closed.

Councillor V Higgs left the meeting at this point, (7.58pm) and returned at 8pm.

Upon a vote, the Labour amendment was lost.

Councillor J Parish and M Rayner left the meeting at this point, (8.18pm) and returned at 8.20pm.

Councillor T Ingham left the meeting at 8.36pm and returned at 8.38pm.

A named vote on the substantive budget proposal was recorded as follows:

For:

Councillors G W Ballinger, R Bishop, C Brewer, J-P Campion, S J M Clee, E Davies, N J Desmond, N Gale, B T Glass, D R Godwin, J Greener, I Hardiman, P B Harrison, J Hart, M J Hart, P V Hayward, A T Hingley, T Ingham, D McCann, F M Oborski, T Onslow, J Parish, J Phillips, M Price, M Rayner, C Rogers, M A Salter, D R Sheppard, N J Thomas, S J Williams and G C Yarranton.

Against:

Councillors J Aston, H E Dyke, P Dyke, V Higgs, M B Kelly, N Knowles, H J Martin, B McFarland, C D Nicholls, A Sewell and J A Shaw.

Decision:

1.1 FEES AND CHARGES

1.1.1 The updated fees and charges as attached in Appendix 1, in respect of Control of Dogs to replace those approved by Council on the 27th November 2011 be approved.

1.2 THREE YEAR BUDGET, CAPITAL PROGRAMME AND POLICY FRAMEWORK 2014-17

1.2.1 The updates to the Medium Term Finance Strategy 2014-17 as approved by Council in November 2013, as set

out in the Cabinet report of the 21st January 2014 be approved.

- 1.2.2 The Base Capital Programme and Vehicle, Equipment and Systems Renewal Schedule as set out in Appendices to the Cabinet Report on the 21st January 2014, further amended to incorporate all approved Cabinet Proposals and final amendments detailed in the report to Council be approved. The revised Capital Programme contained in Appendix 2 of the report to Council (Parts 1 and 2); updated Prudential Indicators are also presented in the separate Treasury Management report on the Council agenda be approved. In doing so, Capital Budgets for 2014-17 be approved.
- 1.2.3 The first £338,000 of the Right to Buy (RTB) receipts in 2014/15 be allocated to Disabled Facilities Grants (to a maximum Capital budget of £800,000) be approved. Any subsequent RTB Capital Receipts be allocated to general capital reserves. The allocation of future years' RTB receipts be considered in future budget setting processes.
- 1.2.4 The initial £1m funding allocated for the Local Authority Mortgage Scheme be removed from the Capital Programme given the launch of the Government's Help to Buy Scheme and withdrawal of the Lloyds Banking Group from this initiative be approved.
- 1.2.5 Any Final Account savings arising from 2013-17 over and above the target allowed for in the Council's Finance Strategy, together with surplus Earmarked Reserves, be allocated by the Chief Financial Officer in consultation with the Leader be approved.
- 1.2.6 The General Fund Revenue Budget be approved including updated *CABINET PROPOSALS (Appendix 3 of the report to Council)* and updated *FEES AND CHARGES (Appendix 1 of the report to Council)* and related amendments as set out in paragraph 5 of the report to Council.

1.3 COUNCIL TAX

- 1.3.1 A Council Tax for Wyre Forest District Council on a Band D Property of £201.45 for 2014-15 (£197.62 2013-14) which represents a 1.94% increase on Council Tax from 2013-14 be agreed.
- 1.3.2 A provisional Council Tax on a Band D Property in 2015-16 of £205.36 and £209.34 in 2016-17, an increase of 1.94 % per annum over 2014-15 be agreed.

1.3.3 The discount for dwellings in Class C prescribed by the Council Tax (Prescribed Classes of Dwelling) (England) Regulations 2003 No 3011 shall, with effect from 1st April 2014, be one hundred per cent for the first calendar month and zero per cent thereafter, with any occupation for any period of less than 6 weeks being ignored be approved. The period for which any discount under Class C applied to a dwelling immediately before 1st April 2014 shall count towards the period of one calendar month in awarding any discount for the period commencing on 1st April 2014.

1.4 MEMBER ALLOWANCES

1.4.1 The conclusions and recommendations of the Independent Review Panel (IRP) in making any amendments to the Members' Allowances Scheme for 2014-15 be given due regard.

1.4.2 The scheme of allowances set out in Appendix 4 – Part 2 of the report to Council, be maintained for the financial year 2014-15, with the omission of the allowances for the Strategic Review Committee as this committee operates only in the 2013-14 municipal year.

1.4.3 To withdraw from the joint Worcestershire Independent Remuneration panel.

1.4.4 The Solicitor to the Council be authorised to amend the Constitution as appropriate to give effect to the Council's decisions, including the constitution of a new IRP to advise on the future scheme of allowances.

1.5 The Chief Financial Officer's opinion on the budget proposals, as recommended by Cabinet on 18th February 2014 and detailed in appendix 5 of the Council report be noted.

C.81 Council Tax 2014/2015

Council considered the formal resolution for setting the Council Tax for 2014/2015. The amount of Council Tax depended on the budget proposal recommendations from Cabinet to Council on 18th February 2014 which included the precepts by Worcestershire County Council, The Office of the Police and Crime Commissioner for West Mercia and Hereford and Worcester Fire and Rescue Authority.

Members were referred to the tabled update sheet.

A named vote was held and recorded as follows:

For:

Councillors J Aston, G W Ballinger, R Bishop, C Brewer, J-P Campion, S J M Clee, E Davies, N J Desmond, H E Dyke, P Dyke, N Gale, B T Glass, D R Godwin, J Greener, I Hardiman, P B Harrison, J Hart, M J Hart, P V Hayward, V Higgs, A T Hingley, T Ingham, M B Kelly, H J Martin, D McCann, B McFarland, C D Nicholls, F M Oborski, T Onslow, J Parish, J Phillips, M Price, M Rayner, C Rogers, M A Salter, A Sewell, J A Shaw, D R Sheppard, N J Thomas, S J Williams and G C Yarranton.

Against:

Councillor N Knowles

Decision: The formal council Tax resolution 2014/15 at Appendix 1 of the report to Council taking into account information contained in Appendices 2 to 5 of the report to Council be approved.

The meeting was adjourned at 8.53pm and reconvened at 9.02pm.

C.82

Motions Submitted Under Standing Order No. D1 (1)

The following notices of motion were received in accordance with Standing Order D1(1).

The following motion from Councillor G W Ballinger, Leader of the Independent Community & Health Concern Group was withdrawn.

1. From Councillor G W Ballinger, Leader of the Independent Community & Health Concern Group

The Independent Community & Health Concern Group proposes a motion to Council to amend the Terms of reference of the Appointments and Appeals Committee to include the overview of an independent review of the top 6 management posts, undertaken by an appropriately sourced external consultant and for the Committee to make recommendations to Council. The revised structure would best fit future business needs and be effective from April 2015. The objective of this independent review would be to make the leadership structure more fit for purpose whilst realising saving to contribute to the Transformation Programme and continued financial sustainability. The costs of this review to be met from the Transformation Fund initially but it is envisaged they will be recovered from resultant savings once the review recommendations have been implemented.

2. From Councillor H J Martin, on behalf of the Labour Group

Council recognises the need to continue to seek efficiency and economy in the way it operates. It also recognises the need to protect front line services whilst ensuring that the community receives value for money.

Agenda Item No. 12

Council agrees that every option to achieve these aims must be considered, including the ownership and operation of Wyre Forest House. To this aim, therefore, Council agrees to investigate all options for a “sale and leaseback” agreement with appropriate providers. This should be commissioned through specialist advisers who should be required to investigate the pro’s and con’s of such an arrangement and advise on comparisons of both the status quo and a sale and leaseback arrangement, making recommendations for consideration by Full Council.

Councillor Martin presented his motion and explained that the cost of running Wyre Forest House needed to be looked at as it was believed that the Council could save money. A debate on the motion followed.

It was felt that to rent the empty space in the building would be more beneficial to the Council. It was suggested that the item could be referred to the Overview & Scrutiny Committee for discussion.

Upon a vote, the motion was lost. Councillor D R Godwin offered to provide free legal advice if required.

Decision: The above motion from Councillor H J Martin, on behalf of the Labour Group not be agreed.

C.83 Urgent Motions Submitted Under Standing Order No. D1 (7)

There were no urgent motions.

C.84 Future Governance Arrangements for Kidderminster – Update Report

Council considered a report from the Chief Executive which provided Council with an update from the working group established by the Council resolution in July 2013 and proposed the next steps.

Councillor G W Ballinger presented the report to Members and asked that a special meeting be convened to discuss the matter in further detail.

Councillor P Dyke left the meeting at 9.35pm and returned at 9.37pm.

Decision:

- 1. The update in the report be noted.**
- 2. A special meeting of Council to be held on Wednesday 26th March 2014, when the working group’s recommendations would be submitted.**

The meeting ended at 9.38pm.

WYRE FOREST DISTRICT COUNCIL

SPECIAL COUNCIL

**COUNCIL CHAMBER, WYRE FOREST HOUSE, FINEPOINT WAY,
KIDDERMINSTER**

26TH MARCH 2014 (6PM)

Present:

Councillors: F M Oborski (Chairman), G W Ballinger, R Bishop, C Brewer, J-P Champion, S J M Clee, E Davies, N J Desmond, H E Dyke, P Dyke, N Gale, B T Glass, D R Godwin, J Greener, I Hardiman, P B Harrison, J A Hart, M J Hart, P V Hayward, V Higgs, A T Hingley, T Ingham, M B Kelly, N Knowles, H J Martin, D C H McCann, B McFarland, C D Nicholls, T L Onslow, J W Parish, J Phillips, M Price, M Rayner, C Rogers, M A Salter, A M Sewell, J A Shaw, D R Sheppard, N J Thomas, S J Williams and G C Yarranton.

C.85 Apologies for Absence

Apologies for absence were received from Councillor J Aston.

C.86 Declarations of Interests by Members

There were no declarations of interests.

C.87 The Future Governance of Kidderminster

Council considered a report from the Chief Executive on the future governance of Kidderminster, as recommended by the cross-party working group which had been examining the options.

The Chairman of the working group, Councillor G W Ballinger presented the report to Members and advised that this was an opportunity for the Council to make a historic decision by pursuing a town council for Kidderminster. This would mean that the town would have the same governance arrangements, advantages and opportunities as the towns of Bewdley and Stourport-on-Severn.

Councillor M B Kelly spoke in favour of the proposals and stated that people had been fighting for 40 years for Kidderminster town status.

An amendment was moved by Councillor M J Hart on behalf of the Conservative Group. He stated the people of Kidderminster should be given the democratic opportunity to vote in a referendum and the amendment was about the process and timing of the review.

Councillor T Ingham left the meeting at this point, (6.44pm), and returned at 6.45pm.

A robust debate ensued and several Members agreed holding the referendum alongside the local and general elections in May 2015 would be both cost effective for the Council and hopefully encourage more residents to vote as electoral turnout is historically higher for general elections.

Following a vote the amendment was carried.

Decision:

- 1. To adopt as its policy to ask the public whether it supports the creation of a town council for Kidderminster.**
- 2. To initiate a community governance review under the Local Government and Public Involvement in Health Act 2007 with effect from 1 February 2015 in order to progress its policy.**
- 3. To conduct consultation with local government electors in Kidderminster through a referendum to be held as a local poll under section 16 of the Local Government Act 2003 on the day of ordinary elections in May 2015.**
- 4. To receive a further report in autumn 2014 to approve:**
 - (i) the terms of reference for the review;**
 - (ii) the wording of the referendum for the review;**
 - (iii) any other procedural matters that require decision in accordance with section 116 of the 2003 Act, including the information document that would be sent to all electors in Kidderminster.**

There being no further business, the meeting ended at 7.10pm.

WYRE FOREST DISTRICT COUNCIL

EXTRAORDINARY COUNCIL

**COUNCIL CHAMBER, WYRE FOREST HOUSE, FINEPOINT WAY,
KIDDERMINSTER**

2ND APRIL 2014 (6PM)

Present:

Councillors: F M Oborski (Chairman), J Aston, G W Ballinger, R Bishop, C Brewer, J-P Campion, S J M Clee, E Davies, N J Desmond, H E Dyke, N Gale, B T Glass, D R Godwin, J Greener, I Hardiman, P B Harrison, J A Hart, M J Hart, P V Hayward, A T Hingley, M B Kelly, N Knowles, H J Martin, D C H McCann, B McFarland, C D Nicholls, T L Onslow, J W Parish, J Phillips, M Price, M Rayner, C Rogers, M A Salter, A M Sewell, D R Sheppard, N J Thomas, S J Williams and G C Yarranton.

C.88 Apologies for Absence

Apologies for absence were received from Councillors P Dyke, V Higgs, T Ingham and J A Shaw.

C.89 Declarations of Interests by Members

There were no declarations of interests.

C.90 Appointment of Leader of the Council

Council considered a report from the Chief Executive which asked Members to appoint the Leader of the Council.

Councillor J-P Campion addressed Members and nominated Councillor M J Hart for the position of Leader of the Council. He stated that it was an honour to hold such a position and Councillor Hart had the relevant skill set to deal with the significant challenges ahead.

The proposal was seconded by Councillor N J Desmond who stated that Councillor Hart had a wealth of understanding about local government and the authority would be in safe hands with him as Leader.

There were no other nominations and following a vote Councillor M J Hart was elected as Leader of the Council.

The newly appointed Leader thanked Members for their support and paid tribute to Councillor J-P Campion for the outstanding work he had done for the District during his time as Leader.

He added that he would formally announce his Cabinet on 3rd April 2014 and would be appointing Councillor N J Desmond as the Deputy Leader of the Council.

Agenda Item No. 12

The Chairman, Councillor F M Oborski led the tributes to Councillor J-P Champion from the opposition groups regarding his leadership skills. Members felt that Councillor Champion had worked hard to listen and engage with the group leaders and include them in the decision making process.

Decision: Councillor M J Hart be elected to the position of Leader of the Council.

There being no further business, the meeting ended at 6.25pm.

CHAIRMAN'S FUNCTIONS

2013/2014

March 2014

- 4th Mayor of Pershore Readathon
- 7th Stourport Mayor's Quiz Night
- 8th Wyre Forest Symphony Orchestra
- 10th Commonwealth Day
- 22nd Kidderminster Harriers Sponsor
- 28th WFDC Chairman's Charity Dinner
- 29th Kidderminster Choral Society

April 2014

- 4th Stourport Mayor's Ball
- 8th WFDC and Vestia Employability Briefing
- 9th Churches Together in Kidderminster Lenten Talk
- 11th Bromsgrove Civic Dinner Dance
- 13th Opening of British Power Lifting Championships
- 25th Funeral of Cliff Didlick
- 26th Redditch Civic Dinner
- 26th Bewdley Proms at St Georges Hall*
- 27th Kidderminster St Georges Day Parade

May 2014

- 6th Induction of new Minister at Baxter Church
- 7th Civic Photo for Council's 40th Birthday
- 8th Youth Makes Music
- 9th Droitwich Charity Dinner
- 10th Dedication of New Standard and Rock and Far Forest RBL
- 17th Leominster Mayor Making
- 17th KD7 Scout Group AGM
- 20th Mayor of Bewdley Brewery Tour
- 25th EU Election Count
- 30th Annual Meeting of Bewdley Town Council

June 2014

- 1st Afternoon Tea with Mayor of Kidderminster
- 3rd Official Opening at Franche Community Church
- 5th Charter Trustees Mayor Making
- 7th Bewdley Carnival
- 8th Bewdley Mayor's Sunday
- 10th Among Friends Fred Bennett Centre
- 13th Mayor of Stourport on Severn Civic Reception

WYRE FOREST DISTRICT COUNCIL

COUNCIL

18TH JUNE 2014

Political and Constitutional Structures 2014/2015

OPEN	
CABINET MEMBER:	The Leader of the Council
DIRECTOR:	Solicitor to the Council
CONTACT OFFICER:	Caroline Newlands, Ext. 2715 caroline.newlands@wyreforestdc.gov.uk
APPENDICES:	Appendix 1 Political Management Structure Appendix 2 Committee Appointments Appendix 3 Municipal Calendar Appendix 4 Appointments to Outside Bodies Appendix 5 Revisions to the Constitution Appendix 6 Political balance

1. **PURPOSE OF REPORT**

To consider the Political and Constitutional Structures for the municipal year 2014/2015.

2. **RECOMMENDATION**

The Council is asked to:

- 2.1 **Approve the proposed Political Management Structure for 2014/2015 as set out in Appendix 1 of the report.**
- 2.2 **Agree the Chairmen and Vice-Chairmen of Committees as contained in Appendix 2.**
- 2.3 **Adopt the Municipal Calendar as set out in Appendix 3.**
- 2.4 **Agree the appointments to outside bodies as set out in Appendix 4.**
- 2.5 **Agree the revisions to the Constitution as set out in Appendix 5.**
- 2.6 **Approve the revised chart of political balance as set out in Appendix 6.**
- 2.7 **Authorise the Solicitor to the Council to settle any outstanding details relating to the political structures and to make changes as necessary to the Council's**

Constitution to give effect to the Council’s decisions and any other revisions necessary to reflect needs or circumstances.

