

**Open**

# **Overview & Scrutiny Committee**

## **Agenda**

**6pm**  
**Tuesday, 8th September 2015**  
**Council Chamber**  
**Wyre Forest House**  
**Finepoint Way**  
**Kidderminster**



## Overview & Scrutiny Committee

### Members of Committee:

<b>Chairman: Councillor H E Dyke</b>	
<b>Vice-Chairman: Councillor S Arnold</b>	
<b>Councillor G W Ballinger</b>	<b>Councillor J R Desmond</b>
<b>Councillor J Greener</b>	<b>Councillor A T Hingley</b>
<b>Councillor D Little</b>	<b>Councillor J Phillips</b>
<b>Councillor C Rogers</b>	<b>Councillor S J Williams</b>

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

### Information for Members of the Public:

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

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

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

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

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

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

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

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

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

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

### **Co-opted Members**

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

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

The following will apply:

- i) The total number of voting co-opted members on any Scrutiny Committee will not exceed 25% at any one time.
- ii) The total number of voting Co-opted Members on any Review Panel will not be limited.

- iii) Those Co-opted Members with voting rights will exercise their rights in accordance with the principles of decision making set out in the constitution.

**For Further information:**

**If you have any queries about this Agenda or require any details of background papers, further documents or information, you should contact Louisa Bright, Principal Committee and Member Services Officer, Wyre Forest House, Finepoint Way, Kidderminster, DY11 7WF. Telephone: 01562 732763 or email [louisa.bright@wyreforestdc.gov.uk](mailto:louisa.bright@wyreforestdc.gov.uk)**

Wyre Forest District Council

Overview & Scrutiny Committee

Tuesday, 8th September 2015

Council Chamber, Wyre Forest House, Finepoint Way, Kidderminster

Part 1 - Open to the press and public

<b>Agenda item</b>	<b>Subject</b>	<b>Page Number</b>
<b>1.</b>	<b>Apologies for Absence</b>	
<b>2.</b>	<b>Appointment of Substitute Members</b>  To receive the name of any Councillor who is to act as a substitute, together with the name of the Councillor for whom he/she is acting.	
<b>3.</b>	<b>Declarations of Interests by Members</b>  In accordance with the Code of Conduct, to invite Members to declare the existence and nature of any Disclosable Pecuniary Interests (DPI's) and / or Other Disclosable Interests (ODI's) in the following agenda items and indicate the action that they will be taking when the item is considered.  Please see the Members' Code of Conduct as set out in Section 14 of the Council's Constitution for full details.	
<b>4.</b>	<b>Minutes</b>  To confirm as a correct record the Minutes of the meeting held on the 2nd July 2015.	6
<b>5.</b>	<b>How Are We Doing? Performance Update</b>  To consider a report from the Business Improvement Officer which updates Members on the performance of the Council for Quarter 1 (from 1 <sup>st</sup> April 2015 to 30 <sup>th</sup> June 2015).	10
<b>6.</b>	<b>Wyre Forest Health and Wellbeing Plan Update</b>  To consider a report from the Strategic Housing Services Manager and the Principal Health and Sustainability Officer which updates Members on work to improve health and wellbeing in Wyre Forest and to seek endorsement of the new Wyre Forest Health and Wellbeing Plan 2015/16.	24
<b>7.</b>	<b>Climate Change Update</b>  To consider a report from the Principal Health and Sustainability Officer which provides an update on the implementation of the 2014/15 Wyre Forest Climate Change Action Plan 2014/15 and seeks endorsement of the updated action plan for 2015/16.	79

8.	<b>Annual Report on Treasury Management Service and Actual Prudential Indicators 2014/15</b>  To receive a report from the Chief Financial Officer which provides a review of the treasury management activities for 2014/15, in line with the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).	91
9.	<b>Kidderminster Town Centre Market Provision Review Panel</b>  To receive a verbal update on the Kidderminster Town Centre Market Provision Review Panel.	-
10.	<b>Feedback from Cabinet</b>  To note the content of the Cabinet action list, following consideration of the recommendations from its meeting on 14 <sup>th</sup> July 2015.	107
11.	<b>Work Programme</b>  To review the work programme for the current municipal year with regard to the Sustainable Community Strategy Theme, Corporate Plan Priority, Annual Priorities and the Forward Plan.	108
12.	<b>Press Involvement</b>  To consider any future items for scrutiny that might require publicity.	
13.	<b>To consider any other business, details of which have been communicated to the Solicitor of the Council before the commencement of the meeting, which the Chairman by reason of special circumstances considers to be of so urgent a nature that it cannot wait until the next meeting.</b>	
14.	<b>Exclusion of the Press and Public</b>  To consider passing the following resolution:  "That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting during the consideration of the following item of business on the grounds that it involves the likely disclosure of "exempt information" as defined in paragraph 3 of Part 1 of Schedule 12A to the Act".	

Part 2 - Not open to the Press and Public

15.	<b>To consider any other business, details of which have been communicated to the Solicitor of the Council before the commencement of the meeting, which the Chairman by reason of special circumstances considers to be of so urgent a nature that it cannot wait until the next meeting.</b>	
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**WYRE FOREST DISTRICT COUNCIL  
OVERVIEW & SCRUTINY COMMITTEE**

**COUNCIL CHAMBER, WYRE FOREST HOUSE, FINEPOINT WAY, KIDDERMINSTER  
THURSDAY, 2ND JULY 2015 (6PM)**

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**Present:**

Councillors: H E Dyke (Chairman), S Arnold (Vice-Chairman), G W Ballinger, J Greener, A T Hingley, D Little, J Phillips, C Rogers, J D Smith and S J Williams.

**Observers**

Councillor I Hardiman.

**OS.10      Apologies for Absence**

Apologies for absence were received from Councillor J R Desmond.

**OS.11      Appointment of Substitutes**

Councillor J D Smith was appointed as a substitute for Councillor J R Desmond.

**OS.12      Declarations of Interests by Members**

Councillor A T Hingley declared a Disclosable Pecuniary Interest (DPI) in agenda item 5 – Wyre Forest Blue Light Hub Project, as she is a Member of the Fire Authority and will leave the meeting for that agenda item.

**OS.13      Minutes**

**Decision: The minutes of the meeting held on 4th June 2015 be confirmed as a correct record and signed by the Chairman.**

Councillor A T Hingley left the meeting at this point, (6.02pm).

**OS.14      Wyre Forest Blue Light Hub Project**

The Committee received a presentation from Hereford & Worcester Fire And Rescue Service on the Wyre Forest Blue Light Hub project.

Members were advised the aim of the project was to develop greater service integration between the work of the Police, the Fire Service and the wider emergency services including voluntary agencies. The creation of the new Hub would potentially see the relocation of the existing three fire stations in the Wyre Forest area into a new purpose-built, centrally located station.

The presentation showed a significant fall in the number of incidents in the Wyre Forest over the last 10 years. Members were assured the proposed changes would

not result in a reduced fire cover across the District.

Members were advised a formal consultation exercise would commence late July / early August for a 12 week period. The Project team were due to report back to the Fire Authority in December, when a decision would be made on whether to proceed with the project.

**Agreed: The update be noted.**

Councillor A Hingley re-entered the meeting at this point, (6.47pm).

**OS.15**

**Wyre Forest District Local Plan Review: Issues and Options Consultation**

The Committee received a briefing paper from the Planning Policy Manager which raised the key issues and questions in developing the Issues and Options Consultation as the first stage in the District's Local Plan Review.

The Planning Policy Manager and Senior Forward Planning Officer presented a series of topic papers which had been considered in depth by the Local Plans Review Panel at its meeting on 18<sup>th</sup> June 2015.

A discussed ensued and the following points were made:

**Public transport** – Members raised concerns over whether the Council had the tools to do the job in relation to public transport improvements. Concern that buses were not attractive enough to take them commercially viable; these needs to be addressed through investment in better vehicles.

**Air Quality** – Members also raised concerns that air quality was a significant issue which had been on the agenda for some years and had not been resolved.

**Sustainability Appraisal** – Members raised concerns over the limited number of responses received on the SA Scoping Report (3 to date with two more expected). Officers reassured members that it was a technical consultation aimed primarily at the three statutory environmental consultees and that a low response at this stage was not unusual.

**Consultants** – Members raised concerns over the cost of consultants commissioned to undertake the Objectively Assessed Housing Need and Employment Land Review. Officers advised that these studies formed a fundamental part of the evidence base and consultants were appointed because of their detailed technical nature, their need to remain objective and the limited resources within the planning policy team.

**Non-Car Access to Kidderminster** – Members were in favour of providing walking and cycling facilities in new developments but questioned whether there was any scope to seek planning obligations from new developments to improve walking and cycling access to Kidderminster from the North and East as currently the ring road and subway system created a significant barrier.

**Development in the Green Belt** – Members questioned whether this would take

the form of fingers of development so that people were still close to the countryside. Officers advised that should it be necessary to release land from the Green Belt, a comprehensive boundary review would be required to ascertain the most appropriate locations for development but that the Green Belt adjacent to the urban areas would be most likely to be released.

**Agreed:**

- **The topic papers as set out at Appendices 1-6 of the report and the recommendations from the Local Plans Review Panel be endorsed.**
- **The Draft Consultation Plan as attached at Appendix 8 of the report be used as a basis for undertaking the Issues and Options Consultation in September 2015.**

**OS.16 Local Development Scheme**

The Committee considered a report which outlined the purpose and content of the revised Local Development Scheme 2015-18.

Members expressed concern over the increasing resource requirements to help facilitate Neighbourhood Development Plans within the District. Notwithstanding the District Council's statutory duty under the Neighbourhood Planning Regulations to provide advice and assistance to Parish and Town Councils, Members agreed that if there was a possibility of Parish and Town Councils contributing a reasonable amount towards the cost of the Planning Policy Team's time, it should be explored.

**Agreed: Recommend to Cabinet:**

- 1. The proposed Revised Local Development Scheme 2015-18 as set out in Appendix 1 of the report to the Overview and Scrutiny Committee be endorsed.**
- 2. To explore the possibility of introducing a reasonable charging structure for Parish and Town Councils to contribute towards the resource requirements in developing Neighbourhood Development Plans within the District.**

**OS.17 Feedback from Cabinet**

**Agreed: The content of the Cabinet action list following consideration of the recommendations from its meeting on 23<sup>rd</sup> June 2015 be noted.**

**OS.18 Work Programme**

The Committee reviewed the work programme for the current municipal year. The Chairman advised that a scrutiny scoping form had been received regarding the market provision in Kidderminster Town Centre, as there was a need to establish where the market would fit within the new regeneration of the Town Centre.



**Agreed:**

- **The work programme be noted.**
- **Members to advise the Committee and Member Services Officer within 7 days of the meeting if they would like to take part in the Market Provision Review Panel.**

**OS.19 Treasury Management Review Panel**

Members were advised the Treasury Management Review Panel would be set up again and for the municipal year, a training session and first meeting of the Panel was scheduled for Wednesday 2<sup>nd</sup> September 2015.

**Agreed: The Committee and Member Services Officer to contact Members asking for nominations for the Treasury Management Review Panel.**

**OS.20 Press Involvement**

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

There being no further business, the meeting ended at 7.51pm.



## Overview & Scrutiny Committee

### Briefing Paper

Report of: Rhiannon Foxall, Business Improvement Officer  
Date: Tuesday 8<sup>th</sup> September 2015  
Open

### How Are We Doing? Performance Update

#### 1. Summary

- 1.1 To update Members on the performance of the Council for Quarter 1 (from 1<sup>st</sup> April 2015 to 30<sup>th</sup> June 2015).

#### 2. Background

- 2.1 Performance management is instrumental in all council activities as it helps us to keep track of how well we are performing and enables any potential issues to be identified at an early stage so remedial action can be taken. It also informs our decision making processes which underpin the delivery of our Corporate Plan 2014-19.
- 2.2 The Council has a number of processes in place to monitor our performance including:
- Corporate Plan Actions
  - Corporate Risks and associated actions
  - Leading Measures
  - Lagging Measures

#### 3. Progress

- 3.1 **Appendix 1** is an [exception report](#) for all of our purposes (People, Place, Housing, Planning, Business, Enabling).
- 3.2 **Appendix 2** is a detailed report of performance against our purpose of '[Enabling](#)'.

#### 4. Key Achievements/Issues

- 4.1 Listed below are the actions appear in the exception report as they are either overdue or require checking. For each action an explanatory note has been provided to explain what work is currently being undertaken with this project and when it is likely to be back on track.

**Wyre Forest House**

The works on the car park was completed at the end of June. The remaining snags are being worked through by Rider Levett Bucknall.

- 4.2 At this early stage of our reporting year, most of our other actions under the Enabling purpose have started to progress well. The only exception to this is the 'Business Rate Retention Scheme' action which has stalled due to the 2014/15 GP surgery business rate appeals currently being assessed before the 15/16 position can be progressed.
- 4.3 The 'Help me make good financial and budgeting decisions' action has also not been update since earlier in the year due to the budget work now taking priority. Further work on 'Help me make good financial and budgeting decisions' intervention will be progressed once the current budget work has been completed.
- 4.4 After quite a significant drop from 12/13 to 13/14, the total amount of hours forfeited by staff via the Flexi Time and TOIL systems has risen again for 14/15. Although it is difficult to pin point the exact reason for this, it is safe to assume that it reflects an increase in workloads with reduced resources. Going forward the hours forfeited will be monitored and we will continue to promote well-being initiatives and highlighting the importance of worklife balance.

**5. Options**

- 5.1 That the progress in performance for quarter 1 be noted.

**6. Consultation**

- 6.1 Cabinet Member for Strategy.
- 6.2 Corporate Leadership Team.

**7. Related Decisions**

- 7.1 None.

**8. Relevant Council Policies/Strategies**

- 8.1 Wyre Forest District Council Corporate Plan 2014 – 2019.
- 8.2 Wyre Forest Forward Transformation Framework 2014 – 2017.

**9. Implications**

- 9.1 Resources: No direct implications from this report.
- 9.2 Equalities: No direct implications from this report.
- 9.3 Partnership working: No direct implications from this report.
- 9.4 Human Rights: No direct implications from this report.
- 9.5 E-Government: No direct implications from this report.

**10. Equality Impact Needs Assessment**

- 10.1 An equality impact assessment has been undertaken and it is considered that there are no discernible impacts on the nine protected characteristics as set out by the Equality Act 2010.

**11. Wards affected**

- 11.1 None.

**12. Appendices**

- 12.1 Appendix 1 – All purposes exception report.  
12.2 Appendix 2 – Full ‘Enabling’ report.

**13. Background Papers**

Corporate Plan action information is available on the Council's Performance Management System, Covalent. Alternatively, reports can be requested from the Business Improvement Officer.

**Officer Contact Details:**

Name: Rhiannon Foxall  
Title: Business Improvement Officer  
Contact Number: Ext. 2786  
Email: [rhiannon.foxall@wyreforestdc.gov.uk](mailto:rhiannon.foxall@wyreforestdc.gov.uk)

## Exception report for all purposes

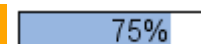
Those actions that are approaching their due date or are overdue



### Enabling others to do what they need to do

WFF 15/16 05

Wyre Forest House



Due Date	Managed By	Latest Note	Latest Note Date
31-Mar-2014	Ian Miller	Works on car park completed end of June. Remaining snags being worked through by Rider Levett Bucknall.	28-Jul-2015

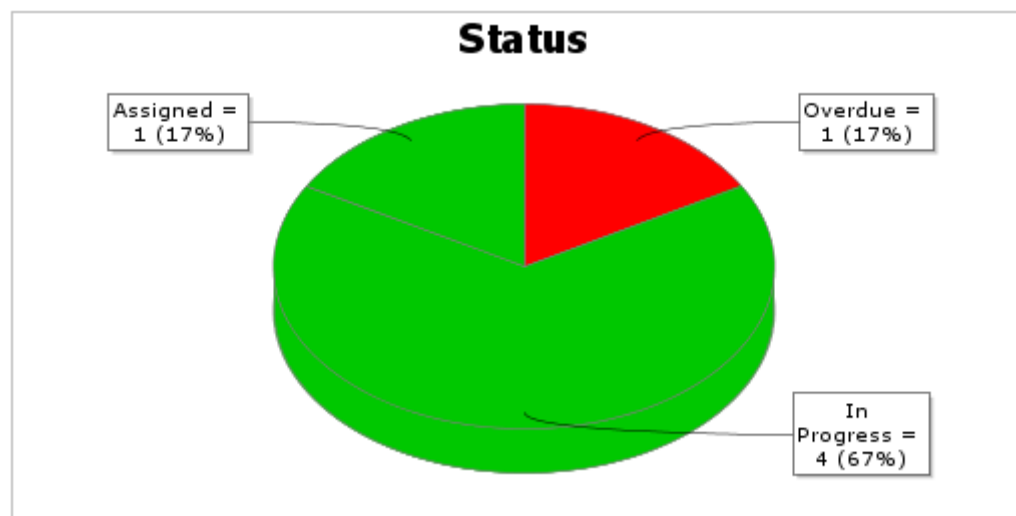
## ENABLING OTHERS TO DO WHAT THEY NEED TO DO

Progress on the purpose of 'enabling others to do what they need to do'



### Actions

Listed below is the progress against our current major projects that support the delivery of our purpose of 'enabling others to do what they need to do'



WFF 15/16 05

Wyre Forest House

75%



Due Date	Managed By	Latest Note	Latest Note Date
31-Mar-2014	Ian Miller	Works on car park completed end of June. Remaining snags being worked through by Rider Levett Bucknall.	28-Jul-2015

WFF 15/16 54

Help me make good financial and budgeting decisions

73%



Due Date	Managed By	Latest Note	Latest Note Date
01-Sep-2016	Tracey Southall	<b>Agresso development/investment (as at 15th June)</b> Procurement cards issued. Training rolled out. Further progression at garage anticipated. <b>Debtors and other related work (as at 15th June)</b> Progress and resources being applied.	07-Aug-2015

WFF 15/16 55

Our greatest resource is our people, and we will support and enable them to 'work well' for WFDC

68%



Due Date	Managed By	Latest Note	Latest Note Date
31-Mar-2016	Ian Miller	<b>Review of recruitment processes</b> Moved into project plan implementation stage – demo June; configuration 17th to 24th August On target for 1 September completion <b>Review of sickness absence procedures</b> New process outlined – in progress through working sub-group of WF20 <b>HR21 Phase 1 – post-implementation actions</b> WFDC working group meeting regularly to pick up outstanding phase one elements <b>HR21 Software update implementation</b> RBC/BDC delayed to 2016 <b>HR21 Depot roll out (separate action)</b> TBD <b>Training requests process</b> Trial of new process concluded. Further minor improvements to be undertaken – underway	06-Aug-2015

**Disciplinary and capability (performance) procedures**

Disciplinary process re-designed and reviewed with WF20 sub group

Performance process (was 'Capability') redesigned in first draft

**Starters, leavers and changes**

Process maps for starters and leavers reviewed by intervention working group

Minimal change to process identified at this stage

Further process map/check to be undertaken following implementation of new recruitment process

Review of induction process and arrangements commenced for Depot, to extend to whole organisation

WFF 15/16 57

Delivery of the 15/16 ICT Strategy

56%



Due Date	Managed By	Latest Note	Latest Note Date
31-Mar-2016	Dave Johnson	<p><b>CRM</b></p> <p>4 x Ipad mini have been handed out to supervisors for reporting and updating info while working remotely.</p> <p><b>Corporate Fraud</b></p> <p>Upgrade of the Fraud system and installation of test system is now complete. Training took on the 21st May. Date for setting system up in live needs to be agreed.</p> <p><b>Help Desk</b></p> <p>Continuing to use old help desk for time being, Spiceworks help desk not fully implemented due to workload on ICT and moving tenants systems over.</p> <p><b>Members' ICT Provision</b></p> <p>All new members have had their ICT needs assessed and been issues with either ipads or laptops except 1. Due to</p>	05-Aug-2015



contract remaining members next month.

WFF 15/16 58

Business Rates Retention Scheme

0%



Due Date	Managed By	Latest Note	Latest Note Date
31-Mar-2016	Mike Parker; Tracey Southall	2014/15 GP surgery business rate appeals are currently being assessed before the 15/16 position can be progressed.	28-Jul-2015

WFF 15/16 60

Income Generation

25%

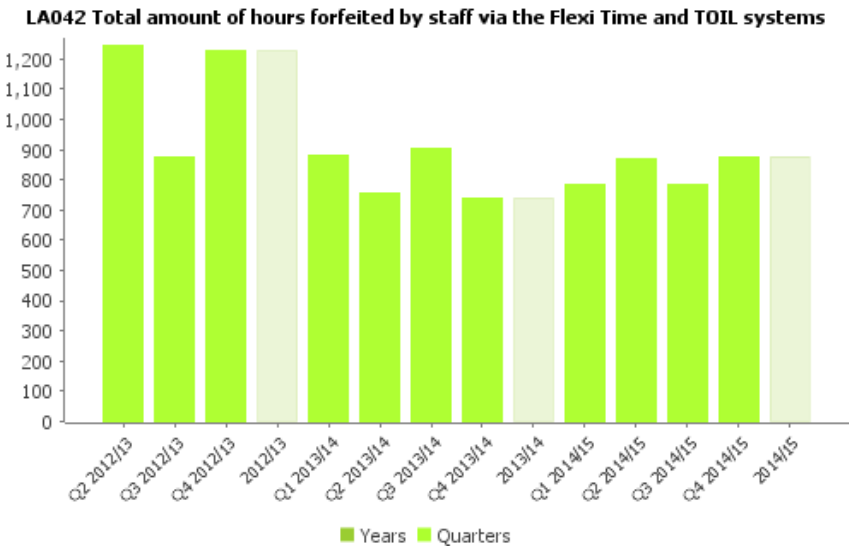


Due Date	Managed By	Latest Note	Latest Note Date
31-Mar-2016	Linda Collis; Tracey Southall	30 officers attended commercial awareness training course, individual income targets met or exceeded in most cases. Back office systems and online services are the current priority to ensure efficient systems for external customers.	03-Aug-2015

## Measures

As a way of measuring the progress with our purpose, we collect key data to monitor trends and patterns. This data not only helps us to understand the impact of the work that we are doing but it also assists with decision making at a corporate level. The latest available data is detailed below:

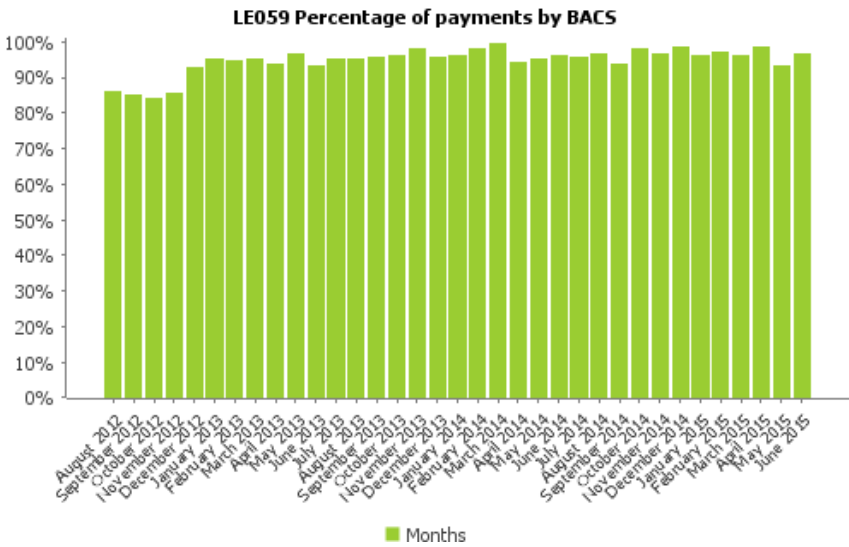
**LA042** Total amount of hours forfeited by staff via the Flexi Time and TOIL systems