3. BACKGROUND

- 3.1 Council is responsible for establishing the political structures which are not the responsibility of the Leader and Cabinet.
- 3.2 Under the Local Government Act 2000 as amended by the Public Involvement in Health Act 2007, the Leader of the Council is responsible for appointments to the Cabinet and allocating responsibilities to Cabinet members. Since 2011, the Council has appointed the Leader of the Council under the “strong leader” model. Councillor M J Hart’s term of office as a district councillor comes to an end in 2016. If the Boundary Commission’s electoral review is implemented by all-out elections in May 2015 as proposed, the term of office of all councillors will come to an end in May 2015. This means that the Council’s AGM in May 2015 will decide who to appoint as the Council’s leader thereafter.
- 3.3 It remains Council’s role to establish such Committees as it thinks fit to carry out the discharge of functions which are not the responsibility of the Cabinet. This report addresses the political and constitutional structures for the Council to decide. It also appoints their Chairmen and Vice Chairmen.

4. KEY ISSUES

- 4.1 A strategic alliance has been formed between the Conservative Group and the Liberal and Independent Group for the 2014/15 municipal year. The alliance’s proposals for the 2014/2015 political structure are detailed in Appendix 1. There are no significant changes from the structure agreed for 2013/14, the Strategic Review Committee having been a time-limited committee for the 2013/14 municipal year only.

Political Balance

- 4.2 Following the elections on 22nd May 2014, Councillors formed themselves into political groups of the following numbers.

Conservative	15
Labour	9
Independent Community and Health Concern	7
Liberal & Independent Group	6
UK Independence Party	5

Legislation requires that the aggregate allocation of committee seats must be in accordance with the principles of political balance and proportionality. Subject to this, individual committee membership should reflect the political balance of the Council as far as practicable. Council can depart from these principles provided no member votes against doing so. As usual, it is not possible to achieve precise political balance. The revised political balance of Committees is set out in Appendix 6 for Council’s approval.

Committee Appointments

- 4.3 After determining its political structures and allocations of seats to Committees, Council must appoint Chairmen and Vice-Chairmen to Committees. The nominations for these posts are set out in Appendix 2. The Solicitor to the Council will fill other seats in accordance with the nominations from the respective political Groups.

Municipal Calendar

- 4.4 The calendar of meetings for 2014/2015, attached at Appendix 3 has been prepared based on the Council's proposed decision-making structure and in accordance with the Council's Standing Orders.

Appointments to Outside Bodies

- 4.5 Each year the Council appoints Members as representatives on a number of outside bodies. The attached schedule at Appendix 4 details the appointments due at this time and the number of nominations required for each body. Members will note that the appointments are made for the municipal year 2014/15 unless otherwise annotated.
- 4.6 The schedule in Appendix 4 sets out the alliance's proposals for who should be appointed in each case along with information, where relevant, on the other nominations submitted by the various groups.

Amendments to constitution

- 4.7 It is proposed to clarify the role and membership of the Local Plans Review Panel (renamed from Local Development Framework Review Panel to reflect the legislation) as set out in Section 5 of the Constitution. Amendments are set out in appendix 5 for the Council's approval.

5. FINANCIAL IMPLICATIONS

- 5.1 There are no significant financial implications arising from this report.

6. LEGAL AND POLICY IMPLICATIONS

- 6.1 The proposals comply with the requirements of Section 21 of the Local Government Act 2000 and the Local Government and Public Involvement in Health Act 2007 which require one or more Overview and Scrutiny Committees to be established.
- 6.2 The proposals for the allocation of seats on committees reflect political balance in accordance with the Local Government and Housing Act 1989.

7. EQUALITY IMPACT NEEDS ASSESSMENT

- 7.1 An equality assessment impact has been undertaken and it is considered that there are no discernible impacts on the six equality strands.

8. RISK MANAGEMENT

- 8.1 There are no significant risks associated with the proposed political management structure for 2014/15. The formation of the strategic alliance gives greater stability and certainty about the political administration of the Council.

9. CONCLUSION

- 9.1 The proposals contained within this report meet the requirements of the relevant legislation including the Local Government Act 2000 and provide clear links to the Council's priorities.
- 9.2 The proposed political structure of committees is set out in Appendix 1.
- 9.3 The proposed appointments of Chairmen and Vice-Chairmen for the Council's Committees for the 2014/2015 municipal year are set out Appendix 2 of this report.
- 9.4 The proposed municipal diary of meeting dates for 2014/2015 is set out in Appendix 3 of the report.

10. CONSULTEES

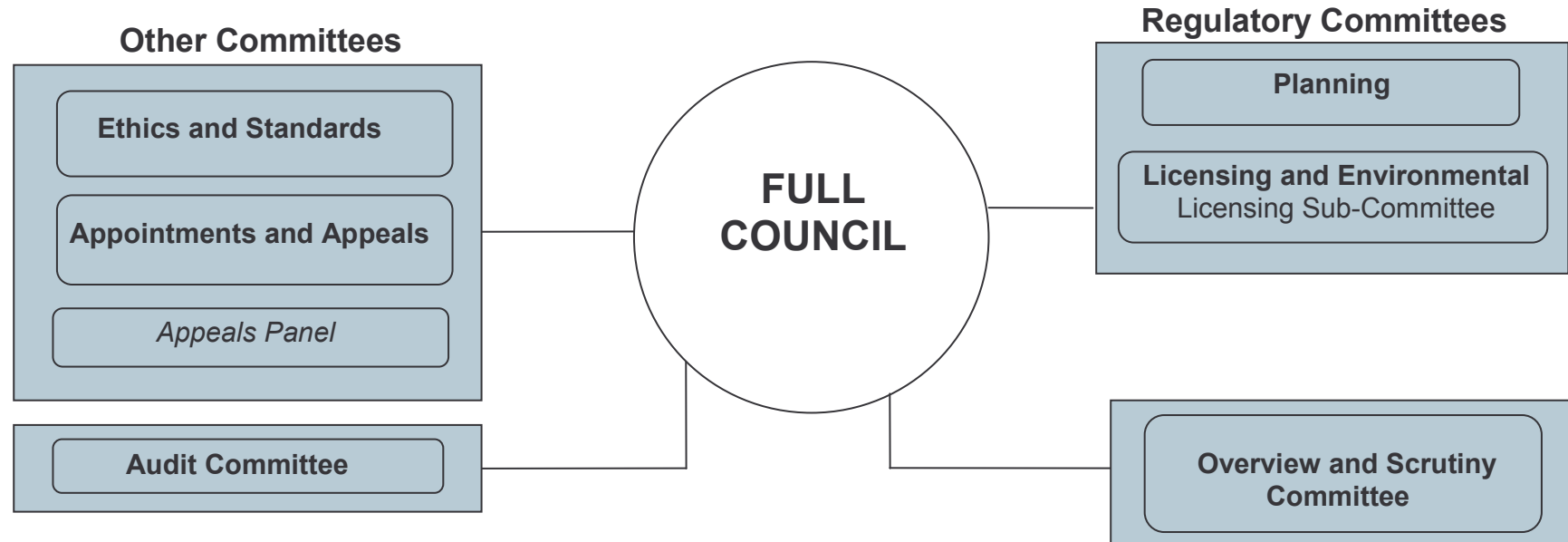
- 10.1 The Leader of the Council.
- 10.2 The Chief Executive.
- 10.3 Group Leaders – municipal calendar and nominations were also sought for appointments to external bodies.

11. BACKGROUND PAPERS

- 11.1 Local Government Act 2000, Local Government and Public Involvement in Health Act 2007, Local Government and Housing Act 1989, The Police and Criminal Justice Act 2006 and Schedule 1 of the Local Authorities (Functions and Responsibilities (England) Regulations 2000.



Political Structure June 2014



The Cabinet

Councillor Marcus Hart
Leader of the Council and Cabinet Member for Strategy

Strategic Policy Co-ordination
 National & Regional Influence
 Oversight of strategic projects including Leisure Centres, Wyre Forest House, and depot relocation project
 Regulatory Services
 Localism agenda including asset Transfers; relations with Parish Councils
 Partnerships, policy & performance
 Communication and branding

Councillor Nathan Desmond
Deputy Leader and Cabinet Member for Resources and Transformation

Finance and Audit
 Revenues and Benefits
 Customer Services
 Information and Communication
 Technology
 Wyre Forest Forward
 Transformational Change
 Legal Services
 Democratic Services
 Human Resources
 Building Maintenance and Facilities
 Management

Councillor Anne Hingley
Cabinet Member for Health, Well-Being and Housing

Housing inc Registered Social Landlords, Private Sector & Homelessness
 Health and Well-being
 Cultural Services
 Community Safety
 Corporate Themes: equality & diversity, Sustainability, relations with voluntary sector

Councillor John Campion
Cabinet Member for Planning and Economic Regeneration

Forward Planning
 Development Control
 Building Control
 Land Charges
 Economic Development & Regeneration
 Town Centres
 Tourism
 Regeneration Schemes including Extension of Weavers Wharf, Exchange Square, Bewdley Medical Practice, Lloyds Garage site
 Asset management including development of assets to support regeneration and increase income

Councillor Helen Dyke
Cabinet Member for Operational Services

Parks and Open Spaces
 Grounds Maintenance
 Waste Reduction
 Refuse Collection and Recycling
 Fleet Management
 Street Cleansing
 Public Conveniences
 Parking Services
 Countryside Service
 Cemeteries
 Corporate Theme: health and safety

COMMITTEE APPOINTMENTS
WYRE FOREST DISTRICT COUNCIL
COMMITTEES 2014/2015

Appointments And Appeals Committee Chairman: Vice-Chairman:	Councillor Marcus Hart Councillor Nathan Desmond
Audit Committee Chairman: Vice-Chairman:	Councillor Tracey Onslow Councillor John Hart
Overview & Scrutiny Committee Chairman: Vice-Chairman:	Councillor Liz Davies Councillor from Labour group
Licensing and Environmental Committee Chairman: Vice-Chairman	Councillor Paul Harrison Councillor Gordon Yarranton
Licensing Sub-Committee	A rota of 3 Members of the Licensing and Environmental Committee, including, and Chaired by, the Committee's Chairman or Vice-Chairman.
Planning Committee Chairman: Vice-Chairman:	Councillor Fran Oborski Councillor Stephen Clee
Local Plans Review Panel Chairman:	Councillor Fran Oborski
Ethics and Standards Committee Chairman: Vice-Chairman:	Councillor Douglas Godwin Councillor John Aston

JULY 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1 5 pm CLT/Cabinet	2	3 CLT 6 pm Overview & Scrutiny WCC Council	4	5	6
7	8 9.30 am Local Plans Review Panel 6 pm Planning	9	10 6 pm Special Overview & Scrutiny	11	12	13
14	15	16	17 CLT 4.30 pm Group Leaders 6 pm Members Forum WCC Cabinet	18	19	20
21	22 6 pm Cabinet	23 5.30 pm KEF Working Group	24	25	26	27
28	29	30 6 pm Council	31 CLT			

AUGUST 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1	2	3
4 10.30 am Licensing & Environmental	5	6	7 CLT	8	9	10
11	12 6 pm Planning	13	14	15	16	17
18	19	20	21 CLT	22	23	24
25 Bank Holiday	26	27	28	29	30	31

SEPTEMBER 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1	2 5 pm CLT/Cabinet	3	4 CLT 6 pm Overview & Scrutiny	5	6	7
8	9 4.30 pm Group Leaders 6 pm Planning	10	11 6 pm Ethics & Standards	12	13	14
15	16 6 pm Cabinet	17	18 CLT WCC Council	19	20	21
22 6.30 pm Parish Forum	23 5.30pm Bewdley Museum Management Committee	24 6 pm Council	25 WCC Cabinet	26	27	28
29 6 pm Audit Committee	30					

OCTOBER 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1	2 CLT 6 pm Overview & Scrutiny	3	4	5
6 10.30am Licensing & Environmental	7 5 pm CLT/Cabinet	8	9	10	11	12
13	14 4.30 pm Group Leaders 6 pm Planning	15	16 CLT 6 pm Members Forum WCC Cabinet	17	18	19
20	21 6 pm Cabinet	22	23	24	25	26
27	28	29	30 CLT	31		

NOVEMBER 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
3	4 5 pm CLT/Cabinet	5	6 6 pm Overview & Scrutiny	7	8	9
10	11 4.30 pm Group Leaders 6 pm Planning	12	13 CLT WCC Council	14	15	16
17	18 6 pm Cabinet	19	20 WCC Cabinet	21	22	23
24	25	26	27 CLT	28	29	30

DECEMBER 2014

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1 6 pm Audit	2 5 pm CLT/Cabinet 5.30 pm Bewdley Museum Management Committee	3	4 6 pm Overview & Scrutiny	2	6	7
8 10.30am Licensing & Environmental	9 4.30 pm Group Leaders 6 pm Planning	10 6 pm Council		12	13	14
15	16 6 pm Cabinet	17	18 CLT WCC Cabinet	19	20	21
22	23	24	25 Bank Holiday	26 Bank Holiday	27	28
29 Offices Closed	30 Offices Closed	31 Offices Closed				

JANUARY 2015

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1 Bank Holiday	2 Offices Closed	3	4
5	6 5 pm CLT/Cabinet	7	8 CLT 6 pm Overview & Scrutiny	9	10	11
12	13 4.30 pm Group Leaders 6 pm Planning	14	15 CLT	16	17	18
19	20 6 pm Cabinet	21	22 6 pm Members Forum	23	24	25
26 6 pm Audit	27	28	29 CLT	30	31	

FEBRUARY 2015

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3 5 pm CLT/Cabinet	4	5 6 pm Overview & Scrutiny	6	7	8
9 10.30am Licensing & Environmental	10 4.30 pm Group Leaders 6 pm Planning	11	12 CLT	13	14	15
16	17 6 pm Cabinet	18	19 6 pm Overview & Scrutiny (if required)	20	21	22
23	24 6 pm Cabinet (if required)	25 6 pm Council	26 CLT	27	28	

MARCH 2015

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3 5 pm CLT/Cabinet	4	5 6 pm Overview & Scrutiny	6	7	8
9	10 4.30 pm Group Leaders 6 pm Planning	11	12 CLT 6 pm Members Forum	13	14	15
16	17 6 pm Cabinet	18	19 6.30 pm Parish Forum	20	21	22
23	24 6 pm Ethics & Standards (if required)	25	26 CLT 5.30 pm KEF Working Group	27	28	29
30 6 pm Audit	31					

APRIL 2015

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1 5 pm CLT/Cabinet	2 6 pm Overview & Scrutiny	3 Bank Holiday	4	5
6 Bank Holiday	7 4.30 pm Group Leaders 6 pm Planning	8	9 CLT	10	11	12
13 10.30 am Licensing & Environmental	14	15	16	17	18	19
20	21 6 pm Cabinet	22	23 CLT	24	25	26
27	28 5 pm CLT/Cabinet	29	30			

MAY 2015

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1	2	3
4 Bank Holiday	5 4.30 pm Group Leaders	6	7 CLT Elections	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25 Bank Holiday	26	27 6pm Council	28 6 pm Planning	29	30	31

JUNE 2015

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1	2	3	4 CLT 6 pm Overview & Scrutiny	5	6	7
8	9 4.30 pm Group Leaders 6 pm Planning	10 5 pm CLT/Cabinet	11	12	13	14
15 10.30am Licensing & Environmental	16	17	18 CLT	19	20	21
22	23 6 pm Cabinet	24	25	26	27	28
29 6 pm Audit	30					

JULY 2015

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1	2 CLT 6 pm Overview & Scrutiny	3	4	5
6	7 4.30 pm Group Leaders 6 pm Planning	8 5 pm CLT/Cabinet	9	10	11	12
13	14	15	16 CLT 6 pm Members Forum	17	18	19
20	21 6 pm Cabinet	22	23	24	25	26
27	28	29 6 pm Council	30 CLT	31		

Representation on Outside Bodies 2014/2015

External Body	Representative 2013/2014	Representative 2014/2015	Number of Representatives
Age Concern	Councillor Mike Salter	Councillor Dixon Sheppard	1 Councillor
Bewdley Development Trust	Councillor Julian Phillips	Councillor Julian Phillips	1 Councillor
Bewdley Museum Management Committee	Councillor Stephen Clee Councillor Jenny Greener Councillor Ian Hardiman	Councillor Anne Hingley Councillor Stephen Clee Councillor Jenny Greener	Relevant Cabinet Member plus 2 Bewdley / Wribbenhall Councillors
Carpet Museum Trust, Advisory Group (appointment for 3 years, renewal due 2016/2017)	Councillor Mike Price Councillor Stephen Williams	Councillor Mike Price Councillor Stephen Williams	2 Councillors

External Body	Representative 2013/2014	Representative 2014/2015	Number of Representatives
Community Housing Group	<p>Appointments made in 2012 were for a 2 year term and these are now due renewal.</p> <p>Board –Councillor Mary Rayner</p> <p>WF Sheltered Housing - Councillor Jenny Greener</p> <p>Property Services – Councillor Gordon Yarranton</p> <p>Councillor Gale was not re-elected in May 2014. She was appointed in 2013 for a 3 year term to the Audit Committee. The Council has the opportunity, if it wishes, to make an appointment for 2 years.</p>	<p>Board – 3 year appointment Proposal: Councillor Mary Rayner</p> <p>Other nominations: Councillor Paul Wooldridge</p> <p>WF Sheltered Housing – 3 year appointment Councillor Jenny Greener</p> <p>Property Services – 3 year appointment Proposal: Councillor Gordon Yarranton</p> <p>Other nominations: Councillor Michael Wrench</p> <p>Audit – 2 year appointment Councillor Chris Rogers</p>	<p>3 Councillors</p> <p>1 Councillor</p>

External Body	Representative 2013/2014	Representative 2014/2015	Number of Representatives
Disability Action Wyre Forest	Councillor Rose Bishop	Councillor Rose Bishop	1 Councillor
District Councils Network	Councillor John-Paul Campion Councillor Marcus Hart	Councillor Marcus Hart Councillor Nathan Desmond	Leader, Deputy Leader as named substitute
Greater Birmingham & Solihull Local Enterprise Partnership Joint Scrutiny Committee	-	Councillor Fran Oborski	1 Councillor (not a Member of the Cabinet)
Greater Birmingham & Solihull Local Enterprise Partnership Supervisory Board (Joint Committee)	-	Councillor Marcus Hart Councillor John-Paul Campion	Leader, Cabinet Member as named substitute
Kidderminster and District Youth Trust	Councillor Jenny Greener Councillor Ian Hardiman Councillor Michael Kelly Councillor Daniel McCann	Councillor Mike Price Councillor Jenny Greener Councillor Michael Kelly Councillor Mary Rayner	4 Councillors
Local Government Association General Assembly	Councillor John-Paul Campion	Councillor Marcus Hart	Leader of the Council
National Parking Adjudication Joint Committee	No appointment made	Councillor Helen Dyke (substitute – Councillor Marcus Hart)	Relevant Cabinet Member, 1 Councillor as named substitute

External Body	Representative 2013/2014	Representative 2014/2015	Number of Representatives
Stourport Forward Board	Councillor Mike Salter	Proposal: Councillor Chris Rogers Other nominations: Councillor John Holden	1 Stourport Councillor / 1 Officer
The Elizabeth Mills Centre (formerly Stourport Day Centre)	Councillor Dixon Sheppard	Councillor Dixon Sheppard	1 Stourport Councillor
10:32 Wyre Forest Early Help (Formerly Tree Tops Sure Start Children's Centre)	Councillor Nicky Gale	Councillor Nathan Desmond	1 Oldington & Foley Park Ward Member
West Mercia Police and Crime Panel	Councillor Ian Hardiman	Councillor Anne Hingley	Relevant Cabinet Member
West Midlands Employers	Councillor Nathan Desmond	Councillor Nathan Desmond Councillor Marcus Hart	Relevant Cabinet Member, Leader as named substitute
West Midlands LGA	-	Councillor Marcus Hart	The Leader of the Council
Worcestershire County Council Corporate Parenting Board	Councillor Helen Dyke	Councillor Helen Dyke	1 Councillor (Expectations from WCC: Relevant Cabinet Member or Councillor with relevant experience)

External Body	Representative 2013/2014	Representative 2014/2015	Number of Representatives
Worcestershire County Council Health Overview and Scrutiny Committee	Councillor Fran Oborski	Proposal: Councillor Fran Oborski Other nominations: Councillor Anthony Clent	1 Councillor
Worcestershire County Waste Forum	Councillor Marcus Hart	Councillor Helen Dyke	Relevant Cabinet Member
Worcestershire Health Improvement Group	Councillor Ian Hardiman	Councillor Anne Hingley	Relevant Cabinet Member
Worcestershire Leaders Board	Councillor John-Paul Champion	Councillor Marcus Hart Councillor Nathan Desmond	Leader, Deputy Leader as named substitute
Worcestershire Shared Services Joint Scrutiny Committee	Councillor Paul Harrison Councillor Marcus Hart	Councillor Marcus Hart Councillor Paul Harrison	2 Councillors (Past practice: Relevant Cabinet Member & Chairman of Licensing & Environmental Committee)
Wyre Forest Citizen's Advice Bureau - Management Committee	Councillor Paul Harrison	Councillor Paul Harrison	1 Councillor
Wyre Forest Community Leisure Association Ltd - Local Partnership Board	Councillor Rose Bishop Councillor John Hart	Proposals: Councillor Rose Bishop Councillor John Hart Other nominations: Councillor Michael Wrench	2 Councillors / 2 Officers

External Body	Representative 2013/2014	Representative 2014/2015	Number of Representatives
Wyre Forest Clinical Commissioning Consortium - Advisory Group	Councillor Nicky Gale Councillor Howard Martin	Proposals: Councillor Tracey Onslow Councillor Dixon Sheppard Other nominations: Councillor Anthony Clent	2 Councillors
Wyre Forest Highways Partnership Forum	Councillor Helen Dyke Councillor Nicky Gale	Councillor Helen Dyke Councillor Graham Ballinger	2 non-voting Councillors
Wyre Forest Local Children and Young People's Trust	Councillor Ian Hardiman Councillor Fran Oborski	Councillor Anne Hingley Councillor Fran Oborski	2 Councillors including relevant Cabinet Member / 1 Officer
Wyre Forest Matters Strategic Board	Councillor John-Paul Champion Ian Miller	Councillor Marcus Hart Ian Miller	Relevant Cabinet Member and Chief Executive
Wyre Forest Nightstop and Mediation Service Management Committee	Councillor Anne Hingley	Councillor Anne Hingley	Relevant Cabinet Member

Outside Bodes – Wyre Forest District Councillors Representing North Worcestershire Districts (for information).

External Body	Representative 2013/2014	Representative 2014/2015
Greater Birmingham and Solihull Local Enterprise Partnership - Local Transport Board	Councillor John-Paul Champion	Councillor John-Paul Champion
Greater Birmingham and Solihull Local Enterprise Partnership	-	Councillor John-Paul Champion
Worcestershire Local Enterprise Partnership	Councillor John-Paul Champion	Councillor John-Paul Champion - named substitute for Cllr Margaret Sherrey (Bromsgrove)
Worcestershire Health & Wellbeing Board	-	Councillor Anne Hingley – 1 year term from February 2014

These appointments are agreed by the Leaders of the three district Councils in North Worcestershire and are reported to Council for information only, in order to give a full picture of Members' external appointments.

AMENDMENTS TO THE CONSTITUTION

Insert in Section 5 of the Constitution

Local plans review panel

Terms of Reference

To make recommendations on the content of the Council's local plans and related documents including reviewing them in the light of consultation and national policy.
To make recommendations for responses on other Councils' local plans including neighbourhood plans in Wyre Forest.

Membership: two members from the largest political group, one member from each of the other political groups. The membership includes the Chairman of the review panel who will be appointed by full Council. The panel may co-opt up to two members nominated by Stourport-on-Severn Town Council and up to two members nominated by Bewdley Town Council.

		Conservative		Labour		Independent Community and Health Concern		Liberal & Independent Group		UKIP		Total
No. of Cllrs.			16		9		7		5		5	42
Percentage			38.10%		21.43%		16.67%		11.90%		11.90%	100.00%
Executive Cttees												
	Membership											
Appts & Appeals	8	3	3.05	2	1.71	1	1.33	1	0.95	1	0.95	8
Audit cttee	8	3	3.05	2	1.71	1	1.33	1	0.95	1	0.95	8
Ethics & standards *	6	2	2.29	1	1.29	1	1.00	1	0.71	1	0.71	6
Scrutiny												
Scrutiny Committee	12	5	4.57	3	2.57	2	2.00	1	1.43	1	1.43	12
Regulatory												
Planning	16	6	6.10	3	3.43	3	2.67	2	1.90	2	1.90	16
Lic & Env	15	6	5.71	3	3.21	2	2.50	2	1.79	2	1.79	15
Total	65	25	24.76	14	13.93	10	10.83	8	7.74	8	7.74	65
Percentage		38.46%		21.54%		15.38%		12.31%		12.31%		100.00%
Difference between % No. of Cllrs. And % Number of Seats		0.37%		0.11%		-1.28%		0.40%		0.40%		

* the table shows only district councillor members

1. Each member is required to notify the Proper Officer which political group, if any, he or she wishes to be identified with. A group comprises of two or more members.
2. Each Group Secretary is required to notify the Proper Officer which members of his or her groups he/she wishes to sit on each relevant committee or sub-committee.
3. The allocation of seats required the rounding up or down of calculated figures to give whole numbers.
4. Single party representatives and independent members (who do not form part of a political group) are not legally entitled to seats on committees to which the rules of proportionality apply.

WYRE FOREST DISTRICT COUNCIL**COUNCIL**
18TH JUNE 2014**Response to Local Government Boundary Commission's proposals for warding arrangements for the Council**

CABINET MEMBER:	Leader of the Council
RESPONSIBLE OFFICER:	Chief Executive
CONTACT OFFICER:	Ian Miller, Ext. 2700 ian.miller@wyreforestdc.gov.uk
APPENDICES:	Appendix A : proposed response to LGBC

1. PURPOSE OF REPORT

- 1.1 To consider the Council's response to the Local Government Boundary Commission's proposals for future warding arrangements for the Council.

2. RECOMMENDATION

The Council is **RECOMMENDED** to:

- 2.1 **NOTE** the proposals of the Local Government Boundary Commission for England for eleven 3 member wards, while expressing strong concerns about whether some of them comply with the Boundary Commission's own policies and asking for a written response from the Commission on why its proposals for Wyre Forest appear to be contrary to its own guidelines;
- 2.2 **ENCOURAGE** individual political groups to submit their own responses; and
- 2.3 **AGREE** that the Council's response at appendix A be submitted to the Boundary Commission.

3. BACKGROUND

- 3.1 Following the Council's resolution of 18th May 2011, the Local Government Boundary Commission for England commenced its review in April 2013. Council approved a submission on 15th May 2013 that proposed a council size of 33 members and, following consultation, the Commission confirmed 33 members as its proposal in September. Council approved a submission on 27th November 2013 about its suggestions for warding arrangements. The review will be completed by the autumn of 2014 and implemented through all-out elections in May 2015. The timetable is set out in "next steps" in section 4 of this report.
- 3.2 The Boundary Commission published its draft proposals for ward boundaries on 15 April. Consultation closes on 24 June. This is therefore the final opportunity for the Council to influence the electoral review. The Commission will consider all the responses received before making its final decisions and laying a Parliamentary order in the autumn to give effect to them. The order will be subject to negative resolution procedure in both Houses, which means that Parliament can consider a

motion from an MP or member of the House of Lords not to make the order. There has been no recent case where the Commission’s proposals have been overturned at that stage. The new wards would take effect for the elections on 7 May 2015.

3.3 By law, the Commission must take into account several key factors when taking decisions on an electoral review:

The need to secure equality of representation across the local authority area.

The need to reflect the identities and interests of local communities.

The need to secure effective and convenient local government.

The need to ensure that the electoral arrangements of a local authority reflect its electoral cycle.

3.4 These are known as the statutory criteria. As the Commission takes decisions on the most appropriate electoral arrangements, it will seek to achieve a balance between the criteria.

3.5 The Commission has based its proposals and decisions on the estimate of electorate in 2019 that Council noted and submitted in May 2013. The estimated electorate is 81,908. Population figures as recorded in the census are irrelevant. The Commission seeks arrangements where the number of electors per councillor is the same (electoral equality) but allows variance of up to 10% in either direction.

Table 1

Electorate (2019)	81908	Councillors	33
Electors per councillor	2482		
	Variance 10% above	Equality	Variance 10% below
Three member ward	8191	7446	6702
Two member ward	5461	4964	4468
One member ward	2730	2482	2234

3.6 The rules that the Commission must apply are:

- **Delivering electoral equality for local voters** – this means ensuring that each local councillor represents roughly the same number of people so that the value of your vote is the same regardless of where you live in the local authority area.
- **Reflecting the interests and identities of local communities** – this means establishing electoral arrangements which, as far as possible, maintain local ties and where boundaries are easily identifiable.
- **Promoting effective and convenient local government** – this means ensuring that the new wards or electoral divisions can be represented

effectively by their elected representative(s) and that the new electoral arrangements as a whole allow the local authority to conduct its business effectively. In addition, the Commission must also ensure that the pattern of wards reflects the electoral cycle of the council.

- 3.7 The Commission is able to make recommendations for changes to parish electoral arrangements (i.e. the number of councillors for the parish and for each parish ward, and the number, names and boundaries of parish wards) as part of an electoral review. However, this is restricted to parish councils that are affected by the Commission's recommendations for changes to district wards. The Commission cannot make recommendations to create, abolish or amend the external boundaries of parishes. Thus any district wards that split parishes will not automatically result in new parish councils being created. In the Commission's words: "The importance of parishes should not be underestimated given that, where they exist, we will seek to use them as the building blocks for wards."

4. KEY ISSUES

- 4.1 The Commission has proposed a universal pattern of eleven 3 member wards. This differs therefore in a number of significant respects from the Council's submission, which was for nine 3 member wards and three 2 member wards. There are also some more minor differences in terms of the precise boundaries of wards, particularly in Kidderminster.
- 4.2 A cross-party working group met twice on 28 May and 4 June to consider the Council's response to these proposals. No clear consensus was reached in respect of all issues and the draft response at Appendix A therefore reflects the majority view. Accordingly the recommendation to Council also includes an encouragement to all the political groups to submit their own responses to the Commission. Significant concerns were expressed about whether some of Commission's proposals comply with its own policies. This is also reflected in the recommendation, together with a proposal to ask for a written response from the Commission on why its proposals for Wyre Forest appear to be contrary to its own guidelines.
- 4.3 The principal cause of these concerns is the proposed Severn Valley ward which includes parts of the towns of Bewdley and Stourport-on-Severn and the parish of Kidderminster Foreign. The Commission has given greater weight to having a universal pattern of three member wards than to other factors such as community identity or parish/town boundaries and establishing electoral arrangements which, as far as possible, maintain local ties and where boundaries are easily identifiable. In these respects, the proposed Severn Valley Ward seems anomalous when compared to electoral arrangements for town council wards (which are confined within the towns) and for county council divisions. There is a county electoral division for the whole of Stourport and no part of Bewdley is joined to part of another town. Under current electoral arrangements at town, district and county level in Wyre Forest, no part of one town is joined to a part of another town.
- 4.4 The cross-party working group identified a number of more modest adjustments that should be sought to the Boundary Commission's proposals, which seem to enjoy cross-party support. They are set out in the proposed response and in summary are:

- 4.4.1 not to support the Commission’s alternative proposal for the boundary of the Broadwaters ward;
- 4.4.2 to propose that the area bounded by Chester Road North, Comberton Road and the railway form part of Offmore and Comberton ward;
- 4.4.3 to propose that the small part of the present Habberley & Blakebrook ward centred around Abbey Road should form part of the proposed Franche & Habberley North ward in order to follow the same boundary as the county council division;
- 4.4.4 to object to the splitting of Upper Arley parish and propose that it should be included in the proposed Bewdley & Rock ward, to match the county council division. This is also the view of Bewdley Town Council and Rock Parish Council. The Council’s response reflects that, with this change, the Wyre Forest Rural ward would still be within the Commission’s acceptable range in terms of electorate, and would avoid becoming too large geographically.

Next steps

- 4.5 The Commission has set out the following timetable for the remaining steps of the review:

15 th April 2014	Commission’s draft recommendations on warding arrangements published
15 th April – 24 th June 2014	Public consultation on draft recommendations
23 rd September 2014	Completion of review – Commission publishes final recommendations which will take effect, subject to Parliamentary procedure
7 th May 2015	All-out elections for Wyre Forest District Council

- 4.6 The decisions on what warding arrangements to implement are for the Commission, subject only to the ability of Parliament to overturn them.

5. FINANCIAL IMPLICATIONS

- 5.1 There are no financial implications that arise directly from approving the response to the Commission. The cost of responding to the Commission’s consultations during the electoral review has been met from existing budgets.

6. LEGAL AND POLICY IMPLICATIONS

- 6.1 The relevant provisions governing the review are in Part 3 of, and Schedule 2 to, the Local Democracy, Economic Development and Construction Act 2009.

7. EQUALITY IMPACT NEEDS ASSESSMENT

- 7.1 The proposals in this report have been screened for their impact on the various equality strands. No adverse impact has been identified and a full impact assessment is not therefore required.

8. RISK MANAGEMENT

- 8.1 The Commission is responsible for managing risks related to the completion of the review. For its part, the Council has put in place timely consideration of its input to the review.

9. CONSULTEES

- 9.1 On this report: the Leader of the Council and Corporate Leadership Team.
9.2 On the submission at Appendix A: the cross-party working group.