Current Value 878

Managed By Vickie Lee;  
Rachael  
Simpson

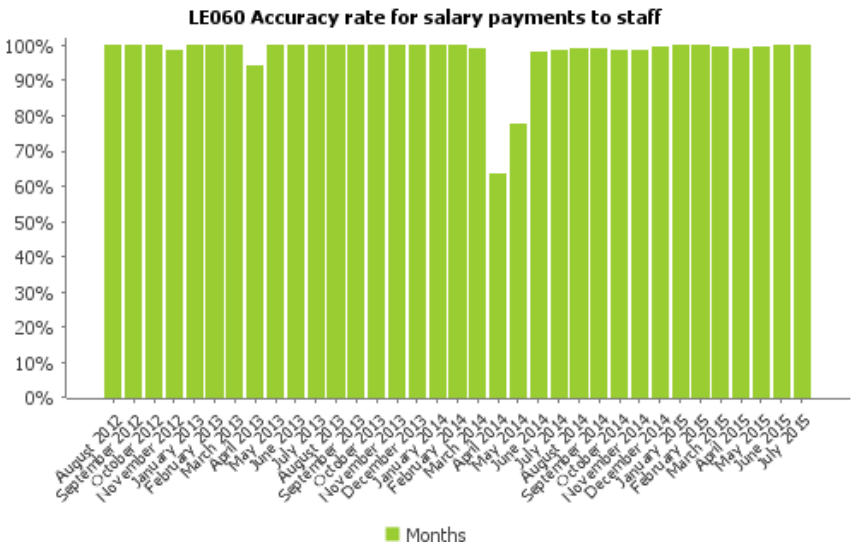
**LE059** Percentage of payments by BACS



Current Value 96.46%

Managed By Tracey  
Southall

LE060 Accuracy rate for salary payments to staff



Current Value 99.98%

Managed By Tracey Southall

Risks

The below risk(s) has been identified as part of our Corporate Risk Register. All of the actions and measures detailed in this report aim to mitigate this risk(s) as well as drive forward our purpose of 'enabling others to do what they need to do'.

CORPRISK01	<b>Regular change in the political balance/direction of the Council.</b> The Council has a history of being hung and the current political situation is finely balanced. However, the results of the All-Out elections in May 2015 mean we now almost certainly have a period of political stability for several years. Having elections by thirds does not help to provide political stability should there be a more finely tuned balance in the Council in the future. The LGA would provide a package of support to help mitigate risk in the transitional period should this be necessary in the future.	Current Risk Matrix	Target Risk Matrix
CORPRISK02	<b>Unable to implement and embed new ways of working.</b> The Council is	Current	Target

	undergoing major transformational change that embraces review of processes cultural and behavioural change, increased standards of delivery etc.	Risk Matrix		Risk Matrix		
CORPRISK05	<p><b>Unable to deliver a sustainable budget for the long term.</b> Although the 2015/18 Medium Term Financial Strategy projects a much lower level of reserves being used over the next 3 years, the success of this strategy is reliant on the delivery of significant savings of over circa. £1m per annum between now and 2018. This ambitious programme of savings must be carefully managed by the Leadership team (officers and members) and achieved. Continuing risks around the Business Rates Retention Scheme and the potential for the imposition of further reductions/cessation in Government funding streams post the 2015 General Election represent significant corporate financial risk. These risks include the uncertainty around the future of New Homes Bonus; although it is now unlikely to be abolished there may be a review of the passporting arrangements The Emergency Budget on the 8th July 2015 should provide more detail. Business Rates growth and the risk of Appeals resulting in lower Business Rates yield is also an important funding element of the budget and represent a key risk to future sustainability. This is closely allied to Corporate Risk 03.</p>	Current Risk Matrix			Target Risk Matrix	
CORPRISK06	<p><b>Council 'misses' important issues and/or is in breach of a requirement.</b> The Council is a small organisation but it is still expected to respond to, and comply with, new legislation, strategies, audit requirements, health and safety requirements and inspection regimes to meet our insurers high standards.</p>	Current Risk Matrix			Target Risk Matrix	
CORPRISK07	<p><b>Implementation of New ICT Strategy.</b> There continues to be significant</p>	Current			Target	

investment in the development of technology at the Council. A new ICT Strategy was agreed in 2013/14 and this is in the process of being implemented across the authority. The new website has been implemented and the focus continues to be on, supporting the move to greater self-service by customers, ensuring continued PSN compliance, update systems to ensure best value / efficiencies and refresh Server / Storage platform to deliver ICT services / and systems over the Medium Term Financial Strategy. There are emerging issues around some integration limitations that may hinder some transformation workstreams. A risk of reliance on key suppliers for, network products also exists as the ICT market is very fast paced and companies can frequently be subject to merger/changed ownership. The Council also has some unsupported software that may become out of date; consideration of this issue is included within the ICT Strategy.

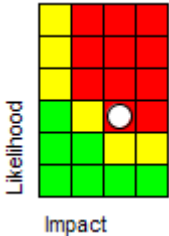
Risk Matrix

Risk Matrix

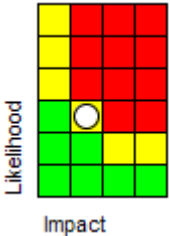
CORPRISK08

**Not able to maintain a skilled and motivated workforce.** Against the background of a move away from the National Pay Agreement, locally agreed modest pay increases and other changes to conditions the Council needs to continue to maintain a workforce with adequate capacity, skills, experience and motivation – so still being seen by staff as a good employer. Various restructures following the move to the Wyre Forest House has provided slimmer management structures and more devolution of responsibility which should assist in motivation and retention of the workforce, alongside rolling out a management development programme.

Current Risk Matrix



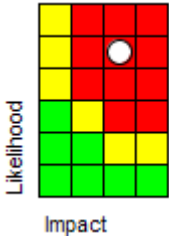
Target Risk Matrix



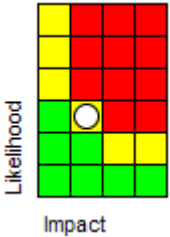
CORPRISK09

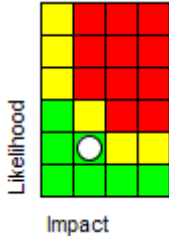

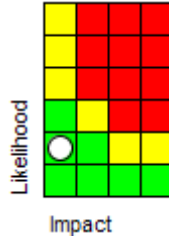

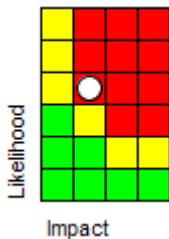



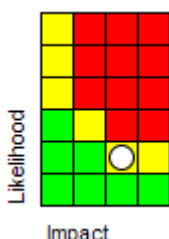

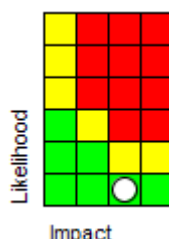





**Capacity to do everything is insufficient.** A flexible resource is required to do everything that the Council has committed itself to – transformation, core service review, review of partnerships. The pace of change and need to continue to deliver key projects, represent a significant resourcing risk. This leads to concerns about sufficient capacity to deliver the Wyre Forest Forward Savings and the ability to provide effective leadership for the management of the Council. The review of the CLT structure has been

Current Risk Matrix



Target Risk Matrix



	completed and resulted in agreement on "enhanced status quo".				
CORPRISK10	<p><b>Unable to effectively improve the Council's reputation.</b> The Council's reputation is extremely important, progressive improvement is important and can be subject to political influence that is difficult to predict and control. Effective consultation and communication with increased focus on customer engagement (both internal and external) are key to this gradual progression – along with purposeful service delivery. The May 2015 election results suggest positive public support for the current administration and this should aid reputational issues.</p>	<p>Current Risk Matrix</p> 		<p>Target Risk Matrix</p> 	
CORPRISK11	<p><b>Member skills and/or competencies could be inadequate.</b> All political groups sometimes struggle to find suitable candidates with relevant skills and competencies to represent them in elections. Early evidence from the May 2015 elections suggests this has improved. This may be alleviated to a degree by the reduction in size of the Council in 2015. Member training takes place but is not universally attended. Increased pressure on members to develop specialist roles and devote more time. Following the May 2015 elections there are a number of newly elected members moving straight into Cabinet and lead committee positions; this may require additional mentoring.</p>	<p>Current Risk Matrix</p> 		<p>Target Risk Matrix</p> 	
CORPRISK12	<p><b>Unable to ensure a secure network which would make ICT vulnerable to attacks and threats.</b> The Council has successfully achieved PSN compliance but this needs to be managed and maintained. ICT to regularly review and assess threats and impacts on the network and generate a formal risk/incident log and any remedial account required or acceptance of residual risk by the organisation where judged appropriate.</p>	<p>Current Risk Matrix</p> 		<p>Target Risk Matrix</p> 	
CORPRISK13	<p><b>Unable to deliver satisfactory services through alternative Service Delivery</b></p>	<p>Current</p> 		<p>Target</p> 	

**Models including Shared Service arrangements and the potential devolution of services public service reform and/or combined arrangements.** The Council is partner in a number of Shared Services – Worcestershire Regulatory Services, Emergency Planning, Water Management, Payroll, Building Control, Economic Development and Regeneration – and is either host to the Shared Service or a partner in receipt of a service.

Risk  
Matrix

Risk  
Matrix



## Overview and Scrutiny Committee

### Briefing Paper

Report of: Kate Bailey, Strategic Housing Services Manager  
Jenny Moreton, Principal Health and Sustainability Officer  
Date: Tuesday 8<sup>th</sup> September 2015  
Open

### Wyre Forest Health and Wellbeing Plan Update

#### 1. Summary

- 1.1 This report is to update Members on work to improve health and wellbeing in Wyre Forest and to seek endorsement of the new Wyre Forest Health and Wellbeing Plan 2015/16.

#### 2. Background

- 2.1 Since 2011, the services responsible for delivering health in Worcestershire have been through a period of profound structural change. This included the move of Public Health to Worcestershire County Council in April 2013 and the establishment of Clinical Commissioning Groups (CCG) and the Health and Wellbeing Board (HWB).
- 2.2 The Worcestershire Health and Wellbeing Board oversees local health commissioning and leads on the strategic planning and co-ordination of local health services. The Board has developed the Worcestershire Joint Health and Wellbeing Strategy 2013-16, which establishes priorities for this period, based on the findings of the Joint Strategic Needs Assessment. A new strategy is currently being developed.
- 2.3 The Wyre Forest Strategic Health and Inequalities Partnership (SHIP), includes officers from the District Council, CCG, Health and Care Trust and the former Areas of Highest Needs Board. The strategic group is supported by the Health and Wellbeing Stakeholder Forum (HWSF), which includes representatives from Public Health, WFDC, Community Housing Group, 10:32 and AgeUK amongst others.
- 2.4 Within the District Council, delivery of this work is primarily carried out by the Health Improvement Co-ordinator (funded by Public Health) and the Health and Sustainability team in Strategic Housing Services.