10. BACKGROUND PAPERS

(These papers are available electronically)

- 10.1 The LGBC's proposals for Wyre Forest can be seen at this link:
<http://www.lgbce.org.uk/current-reviews/west-midlands/worcestershire/wyre-forest-fer>
- 10.2 The LGBC's policy guidance on new wards can be seen at this link:
http://www.lgbce.org.uk/_documents/lgbce/guidance-policy-and-publications/guidance/proposing-new-wards-guidance.pdf
- The full technical guidance is at this link:
http://www.lgbce.org.uk/_documents/lgbce/guidance-policy-and-publications/guidance/electoral-review-guidance-august-2012.pdf
- 10.2 Local Democracy, Economic Development and Construction Act 2009.
<http://www.legislation.gov.uk/ukpga/2009/20/part/3>
<http://www.legislation.gov.uk/ukpga/2009/20/schedule/2>

Appendix A - proposed response to Local Government Boundary Commission for England

Introduction

1. Wyre Forest District Council welcomes the opportunity to comment on the Boundary Commission's proposals that were published on 15 April. The Council is grateful for the consideration that the Commission has given to the proposals for ward boundaries that the Council submitted in 2013.
2. The Council notes that the Commission has proposed a universal pattern of 3 member wards. This differs therefore in a number of significant respects from the Council's submission, which was for nine 3 member wards and three 2 member wards. There are also some more minor differences in terms of the precise boundaries of wards, particularly in Kidderminster.

Concerns about how the proposals comply with the legislation and the Commission's guidance

3. The Council is aware that some of the Commission's proposals, in particular for the proposed Severn Valley Ward, are controversial locally. There are serious concerns about why the Commission has given greater weight to having a universal pattern of three member wards than to other factors such as community identity or parish/town boundaries. The Commission's own guidance says: "The importance of parishes should not be underestimated given that, where they exist, we will seek to use them as the building blocks for wards". The Council considers that aspects of the Commission's proposals contradict the following statements of principle, namely "the desirability of arriving at boundaries that are easily identifiable" and "the desirability of fixing boundaries so as not to break any local ties".
4. In these respects, the proposed Severn Valley Ward is an example of whether the rules on reflecting the interests and identities of local communities have resulted in proposed electoral arrangements which, as far as possible, maintain local ties and where boundaries are easily identifiable. The proposed ward would divide parts of Burlish Park and Lickhill from their local community in Stourport and place them with another distinct community which forms part of another town. The proposal seems anomalous when compared to electoral arrangements for town council wards (which naturally are confined within the towns) and for county council divisions. There is a county electoral division for the whole of Stourport and no part of Bewdley is joined to part of another town. Indeed, under current electoral arrangements at town, district and county level in Wyre Forest, no part of one town is joined to part of another town.
5. While the Council shares these serious concerns, its policy position is to note the Boundary Commission's proposals for eleven 3 member wards, subject to some detailed points below. However the Council seeks a written response from the Commission on why these aspects of its proposals for Wyre Forest – if it decides not to alter them - appear to be contrary to its own guidelines.

Broadwaters

6. The Council supports the Commission's proposals for the boundaries for this ward. It does not support the alternative approach on which LGBCE seeks views (paragraph 39 of the consultation document) which would exclude from Broadwaters the area between town centre and Chester Road North; and include instead the area between Chester Road North and the edge of town. The Council does not support the alternative approach because it would seem to split Horsefair

and its surrounding streets. This would split an identifiable community, and therefore would not be consistent with the Commission's policy to support maintenance of local ties.

Offmore & Comberton

7. The Council broadly supports the boundaries for this proposed ward. However it believes that community ties would be better maintained by including in this ward the triangular area bounded by Chester Road North, Comberton Road and the railway which at present are parts of GR-D1 and GR-D2. This would continue the use of the railway as a natural boundary, in line with the Commission's approach for much of the western boundary between Aggborough & Spennells and Foley Park & Hoobrook.
8. Based on the present electoral roll, this alternative approach would add 564 electors to Offmore & Comberton, resulting in a ward that was approximately 4% above electoral equality, and remove an equivalent number from Aggborough & Spennells, resulting in a ward that was about 6% below electoral equality. In both cases, the wards would remain well within the 10% variance accepted by the Commission. As the triangular area described is already fully developed, there is highly unlikely to be any significant variation in electorate numbers in 2019.

Sutton Park & Habberley South

9. The Council notes that the proposed ward addresses the ward boundary anomaly in Lansdown Green and includes the whole of Bewdley Hill in one ward. It believes that there are good reasons why the boundary between this ward and the proposed Franche & Habberley North ward should follow the same boundary as the county council divisions. This will assist in minimising confusion among voters. The Council therefore proposes that the small part of the present HA-B1 polling district in Habberley & Blakebrook ward centred around Abbey Road and the northern side of Cathedral Avenue should instead form part of the proposed Franche & Habberley North ward. Based on the present electoral roll, this alternative approach would add 213 electors to Franche & Habberley North, resulting in a ward that was approximately 6% above electoral equality, and remove an equivalent number from Sutton Park & Habberley South, resulting in a ward that was close to electoral equality. In both cases, the wards would remain well within the 10% variance accepted by the Commission. As the area described is already fully developed, there is highly unlikely to be any significant variation in electorate numbers in 2019.

Bewdley & Rock

10. The Council broadly supports the boundaries for this proposed ward. However it believes that community ties would be better maintained by including in this ward the whole of Upper Arley parish. The Council appreciates that the parish straddles the River Severn but it believes there are strong arguments for its proposal:
 - 1) it is consistent with the Commission's policy stance of using parishes as the building blocks for wards;
 - 2) it would result in a ward that matched the county council division, making it easier for the electorate to understand. The whole of Upper Arley parish is also linked with Bewdley in the present district council ward;
 - 3) it would avoid adding a further significant area to the Wyre Forest Rural ward, which in the Council's proposals covers a wide geographical area. The Commission's proposals would make the largest ward geographically even larger.

11. If the whole of Upper Arley parish was in the Bewdley & Rock ward, it would produce a ward of 7547 electors, 1% above electoral equality, and a Wyre Forest Rural ward of 7209 electors, 3% below electoral equality. In both cases, the wards would remain well within the 10% variance accepted by the Commission.

Stourport-on-Severn Town Council

12. The Council has no comments to make on the proposals to alter the town council wards within Stourport-on-Severn.

June 2014

**Index of Members' Activity Reports Received as of the date
of publication of the Council Agenda**

Electronic Copies of all reports are available on the Internet

	Attendance Percentage for 2013/14	Number of Meetings Attended
Councillor G W Ballinger	79%	26/33
Councillor R Bishop	95%	42/44
Councillor C Brewer	100%	40/40
Councillor J-P Campion	79%	23/29
Councillor S J M Clee	75%	24/32
Councillor L Davies	78%	31/40
Councillor N J Desmond	85%	22/26
Councillor H E Dyke	84%	41/49
Councillor P Dyke	74%	17/23
Councillor B T Glass	64%	16/25
Councillor D Godwin	82%	23/28
Councillor J Greener	93%	43/46
Councillor P B Harrison	93%	37/40
Councillor J Hart	95%	18/19
Councillor M J Hart	87%	33/38
Councillor P V Hayward	80%	24/30
Councillor A T Hingley	91%	21/23
Councillor N Knowles	76%	16/21
Councillor B McFarland	83%	39/47
Councillor C D Nicholls	84%	21/25
Councillor F M Oborski	83%	35/42
Councillor T L Onslow	83%	24/29
Councillor J Phillips	89%	24/27
Councillor M Price	90%	27/30
Councillor M Rayner	94%	30/32
Councillor C Rogers	82%	36/44
Councillor M A Salter	81%	17/21
Councillor J A Shaw	77%	17/22
Councillor D Sheppard	86%	25/29
Councillor S J Williams	95%	45/49
Councillor G C Yarranton	73%	38/48

*** Please refer to the individual Members Activity Reports for further details.**

**Index of Members' Activity Reports Not Received as of the date
of publication of the Council Agenda**

	Attendance Percentage for 2013/14	Number of Meetings Attended
Councillor J Aston	52%	14/27
Councillor N Gale	65%	17/26
Councillor I Hardiman	91%	30/33
Councillor V Higgs	82%	31/38
Councillor T Ingham	73%	22/30
Councillor M B Kelly	81%	21/26
Councillor H J Martin	80%	43/55
Councillor D McCann	73%	22/30
Councillor J W Parish	68%	15/22
Councillor A Sewell	69%	18/26
Councillor N J Thomas	72%	23/32

WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Graham Ballinger

Ward: Greenhill

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Blue Badge Review Panel	3	2
Cabinet Review Group	4	3
Council	6	6
Finance & Property Sub Working Group	3	3
Kidderminster Educational Foundation	1	1
Members Forum	7	3
Overview & Scrutiny (Membership from December 2013)	7	6
Strategic Review (Membership 2 months only)	2	2

This represents an overall attendance of 79%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	<p>6</p> <p>(Local Development Framework Review Panel x 1) (Cabinet Review Group x 1) (Planning x 3) (Strategic Review Panel x 1)</p>

Section 2: Community Involvement

My work in the Greenhill ward where I was first elected in 1979 continues, with the usual issues about planning, dog fouling and anti-social behaviour, dominating the referrals.

Unemployment and the consequent implications are an issue in the ward and sadly there are so few job opportunities that locals feel are suited to their capabilities.

For much of the year, the Wyre Forest constituent office for Independent Community & Health Concern which is based in the ward at Station Approach in Kidderminster has been a focus of my attention in supporting the continued expansion of our interest throughout the district and most especially in Greenhill. I hold surgeries here every Tuesday between the hours of 10am – 1pm.



Section 3: Assisting Constituents

Links I have with churches and local groups continue to remind me of the valuable work that these organisations undertake in the community without any fuss, publicity and false claims. The concerns in the community have been the loss of the potential Glades Leisure Centre on its existing site – a valued asset to the hundreds, if not thousands locally, who use this facility in the high density adjacent to the town centre.

Section 4: Supplementary Information

-



4WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Rose Bishop

Ward: Offmore & Comberton

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Blue Badge Review Panel	3	3
Corporate Plan & Priorities Sub Working Group	11	11
Council	6	6
Kidderminster Educational Foundation	1	1
Licensing & Environmental	5	5
Members Forum	7	5
Strategic Review Committee	11	11

This represents an overall attendance of 95%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	1 (Overview & Scrutiny x 1)

Section 2: Community Involvement

This year I have been the appointed member on DC leisure, and Disability Action Wyre Forest groups. Attending all meetings. I am a school governor at Offmore Primary School with a seat on the finance comitee. I chair the Offmore Comberton Action Group and the Offmore Comberton PACT.

Section 3: Assisting Constituents

I do regular ward walks on both Offmore and Combeton, and have assisted residents with issues relating to road infrastructure, foot paths blocked by over hanging vegetation, repairs and other related issues with properties. Close working relationship with local community police and neighbourhood wardens.



Section 4: Supplementary Information

I live in the heart of the community and accessible to the residents 24/7 and work with the local St Chads church and representatives of other organisations who operate in the area.

I was on the Corporate Plan & Priorities Sub Working Group Sub Committee, I held consultations with outside groups and individuals, and attended a fact finding visit to Wychavon District Council. I was also a Member of the Blue Badge Review Panel and the Way Forward sub group.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Cliff Brewer

Ward: Mitton

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Council	6	6
Kidderminster Educational Foundation	1	1
Members Forum	7	7
Overview & Scrutiny	12	12
Parking Enforcement Review Panel	3	3
Planning	11	11

This represents an overall attendance of 100%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	2 (Audit x 1) (Licensing & Environmental x 1)

Section 2: Community Involvement

Sandy Lane Business Association.
 Local Tenants Federation.
 Britannia Gardens Residence Association.
 Walshes Community Association.
 Local PACT Forum Member.
 Stourport Town Council.
 Stourport Town Centre Working Party
 Chair of Town Council Parks Committee.
 Member of Town Council Grants Committee.
 Attending functions as Deputy Mayor (up to 4th May 2014) then Mayor.



Section 3: Assisting Constituents

I helped solve problems with local Housing Associations.

Working towards nature reserve at Britannia Gardens with Residence Association and Wyre Forest District Council.

General constituents problems.

Working in conjunction with Wyre Forest District Council departments to solve or help with problems.

Section 4: Supplementary Information

I have continued my role as a Wyre Forest District Councillor and Stourport Town Council and now mayor, in helping the town of Stourport and its residents in many ways.

I represent the people regardless of their political meaning, which is what the residents of Stourport, particularly Mitton ward elected me, and had confidence for me to do it.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor John-Paul Campion

Ward: Sutton Park

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Cabinet	9	9
Cabinet Review Group	4	2
Council	6	6
Kidderminster Educational Foundation	1	1
Members Forum	7	4
Planning (Membership for two months only)	2	1

This represents an overall attendance of 79%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	-

Section 2: Community Involvement

Through my role as Leader of the Council I have continued to engage with a wide number of external bodies promoting the key priorities of the Council and the community it serves. I am exceptionally proud of productive relationships that have led to a number of the Council's key priorities being progressed.

During the year I have also overseen the establishing of a new Corporate Plan as well as an updated Medium Term Financial Strategy. Both of these key documents will enable the council to continue to meet the aspirations of our community.



Section 3: Assisting Constituents

Along with my colleagues Tracey Onslow and Marcus Hart I have assisted a wide range of local residents with a wide range of local issues. I have been involved with issues ranging from potholes and dog fouling through to anti social behaviour and planning issues.

Along with my ward colleagues I have regularly kept my community in touch by delivering a newsletter to the whole ward. I have made myself available to meet and discuss issues with residents as and when required.

Section 4: Supplementary Information

During the latter part of the municipal year I stood down as Leader of the Council after nearly 7 years. I am exceptionally proud of the progress the Council has made in recent years and I have been humbled to have been part of that progress.

I look forward to continuing to work with all parts of the council to continue to progress our community's priorities.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Stephen Clee

Ward: Bewdley & Arley

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Council	6	6
Finance & Property Sub Working Group	7	7
Kidderminster Educational Foundation	1	1
Members Forum	7	1
Strategic Review Committee	11	10

This represents an overall attendance of 75%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	1 (Planning x 1)

Section 2: Community Involvement

I sit on Bewdley Museum Management Committee and hold the Chairman post. We have a great team of members, many from the voluntary sector and it is great to see visitor numbers remained over 135,000 during the past 12 months.

I am also a Board Member of Wyre Forest Community Housing

Section 3: Assisting Constituents

Members' Surgeries

- Ward Surgeries held every Saturday 9.00am – 10.00am.
- Monthly distribution of Ward Newsletters inviting comments from constituents.
- Ward newsletters delivered all year round to every house – 18,000 in total.
- Regularly writing to specific streets and areas about local issues.



Section 4: Supplementary Information

Since May 2011 I have had the privilege of being Chairman of Wyre Forest District Council for a second consecutive year. I handed over the Chairmanship to Cllr Mrs Fran Oborski at our first meeting this year.

Being the Chairman of the new Strategic Review Committee has meant an enormous amount of work and commitment by a few members and I would like to pay tribute to my Wing Commander Cllr Elizabeth Davies who has been a dedicated support and helper in my panel identifying over £3 million worth of savings that needed to be found to produce a balanced budget following Central Government's reduction in our grants and spending ability

Highlights:

This municipal year ended with elections for a third of our Councillors, myself included. I was delighted to hold my seat of Bewdley and Arley on Thursday 22nd May 2014. I now enter my 21st year serving on Wyre Forest District Council.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Liz Davies

Ward: Wribbenhall

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Audit	4	4
Corporate Plan & Priorities Sub Working Group	11	9
Council	6	6
Kidderminster Educational Foundation	1	1
Members Forum	7	3
Strategic Review Committee	11	9

This represents an overall attendance of 78%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	-

Section 2: Community Involvement

Wribbenhall Parish Room Committee – Chairman.
Wyre Forest Friendship Group – Committee Member.
Bewdley Womens Section, British Legion – Member.
Habberley Womens Institute – Member.
Membership of local organisations in Civic Society.

Section 3: Assisting Constituents

I am always available by phone and always respond. Help and advice given on:

Waste Collection / Highways issues / pollution / parking / health service issues / education / business development / housing / policing – including anti social behaviour and drug problems / raising petition on issues affecting residents in Wribbenhall / benefits / occasional attendance at Tenants Consultative Committee and Kidderminster Foreign Parish Council / working as a Bewdley Town Councillor and through this addressing all issues relevant to the town.



Section 4: Supplementary Information

The main focus of the municipal year, as with other years, has been on working with and for the residents of my ward. Also working with the housing company and the police on problems within the ward.

Working on the Strategic Review Committee and its Working Group was worthwhile and produced good results. One of which was our recommendation on a future policy on consultation.

Becoming Chairman of the Audit Committee has required a a steep learning curve for me.

Finally, I would like to acknowledge the support of Wyre Forest District Council officers who have been a great support to me over this year.

My thanks to you all.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Nathan Desmond

Ward: Oldington & Foley Park

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Cabinet	9	8
Cabinet Review Group (Membership from April 2014)	1	1
Council	6	6
Kidderminster Educational Foundation	1	1
Licensing & Environmental (Membership for June & August 2013 meetings only)	2	2
Members Forum	7	4

This represents an overall attendance of 85%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	-

Section 2: Community Involvement

Governor at Birchen Coppice Primary School.
Member of Friends of Oldington & Foley Park.
Oldington and Foley Park PACT Group.

Section 3: Assisting Constituents

I have published and delivered 6 four page newsletters to the whole ward over the last 12 months. These inform my constituents of all major issues I am dealing with across the ward and obviously any achievements and improvements I have made across the ward. These newsletters also contain my contact details which makes it very easy for constituents to call me.

I have attended every Oldington and Foley Park PACT meeting over the last 12 months. I have dealt with numerous issues from these meetings, such as poor road and pavement issues, ASB, speeding traffic and litter problems.

I have had two major achievements over the last 12 months. The first was advising many residents on a major planning application in the ward. In December 2013 a planning application for a KFC Drive Through restaurant was put forward on the corner of Clee Avenue. Local residents were very angry and concerned and I met twice with a group of 20 residents to advise them on what strategy to take on opposing it in the strongest terms.

The second issue, was finally persuading the Highways Department to trim and cut back all the Lime trees in Beauchamp Avenue, Blount Terrace and Neville Avenue. Many residents over many years had been concerned at the overgrown trees and wanted them cut back. After much pressure by myself, the Highways department agreed to trim all the trees back in April 2014.

I have continued to carry out case work on behalf of many residents, answering questions, queries and taking up issues on their behalf.

Section 4: Supplementary Information

I have a degree in History and Politics which helps my understanding of the intricacies of politics on a national and international level. I also help run the family business in industrial and commercial flooring which gives me insight into challenges and pressures of the private sector.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Helen Dyke

Ward: Aggborough & Spennells

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Area of Highest Needs	1	1
Cabinet Review Group	4	3
Council	6	6
Finance & Property Sub Working Group	7	6
Kidderminster Educational Foundation	1	1
Members Forum	7	7
Overview & Scrutiny	12	11
Strategic Review Committee	11	6

This represents an overall attendance of 84%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	2 (Planning x 2)

Section 2: Community Involvement

Aggborough and Spennells PACT Panel Member.
Member of Corporate Parenting Board.
Charter Trustee.
Wyre Forest Children and Young People's Trust Board.
Aggborough and Spennells Community Action Group.
Members Champion for Centres.
Members Champion for Children.
Town Team

Section 3: Assisting Constituents

I write, print and deliver with the help of volunteers regular Newsletters to keep residents informed about what is happening in the area. Each Newsletter contains a cut off slip which residents can complete and send back to us with any concerns or ideas for our area.

We use a FREEPOST address to make it as easy as possible for residents to return the slips to us. We also include all our contact details, phone numbers, address and email address on everything we send out to residents in the ward.

I arrange site meetings with residents and officers where possible to discuss parking and highway issues, the aim is to either solve the problems if possible or at least reach a compromise. I visit residents in their home to discuss issues they wish to raise with me but a lot of my ward work is now being conducted more and more by email or telephone. I no longer hold Ward Surgeries as they were expensive to run and residents didn't feel comfortable attending especially if their issue was confidential.

As a member of the Aggborough and Spennells Community Action Group I work with other members to organise litter picks and fund raising events. We hold monthly meetings to plan our litter pick programme for the year and are trying to find ways of attracting more members of the community to join us so that we can cover a larger area on a regular basis. Within the group I am still working on the project to take over the unused changing rooms on Spennells Playing Fields and convert them for general community use. Local organisations that would like to be involved have been identified e.g Cubs, Scouts and Beavers and Kidderminster District Youth Trust who organise the local Youth Club, we are still looking for more to make the project sustainable for the future. Community Housing have been kind enough to provide us with the services of one of their surveyors to draw up plans of the building and this has helped us to move on further with the project.

I attend every Aggborough and Spennells PACT Meeting which are held every 3 months and report back to the residents the priority issues in editions of our Newsletter.

Using some of my Community Leadership Fund I am working with the Probation Community Payback Supervisor to arrange for Community Payback teams to carry out work around Aggborough and Spennells. I have funded clear ups of unadopted pathways and car parks around the area which have been very well received by local residents. This work has two benefits in that areas that may not normally get maintained are looked after and payback work within the community is carried out.

I have been invited to become involved with the local Scouts, Cubs and Beavers Group as a trustee and to be Chairman of their Executive Committee and I am very honoured to be able to take up this role in the near future.

The local Youth Club in Spennells has gone from strength to strength since Kidderminster Youth Trust began providing the youth activities. I have donated some of my Leadership Fund to support their many activities. I am in the process of arranging a date to visit the club to explain about my role as a Councillor and about how our behaviour and what we do can upset other people within our local community



Within the ward there is an over 55 housing complex whose residents would rather not attend local PACT Meetings as they are always held in the evening. To try and make sure that their concerns and worries are heard and fed into the PACT priorities I suggested that I meet with the residents during the day time on a quartely basis, this also means that I can pick up any other issues or ideas for the area that they may have. This is now all set to go ahead.

Being a Councillor it seems to get more difficult each year to be able to do the best for the ward due to the many financial pressures that the Council is under. On a positive note though I have found that by working with other partners, various organisations and charities I am happy that I am still able to do my best for the community that I represent.

Section 4: Supplementary Information

I am in full time employment so it is not always easy to fit in everything I would like to do but luckily enough I have an understanding Manager which does make things a lot easier.

After having lived in the area for over 33 years and having been a District Councillor for Aggborough and Spennells for 18 years I know I have acquired an enormous amount of local knowledge which does help an awful lot when working with residents and officers on any issues.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Peter Dyke

Ward: Aggborough & Spennells

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Audit	4	4
Council	6	5
Kidderminster Educational Foundation	1	1
Licensing & Environmental	5	3
Members Forum	7	4

This represents an overall attendance of 74%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	-

Section 2: Community Involvement

In the past twelve months I have continued to work with local residents to resolve issues that affect their daily quality of life such as litter and fly tipping problems and potholes. A lot of issues raised by residents mean that I have to liaise with the County Council on a regular basis.

As a Community Neighbourhood Warden working for the local housing company, I attend TCC (Tenant Consultative Committees) and PACT (Partners and Communities Together) meeting and also attend the Community Action Newtown meetings.

Section 3: Assisting Constituents

I continue to deliver newsletters around Aggborough and Spennells on a regular basis. This is a good way of keeping people in our ward informed and aware of what is going on in and around the ward. It also carries full contact details for both myself and Councillor Helen Dyke.

Section 4: Supplementary Information

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WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Brian Glass

Ward: Lickhill

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Council	6	5
Kidderminster Educational Foundation	1	1
Members Forum	7	1
Planning	11	9

This represents an overall attendance of 64%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	-

Section 2: Community Involvement

As an active member of Partners and Communities Together (PACT) for Lickhill & Mitton, I spend quite a considerable amount of time doing activities that result from these meetings.

Section 3: Assisting Constituents

My shop in the High Street, Stourport acts as a surgery for people in both Lickhill and Mitton wards. I also still co-ordinate the Stourport Stop Watch in conjunction with the police to make it a safer place to live and shop.

Section 4: Supplementary Information

This year I have mainly solved problems in my ward, i.e. roadworks, problems in Lickhill Park, drainage problems, housing problems, etc.

I am also a Member on the District Council's Planning Committee.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Douglas Godwin

Ward: Rock

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Council	6	6
Kidderminster Educational Foundation	1	1
Local Development Framework Review Panel	3	0
Members Forum	7	5
Planning	11	11

This represents an overall attendance of 82%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	1 (Audit)

Section 2: Community Involvement

I continue to sit on the Rock Parish Council and have attended all the meetings in the past civic year which gives me a very good understanding of matters that are going on within the Ward. I also continue to sit on the resources committee of the Community Housing Group (CHG) where my work as a commercial property lawyer is of great assistance. I continue to be involved in the Churches in Rock, Heightington and Far Forest.

I continue to support the work of the Scouts at Far Forest and have contributed to their fund raising activities in Rock & Kidderminster. I was very pleased to attend the St George's Day parade at Far Forest this year.

I continue my membership of the NFU which allows me to attend NFU meetings within Worcestershire and I follow the fortunes of the farming community with a personal interest bearing in mind my continued involvement with the family farm at Mamble.



I regularly attend the Church fetes, village shows and sports days at Clows Top, Rock, Callow Hill and the school at Far Forest and I was pleased to be able to assist in open days and the school's fireworks party in the autumn of 2013.

Along with the Parish Council I have played my part in maintaining the Jubilee corner with the assistance of CHG who have the contract for mowing the lawn which has greatly improved the corner of the road junction between the A456 and the A4117 Cleobury Mortimer road.

I and my family continue to support the amateur dramatics group and thoroughly enjoyed the pantomime at the end of last year which was staged at Clows Top village hall.

My wife and I enjoyed the bingo evenings at Far Forest village hall as the village hall committee continued to raise funds for the restoration of the Village Hall. We have also attended similar evenings on behalf of the primary school and again have enjoyed the evenings greatly.

I continue to attend Rock Church on a fairly regular basis and I would like to put on record my thanks for Reverend Steven Owens and his work within the combined parishes since he is due to retire from his ecclesiastical service in June of this year and I found his support and encouragement most helpful.

I and my wife were delighted to attend the annual remembrance service at Rock Church and were pleased also to attend the recent dedication of the new Rock and Far Forest branch of the Royal British Legion standard.

Section 3: Assisting Constituents

I have assisted constituents on many different problems but mainly involving planning and development matter and list some of the items below which are not in any particular order and not relate to any particular property that the reader may have in mind:-

1. Barn conversions and developments of redundant farmyards.
2. Re-use of agricultural cottages and the removal of agricultural occupancy conditions.
3. Opposing further development in certain situations but also encouraging development in appropriate situations.
4. Attending public meetings on planning matters particularly on the proposals for redevelopment of redundant sites.
5. Attending meetings with Severn Trent on replacement sewerage treatment works both in Rock and in Sugars Lane Far Forest.
6. Attending meetings with Severn Trent Water on the provision of new water mains in Gorst Hill, Bliss Gate and along the Heightington Road.
7. Attending meetings with parishioners and constituents regarding the repair of Plough Lane.
8. Attending meetings with members of the Bliss Gate Village Field management committee and giving general advice on charity matters and property matters.



9. Assisting the local tennis club at Callow Hill.
10. Fund raising with the environmental groups and assisting in the planting of trees.
11. Encouragement to local educational groups and in particular the provision of funds through the Parish Council for apprenticeship scheme.
12. Meeting with the Church Warden and other Parish Councillors regarding the maintenance of Church property and the adjacent highway.
13. Advising residents of community housing property on development and protection of their property.
14. Advising community housing residents on property maintenance matters involving leaking roofs, smoking chimneys, incomplete works, and damage to property during other maintenance, car parking issues and environmental matters.
15. Working with the community housing group for the development of new housing at Bliss Gate.
16. Attending site meetings and meeting constituents and advising on submission of planning applications and attending to complaints raised by inappropriate development or illegal development which has taken place in the Ward including the destruction of important environmental habitats and the protection of watercourses.

I have personally assisted in the removal of fly tipping from adjacent to the highway and have removed fly tipped rubbish from the Dick Brook. I am able to report that the Highways Authority has at long last repaired roads in Rectory Lane and along with Heightington Road. However, the work on the Greenway leaves much to be desired and further work on the Greenway is obviously necessary. I was very happy to be able to assist the Plough Lane Residents Association with the repair works to the non-adopted private drive where the damage was caused by Severn Trent engineering works.

I have assisted other constituents in such diverse matters as criminal law, countersigning of passport documentation, provision of shot gun licences, and lobbying on behalf of children to attend the same school dispute the local authorities wishing to split them up with children attending at the Lacon Childe School in Shropshire while other members of the family may be attending the Bewdley High School.

I continue to have direct involvement with the Environment Agency, the Highways Agency, and Worcestershire County Council via the County Councillor John Campion and I have provided information to our serving MP, Mark Garnier MP regarding matters which would not normally be considered a District Councillor's responsibility.

Section 4: Supplementary Information

I continue to produce a monthly diary for publication in the Rock and District News which sets out some of the difficulty that the District Council has particularly in funding matters and the managed reduction of our engagement within the community due to the continued reduction of grant aid from central government.



I also in this publication try to give a feel and flavour for the work that I carry out and the benefit I believe such work has within the community. As regular readers of the Rock and District News will know I am a commercial lawyer in private practice which I believe allows me the flexibility to advise on many different matters and if I can not assist a constituent or parishioner I often know people who can which range from financial advice, relationship advice, business advice and even involve advice regarding the upbringing of children and having one nine year old boy; it does surprise me that people ask me such questions, however this all becomes part of the role of a District Councillor and Parish Councillor in a mainly rural ward within an urban parliamentary constituency. My aim now and in the future is to continue to assist in the good governance of the realm and to produce a green and pleasant land that everyone wishes to live in.

The work and endeavour continues.

God save the Queen.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Jenny Greener

Ward: Bewdley & Arley

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Audit	4	4
Blue Badge Review Panel	3	3
Council	6	6
Kidderminster Educational Foundation	1	1
Licensing & Environmental	5	4
Members Forum	7	5
Overview & Scrutiny (Membership June – November 2013 and April – May 2014)	9	9
Planning	11	11

This represents an overall attendance of 93%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	<p style="text-align: center;">2</p> <p style="text-align: center;">(Local Development Framework Review Panel x 1) (Strategic Review Committee x 1)</p>

Section 2: Community Involvement

Bewdley Town Council.
Wyre Forest CAB.
Kidderminster Youth trust.
Bewdley primary School- LA Governor.
Wyre Forest Shelterd Housing board member.
Kidderminster District Scouts.

Section 3: Assisting Constituents

Regular leaflets are delivered to all households in my ward with all my contact details. I have dealt with many requests for help, including litter, planning enforcement, maintenance of streets including cleaning, illegal camping, street lighting, public transport issues, library services provision, new Bewdley Medical Centre plans and many other local enquiries.

Section 4: Supplementary Information

I have been a member of Kidderminster District Scouting for thirty years, being closely involved in the provision of youth opportunities and training, as part of the largest youth organisation in the world.

I keep up to date with all local issues, always respond and follow up enquiries, with the interest of Bewdley and the associated rural areas close to my heart.

I am keen to promote localism in my ward and have been involved in discussions with the District Council concerning areas which could be managed locally.

I have chaired a review panel looking at the use and misuse of Disabled parking permits in Wyre Forest and have given a verbal and written report to the Overview and Scrutiny Committee, the recommendations from this have been agreed by Cabinet.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Paul Harrison

Ward: Greenhill

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Blue Badge Review Panel	2	2
Council	6	6
Kidderminster Educational Foundation	1	1
Kidderminster Educational Foundation Working Group	2	0
Licensing & Environmental	5	5
Members Forum	7	6
Planning	11	11
Treasury Management Review Panel	3	3

This represents an overall attendance of 93%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	1 (Overview & Scrutiny Committee x 1)

Section 2: Community Involvement

Ward Councillors are invited by the Community Housing Group, the main social housing partner of the Council, to attend the meetings of the Tenant Consultative Committees (TCC) which involve their wards, and I have attended meetings of the Greenhill Tenant Consultative Committee (TCC), and also meetings of the Aggborough and Spennells Tenant Consultative Committee (TCC) and participated in TCC walkabouts.

West Mercia Police invite Councillors to attend PACT meetings (Partners and Communities Together) and I have attended one meeting of the Greenhill Ward PACT, the others having clashed with other meetings.



As a Wyre Forest District Councillor representing a Kidderminster ward, I am a member of the Charter Trustees of the Town of Kidderminster. I have attended meetings of this body, including robed public meetings in support of the Town Mayor, including Mayor Making, Mayor's Sunday, and Remembrance Sunday.

I am the Council's representative on the Citizens Advice Bureau Board and have attended most meetings of the Board during this year.

Section 3: Assisting Constituents

As a Ward Councillor, my main activities have been aimed at providing a service to the residents of Greenhill Ward by keeping them informed about local issues and responding to their complaints and enquiries. Much of this work is based around the delivery of the Greenhill Matters newsletter.

Section 4: Supplementary Information

Please feel free to add any information you consider may assist in defining your role as an elected member, any outside obligations that may impact on your role or any additional information you wish to add.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor John Hart

Ward: Wolverley

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Council	6	6
Kidderminster Educational Foundation	1	1
Licensing & Environmental	5	5
Members Forum	7	6

This represents an overall attendance of 95%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	5 (Planning Committee x 3) (Strategic Review Committee x 2)

Section 2: Community Involvement

Wolverley Parish Council.
PACT Committee.
Wolverley Planning Group.
Community Housing Group.
DC Leisure Partnership.
Friends of Wolverley.
Assist With Wolverley Carnival.
Wolverley Tenants Committee.



Section 3: Assisting Constituents

Made representation to relevant bodies on residents behalf:-

Grass cutting.
Hedge dispute.
Dropped curbs.
Illegal car selling.
Housing swap.
Sewage on road.
Section 106 issue.
Blocked drains.
Field flooding.
Planning issue on new social housing.
Illegal signs.
Horse paddocks.
Damage to grass verges.
Road gritting.
Noise nuisance.
Unlawful access to properties.
Missed bins.
Damage to land by local authority contractor.
Obstruction to footpath through meadow.
Illegal activity at local amenity.
Fly tipping.
Possible Illegal activity on farm land.
Consulted with officers to enlarge car park at Brown Westhead facility.
Assisting with Asset Transfer for allotments (nearing completion).
Assisting with Asset Transfer for Wolverley Playing Field.
Held site visits meetings re: Planning Application at Drakelow Tunnels.
Horsely Hills paddocks – planning application.
Lead Councillor in applying for Heritage Lottery Grant for street lighting appropriate to the style and age of Wolverley Conservation area.