#### 3. Key Issues

- 3.1 The health of the residents of Wyre Forest continues to be of concern with some aspects significantly worse than the national or regional average including; obesity in young people, school attainment, diabetes, statutory homelessness, smoking during pregnancy and



alcohol related hospital admissions for the under 18's and we will seek to address these issues with partners in 2015/16.

**3.2 Below is an update on some of the key projects undertaken as part the 2014/15 Health Action Plan (shown at Appendix 2).**

**3.2.1 Ready Steady Go Postural Stability sessions**

The exercise programme for older people who are at risk of falling or who had previously had a fall is continuing although will be delivered through a commissioned organisation in future years. Participants attend a course which aims to improve confidence, balance and mobility and to reduce the risk of falls. In the last 12 months, 10 courses have been run, each lasting 33 weeks, with 92 people completing the course.

**3.2.2 Development of projects against the Ageing Well Strategy**

WFDC was successfully awarded £30,500 to deliver projects and initiatives to help meet the needs of older people within the district, in particular individuals who are isolated. Primarily this funding has been used, alongside funding from the CCG to deliver the Community Wellbeing Buddies service delivered by the Citizens Advice Bureau (CAB) across the majority of GP surgeries in the District. This funding have also been used to support projects aimed at tackling social isolation.

**3.2.3 Annual Showcase Event for Older People**

A Showcase of Services event is held at Kidderminster Town Hall each year. 25+ organisations provide advice and information about their services to the public. A wide range of topics are covered from healthy living, how to manage finances, claim benefits and information on local services. Stallholders at the 2015 event included Wyre Forest District Council, NHS Nurse Advisors, the Alzheimer's Society, The Cinnamon Trust, Age UK Wyre Forest, Diabetes UK, MS Society and Act on Energy plus many more. The event gives these organisations the opportunity to provide relevant up to date information, network and obtain referrals.

**3.2.4 Worcestershire Works Well**

This is a countywide initiative and is an accreditation scheme designed to enable local businesses improve the health and well-being of their workforce. Eight businesses in Wyre Forest, including WFDC, are signed up so far. WFDC activities have included running annual staff health fairs at Wyre Forest House and Green Street, organising ongoing lunchtime physical activity sessions and promoting national campaigns on topics such as mental health, stopping smoking and alcohol awareness. WFDC have now achieved Worcestershire Works Well accreditation to level 2 and are aiming to achieve level 3 in 2015.

**3.2.5 Tackling Obesity**

Throughout the year there have been many opportunities for people to undertake a variety of physical activities aimed at a variety of ages and levels of ability including health walks, cycling and under 16's swimming. We will also shortly be supporting the launch of the Wyre Forest Park Run, developed by Wyre Forest District Council Sports Development Officer and part funded by the CCG. We have also supported projects aimed at healthy eating and reducing food waste including the purchase of a smoothie bike.

**3.2.6 Affordable Warmth**

The District Council works with various agencies to tackle fuel poverty and the adverse health impacts of living in cold, damp homes. Local activities have included training for front line workers and provision of advice at monthly energy surgeries at the Hub in Kidderminster as well as at events such as flu jab clinics. WFDC is also actively involved in a county wide project, utilising government funding to provide grants towards external wall insulation, currently underway.

**3.2.7 Recommissioning the Home Improvement Agency**

The service providing adaptations to people's homes to maintain independent living was recommissioned throughout 2014/15 with the new service going live in April 2015. The service is delivered through Fortis Living, in partnership with AgeUK for the Handyman service, and is called CRW (Care and Repair Worcestershire).

**3.2.8 Services for improving Mental Health and Wellbeing**

Staff from the Council and other Housing organisations / councils from across the county attended a two day course on Mental Health First Aid hosted at Wyre Forest House to improve front line staff's knowledge of mental illnesses and how to give people initial advice and assistance. In conjunction with the CCG, the Council have also funded a pilot specialist counselling service for homeless young people delivered in conjunction with St Basils.

**4. Wyre Forest Health Action Plan 2015/16**

4.1 The 2015/16 Health and Wellbeing Plan is included at Appendix 1. This document reflects the four priorities of the Worcestershire Health and Wellbeing Strategy:

- Older people and management of long term conditions
- Mental health
- Alcohol
- Obesity

It also reflects the key principles of partnership, environment, local action, rigour, involvement, transparency and accountability.

- 4.2 Within the HWB strategy the priorities identified above address the needs of the whole population and additional consideration given to their impact on:

- Children and young people
  - Communities and groups with poor health outcomes
  - People with learning disabilities
- and this is reflected in our plan.

**5. Options**

- 5.1 The committee may wish to:

- Recommend to Cabinet that the Wyre Forest Health and Wellbeing Plan 2015/16 as attached at Appendix 1 is approved.
- Put forward alternative or additional proposals to recommend to Cabinet.

**6. Consultation**

- 6.1 Wyre Forest Health and Wellbeing Stakeholder Forum and WF20 at Wyre Forest District Council.

**7. Related Decisions**

- 7.1 Not applicable.

**8. Relevant Council Policies/Strategies**

- 8.1 Worcestershire Joint Health and Wellbeing Strategy 2013-16.  
8.2 Wyre Forest Sustainable Community Strategy.  
8.3 Wyre Forest DC Corporate Plan.

**9. Implications**

- 9.1 Resources: CCG funding has been providing support to some of the projects within the plan. Other projects are funded from within existing resources.
- 9.2 The action plan requires cross-directorate and partnership working.

**10. Wards affected**

- 10.1 All.

**11. Appendices**

- 11.1 Appendix 1: Wyre Forest Health and Wellbeing Plan 2015/16.  
11.2 Appendix 2: Wyre Forest Health Action Plan 2014/15.

**12. Background Papers**

- 12.1 Worcestershire Joint Health and Wellbeing Strategy 2013-16.

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## WYRE FOREST HEALTH & WELLBEING PLAN

*2015-16*

# Wyre Forest Health & Wellbeing Plan

2015-16

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## Wyre Forest Health and Wellbeing Plan

Foreword by Sally Chambers, Cabinet Member for Health, Wellbeing and Housing, and Karen Wright, Public Health Consultant

The Wyre Forest Health and Wellbeing Plan provides key partners, responsible for both health and the wider determinants of health, an exciting opportunity to work together to deliver improved health outcomes. At the heart of this plan are the opportunities and actions for partners around early intervention, prevention and joint working.

Wyre Forest Matters, the Local Strategic Partnership (LSP), see improving health and wellbeing as a key component in the work they collectively undertake within Wyre Forest and within their action plan, specifically include an action on health – “a joined up strategic approach to improve health and wellbeing). This Health and Wellbeing Action Plan is ratified both by the LSP and Wyre Forest District Council (WFDC). For WFDC improving health and wellbeing is a key purpose and sits within their Corporate Plan, under the priority “Support you to live in clean, green and safe communities”.

This plan aims to highlight the key issues faced by the people of Wyre Forest and to show how the Strategic Health and Inequalities Partnership, and its sub-groups, are tackling both the four key priorities highlighted by the Worcestershire County Council Health and Well-being Board and the priorities of Wyre Forest Clinical Commissioning Group (WFCCG). It also takes note of the other related health strategies and action plans developed including those with specific focus on obesity, alcohol, mental health and suicide etc.

This plan builds on the work of the County Health and Well-being Board, the Health Improvement Group and WFCCG and sets out how the priorities will be delivered and how the partnership will seek to address other significant health issues specific to Wyre Forest. Ultimately we hope the actions undertaken by the Council and our partners will improve the health and wellbeing of our residents and enable them to live fulfilling and productive lives.

## Wyre Forest Health Structure and Strategy

Since 2011, the services responsible for delivering health in Worcestershire have been through a period of profound structural change. This included the move of [Public Health](#) service to Worcestershire County Council in April 2013 and the establishment of Clinical Commissioning Groups, as part of the national social care reforms.

The [Wyre Forest Clinical Commissioning Group \(CCG\)](#) is made up of local GPs and senior health professionals who work together to procure hospital, community and mental health services for the local population. The CCG is responsible for designing local health services. CCGs work with patients and healthcare professionals in partnership with local communities and local authorities. They are responsible for arranging emergency and urgent care services within their boundaries. All GP practices within Wyre Forest belong to the Wyre Forest Clinical Commissioning Group. The CCG works with partners to address their priorities through a number of different partnerships.

The Worcestershire Health and Wellbeing Board Worcestershire Health and Wellbeing Board has responsibility for improving the health and wellbeing of the population of Worcestershire. The Board oversees local health commissioning and leads on the strategic planning and co-ordination of local health services. The Board includes representatives from Public Health and Wyre Forest CCG. The Board has developed the Worcestershire [Joint Health & Well-being Strategy](#) which establishes priorities for 2013-16, based on the findings of the [Joint Strategic Needs Assessment](#).

The Strategic Health and Inequalities Partnership which was established in 2013 to bring together statutory organisations with an interest in tackling health issues particularly around inequalities. Please see Appendix 3 for more information on SHIP and other key partnerships or please contact the Wyre Forest Health Improvement Co-ordinator to find out more. Within Wyre Forest, the Strategic Health and Inequalities Partnership (SHIP) is supported by the Health and Wellbeing Delivery Partnership (HWDP), which includes representatives from Public Health, WFDC, Community Housing Group, Vestia and Disability Action Wyre Forest amongst others.



The priorities of the Worcestershire Health and Wellbeing Strategy are reflected in this document, the Wyre Forest Health and Wellbeing Plan, as are the key principles of partnership, empowerment, local action, rigour, involvement, transparency and accountability.

## **Wyre Forest Health Facts and Figures**

Public Health England's annual Wyre Forest Health Profile provides facts and figures on health issues such as obesity, alcohol use, mental health and physical activity. The 2015 profile reveals that...

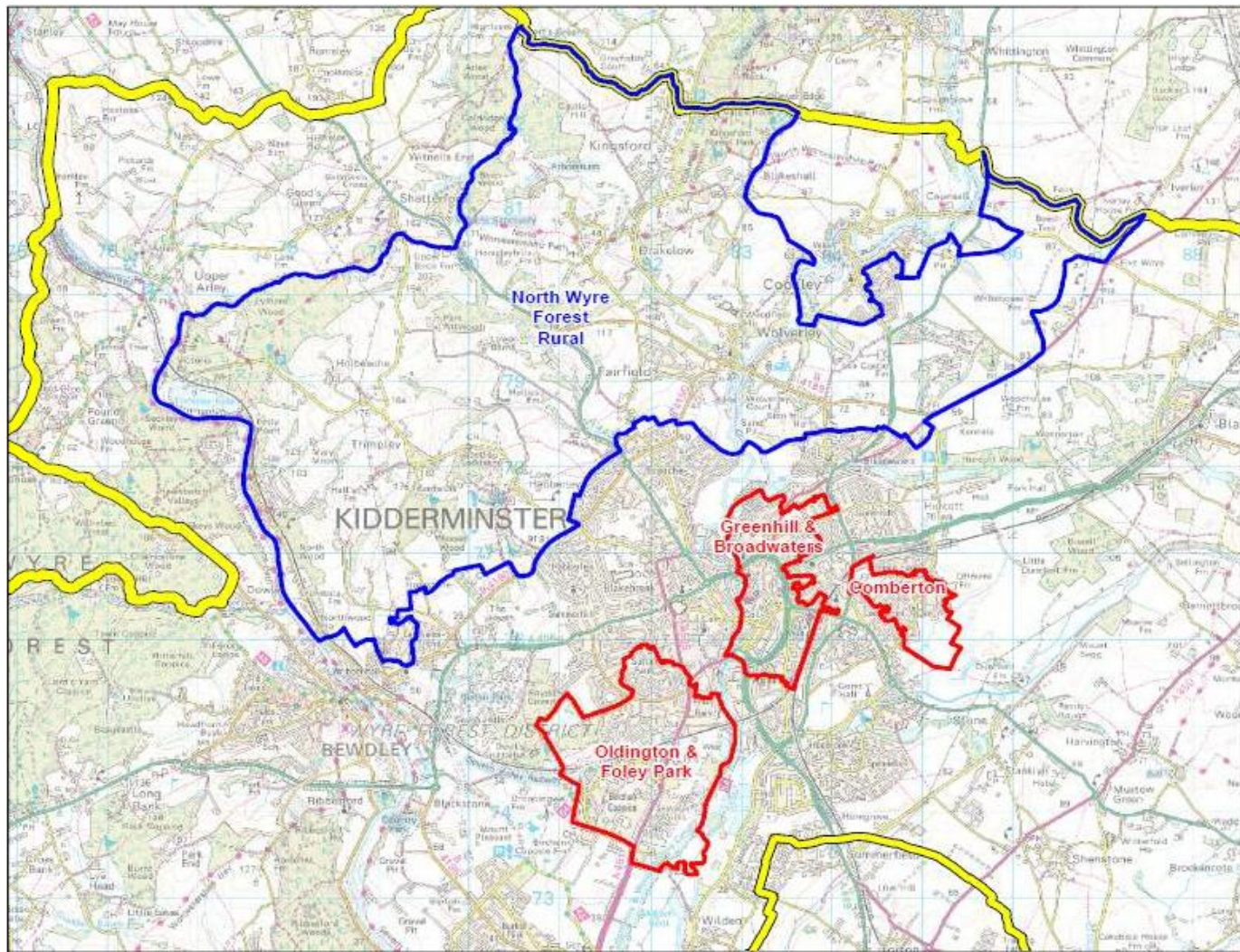
Life expectancy for both men and women in Wyre Forest is similar to the England average. However, life expectancy is 10.7 years lower for men and 6.6 years lower for women in the most deprived areas of Wyre Forest than in the least deprived areas.