Constituents are able to contact me by phone or email. Details of which are available on the Wolverley and Wyre Forest District Council websites. Phone numbers and addresses are available in the Wolverley Parish magazine, which is distributed to all residents in Wolverley. Also, surgery held on first Sunday in the month in the Village Tea Shop at 10am.

Section 4: Supplementary Information

I have a good local knowledge of Wolverley, good listening skills and the ability to respond to residents concerns quickly and efficiently in my quest to resolve any issues or concerns that they may have.

WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Marcus Hart

Ward: Sutton Park

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Cabinet	9	9
Cabinet Review Group	4	1
Council	6	6
Kidderminster Educational Foundation	1	1
Members Forum	7	5
Planning	11	11

This represents an overall attendance of 87%
(This reflects attendance up to 3rd June)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	-

Section 2: Community Involvement

Kidderminster Special Educational Benefits Trust.
Chairman and Trustee of Kidderminster District Scout Council.
Member of Worcestershire Regulatory Services Board.
Member of the Kidderminster Charter Trustees.
Governor at Sutton Park Primary School, Baxter College and Wyre Forest School.
Trustee of Kidderminster Harriers Football in the Community Trust.
Trustee of Kidderminster District Youth Trust.

Section 3: Assisting Constituents

I have responded to all queries raised to me by constituents either by telephone call, letter, email, home visit, by organising a residents meeting or a combination of some or all of these means of communication.

I respond to literally dozens of letters/emails relating to casework issues within the ward on a weekly basis.



I also deliver a regular newsletter to all households within the ward together with my two ward colleagues and this is done six times per year.

In addition to the regular newsletter, there are often issues which affect a particular street or area and I always communicate regarding those issues as well.

Section 4: Supplementary Information

As well as my public duties, I am also employed as a solicitor specialising in criminal law, road traffic law and mental health law.

I do find that my legal background has helped me, particularly when sitting on the Planning Committee. Whilst I am by no means an expert in planning law, I did study some planning law at University and do understand the general principles which I have found assisted me greatly in determining what is and is not a material planning consideration.

I also sit on the Ethics and Standards Committee and find that again, my legal background has helped me in respect of this. Again, I sit on the Appointments and Appeals Committee and my legal training has helped me tremendously to be able to play a positive role on this committee.

Also, as indicated, as a criminal law specialist, advocacy is a big part of my job and therefore speaking at Council meetings and meetings with residents comes a lot easier.

In terms of whether any outside obligations impact on my role, clearly being employed does have an impact as it means I cannot be a completely full-time Councillor but believe the balance between being employed in the workplace and my democratic role compliments itself very well.



WYRE FOREST DISTRICT COUNCIL

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Name of Member: Councillor Pauline Hayward

Ward: Blakedown & Chaddesley

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Council	6	6
Kidderminster Educational Foundation	1	1
Licensing & Environmental	5	5
Members Forum	7	3
Strategic Review Committee	11	9

This represents an overall attendance of 80%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	-

Section 2: Community Involvement

Churchill & Blakedown Parish Council.
Churchill & Blakedown Parochial Council.
Hagley & Blakedown British Legion.
Hagley & Blakedown PROBUS.
Churchill & Blakedown Historical Society.
Churchill Forge Trust.

Section 3: Assisting Constituents

I am accessible to all my constituents by email or telephone. Personally I prefer phone because there is less likelihood of misunderstandings. My door is always open to anyone who has a problem with Wyre Forest District Council or otherwise – maybe a personal one or County Council difficulties.

Often I am contacted over planning matters – then I can have a site meeting, or occasionally arrange for an officer to visit, or members of the Development Control to meet and view the problem.



Section 4: Supplementary Information

I do not hold surgeries usually as I am well known having always lived here.

I am a Member of Churchill and Blakedown Parish Council and also regularly visit Broome, Chaddesley Corbett, Rushock and occasionally Stone Parish Council, consequently, I am aware of any problems over a wide area. The local police are usually in attendance also, so I keep abreast of any criminal activities locally or in the wider district and county council area.

I am a practicing Member of our local church and a Member of the Parochial Church Council – this means once more I am talking to local people and help raise funds at events they organise.

I do think that any new Councillor needs to get “involved” in their ward, either through clubs or organisations.

I am lucky, after 32 years, I am fairly well known!



WYRE FOREST DISTRICT COUNCIL

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Name of Member: Councillor Anne Hingley

Ward: Franche

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Cabinet	9	9
Council	6	6
Kidderminster Educational Foundation	1	1
Members Forum	7	5

This represents an overall attendance of 91%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	-

Section 2: Community Involvement

- Established working partnership with police officers through the Police and Communities Together (PACT) meetings held 4 times a year in Franche Community School, Chestnut Grove.
- Governor at Franche Community School, Chestnut Grove.
- Governor at St Catherine's C of E Primary School, Marlpool Lane.
- Trustee of Claire Witnell and Blount Almshouses, Wilton Avenue.
- Attend regular tenants meeting Community Housing Group Franche.
- Member of Wyre Forest Clinical Commissioning Advisory Group.
- Charter Trustee of Kidderminster.
- Member of the Health and Well Being Board.
- Trustee of John Weston Stretton of Kidderminster Charity



Section 3: Assisting Constituents

As an established Councillor I continue to keep in contact with residents through regular Franche Matters newsletters, personal contact by home visits, phone calls and emails.

Keeping Franche ward tidy and clean is a priority and I am grateful to the Lengthsman who assists the Council's team in carrying out this function.

Through my involvement with the community I have come to know residents and have been able to help with council officers resolve locality problems throughout the council year.

I am working with the Council's Parks and Open Spaces Team and Residents in Beechfield Drive to enhance a corner piece of highways land. This will be managed and cared for by local residents.

Section 4: Supplementary Information

As Champion for older people, I donated £500 from my Community Leadership Fund to the Wyre Forest Glades Leisure Centre to help fund Swimming Lessons for Older People which are proving very popular.

I donated another £500 to the Citizen's Advice Bureau to continue their outreach services which takes place at Franche Community Church for a further year.



WYRE FOREST DISTRICT COUNCIL

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Name of Member: Councillor Nigel Knowles

Ward: Franche

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Audit (Membership for June & September 2013 only)	2	2
Council	6	6
Kidderminster Educational Foundation	1	1
Licensing & Environmental	5	5
Members Forum	7	2

This represents an overall attendance of 76%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	-

Section 2: Community Involvement

PACT Meetings, Franche Housing Tenants Committee, British Legion Poppy seller, Kidderminster Hospital Volunteer Visitor, WFDC Joint Armed Forces Champion

Section 3: Assisting Constituents

I hold an Advice Centre in Franche Ward for residents on the first Monday of each month.

I have assisted constituents on Housing issues, Benefit issues and issues related to Highways, Transport and Road Safety. I have also advised on Policing issues and Grant Aid to a Community organisation. I also helped residents contest a "hostile" Planning Application, a case that saw the Application rejected. (it is subject still to Appeal)



Section 4: Supplementary Information

I am regular user of the The HUB in respect of referring problems and issues that require action. I thank the HUB staff for their help and advice.

I am a Trade Union and Co-operative member. I am always available to help any constituent in Franche Ward resolve a problem, give advice or signpost them to the appropriate Person/Organisation/Council Dept.

I consider my committee work is important in the delivery of Council Services and my role in the Council Chamber. I thank WFDC staff for their help and support.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Barry McFarland

Ward: Habberley & Blakebrook

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Corporate Plan & Priorities Sub Working Group	11	10
Council	6	5
Kidderminster Educational Foundation	1	0
Members Forum	7	6
Planning	11	9
Strategic Review	11	9

This represents an overall attendance of 83%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	1 (Overview & Scrutiny Committee x 1)

Section 2: Community Involvement

Appointed to no outside bodies by Council.
Regular attendee at Habberley and Blakedown PACT meetings.
Regular attendee at Junior PACT meetings.
Regular attendee at Tenants' meetings.
Regular participant in Ward Walkabouts.
Member of the Wyre Forest Community Housing Group.

Section 3: Assisting Constituents

Regular attendee in Ward Walks in association with Community Housing.

Regular “walkabouts” on my own or in company of other ward councillors through the Ward.

Hold monthly advertised surgeries.

Deliver bi-monthly newsletters to the whole of the Ward, clearly more at election time. Each newsletter gives contact details, viz telephone, e mail and land address.

Use target letters for information/news for a particular area or street.

Take up a variety of issues on behalf of residents involving wide ranging agencies, eg, representing residents at appeals, supporting residents to solve problems involving housing, litter, road/pavement surfaces, traffic issues, trees, grass verges, inter alia.

About to launch into “social media” systems.

Show support to organisation such as Youth House, Rainbows, Brownies, Naval Cadets.

Section 4: Supplementary Information

I have no outside obligations that may impact on my function as an elected member.

I am a member of the St Ambrose RC Community, which, at times, increases my availability to give support and/or advice.

Was (am) an active member of a Strategic Review Working Group that carried out a comprehensive survey of all sections of Wyre Forest with respect to service provision and service requirements of our area. Such sections included WFDC staff, local business, tenants, residents’ groups, schools, Youth House service users, sheltered housing residents, other support agencies operating within Wyre Forest. Information gleaned from this survey/consultation together with subsequent research has been used, and will hopefully be further used, in formulating council policy to enhance our area for residents, business users and visitors.



WYRE FOREST DISTRICT COUNCIL

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Name of Member: Councillor Christopher Nicholls

Ward: Cookley

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Council	6	6
Kidderminster Educational Foundation	1	1
Members Forum	7	5
Planning	11	9

This represents an overall attendance of 84%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	-

Section 2: Community Involvement

- Chairman of Wolverley and Cookley Partners & Communities Together (PACT).
- Member of Wolverley and Cookley Parish Council.
- Governor at Cookley Primary School.
- Trustee of the Sebright Educational Foundation.
- A trustee of Wolverley Charities.
- Regular attendance at Cookley Tenants Consultative Committee.
- Communication with the community via newsletters and public meetings.

I continue to promote the interests of our village community e.g. maintaining the Green Belt and representing residents' views at relevant Council and committee meetings.

I liaise with the police and other outside bodies via Partners & Communities Together (PACT) meetings to resolve issues for the benefit of our community.

I continue to monitor the Parish Plan.



I am delighted with the new primary school in Cookley which will have its official opening on 27th June 2014. As a Governor, I continue to assist in its exciting development.

I continue to play an active role in the life of our village.

Section 3: Assisting Constituents

I hold regular surgeries at Cookley Village Hall and Sports Club. Surgeries are held on the first Saturday of each month between 12 noon and 1 pm.

Monthly consultations are carried out with residents regarding planning applications in conjunction with other parish councillors.

Using the wealth of experience I have gained as your District Councillor for the last 23 years, I continue to listen to you and promote your views and interests.

Section 4: Supplementary Information

I continue to closely monitor any future development of the Lea Castle site.

In January, we held our party tradition dictated that we still call it a Christmas Party and we still had our carols, tinsel and crackers and a good time was had by all!

Cookley continues to be a great place to live.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Fran Oborski

Ward: Offmore & Comberton

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Area of Highest Needs	1	1
Cabinet Review Group	4	4
Council	6	6
Kidderminster Educational Foundation	1	1
Kidderminster Educational Foundation Working Group	2	2
Local Development Framework Review Panel	3	3
Members Forum	7	6
Parking Enforcement Review Panel	3	1
Planning	11	7
Strategic Review Committee	4	4

This represents an overall attendance of 83%.

(As Chairman of the Council for the past year, I have been involved with many civic engagements and some of these have been the same dates as some of the Council meetings).

(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	-

Section 2: Community Involvement

We hold an Advice Centre at Brookside Children's Centre on the first Tuesday in the month from 10-12 and at Cafe Chad on the Wednesday or Monday of each week.

I serve on the PACT Panels in Offmore Comberton Ward and, as County Councillor, Greenhill Ward and attend all meetings.

I serve on the board of Wyre Forest Community Housing.

I attend meetings of Offmore and Greenhill Tenant Consultative Committees.



I am an active member of OCAG (Offmore Comberton Action Group) and am very much involved in the community activities it organises including our Annual, Borrington Bash, which is our very well supported local Community Carnival.

I am a Member of the Friends of St. George's Park and am also heavily involved in Community Events organised in the Park. The highlight of these is our annual Celebration of St. Georges Day.

I am a Governor of: Offmore Primary School; Comberton Primary School; King Charles 1 School and the new Wyre Forest School. I am Vice Chair of Governors at King Charles 1.

I represent Kidderminster Charter Trustees on the Management Committee of the Kidderminster Husum Twinning Association and also at the meetings of HOGS (Heritage Opportunities Group); I also Chair the Kidderminster Remembrance Day Planning Committee.

In partnership with Kidderminster-Husum Twinning Committee arranged for purple crocuses to be planted at "Gateways" to Kidderminster. I arranged for much of the actual planting to be done by Kings Charles I Eco Group..

I am actively involving pupils from the King Charles 1 School Eco Group in managing and planting areas of Borrington Park.

As Polish Honorary Consul I run an Advice Session for the Polish Community every Sunday lunchtime at the St. Ambrose Club.

I have arranged for "Gardening" licences to be issued to the Friends of St. Georges Park for land at Anchorfields and to Farfield Residents' Association for land at the junction of Farfield and Chester Road South.

As Chairman of Wyre Forest District Council, which has been an incredible honour, I have enjoyed meeting hundreds of local residents who do so much for our local communities. By the end of the municipal year, I will have attended 112 functions/events and raised £6,000 for my charities, the Churches Together Foodbank and the Kidderminster Hospital Scanner Appeal.

Section 3: Assisting Constituents

Along with my Ward colleague Mike Price, I produce and deliver our monthly FOCUS Newsletter to every house in the Ward at least 12 times a year.

In my County Councillor role, I am leading on the "Action Learning Sets" Community Involvement Initiative with my District Colleagues and we carried out a Community Audit with local residents.

I have deal with over 300 individual items of casework this year as well as those issues raised by community groups.

I chair Local Children's Trust.

I am a personal Trustee of the Kidderminster & District Youth Trust.

Much of the year has been taken up with the development of the Council's Local Development Framework. Although there was much contention around Gypsy Sites I believe that the publication of the Government's New Planning Framework has completely vindicated the WFDC approach.



A very activity this year has been, without a doubt, being involved, as Skills Champion, in the State of the Area Debate and assisting with various events arranged to promote education and employment.

For much of last year, I was the Treasurer of the Friends of Kidderminster Library Gallery.

Section 4: Supplementary Information

With over 40 years experience as a Councillor my main interests and skills remain in Housing and Planning, although, with the development of the State of the Area I am able to use my Educational professional experience as Skills Champion.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Tracey Onslow

Ward: Sutton Park

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Council	6	5
Kidderminster Educational Foundation	1	1
Members Forum	7	4
Overview & Scrutiny Committee	12	12
Treasury Management Review Panel	3	2

This represents an overall attendance of 83%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	-

Section 2: Community Involvement

I am a regular attender at PACT Meetings

I currently have a small team of willing recruits knitting poppies for the bollard project.

Section 3: Assisting Constituents

I have assisted residents with many noise related issues, particularly music, seagulls and barking dogs!

I have been contacted about vehicles in excess of 7.5 Tonnes accessing Park Street and have corresponded with Companies about the offending vehicles.

I have had correspondence about planning, particularly in relation to developments in Sutton Park Road.



I have organised deep street cleans, in particular of Park Street and Park Lane and Park Butts drains. I have also had the drain by the Tesco/Canal ramp unblocked.

I have had much correspondence on overgrown trees and hedges in a number of locations.

I have also had correspondence on the toilets in Brinton Park and the splash pad – very positive about the splash pad!

I also dealt with highways issues in Crescent Road.

I have also dealt with litter issues on Hill Street/Park Lane steps and general issues of car parking, wheelie bins and asb.

Section 4: Supplementary Information

As the only Councillor on WFDC with young children (I think), I feel this gives me an insight into the problems residents have with childcare, schools, child safety and activities/amenities for children. As a working Mother, it also allows me to understand the pressures faced by many women in similar circumstances.

As the Director of a Property Company, I also have an insight into the difficulties of running a business.

I have lived in Kidderminster most of my life and so am very interested in the current planning projects in Wyre Forest - in particular on Stourport Road, the Town Square, Worcester Street, Leisure Centre and Crown House. It will be interesting to see how these projects shape the area, particularly Kidderminster Town Centre, for the future.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Julian Phillips

Ward: Bewdley & Arley

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Audit (Membership June – December 2013 only)	3	3
Council	6	6
Kidderminster Educational Foundation	1	1
Members Forum	7	5
Overview & Scrutiny (Membership June 2013 – March 2014)	10	9

This represents an overall attendance of 89%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	-

Section 2: Community Involvement

In my District Council role, I am a member of the Partners and Communities Together (PACT) panel for Bewdley along with representatives of the Police, County Council, Town Council, Community Housing Group and the local churches. The PACT panel tries to work on issues brought to it by residents by way of PACT meetings, surgeries and via the post card scheme at various locations in Bewdley.

I assist the committee that organises the Christmas Festival in Bewdley and give physical help on the day of the event in terms of erecting stalls and disassembling them after the event as well as marshalling crowds for the 'switching on' of the lights.

I am the District Council's representative to the board of Bewdley Development Trust (BDT). The officers of BDT hold regular meetings with officers of the Council in any case, however my attendance at those board meetings have been useful in informing my view of its wider activities. BDT has been heavily involved in the redevelopment of St George's Hall, a project which the



District Council and Town Council have supported by way of financial assistance over the past couple of years. I also arranged for £1,000 to be donated to St George's Hall from my Community Leadership Fund.

Cllr Greener and I act as Presiding Officers for the annual election of the committee of Pound Green Village Hall every April. One of us also tries to attend the meetings of Upper Arley Parish Council each month to keep aware of issues in the parish.

Section 3: Assisting Constituents

I have assisted residents with many forms of issues including planning, environmental concerns, council tax, litter, anti-social behaviour, transport, refuse collection and much more. I do not hold surgeries as those that have been held in the past have not been taken up by the public. However I am contactable by phone, email and letter and I always respond. I am also regularly in or around Bewdley town centre and often speak with residents about issues then. If residents want to meet me in person to discuss issues I am always happy to go and meet them. All issues that are brought to me by residents are kept confidential between them and I. I would only divulge issues to others if they concern multiple people.

Section 4: Supplementary Information

I am also a member of Bewdley Round Table which raises money at local events such as the Carnival and Christmas Festival as well as it's "Santa" collections at Christmas. This money is then donated to local causes that make applications to us. Although it is Bewdley by name, in reality it covers all of Wyre Forest since the folding of Kidderminster and Stourport Round Tables. A recent example of our donations includes the sourcing HD cinema equipment for St George's Hall at a reduced rate.

I was also a Member of Bewdley Town Council until May 2014. The Town Council is responsible for maintaining a number of small but important functions in the town such as benches, life belts, the lengthsman scheme, the town clock, Christmas lights and other items. It is also stakeholder for consultations for projects in the town such as the Medical Centre redevelopment and the future of the library. It is often the 'first port of call' when several residents in the community want to highlight an issue. It also has representatives that attend the meetings of other organisations in the town such as the Civic Society, Twinning Association, PACT, Museum management and BDT.

Between late 2013 and early 2014 I set up the World War One Steering Group for the town. This is now an organisation in its own right which has an elected committee and has representatives from 12 organisations within the town. I have been elected as the secretary of the steering group. We already have four events planned that will be taking place during 2014.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Mike Price

Ward: Offmore & Comberton

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Blue Badge Review Panel	3	3
Council	6	6
Kidderminster Educational Foundation	1	1
Licensing & Environmental	5	4
Members Forum	7	6
Parking Enforcement Review Panel	3	3
Planning (Membership June – November 2013)	5	4

This represents an overall attendance of 90%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	<p style="text-align: center;">4</p> <p style="text-align: center;">(Overview & Scrutiny x 1) (Planning x 3)</p>

Section 2: Community Involvement

I serve as a Governor of Comberton Primary School.

I have attended Offmore and Comberton Action Group (OCAG) and served as Vice-Chair, where I also serve on a sub group planning a sixth community event to take place in July 2013 on Borrington Park. I have attended Partners and Communities Together (PACT) meetings for Offmore and Comberton and also Tenant Consultative Committee (TCC) meetings.

I attend a monthly advice centre meeting at The Children's Centre in Borrington Road, Kidderminster.



Section 3: Assisting Constituents

Regular Focus leaflets and individual casework.

Section 4: Supplementary Information

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WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Mary Rayner

Ward: Broadwaters

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Council	6	6
Kidderminster Educational Foundation	1	1
Local Development Framework Review Panel	3	2
Members Forum	7	7
Overview & Scrutiny	12	12
Treasury Management Review Panel	3	2

This represents an overall attendance of 94%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	-

Section 2: Community Involvement

Organisations and community groups that I have been involved with during the year has been most of the park groups in Broadwaters. I have attended a large number of their meetings and helped them with some of their events, and work in the parks including litter picking. I also periodically litter pick around the area where I live. Likewise I have engaged with Broadwaters Residents Action Group (BRAG) supporting them and engaging in their lunch club for the over 50s. I have helped BRAG with litter picking encouraging the children around the area to also engage in keeping the area tidy.

The group that I helped to develop, Sion Avenue Residents Group, is growing. I have attended some of their meetings and activities. I am in regular communication with the local TCC group and I have also helped them to resolve some of their concerns.

I have also been engaging with the local scout and beaver groups here in Broadwaters, and supporting them when they have asked.



I have attended most of the Partners and Communities Together meetings and have liaised closely with our local community police on several important issues concerning cars speeding, traffic issues in various parts of the ward, as well as parking issues around the whole of Broadwaters and as a result I now sit as an observer on the traffic enforcement review group and liaise with them on parking issues along with the Police and Highways.

I also liaise closely with Worcestershire Regulatory Authority with monitoring of areas of pollution who are keeping the PACT group informed of pollution hotspots.

As a Trustee of the Community Housing Company I have been able to support and attend their meetings and when asked supported them in their initiatives in these very challenging times.

Section 3: Assisting Constituents

I have been managing a case load of about 3 or 4 a week over the last year from constituents, they generally contact me face to face when they see me in the ward as I regularly walk about the ward, or phone me or contact me by email. I try to keep them informed of the progress of their concern and raise it to higher levels if necessary. I try to respond to people within 24 hours when possible. One of the key concerns other than cars parking on the roads and pavements, continues to be Dog Fouling. I have responded to peoples' request for extra litter and dog poo bins when requested, which have appeared to alleviate the problem.

Section 4: Supplementary Information

Being a retired Health Care Professional I have found people contact me with concerns about the health care they are receiving, these can be wide ranging and I can signpost them to the appropriate organisation that can support them.



WYRE FOREST DISTRICT COUNCIL

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Name of Member: Councillor Chris Rogers

Ward: Mitton

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Audit	4	3
Council	6	6
Kidderminster Educational Foundation	1	1
Members Forum	7	3
Overview & Scrutiny Committee	12	10
Parking Enforcement Review Panel	3	3
Strategic Review	11	10

This represents an overall attendance of 82%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	1 (Licensing & Environmental x 1)

Section 2: Community Involvement

Sandy Lane Traders Association.
Community Housing Residents Association.
Pact Meetings.

Section 3: Assisting Constituents

I am always available to assist constituents and advertise my contact details (phone and email) on all distributed literature as well as make them available through Wyre Forest Conservative Association and of course can be contacted via Wyre Forest District Council.

Section 4: Supplementary Information

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WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Mike Salter

Ward: Mitton

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Council	6	6
Kidderminster Educational Foundation	1	1
Members Forum	7	4
Planning (Membership August 2013 and December 2013 – May 2014)	7	6

This represents an overall attendance of 81%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	1 (Licensing & Environmental x 1)

Section 2: Community Involvement

I have advised residents on various queries. I have also been involved in Stourport Forward, Age Concern, Stourport Town Council, Wilden Village Hall, Stourport Carnival Committee, Wilden Sports Club, Sandy Lane Business Association and Millfields Residence Association.

Section 3: Assisting Constituents

All the following are in the Mitton Ward – Tesco, Arub Investments, Vale Road Car Park, Parsons Chain Development, Civic Centre, road and sewerage maintenance, Hartlebury common, gypsy and traveller sites in Sandy Lane and the concern between business people in the area. Millfield Estate roads still not made up. Constant calls from residents regarding damage to cars, etc. Traffic in the town. When comments come from County Highways, they seem to come from people who have no idea of Stourport.



Section 4: Supplementary Information

I know my town well and obviously the residents contact me direct to explain what is taking place and the Council's aims and the reasons for them.



WYRE FOREST DISTRICT COUNCIL

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Name of Member: Councillor James Shaw

Ward: Areley Kings

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Area of Highest Needs	1	1
Cabinet Review Group	4	3
Council	6	4
Kidderminster Educational Foundation	1	0
Local Development Framework Review Panel	3	3
Members Forum	7	6

This represents an overall attendance of 77%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	8 (Overview & Scrutiny Committee x 3) (Planning Committee x 3) (Strategic Review Committee x 2)

Section 2: Community Involvement

I continued with my duties as Leader of the Labour Group. In addition to the work necessary to be the lead representative of Labour councillors at meetings of Full Council, this role entailed frequent contact with the media, behind-the-scenes organisation of business, and the submission of reports to a number of organisations.

Within my ward, Areley Kings, this municipal year saw me lose my record of full attendance at every PACT meeting since their inception. In fact, I missed two in a row. However, I did manage to attend most of the meetings of the other local bodies on which I sit, namely St Bartholomew's Primary School Board of Governors, the Walshes Tenants and Residents Committee, the Walshes Community Partnership, Areley Kings Village Hall Trustees and the Walshes Community Hall Action Group.



Section 3: Assisting Constituents

Work on behalf of the community on matters of concern ranged from two high-profile campaigns about planning issues to individual cases on subjects such as housing, highways, grass cutting and noise. Finally, I continued to be a frequent contributor to the Areley Kings Rose, our ward newsletter.

Section 4: Supplementary Information

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WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Dixon Sheppard

Ward: Lickhill

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Council	6	6
Finance & Property Sub Working Group	1	1
Kidderminster Educational Foundation	1	1
Licensing & Environmental	5	4
Members Forum	7	4
Strategic Review Committee	9	9

This represents an overall attendance of 86%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	1 (Planning)

Section 2: Community Involvement

Elizabeth Mills Centre (Stourport Social Day Centre) – I continue to be the WFDC representative on the board.

Lickhill and Mitton PACT (Partners and Communities Together) – I serve on the panel.

Stourport Forward.

Stourport Town Councillor – also Chair of the Twinning Committee.

Campaign Action Newtown – serve on the Committee.

Severn Valley Railway – working volunteer member (Travelling Ticket Inspector and Driving School Host).

Stourport Civic Society.

Worcestershire Acute NHS Trust – continue to attend some meetings as an observer.

Section 3: Assisting Constituents

I mainly assist the public through telephone enquiries as well as at PACT meetings. My colleague Councillor Brian Glass takes many enquiries as a result of having a business on Stourport High Street.

Problems received direct mainly concern the site of the New Manor Pub with regard to possible trespassers and hedges not being maintained causing partial blockage of footpaths including ice hazards in the winter.

Last year there was concern about Stourport Civic Centre, this year it has switched to great concern regarding the future of the very well used Stourport Leisure Centre.

Section 4: Supplementary Information

The Elizabeth Mills Centre continues to flourish. On some days, 50 lunches are now being served to our senior citizens. There is a continued active programme of improvements to the centre which is clearly valued by those attending. Ann Hill the inspirational Chairman of the Centre has now however not been too well of late and I wish her a speedy recovery to full health.

I continue to be extremely busy and sometimes I find myself being expected to be in three different places at the same time!!! Being active keeps me fit and I very much enjoy being actively involved with the local community.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Stephen Williams

Ward: Blakedown & Chaddesley

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Area of Highest Needs	1	1
Audit (Membership from March 2014)	1	1
Council	6	6
Finance & Property Sub Working Group	4	4
Kidderminster Educational Foundation	1	1
Licensing & Environmental (Membership from August 2013)	3	2
Local Development Framework Review Panel	3	3
Members Forum	7	6
Planning	11	11
Strategic Review Committee (Membership June – July 2013 only)	3	3

This represents an overall attendance of 95%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	<p>4</p> <p>(Audit Committee x 1) (Overview & Scrutiny Committee x 2) (Strategic Review Committee x 1)</p>

Section 2: Community Involvement

Outside Body executive committee on Museum of Carpet (advising on all health and safety issues).

I have attended all meetings of Chaddesley Corbett Parish Council making a report at most of them and I have just been elected to the Parish Council (uncontested election).

I attend meetings and help if required at Stone, Rushock and Broome Parish Councils.



I am the Chairman of the Margaret Delabere Almshouse Trust and a neighbourhood watch co-ordinator.

Section 3: Assisting Constituents

I have assisted my constituents and many others with planning and other matters.

Having lived in the same area for 70 years, I love to meet my constituents when shopping or attending church services and functions locally.

My telephone number is published in the parish magazine and on the Chaddesley Corbett website.

Section 4: Supplementary Information

I have attended and contributed to all group meetings helping to formulate policy.

I have used my community fund allocation wisely helping my local primary school and Stone Parish Council with automated traffic signs.



WYRE FOREST DISTRICT COUNCIL

Annual Report and review 2013/2014



Name of Member: Councillor Gordon Yarranton

Ward: Wribbenhall

Section1: Attendance at Council / Committee and Sub-Committee meetings

Name of Committee	No. of meetings held during the year	No. of meetings attended
Council	6	6
Finance & Property Sub Working Group	7	7
Kidderminster Educational Foundation	1	1
Licensing & Environmental	5	4
Members Forum	7	1
Planning	11	9
Strategic Review Committee	11	7

This represents an overall attendance of 73%
(This reflects attendance up to 3rd June 2014)

Period of Extended Absence, (i.e. Maternity leave/Sick leave):	-
Number of meetings attended as a substitute:	-

Section 2: Community Involvement

Wyre Forest Community Housing.

Section 3: Assisting Constituents

I have kept in regular contact with the local residents by delivering a quarterly newsletter.

I have supported the Monday club with funding for the "Knit and Natter" at All Saints Church that knit garments for the Royal Hospital at Worcester and the Dudley Road Hospital for premature babies

I have arranged for regular litter picks and road sweeping within Wribbenhall.

I have worked with Wyre Forest Community Housing to improve the garden area at the front of Springhill Rise flats.

I have worked with the Council's Parks and Open Spaces Department to improve the access to the Northwood Lane play area via the bowling green.



Section 4: Supplementary Information

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Cabinet

Annual Report 2013/2014

Report from the Leader

It gives me great pleasure to produce my first report as Leader of Wyre Forest District Council.

Of course, I was only appointed on 2nd April so this shall be a short report but it would be remiss of me not to touch on the last 12 months. Firstly, can I pay tribute to John Campion's excellent leadership over the last nearly 7 years.

The municipal year 2013/14 has been another busy year for Wyre Forest District Council. The agenda has been challenging as usual but I am confident that the Council has continued to make progress against its three main priorities of securing the economic prosperity of the district, delivering together with less and improving community well-being.

This past year has seen significant and encouraging progress with delivering regeneration and local economic recovery throughout the district including one of the District's main key infrastructure projects being the Hoobrook link road. The first phase is well underway in construction and work on delivery of the second phase is well underway with a commitment by the County Council that works will commence in early 2015. The Council remains committed to the delivery of the Hoobrook link road as a key development to unlock growth in the South Kidderminster Enterprise Park. We have now opened the new SPACE business incubation centre at Hoo Farm and spaces are being snapped up by new and growing businesses. Also, significant progress has been made in support of our town centres with over 35 empty shops taken up with the Council's help with improvement grants and business rate relief. In Kidderminster I'm pleased to confirm that the £2m public realm improvement project is advancing now that funding has been secured and good progress on the demolition of Crown House has been made including the granting of planning permission for the further redevelopment of Weaver's Wharf. In Bewdley too planning permission is in place for the new medical centre and NHS funding confirmed with work due to start early in 2015.

This is now the second year the Council has occupied Wyre Forest House. I am exceptionally proud of the dedicated staff who have continued to deliver day to day services. The new headquarters is a vastly improved working environment for our staff and in the time we have been here, the operational benefits are already very apparent.

We continue to make the building as efficient as we can by trying to secure external companies and partners to rent any excess space from us. The financial case for moving to the new HQ remains as robust as ever with annual savings of circa £500,000.

The Council has continued along its journey of transformation with a view to significantly reducing our annual revenue expenditure. It is important to remember that we will have seen our total budget reduced by nearly a quarter over a four year period whilst our grant from Government will have reduced by

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nearly 50%. This has presented significant challenges to the organisation. I am proud of the way that the Council has responded to these challenges with ever more ingenious schemes, or income generation and expenditure reductions.

The last year has also seen significant progress against the Council's major capital project being the new leisure centre. The existing arrangements for three leisure centres are unaffordable and the Council continues to progress delivery of a single modern, improved and more efficient facility that will serve the district as a whole and reduce the annual expense to the taxpayer. I am pleased we have agreed and purchased a site subject to contract and have outline planning permission secured.

I would like to place on record my grateful thanks to the Chief Executive, Corporate Management Team and all officers within the Council for their help and support this year. I know that the challenges within local government grow ever larger year on year, but the drive and commitment shown by the officers within our Council never ceases to amaze me.

I would also like to place on record my thanks to my Cabinet colleagues for their support and counsel since taking over as Leader.

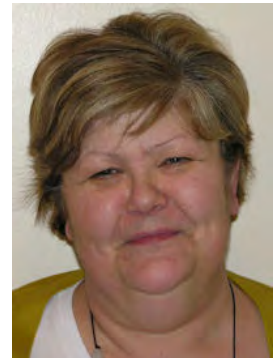
The last year has been challenging and I have little, if any doubt that this year will be even more challenging, but I am confident we will all continue as members and officers to work together for our common aim; the residents of Wyre Forest.

Wyre Forest District Council
Annual Scrutiny Report
2013/2014



Foreword of the Chairman of the Overview and Scrutiny Committee

The 2013/14 municipal year has been very busy for the Overview and Scrutiny Committee. The Work Programme was varied and extensive for every month. Throughout the year I have always tried to take on board and implement any suggestions for review panels or ideas made by members for an improved Scrutiny process. I think it is important that all Members feel able to take part in Scrutiny and am pleased to say we have had many observers attend during the year.