Child health - In Year 6, 21% of children are classified as obese. The rate of alcohol-specific hospital stays among those under 18 was 52.5.

Adult health - 22% of adults in Wyre Forest are classified as obese. Each year there are 591 hospital stays as a result of alcohol related harm which is better than the average for England. 167 people die from smoking related disease each year.

Local health data, including at electoral ward level, is available on the Public Health Observatory Local Health website.

The Worcestershire Public Health Annual Report 2014 identifies Health Hotspots, which have poor health outcomes compared to the rest of the county. In Wyre Forest, Oldington and Foley Park, Comberton, Greenhill and Broadwaters and the North Wyre Forest Rural areas have been identified as Health Hotspots, as shown on the map below.



- 64 -

Worcestershire Public Health Annual Report 2014

## Priorities of the Worcestershire Health & Wellbeing strategy and Wyre Forest CCG

### Health and Wellbeing Board (HWB) and Health Improvement Group (HIG)

The Health and Wellbeing Board vision is for Worcestershire residents are healthier, live longer and have access to a better quality of life, especially those communities and groups whose health is currently poorest.

The HWB has four key priorities;

- Older people and management of long term conditions
- Mental health and wellbeing
- Obesity
- Alcohol

To support the work of the Health and Wellbeing Board a sub-group has recently been formed called the Health Improvement Group (HIG). This sub group includes officer and member representatives from each District / Borough Council as well as representatives from the voluntary sector and patients groups. This group seeks to provide a local knowledge and understanding of health issues to the HWB and support delivery of the strategy on the ground.

### Clinical Commissioning Group

The Wyre Forest Clinical Commissioning Group became formerly established in April 2013 and covers 12 medical practices. Their current priorities are;

<p><b>INTEGRATED CARE:</b></p> <p>(Including Urgent Care/ Non-Urgent Care &amp; Out of Hours</p>	<p>“We want our patients care to be planned with people who work together to understand each patients need, put the patient in control, co-ordinate and deliver services to achieve a patients best outcome. This will support our patients and allow them to live as independently as</p>
--	--

Care)	possible.”
2. SUPPORTING GENERAL PRACTICE	“Supporting General Practices in the Wyre Forest will help the doctors in those Practices contribute their knowledge & experience of patients’ needs and the clinical services they require, into the decision making and running of the Clinical Commissioning Group.”
3. REDUCE HEALTH INEQUALITIES	“Strengthening Communities and developing more effective systems of service delivery to improve health and wellbeing and reduce inequalities.”
4. LONG TERM CONDITIONS (LTC):	To include the recommendations of the West Midlands Quality Review Service (WMQRS) on chronic neurological conditions  We want to provide effective, coordinated and robust services to help our patients manage their Long Term Conditions.
5. WYRE FOREST INTEGRATED CARE PROJECT	Review and refine the model of Integrated Care within Wyre Forest
6. FRAIL OLDER PEOPLE	We want to build on our integrated care priority to provide safe and compassionate care for our frail older population

## **Wyre Forest Health Improvement Case studies**

These case studies illustrate some of the good practice taking place locally to improve the health and wellbeing of the people of Wyre Forest.

### **Wellbeing Wednesdays**

Wellbeing Wednesday is an open access weekly session that promotes health and wellbeing through a number of activities at Dowles Road Community Centre, Rifle Range Kidderminster. Different 'guest speakers' attend the sessions each week, including the local police team, health trainers, Community Housing representatives and Act on Energy. A community café is open to the whole community for breakfasts and healthy snacks, while mixed fruit and vegetable bags are on sale for £1. Pupils from Baxter College help to run this. The centre is also a 'food bank' centre with volunteers being able to issue vouchers to those most in need within the community. Fun activities such as Bingo are also held, providing an opportunity for residents to get together and socialise.

### **Showcase of Services for Older People**

An annual showcase event is held every summer at Kidderminster Town Hall. The 2014 event was opened by TV presenter Nick Owen. Thirty different exhibitors attended the event and provided information and advice to the estimated 200+ members of the public who attended. Positive feedback was received from exhibitors; it gave organisations the opportunity to provide relevant up to date information, network and obtain referrals. In addition, those attending responded positively and cited the presence of both local and national organisations, demonstrations, publicity and the accessibility of the venue as positives.



## **Worcestershire Works Well**

Worcestershire Works Well is a countywide accreditation scheme designed to enable local businesses improve the health and well-being of their workforce. To date, 7 Wyre Forest businesses and organisations have signed up, with 6 of these having achieved accreditation. WFDC is one of those signed up; activities have included organising health fairs for staff at Wyre Forest House and Green Street. These provided an opportunity for staff (many of whom are also Wyre Forest residents) to have a health check, obtain information from a range of health services and try various physical activity/holistic taster sessions.

## **Health Chats**

Worcestershire Health Chats is a public health training session for staff and volunteers who work with members of the public. Every contact is seen as an opportunity to empower people to improve their health or well-being. Health Chats training covers health issues such as alcohol consumption, smoking, physical activity, diet, mental well-being and ageing well. The training gives people the skills to have an informed 2 minute Health Chat encouraging someone to make healthier choices. Three training sessions have been held so far in Wyre Forest in 2014, including at Wyre Forest House. 35 people attended these sessions; of these several have also done an additional 'train the trainer' course and gone on to deliver the training to their teams.

## **Physical activity sessions**

WFDC's Sports Development leads the creation of physical activity sessions to encourage increased participation in sports. The Inclusive Sports programme, aimed at people with disabilities, has included sessions on boccia, bowls, fishing, multi sports, swimming and splash 'n' relax. Sportivate sessions, aimed at 11-25 year olds, have also proved popular. An estimated 4-500 people have attended Tae Kwon Doe sessions, whilst rowing, golf and dance-to-teach activities have also been held. Various activities have been held in the school holidays, including cycling, Play Here and Sport here sessions, with around 200 attending each of these per week.

## **ACTION PLAN 2015/16**

The priorities for the 2015/16 will mirror those in the Health and Wellbeing Strategy (although this will be refreshed at some point during the year) and Clinical Commissioning Group plan to include older people and long term conditions, mental health, health inequalities and obesity as well as additional consideration on the needs of children and young people.

In addition we have considered the latest health information, including the Health Profile for 2015, Director of Public Health Annual Report and Local Health data sets to ensure we address area's of concern such as exploring the new North Rural Wyre Forest Health Hotspot to understand the issues there and trying to address other issues including school readiness / attainment, obesity and diabetes, statutory homelessness, smoking during pregnancy and excess winter deaths.

Health inequalities will remain a primary consideration in work that we do and we recognise the impact that poverty has on people's health so will continue to support colleagues across the District Council and partners in their work to provide welfare assistance and debt management and advice to the most vulnerable whilst also improving employment prospects and facilitating economic growth for all.

This year the action plan has been developed in partnership with managers across Wyre Forest District Council and through our wider partnership of organisations who attend the Health and Wellbeing Stakeholder Forum and we would like to thank all those for making a contribution.



## Monitoring and reporting.

Within Wyre Forest the Strategic Health and Inequalities Partnership, comprised of statutory and voluntary sector organisations, work to tackle health inequalities within the District. Acting at a strategic level SHIP seeks to focus action based on the priorities of both the HWB and the CCG. Please see Appendix 3 for a list of organisations involved in SHIP. Underpinning this work is the Health and Wellbeing Stakeholder Forum, which is comprised of statutory and voluntary organisations who deliver a variety of health related services. Please see Appendix 3 for a list of organisations involved in the Health and Wellbeing Stakeholder Forum. This group oversees the operational aspects of delivery around the Health Action Plan with SHIP setting the strategic direction of the Plan. SHIP also oversees the work of the SHIP Advisory Sub-Group. The Sub-Group are responsible for assessing the applications for the CCG Innovation Fund and the projects that have been successful in obtaining funding.

The Health Action Plan covers work undertaken on behalf of SHIP, the Stakeholder Partnership Group and the Local Authority. This is reported annually through the Local Authority committee structure and is monitored regularly by the various groups. The plan also gets reported to the Local Strategic Partnership, Wyre Forest Matters to ensure buy-in from a wider range of partners and the countywide Health Improvement Group. Priorities in Wyre Forest include older people and management of long term conditions, mental health and well-being, obesity and alcohol. The annual Wyre Forest Health Action Plan sets out activities happening locally to address these issues.

## **Appendix 1: Health Services in Wyre Forest**

### **Local NHS Services**

To find an NHS service near you, such as a GP surgery, dentist or support group, use the [NHS Service Search](#)

### **Public Health**

The role of Public Health is to protect and improve people's health and reduce health inequalities, i.e. preventable differences in health between different groups of people. The [Worcestershire Public Health](#) website provides lots of useful information on topics such as healthy eating, physical activity, mental wellbeing, breastfeeding and stopping smoking.

### **Health and Social Care**

As well as public health, Worcestershire County Council's [Health and Social Care](#) department provides social care for adults and children.

### **Living Well**

The Living Well service works with individuals, families and communities in the highest area of health need across Worcestershire in supporting them to make behaviour changes with aim to improve their health and wellbeing and reducing health inequalities across these areas. To find out more call Living Well on 0845 863 8323.

### **Stop Smoking**

If you smoke, quitting is the best thing you can do for your health. Stop Smoking Services are provided through numerous pharmacies, surgeries and other locations throughout the Wyre Forest area- see the [Wyre Forest Stop Smoking Services Information](#) for more details. You can also call the free [NHS Smokefree](#) Helpline on 0300 123 1044 for help and advice.

## **Alcohol and Substance Misuse**

The Alcohol and Substance Misuse Service in Worcestershire is run by Swanswell ([www.swanswell.org](http://www.swanswell.org)), email [worcsadmin@swanswell.org](mailto:worcsadmin@swanswell.org)

## **Mental Wellbeing: Books on Prescription**

The [Books on Prescription](#) scheme provides self-help reading for adults for a range of common mental health conditions including anxiety and depression. The books are available through all Worcestershire libraries, including Kidderminster, Bewdley and Stourport.