The Committee has met 12 times during the year and has worked hard to ensure that the decisions the Council has had to take have been thoroughly scrutinised on a cross party basis, some have proved to be more controversial than others, especially items such as the Worcestershire County Council's subsidised bus service consultation. This scrutiny resulted in the committee sending a lengthy response to the County Council and requesting a briefing for District Councillors on the outcome of the consultation.

The Committee has responsibility for discharging the Council's Crime and Disorder Scrutiny function. The Committee received a presentation on crime and disorder issues and scrutinised the progress made against the Wyre Forest Community Safety Partnership's priorities.

I have enjoyed chairing the Overview and Scrutiny Committee and have found the work to be most rewarding. I would like to thank the Vice Chairman of the Committee, the Members of the Committee and the Officers for the support they have given me during the municipal year.

Councillor Helen Dyke

Scrutiny at Wyre Forest

For this municipal year, the Council's scrutiny function was carried out through two committees, the Overview and Scrutiny Committee and the Strategic Review Committee.

The Overview and Scrutiny committee consisted of 12 cross party Members. The workload included scrutinising proposals for new or amended policies before their consideration by the Cabinet and Council, undertaking detailed reviews into existing procedures and policy, and monitoring the schedule of proposed decisions as set out in the Council's Forward Plan.

Review Panels

Review Panels are in depth investigations into issues conducted by Members outside of the formal Scrutiny Committee setting. They allow more detailed work on particular topics and make recommendations to the Overview and Scrutiny Committee which in turn make recommendations to Cabinet. Their flexibility allows for a wide range of evidence sources, guests and methods of evidence gathering to be considered.

The following Panels have taken place during the 2013/2014 year:

Name	No. of meetings	Purpose
Blue Badge Review	3	Detailed scrutiny into the allocation, procedure and effectiveness of the blue badge scheme and to investigate the possible misuse / abuse of the disabled parking permits throughout the district.
Treasury Management	3	Allowed detailed scrutiny and training in respect of treasury management
Parking Enforcement Review - will continue into new municipal year	3	Detailed review into parking enforcement issues within the district.
Local Development Framework Includes co-opted Members from Town Councils	5	Detailed scrutiny of the draft policy documents relating to the local development framework, helping to shape them before the formal process of consultation or adoption

Recommendation Tracking

As Scrutiny Committees can only make recommendations and do not take decisions, it is important to keep track of what has happened to the recommendations made by Scrutiny.

After recommendations have been made, the Committee have considered feedback from Cabinet regarding their recommendations so that there was a clear means of tracking the outcome of recommendations.

In addition, the Committee looked back at the recommendations made in the previous year, so that they were able to examine the progress made in implementing the recommendations. This was carried out and there were no concerns raised over outstanding recommendations. The tracking recommendations from this years Committee will be reviewed at the first meeting of the Committee of the new municipal year.

Public and Stakeholder Involvement in Scrutiny

Scrutiny is an important means of involving the community in the Democratic Process. If you have any suggestions or comments for issues affecting your area which you feel Scrutiny could consider, please contact the Democratic Services Team via email: committee.section@wyreforestdc.gov.uk telephone: 01562 732763, or in writing to Democratic Services, Wyre Forest House, Finepoint Way, Kidderminster DY10 7WF.

More information on Scrutiny at Wyre Forest District Council can be found at <http://www.wyreforestdc.gov.uk/cms/your-council-and-elections.aspx>

Terms of Reference - The Overview and Scrutiny Committee

1. Reviews the policies of the Council and the Cabinet and recommends to the Council or the Cabinet:
 - (i) Whether any new policies are required.
 - (ii) Whether any existing policies are no longer required.
 - (iii) Whether any changes are required to any existing policies.
 - (iv) Whether any action is required to make the policies more effective.
2. Reviews the discharge of Cabinet functions, and recommends to the Council or the Cabinet:
 - (i) Whether any action should be taken to improve the economy, efficiency and effectiveness of those functions.
 - (ii) Whether any action should be taken to improve the co-ordination of the various functions within the Authority, or with any other person or body.
 - (iii) Whether the function should continue to be discharged or be discharged in another way.



3. Reviews any decisions or proposed decisions of the Council and of the Cabinet. In undertaking such reviews, the Overview and Scrutiny Committee shall in particular consider:
 - (i) Whether the relevant criteria were used.
 - (ii) Whether the decision is in accordance with the budget and policy framework of the Council.
 - (iii) Whether the decision or action was within the powers of the Authority.
 - (iv) Whether the decision was lawful.
 - (v) Whether the decision contributes to the efficient, effective and economic discharge of the function.
4. Recommendations should all take account of the following:
 - (i) Whether the decision should be reconsidered, and if so, what alternative decision should be taken.
 - (ii) Whether the proposed decision should be taken or taken in a different form.
 - (iii) Whether any further action should be taken in the experience of that decision to ensure proper or better implementation of decisions.
 - (iv) Whether any further actions should be taken in the experience of that decision to improve the manner or quality of decision-making for the future.
5. Considers any matters which affect the Council or its administrative area or the inhabitants of that area and makes recommendations to the Council or the Cabinet arising from that consideration.
6. External Partners

Reviews the performance and effectiveness of the Council's external partner organisations, including the duty to scrutinise the local Crime and Disorder Reduction Partnership.
7. Review Panels

Establishes time limited Review Panels which focus upon specific issues of concern raised by Members through a Scrutiny Proposal Form, consider evidence, and subsequently make recommendations to the Overview and Scrutiny Committee. A protocol for the establishment of Review Panels is attached as Appendix C at section 10 of the Constitution.
8. Review the Forward Plan

Regularly reviews the Forward Plan with a view to deciding which, if any, forthcoming items require consideration.
9. Sets and agrees an Annual Work Programme and prioritises the work of the Committee.

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10. Ensures consideration is given to encouraging public participation and engagement in functions of the Committee.
11. Ensures that the views of any invitees and co-opted Members (where appropriate) are taken into account when conducting investigations.
12. Monitors the implementation of scrutiny recommendations.
13. Reviews and scrutinises relevant public bodies and partners in the District, including the Council's contribution and relationship with them. Where necessary, requesting them to address overview and scrutiny about their activities, performance, particular decisions, initiatives or projects.



Wyre Forest District Council
Ethics and Standards Committee
Annual Report 2013/2014

Foreword by the Chairman of the Ethics and Standards Committee

I would like to thank the Solicitor to the Council, Mrs Caroline Newlands for her dedicated support over the last 12 months.

The Localism Act 2011 introduced fundamental changes to the regulation of standards of conduct for elected and co-opted members of local authorities. The Legislation enabled a more streamlined process for dealing with allegations of breach of the Members' Code of Conduct with a wider role for the monitoring officer in resolving matter relating to Code of Conduct. Now that the new arrangements have had the opportunity to bed down, it is appropriate this year (2014) for the continuing role of the Standards Committee to be reviewed as part of the IRP process.

**Councillor Douglas Godwin
Chairman – Ethics and Standards Committee**

Members of the Ethics and Standards Committee

Members:

Councillor D R Godwin (Chairman) Councillor H E Dyke (Vice-Chairman),
Councillor M J Hart, Councillor N Knowles Councillor T L Onslow and
Councillor J Parish.

Independent Members – Rev J A Cox, T J Hipkiss, R Reynolds.
Parish Councillors - Councillor Hobson.

Terms of Reference

1. Promotes and maintains high standards of conduct by councillors and co-opted members.
2. Assists the councillors and co-opted members to observe the Members' Code of Conduct.
3. Advises the Council on the adoption or revision of the Members' Code of Conduct.
4. Monitors the operation of the Members' Code of Conduct.
5. Advises, trains or arranges to train councillors and co-opted members on matters relating to the Members' Code of Conduct.
6. Considers complaints against any member relating to alleged breach of the Code of Conduct, to make findings of fact and decisions in respect of the action to be taken, and where necessary to make recommendations to full Council.
7. Grants dispensations, if necessary, to councillors and co-opted members from requirements relating to interests set out in the Members' Code of Conduct.
8. Exercises (1) to (6) above in relation to the parish councils wholly or mainly within the Wyre Forest District area and the members of those parish councils.
9. Recommends approval and adoption of relevant codes, plans and policies.
10. Oversees the Whistle Blowing Policy.
11. Oversees the complaints handling and Ombudsman investigations.
12. Keeps the operation of the constitution under review so far as it relates to ethics and standards of behaviour.

WYRE FOREST DISTRICT COUNCIL
18TH JUNE 2014
HALF-YEARLY REPORT OF THE CHIEF EXECUTIVE

1. Purpose of Report

- 1.1 I will concentrate on an overview of the issues facing the district and the Council; key actions being implemented against the priorities in the corporate plan for 2014-19; and the progress that we have made in transforming the Council.

2. Overview of the issues facing the district and the Council

- 2.1 The most significant issue facing the Council remains its financial position. Following the work undertaken by the cross-party Strategic Review Committee, the Council's adoption of the medium term financial strategy last November has provided a sound framework, both for the budget decisions taken in February and for the Council's transformation programme, "Wyre Forest Forward". Over the last few months, the focus has been on implementation.
- 2.2 There are significant savings that need to be achieved. These will be delivered through a range of reviews of process and policy and other major projects such as the new leisure centre. The Corporate Leadership Team has put in place a framework for Wyre Forest Forward and shared it with Cabinet and Group leaders – the framework identifies what reviews and projects are to be undertaken, who is leading the reviews of our purposeful systems, and has been refined further to include the timeline and expected financial savings, where known. We also have a learning programme in place, part of which involves a briefing session for all staff and members to bring them up to a common minimum level of understanding: this started in May and we will run sessions shortly for members.
- 2.3 I have played a lead role since November in securing implementation of some significant savings that feature in the medium term financial strategy:
- a) the decision was taken not to outsource revenues and benefits and the hub to Civica and to seek equivalent annual internal savings of over £200k instead. I led preparation of the various iterations of the business case that informed the decision. Implementation of the internal savings is well on track, with just under £100k being achieved in 2014-15 rising to the full target of £200k by April 2015. I would like to thank Lucy Wright in particular for the work that she has done in supporting me and the drive that she is showing in implementation;
 - b) following intense negotiations in a series of meetings with the unions, a local set of pay increases was implemented for about 270 staff on 1 April who had accepted the change and will follow for the remainder by means of dismissal and re-engagement by September. I have led successful negotiations with the unions about changes to terms and conditions relating to overtime and call out fees, and this will be implemented through a collective agreement due to be signed on 19 June. The work that I have led will save the council at least £500k over this and the following three financial years.
- 2.4 The target for further savings from the WFF programme is probably the most challenging element of the financial strategy and will require considerable ongoing effort to deliver. In fact, the total savings that the Council must achieve if we are to deliver the medium term financial strategy rise from £1.5m in the financial year that began in April to £2.3m in 2016-

17. (These totals include £1m rising to £1.3m from the Wyre Forest Forward programme.) These are large numbers. While we have plans in place to address the gap, and more savings are identified as a result of reviews on a regular basis, there is a risk of underachievement in the earlier part of the plan. The good financial stewardship shown by the significant underspend achieved in 2013-14 will assist in strengthening our general reserves but does not provide an ongoing solution. The Corporate Leadership Team and Cabinet will be reviewing the position over the next month or two to consider whether any further steps are necessary in order to achieve this year's savings target.

3. Key actions implemented against the priorities set in the corporate plan

- 3.1 The Council needs enough managerial capacity in order to achieve the ambitious savings targets that it has agreed. The reduction in cost and size of the Corporate Leadership Team that were implemented in summer 2013 have meant that I have spent more time on some of our key front-line and support services than before, such as revenues and benefits, customer services and ICT. Collection rates for council tax were only slightly down for 2013-14 compared to 2012-13 levels despite the fact that we are now charging council tax to several thousand households who previously paid nothing. They were slightly up for business rates. I chair the ICT Strategy Board, which has revised the ICT strategy that is now being implemented. Dave Johnson is implementing proposals to save over £100k in 2014-15 rising to almost £150k in 2015-16 onwards.
- 3.2 Since November, we have continued to see good progress on a number of other fronts by the Corporate Leadership Team and I would like to record my thanks to Mike Parker, Linda Collis, Caroline Newlands and Tracey Southall:
- a. following the State of the Area debate in 2012, we are seeing significant progress on a number of key developments: permission granted in April for demolition of Crown House and redevelopment of Lower Mill Street and Bullring, led by Henderson Global Investors; permission also in place for a medical centre and library in Bewdley; and £1.5m funding from the county council for town centre realm improvements in Kidderminster.
 - b. I reported in November that the number of housing developments across Stourport-on-Severn and Kidderminster under way was sign of an improvement in developers' confidence, because Wyre Forest has an up-to-date development plan in place (still the only one in Worcestershire). This backdrop and our positive attitude to supporting business growth have now led to some significant interest from potential investors, details of which are about to be announced or will be made public shortly;
 - c. a new preferred site for the leisure centre was selected and announced last autumn. Conditional contracts for purchase have been exchanged and the Planning Committee granted outline planning application on 8 April. Sport England is considering a bid for capital funding up to £2m – a final decision is expected in July. We are out to tender to select the partner to build, maintain and operate the facility;
 - d. our investment in good working relationships with town and parish councils has begun to bear fruit. A number of councils are taking over various local service responsibilities, such as grass cutting and litter picking, in the early part of 2014-15. While we will pay them some money in return, the cost overall to WFDC will fall. The Civic Centre and Civic Hall have been transferred to Stourport-on-Severn Town Council, the most significant transfer of a community asset in Worcestershire.

- 3.3 Since my last report, I have continued to lead or contribute significantly towards a heavy programme of additional work, mainly of a “constitutional” nature:
- (a) leading the work on responding to the Local Government Boundary Commission’s electoral review. I prepared all the papers for two meetings of a cross-party group and the report and draft response appears on tonight’s agenda;
 - (b) In line with the commission from Council, leading work on future options for the governance of Kidderminster. I prepared all the papers for three meetings of another cross-party group. Their report was considered by Council on 26 March and a community governance review with associated referendum is to be undertaken in 2015;
 - (c) leading the response to a significant civil emergency, namely the floods in February 2014. The flood defences in Bewdley worked well and the largest number of properties affected was in Stourport. The response in Wyre Forest was smooth and effective, and the recovery phase led by Linda Collis has provided speedy financial assistance for affected businesses and householders;
 - (d) ongoing programme of successful reform of electoral administration. Most of the work has been undertaken by Alison Braithwaite, who has transformed the planning, project management and risk management of electoral registration and administering elections. I would like to pay tribute to her for her contribution. The European and local elections in May 2015 were successfully conducted and we are just about to undertake live data matching for individual electoral registration in July 2015.
- 3.4 Since my last report, it is very pleasing to note that WFDC staff have continued to earn further accolades for the excellent work that they do:
- (a) Bewdley Museum won “The Midlands Small Museum of the year”, a travel industry award from Going Places. Its attractive offer for tourists has just been confirmed by a Certificate of Excellence for 2014 from Tripadvisor;
 - (b) Senior Forward Planning Officer Maria Dunn has been shortlisted for the Royal Town Planning Institute’s (RTPI) Young Planner of the Year award. Maria received the Regional Young Planner of the Year Award from the West Midlands Branch of the RTPI in 2013. Following this success she is now down to the last four contenders for the national title of ‘Young Planner of the Year’. The winner will be announced at the RTPI Awards for Planning Excellence held in London on 23 June 2014;
 - (c) Mark Tipper, the Council’s Land and Property Gazetteer Officer, has repeated the “double” that he achieved in 2013, winning two Exemplar Awards from Geoplace. He won the ‘Best in Region’ Award and a Gold Award for address data. The awards are designed to capture projects which make a difference and demonstrate to others the value of the information that local authorities manage on a day-to-day basis. Among other things, Mark’s work will contribute to a high rate of matches for individual electoral registration;
 - (d) Wyre Forest’s website received a three star rating for the second successive year in the annual, independent SOCITM assessment. It is therefore with some confidence

that we can assert that Wyre Forest has consistently the best local government website in Worcestershire as measured by SOCITM.

	2013	2014
Wyre Forest District Council	3 stars	3 stars
Worcestershire County Council	3 stars	2 stars
Wychavon District Council	2 stars	Not rated
Bromsgrove District Council	1 star	2 stars
Redditch Borough Council	1 star	1 star

Other councils were not rated in either year.

Looking ahead

- 4.1 The Leader of the Council and the leader of the two largest opposition groups make up my appraisal panel. My agreed targets for 2014-15 relate to transformation of the council, to secure a sustainable financial position which maintains and protects front-line services as far as possible; continuing to drive up satisfaction with the council, externally and internally; and securing resolution of issues at Wyre Forest House and finalising the capital account, while protecting the council's financial position.
- 4.2 The Council continues to face significant challenges over the coming period. Despite their magnitude, I continue to feel confident that Councillors and our staff will rise to meet them, and that the Council will continue to demonstrate its ability to provide effective community leadership. Finally I would like to thank members and others for the support that I have received.

Ian Miller
June 2014