## **Sports and physical activities.**

Visit the Wyre Forest District Council web pages on [Sports](#) for information on sports clubs and facilities in Wyre Forest. You may also be interested in the pages on [cycling, walking and running](#) in the area.

## **Falls Prevention**

Falls are a major issue in Wyre Forest and Worcestershire, with 30% of over 65's living in the community falling each year. Falling can often result in fractures and being admitted hospital. Worcestershire Public Health provides advice on [Falls Prevention](#), including advice on nutrition, hydration and keeping active. Throughout Wyre Forest there are a range of [exercise classes for older people](#).

## **Worcestershire Works Well**

Worcestershire Works Well is a FREE accreditation scheme designed to enable local businesses improve the health and well-being of the work force. A range of Wyre Forest employers, including the District Council and Community Housing Group are signed up. Visit the [Worcestershire Works Well website](#) to find out more.

## Appendix 2: Funding for Health Projects

The Wyre Forest CCG is looking for innovative ideas, from voluntary and community sector organisations, to help deliver their priorities. The “Making It Happen” Innovation Fund is run by the CCG in conjunction with the District Council and County Council, for statutory and voluntary sector organisations to bid for to deliver pilot projects tackling health issues and inequalities. Access to the funding application fund is via the Wyre Forest Clinical Commissioning Group website. Up to 25k per project is available in 2015/16 around the following key issues; Older People & Long term Conditions, Mental Health, Children and Young People, Obesity. To find out more, and to download an application form, visit the [Wyre Forest CCG Innovation Fund](#) webpage.

The Wyre Forest District Council 'Xpression' Leisure Grant Scheme is designed to open up new opportunities for groups or individuals who are taking part in arts, sports, environmental and heritage activities.

**The Worcestershire Changing Futures Fund** offers guidance and support to new, developing or more established VCS groups across the county. It connects groups with experts who guide organisations through what can often be really complex issues; for example organising financial systems, budgeting, procurement and marketing.

Other places to look for funding include:

[National Lottery Good Causes Funding Finder](#)

[The People's Health Trust](#)

[Biffa award](#) and the [Severn waste local communities fund](#) for community projects near landfill sites

You may also be interested in information on [crowd-funding](#).

### Appendix 3: Membership of Wyre Forest Health partnerships

#### SHIP

Worcestershire County Council (Public Health)	Worcestershire Health & Care Trust
Community Housing Group	Vestia
Wyre Forest District Council	ContinuTrust
Hereford and Worcester Fire Service	Wyre Forest Clinical Commissioning Group
West Mercia Police	

#### Health and Wellbeing Stakeholder Partnership

Worcestershire County Council (Public Health)	Worcestershire Health & Care Trust
Community Housing Group	Vestia
Wyre Forest District Council	Places For People Leisure
Hereford and Worcester Fire Service	Wyre Forest Clinical Commissioning Group
Sports Partnership	Homestart
Multi-Agency Group (chair)	Community First
CAB	Community Safety
LSP Co-ordinator	Simply Limitless
Barnados	10:32
DY10 Big Local project	Living Well Service

## Appendix 4: Health Action Plan 2015/16

### Aim: Promoting independent living.

Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	NOTES/ QUERIES
<b>Ageing Well – Isolation and Loneliness</b>	Worcesters hire Ageing Well Strategy 2012-17	Reduce social isolation in over 60s	Continue to offer advice and support to TOGETHER' Bewdley, Reaching Out and All Saints projects. Monitor outcomes from newly commissioned Loneliness project - Reconnections	Project established/ number of people attending	Social isolation project group at WCC / SHIP	Social Impact Bond funding Reconnections Project	
<b>Ageing Well – Community Wellbeing Buddies</b>	Worcesters hire Ageing Well Strategy 2012-17	Support over 50s to access the services they need	Deliver community buddies signposting & info service	No. of community buddies/ no. GP surgeries involved	CAB	WFCCG/ Ageing Well Funding	
<b>Ageing Well – Community Wellbeing Buddies</b>	Worcesters hire Ageing Well Strategy 2012-17	Support over 50s to access the services they need	Deliver community buddies signposting & info service	Development of information brochure	WFDC / CAB	WFCCG/ Ageing Well Funding	
<b>Diabetes</b>	Health Profile 2015	To raise awareness around diabetes and pre-diabetes	Support signposting and awareness raising	Review findings of pre-diabetes pilot	HIC	WCC	To be piloted at York Street and Church Street

Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	NOTES/ QUERIES
<b>Ageing Well - Showcase</b>	Worcestershire Ageing Well Strategy 2012-17	Increased access to information, advice and guidance for isolated older people	Older People Showcase of Services event	No. of attendees on 6th August 2015.	HIC / WFDC Project Officer (Health & Sustainability)	£850 held by WFDC	To move to Sept/Oct in 2016
<b>Ageing Well – Falls Prevention</b>	Falls Prevention Strategy 2012-15	To raise awareness of falls and reduce the risk factors associated with falling	An on-going programme of Postural Stability Instruction courses across Wyre Forest	No: of participants who complete the 33 week course/ No: of courses delivered in WF/	HIC - Wychavon DC CHG / Sports Dev Partnership commissioned to deliver service	Funding from WCC and CCG	
<b>Ageing Well - Dementia</b>	Worcestershire Ageing Well Strategy 2012-17	Support council to respond to the Prime Minister's challenge on dementia.	Contribute to the delivery of dementia friends' awareness training sessions.	Support 2 staff in each WF pharmacy to access a face-to-face DF session No of sessions delivered (4 p.a) No of people we have delivered training too in WF.	HIC	WCC	
<b>Ageing Well - Dementia</b>	Worcestershire Ageing Well Strategy 2012-17	Support council to respond to the Prime Minister's challenge on dementia.	Contribute to dementia friendly communities work at County / District level	To be agreed	HIC	WCC	

Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	NOTES/ QUERIES
<b>Your Life, Your Choice</b>	Future Lives	Support older people and disabled adults to access advice and information	Encourage service providers to sign up to the Your Life Your Choice website Promote to service users	No. service providers signed up	All	WCC	



**Aim: To improve Mental Health and Wellbeing**

Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	NO QUE
<b>5 ways to Wellbeing</b>	Worcs. Mental Health & Suicide Prevention Plan 2013-16	To improve mental wellbeing through the 5 Ways to Wellbeing	Promotion of 5 Ways to Wellbeing- i.e. World Mental Health Day	Increased no: of people informed about the 5 Ways to Wellbeing	All partners	Existing resources	Connect, Be act Keep learning, Gi
<b>Mental health first aid training</b>	Worcs. Mental Health & Suicide Prevention Plan 2013-16	Increase no. of people trained to identify/ understand/ help with mental health problems	Delivery of training	No. of training sessions/ attendees	HIC / WCC co-ordinating training opportunities	Funded by WCC	Two training ses arranged. One Ju MHFA for Young
<b>Improving MH for YP</b>	Worcs. Mental Health & Suicide Prevention Plan 2013-16	To improve mental wellbeing through access to low level interventions	Provide support to school children through Continu Trust project	No of people whose mental health improves following (survey)	ContinuTrust	CCG funding	
<b>Improving MH for YP</b>	Worcs. Mental Health & Suicide Prevention Plan 2013-16	To improve mental wellbeing through access to low level interventions	Provide counselling service to YP	No of YP accessing counselling service recording improvement in mental health and wellbeing	Kate Bailey	CCG and WFDC funding	

Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	NO QUE
<b>Improving MH for YP</b>	HWB Strategy	To improve mental wellbeing through access to low level interventions	Greater provision of low level intervention to reduce poor mental health and wellbeing	To develop understanding of mentor link and services on offer To support EH Provider in delivering various services to improve MH	Mentorlink HIC 10:32	Existing	
<b>Recommissioning Mental Health services</b>	HWB Strategy	To support the Integrated Commissioning Unit work around recommissioning mental health services	Greater provision of low level intervention to reduce poor mental health and wellbeing	Measures to be determined as commissioning work gets underway	Kate Bailey	Existing	

**Aim: Alcohol-Promoting Safe Drinking**

Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	NOTES/ QUERIES
<b>Safer Communities</b>	Worcestershire Alcohol Plan 2013-16 & Community Safety Agreement 2014-15	Creating a community environment where individuals take responsibility for their drinking habits and sensible drinking is the norm	Support Alcohol Awareness Campaigns (e.g. Alcohol Awareness Week/ Dry January)	No of campaigns	WCC / Wyre Forest HIC/ Community Safety Partnership	Existing	
<b>Tackling Street Drinking</b>	Worcestershire Alcohol Plan 2013-16 & Community Safety Agreement 2014-15	as above	Support projects aimed at reducing street drinking, diversionary activities and reducing the harm	Reduction in no of new street drinkers Development of action plan Utilisation of PSPO	WFDC Simply Limitless Swanswell Street Pastors WRS Police	Existing	
<b>Safer Communities</b>	Worcestershire Alcohol Plan 2013-16 & Community Safety Agreement 2014-15	as above	Support campaigns / projects aimed at reducing young people drinking	No of campaigns / projects	Swanswell HIC WFDC	Existing	

Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resource s	NOTES/ QUERIES
<b>Safer Communities</b>	Worcestershire Alcohol Plan 2013-16 & Community Safety Agreement 2014-15	Creating a community environment where individuals take responsibility for their drinking habits and sensible drinking is the norm	Promote local support provided by the new alcohol/drug service provider	No of events / meeting where service promoted	WFDC	Existing	

**Aim: To reduce harm from obesity**

Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	NOTES/ QUERIES
<b>Food and Health</b>	Worcestershire Obesity Plan 2013-16	To reduce overweight and obesity levels and encourage and support residents to eat a healthy diet	Explore the opportunity to utilise unused produce from local growing and packing establishments	No: of premises/ landowners contacted re contributing produce/ No: of premises /landowners supporting the project/ No: of venues receiving produce	Elaine Halford-Bishop, Health & Sustainability Officer, WFDC	Existing	Worcestershire hire gleaning coordinator (voluntary) is being sought and will link to district contacts
<b>Food and Health</b>	Worcestershire Obesity Plan 2013-16	To reduce overweight and obesity levels and encourage and support residents to eat a healthy diet	Disseminate healthy eating info e.g. Recipe cards through the food banks.	No of information sessions given to food banks, Childrens Centres & other community venues (e.g. Simply Limitless)re healthy living No of recipe cards issued with food bank vouchers (the Hub)	Wyre Forest HIC / Project Officer (Health & Sustainability)  Customer Service Advisors	Existing	

Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	Notes/ Queries
<b>Food and Health</b>	Worcestershire Obesity Plan 2013-16	To reduce overweight and obesity levels and encourage and support residents to eat a healthy diet	To explore opportunities for hosting event at Town Hall	Event set up covering healthy eating / poverty / debt awareness etc	WFDC Simply Limitless HIC	CCG – potential bid?	
<b>Obesity</b>	Worcestershire Obesity Plan 2013-16	To reduce overweight and obesity levels and encourage and support residents to eat a healthy diet	To support 10:32 and other professional in increasing no of breastfeeding mothers	Increase in rate of breastfeeding in Wyre Forest No of Breastfeeding support groups	10:32 Breastfeeding Officer	Existing	
<b>Physical Activity</b>	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible and sustainable sports & leisure opportunities	Delivery of under 16s free swimming initiative	No: of u 16s accessing the scheme in school holidays	Stuart Booton, PfP Leisure	Existing	
<b>Physical Activity</b>	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible and sustainable sports & leisure opportunities within Wyre Forest district.	Delivery of Inclusive Sport,	No. of participants	Dale Evans, Sports Development, WFDC	Existing	to include bowls, wheelchair dancing, cycling, golf, splash 'n' relax

Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	NOTES/ QUERIES
Physical Activity	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible and sustainable sports & leisure opportunities within Wyre Forest	Ongoing delivery of Health/ Track walks.	No. of participants	Stourport Sports Club/ WFDC	Existing	
Physical Activity	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible and sustainable sports & leisure opportunities within Wyre Forest district.	Launch the Wyre Forest Park Run (weekly 5k event)	Sessions held/ No participants/ volunteers involved	Dale Evans, Sports Development, WFDC	CCG funding	
Physical Activity	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible and sustainable sports & leisure opportunities within Wyre Forest district.	Support activities for Bewdley Bike Week 2016	No. of participants	Dale Evans, Sports Development, WFDC	Existing	
Physical Activity	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible and sustainable sports & leisure opportunities within Wyre Forest district.	Encourage staff to cycle to work	Businesses engaged/ no's staff cycling to work Bikeability training delivered	Wyre Forest Cycle Forum	Existing	
Physical Activity	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible and sustainable sports & leisure opportunities within Wyre Forest district.	Activities for individuals / families with obese children	No of sessions / participants	Living Well service WFDC HIC PFP	Existing	

Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	NOTES/ QUERIES
Physical Activity	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible and sustainable sports & leisure opportunities within Wyre Forest district.	Deliver Sportivate sessions (aimed at 11-25 year olds),	No. of sessions held/ participants	Dale Evans, Sports Development, WFDC	Existing	
Physical Activity	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible and sustainable sports & leisure opportunities within Wyre Forest district.	Sports activities in school holidays, inc. Play Here, Sport Here sessions and sports courses.	No of sessions held/ participants	Dale Evans, Sports Development, WFDC	Existing	
Physical Activity	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible and sustainable sports & leisure opportunities within Wyre Forest district.	Sports activities available through Childrens Centres and other venues	No of sessions including swimming, dance and Forest schools	10:32 Simply Limitless	Existing	



**Aim: To improve the health and wellbeing of communities and groups with the poorest health outcomes**

Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resource s	Notes/ Queries
<b>Areas of Highest Need</b>		To improve the health and wellbeing of communities and groups with the poorest health outcomes	Explore opportunities to link projects into Community Wellbeing Practises	Creation of CWP	CCG / WCC	Officer time CCG funding	
<b>Areas of Highest Need</b>	Health profile: fuel poverty & excess winter deaths	To improve the health and wellbeing of communities and groups with the poorest health outcomes	Insulation and heating installation/ improvements.	No. properties insulated/ having heating improvements	Wyre Forest Health & Sustainability	Various external funding streams in place/ being sought	
<b>Areas of Highest Need</b>	Health profile: fuel poverty & excess winter deaths	To improve the health and wellbeing of communities and groups with the poorest health outcomes	Deliver a programme of energy advice sessions and training for front line workers	Advice / training sessions held Numbers attending	Wyre Forest Health & Sustainability / Act On Energy	Existing	
<b>Areas of Highest Need</b>		To improve the health and wellbeing of communities and groups with the poorest health outcomes	Oldington & Foley Park: Wellbeing Wednesdays at Dowles Road Community Centre	No. of people attending/ services promoted	Wayne Morris, CHG	Existing	

Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	Notes/ Queries
<b>Areas of Highest Need</b>	The Big Local DY10 project	To improve the health and wellbeing of communities and groups with the poorest health outcomes	Support the health partnership for the Big Local project (likely to be Jan 2016 onwards)	To be agree with DY10 project	DY10	Big Lottery Funding	
<b>Areas of Highest Need</b>	Director of Health Report	To improve the health and wellbeing of communities and groups with the poorest health outcomes	Undertake further consultation with Parish Councillors / Local groups and residents to better understand issue	Consultation identifies issues for local communities	HIC WFDC	Existing	
<b>Homeless ness</b>	Worcesters hire Homeless Strategy 2012 - 2017	To improve the health and wellbeing of communities and groups with the poorest health outcomes	Develop pathway for people leaving hospital and prison with no accommodation	Reduction in no approaching as homeless	County Task & Finish Group	dCLG funding	

**Aim: To ensure that accurate information and advice is effectively distributed within the community**

Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	Notes/queries
<b>Worcestershire Works Well</b>	Worcestershire Joint Health & Wellbeing Strategy 2013-16	Support local business to actively promote health and wellbeing amongst their employees by signing up to Worcestershire Works Well	Support the development of Worcestershire Works Well in Wyre Forest.	Support 50% of signed up WF businesses to achieve Level 1 by March 2016	Wyre Forest HIC	Existing	
<b>Brief Intervention Training</b>	Worcestershire Joint Health & Wellbeing Strategy 2013-16	Maximise opportunities to raise awareness of health and wellbeing issues across the community	Continue to expand brief interventions Support continued delivery and review of Health Chats Promote and support delivery and evaluation of 4 EWOAB sessions to front-line services across the county in year	No: of Health Chat's Training & Train the Trainer sessions delivered/ No. people trained	Wyre Forest HIC	Existing	
<b>Wolverley Memorial Hall</b>	Director of PH Annual report	Maximise opportunities to raise awareness of health and wellbeing issues across the community	Support residents to develop appropriate community facilities / activities	Development of project to improve health and wellbeing	Lesley Fox, WFDC	To be identified – potential Reaching Communities funding	

Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	Notes/queries
<b>Digital Inclusion</b>	Future Lives Programme	Develop and co-ordinate district work to support and promote digital inclusion	Work with colleagues to extend GP DI Explore opportunity to support pharmacies to deliver DI in store	Pilot project completed	Karen Wright, WCC	Existing	
<b>Social Marketing Campaigns</b>		Support delivery of campaigns that are aligned to HWB priorities. Delivery of a district campaign with a specific focus on local need e.g. Right from the Start	Campaign plan. Promote/ deliver campaign information to partners within the district.	Undertake Right From the Start campaign (school readiness)	WF HIC	Up to £1000 WCC funding.	
<b>Promoting Wyre Forests natural assets</b>		To encourage people to exercise through promotion of Wyre Forests parks, leisure centre and nature reserves	Explore opportunities to promote parks, leisure centre and nature reserves	Increased promotion of parks, leisure centre and nature reserves. Reduction in levels of obesity	Lesley Fox, WFDC	Existing	

**Aim: To improve the health of children and young people.**

Project Title	Link to Other strategic / plans	Objectives	Actions	Measures	Lead Org/Officer	Resources	Notes/queries
<b>Local Children Trust</b>	Children and Young People Plan	To work with Local Childrens Trust in developing and delivering health related actions	To be agreed	To be agreed	WFDC / WCC / CCG	Existing	
<b>School holiday luncheon clubs</b>	Children and Young People Plan	To work with agencies to improve school attainment / school readiness and reduce obesity	To support provision of luncheon clubs out of school term time	No of luncheon clubs available	WF HIC Simply Limitless 10:32	Existing	
<b>Smoking cessation whilst pregnant</b>		To work with expectant mothers and smoking cessation services to reduce smoking	To support 10:32 and smoking cessation services to reduce smoking through ante-natal clinics	Reduction in numbers of pregnant smokers	10:32	Existing	

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**Aim: Promoting independent living.**

	Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officer s	Resources	PROGRESS UPDATE
<b>1</b>	<b>Ageing Well</b>	Worcestershire Ageing Well Strategy 2012-17	Increased identification of isolated over 50's	Wyre Forest Ageing Well Partnership Development	No. partners regularly attending from different organisations	Steve Blick Age UK WF Karen Wright WCC	Existing	Meeting held with number of partners but not able to sustain due to resources. Initial meeting attracted 10+ partner organisations.
<b>2</b>	<b>Ageing Well</b>	Worcestershire Ageing Well Strategy 2012-17	Increased identification of isolated over 50's	Run additional community listening events to identify community issues & recruit older people's champions	1 listening event held	Wyre Forest HIC	Officer time	Officer went on maternity leave so unable to deliver However work was undertaken by DY10 project gathering information on various issues including access to health services in target area and will be reviewed by HIC.
<b>3</b>	<b>Ageing Well</b>	Worcestershire Ageing Well Strategy 2012-17	Reduce social isolation in over 60s	Development of an social isolation and loneliness service to support 50+yrs people	To be determined	Heather MacDonald WF CCG/ Karen Wright WCC	Officer time to commission service	Service now commissioned by WCC through social impact bond and lead provider – Age UK.

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	Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officer s	Resources	PROGRESS UPDATE
4	Ageing Well	Worcestershire Ageing Well Strategy 2012-17	Support over 50s to access the services they need	Deliver community buddies signposting & info service	No. of community buddies/ no. GP surgeries involved	CAB	WFCCG/ Ageing Well Funding	Project now entering year 2 with widespread delivery across 9 GP practises and 206 people attending appointments to date.
5	Ageing Well	Worcestershire Ageing Well Strategy 2012-17	Reduce social isolation in over 60s	Set up a lunch club for socially isolated people in Wribbenhall	Ave attendanc e of 25 – 30 per week  Ave attendanc e of 40 people per week	Social isolation project group	WFDC have helped with marketing and publicity costs. WFDC have offered financial support and advice with assistance for equipment	TOGETHER' Project – Offer services and activities for Older People Includes; Speakers Pampering, Arts & Crafts, Quizzes etc. Wribbenhall Parish Room. Reaching Out – Services and Activities for Older People All Saints and Wribbenhall Together project - knit and natter group

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	Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officer s	Resources	PROGRESS UPDATE
6	Ageing Well	Worcestershire Ageing Well Strategy 2012-17	Increased access to information, advice and guidance for isolated older people	Older People Showcase of Services event	No of people attending the event	Steve Blick, Age UK	£850 held by WFDC	250+ attended the August 2014. Event received positive feedback
7	Ageing Well	Worcestershire Ageing Well Strategy 2012-17	Increased access to information, advice and guidance for isolated older people	Home energy checks/ advice for older people	No. of checks carried out	Steve Blick, Age UK	Age UK funding	25 home energy checks were undertaken.
8	Ageing Well	Worcestershire Ageing Well Strategy 2012-17	Ensure that older people in Wyre Forest have a voice on issues and services relating to older people	Wyre Forest Older Person's Forum Development	No. of people attending the Forum/ priorities identified	Steve Blick, Age UK	Existing	Group established in September and met 3 times with 5 – 7 attendees. Contributed to WCC consultations but difficult to attract older people to attend and group ceased



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								in December
	<b>Project title</b>	<b>Link to other Strategies/ Plans</b>	<b>Objectives</b>	<b>Actions</b>	<b>Measures</b>	<b>Lead Orgs/ Officer s</b>	<b>Resources</b>	<b>PROGRESS UPDATE</b>
<b>9</b>	<b>Falls Prevention</b>	Falls Prevention Strategy 2012-15	To raise awareness of falls and reduce the risk factors associated with falling	An on-going programme of Postural Stability Instruction courses across Wyre Forest	No: of participants who complete the 33 week course/ No: of courses delivered in WF/	Emma Gardner, Wychavon DC  WFDC HIC	Existing	10 different classes ran between 3 different venues throughout the year and 92 people attended all 12 weeks.
<b>10</b>	<b>Disability Facilities Grants (DFGs)</b>	Worcestershire Housing Strategy	To help people remain independent in their home	Deliver various services to support independence	New service to be in place in 2015	Kate Bailey WFDC	Within existing resources	New service commissioned with Fortis from 01/04/15

## Agenda Item No. 6 Appendix 2 - ACTION PLAN 2014/15 PROGRESS UPDATE

### Aim: To improve Mental Health and Wellbeing

	Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	PROGRESS UPDATE
<b>11</b>	<b>5 ways to Wellbeing</b>	Worcs. Mental Health & Suicide Prevention Plan 2013-16	To improve mental wellbeing through the 5 Ways to Wellbeing	Promotion of 5 Ways to Wellbeing- Connect, Be active, Take Notice, Keep learning, Giving	Increased no: of people informed about the 5 Ways to Wellbeing	All partners	Existing resources	Information promoted through a number of services and events including on World Mental Health Day.
<b>12</b>	<b>5 ways to Wellbeing</b>	Worcs. Mental Health & Suicide Prevention Plan 2013-16	To improve mental wellbeing through the 5 Ways to Wellbeing	Increase the opportunities to practice the 5 Ways to Wellbeing	Increase the no: of opportunities to Connect, Be active, Take notice, Keep learning & Give i.e. volunteering	All partners	Existing resources	Services commissioned to support this objective include Community Wellbeing Buddies, Social Isolation and Someones Art
<b>13</b>	<b>Mental health first aid training</b>	Worcs. Mental Health & Suicide Prevention Plan 2013-16	Increase no. of people trained to identify/ understand/ help with mental health problems	Delivery of training	No. of training sessions/ attendees	Kate Bailey, WFDC	Existing Training Budget	2 sessions organised in Mental Health First Aid training with a total of 30 attendees from organisations across the county.

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	Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	PROGRESS UPDATE
14	Housing and Homelessness	Worcs. Mental Health & Suicide Prevention Plan 2013-16 and Worcestershire Joint Homeless Strategy 2012-17 & Worcestershire Housing Strategy 2011-16	To increase take up of primary care and reduce use of emergency services / crisis intervention for people in housing crisis	Develop/ pilot services	No of YP attending service who experienced improvement in mental health & wellbeing	Mental Health Pathway group / Kate Bailey	CCG funding / Homeless Funding	6 month pilot of counselling service established in Bromsgrove Street Supported Accommodation due to high levels of young people with mental health issues. To run from Feb 2015 – July 2015.

## Agenda Item No. 6 Appendix 2 - ACTION PLAN 2014/15 PROGRESS UPDATE

### Aim: Alcohol-Promoting Safe Drinking

	Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	PROGRESS UPDATE
15	Safer Communities	Worcestershire Alcohol Plan 2013-16 & Community Safety Agreement 2014-15	Creating a community environment where individuals take responsibility for their drinking habits and sensible drinking is the norm	Support Alcohol Awareness Campaigns (e.g. Alcohol Awareness Week/ Dry January)	Jenny can we estimate a no getting info from health fairs etc	WCC / Wyre Forest HIC/ Community Safety Partnership	Existing	Alcohol awareness promoted at various events including WFDC staff Health Fairs (alcohol info to approx. 50 staff). .

## Agenda Item No. 6 Appendix 2 - ACTION PLAN 2014/15 PROGRESS UPDATE

**Aim: To reduce harm from obesity**

	Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	PROGRESS UPDATE
<b>16</b>	<b>Food and Health</b>	Worcestershire Obesity Plan 2013-16	To reduce overweight & obesity levels and encourage and support residents to eat a healthy diet	Disseminate healthy eating info e.g. Recipe cards through the food banks.	Information disseminated to Food Bank	Wyre Forest HIC	Existing Resources	Recipes given out as part of Amber/ Franche Food Bank project (action 17).
<b>17</b>	<b>Food and Health</b>	Worcestershire Obesity Plan 2013-16	To reduce overweight and obesity levels and encourage and support residents to eat a healthy diet	Explore the opportunity to utilise unused produce from local growing and packing establishments	No: of premises contacted re contributing produce/ No: of premises supporting the project/ No: of venues receiving produce	Elaine Halford-Bishop, Health & Sustainability Officer, WFDC	Existing Resources	Pilot carried out- surplus produce grown through the Amber project at the Granary, Kidderminster distributed through Franche Food Bank. Stalled due to illness/ problem re transportation.

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	Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	PROGRESS UPDATE
18	Physical Activity	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible and sustainable sports & leisure opportunities	Delivery of Inclusive Sport, to include bowls, wheelchair dancing, fishing, golf, splash 'n' relax	No. of participants	Dale Evans, Sports Development, WFDC	Existing Resources	155 adults & young people with PD & LD disabilities took part in these activities.
19	Physical Activity	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible and sustainable sports & leisure opportunities	Delivery of women's cycling sessions at Stourport cycle track.	No. of participants	Dale Evans, Sports Development, WFDC	Existing Resources	15 women participate in the cycling project
20	Physical Activity	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible & sustainable sports & leisure opportunities	Establish a Wyre Forest Parkrun weekly event	Volunteers recruited/ Sessions held/ No participants	Dale Evans, Sports Development, WFDC	Existing Resources	Very close to getting start date, have volunteers and route in place and risk assessment to follow.
	Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	PROGRESS UPDATE
21	Physical	Worcestershire	To create a	Deliver	No. of sessions	Dale	Existing	210 14-25

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	<b>Activity</b>	e Obesity Plan 2013-16	network of high quality accessible and sustainable sports & leisure opportunities	Sportivate sessions (aimed at 11-25 year olds), to include Tae Kwon Do, Golf, Boxercise, Dance to Teach.	held/ participants	Evans, Sports Development, WFDC	Resources	year olds were retained in these activities and sport
<b>22</b>	<b>Physical Activity</b>	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible and sustainable sports & leisure opportunities	Sports activities in school holidays, inc. Play Here, Sport Here sessions	No of sessions held/ participants	Dale Evans, Sports Development, WFDC	Existing Resources	373 children aged 8-14 took part in sport activities in the Summer 14  43 children took part in holiday cycling courses during Easter & October
	<b>Project title</b>	<b>Link to other Strategies/ Plans</b>	<b>Objectives</b>	<b>Actions</b>	<b>Measures</b>	<b>Lead Orgs/ Officers</b>	<b>Resources</b>	<b>PROGRESS UPDATE</b>

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<b>23</b>	<b>Physical Activity</b>	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible and sustainable sports & leisure opportunities	Delivery of under 16s free swimming initiative	No: of u 16s accessing the scheme throughout school holidays	Stuart Booton, Pfp Leisure	CCG / Public Health funding	
<b>24</b>	<b>Physical Activity</b>	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible and sustainable sports & leisure opportunities	Ongoing delivery of Health/ Track walks.	No. of participants	Wyre Forest Sports Development	Existing resources	60 + on the register with an average weekly attendance of 34 people of all ages
<b>25</b>	Physical Activity	Worcestershire Obesity Plan 2013-16	To create a network of high quality accessible and sustainable sports & leisure opportunities	Pilot adult Bikeability training	No. of participants	Wyre Forest Cycle Forum	Existing resources	Bikeability training for adults to take place as part of Bewdley Bike Week activities (May 2015)



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	Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	PROGRESS UPDATE
<b>26</b>	<b>Worcestershire Welcomes Breast-feeding</b>		The 'normalisation' of breastfeeding by encouraging local businesses to sign up to the WWBF scheme	Promotion of WWBF scheme at local events	No. of events supported/ no. of businesses signed up.	Anthea Griffiths HACW	Existing resources	40 businesses/ premises signed up, (now includes all GP surgeries).
<b>27</b>	<b>Encourage Breast-feeding</b>		Assist new mothers in establishing breast feeding	Volunteer champions to provide breastfeeding support to new mothers.	No. volunteers active/ No. new mothers assisted	Anthea Griffiths HACW		14 active 'Best Buddy' breastfeeding peer support volunteers recruited/ trained. 3 x weekly breastfeeding support groups in place.

## Agenda Item No. 6 Appendix 2 - ACTION PLAN 2014/15 PROGRESS UPDATE

**Aim: To improve the health and wellbeing of communities and groups with the poorest health outcomes**

	Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	PROGRESS UPDATE
28	Areas of Highest Need		To improve the health and wellbeing of communities and groups with the poorest health outcomes	Walshes: Ongoing delivery of Your Walshes, Your Place project to engage isolated older people and encourage the public to access services.	No. people attending / No partners promoting services	Janet Woodfield	CCG funding / Public Health Funding	<p>Officer currently working 1 day per week in the Walshes on resident engagement and aiming to increase usage of community centre. 60 people seen in total with regular attendance at community cafe of 20 – 30 but post ends at the end of May and will require ongoing support to sustain initiatives.</p> <p>Onsite Advocacy delivered 1 mood masters course.</p> <p>Have also run training courses in IT and will utilise Wi-fi in building to Digital Inclusion.</p>

## Agenda Item No. 6 Appendix 2 - ACTION PLAN 2014/15 PROGRESS UPDATE

	Project title	Link to other Strategies/ Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	PROGRESS UPDATE
29	Areas of Highest Need		To improve the health and wellbeing of communities and groups with the poorest health outcomes	Offmore and Comberton: Solid wall insulation project in Comberton area	No. properties insulated	Wyre Forest Health & Sustainability/ Transition Kidderminster	DECC funding	To date 126 households signed up for assessments. Approx 30 property assessments so far completed and 10 sign ups carried out in Comberton. Installation is underway and promotion ongoing (inc. rollout to other areas in June/ July 2015).
30	Areas of Highest Need		To improve the health and wellbeing of communities and groups with the poorest health outcomes	Oldington & Foley Park: Wellbeing Wednesdays at Dowles Road Community Centre	No. of people attending/ services promoted	Wayne Morris, CHG	CCG Funding	<p>Surveys undertaken with 300 residents.</p> <p>Over 850 bags of fruit and vegetables sold.</p> <p>10 young people a week attended after school sessions</p> <p>100+ people attended summer wellbeing event.</p> <p>Regular sessions with a range of external partners promoting services including Fire Service, Act on Energy, etc</p>

## Agenda Item No. 6 Appendix 2 - ACTION PLAN 2014/15 PROGRESS UPDATE

**Aim: To ensure that accurate information and advice is effectively distributed within the community**

	Project title	Link to other Strategies / Plans	Objectives	Actions	Measures	Lead Orgs/ Officers	Resources	PROGRESS UPDATE
<b>31</b>	<b>Health Chats Training</b>	Worcestershire Joint Health & Wellbeing Strategy 2013-16	Maximise opportunities to raise awareness of health and wellbeing issues across the community	To deliver Health Chat's Training and Train the Trainer sessions to front line staff.	No: of Health Chat's Training & Train the Trainer sessions delivered / No. people trained	Wyre Forest HIC	Existing	695 people attended health chats training in Worcestershire in 2014/15  12 of those attended sessions in Wyre forest  Plan to deliver 1 per quarter in 2015/16
<b>32</b>	<b>Worcestershire Works Well</b>	Worcestershire Joint Health & Wellbeing Strategy 2013-16	Support local business to promote health and wellbeing amongst their employees by signing up to	Support the development of Worcestershire Works Well in Wyre Forest.	No: of businesses / organisations that have been supported to achieve at least	Wyre Forest HIC	Existing	8 businesses signed up in Wyre Forest  62 across Worcestershire

## Agenda Item No. 6 Appendix 2 - ACTION PLAN 2014/15 PROGRESS UPDATE

			Worcestershire Works Well		Level 1.			
	<b>Project title</b>	<b>Link to other Strategies / Plans</b>	<b>Objectives</b>	<b>Actions</b>	<b>Measures</b>	<b>Lead Orgs/ Officers</b>	<b>Resources</b>	<b>PROGRESS UPDATE</b>
<b>33</b>	<b>Digital Inclusion</b>	Future Lives Programme	Support access to health services online	Pilot to be carried out	Pilot project completed	Karen Wright, WCC	WCC	Your Lives Your Choice website launched Digital Champions being established across County. All GP practices in Wyre Forest have been offered the opportunity to apply for £1000 per practice to deliver digital access

## Agenda Item No. 6 Appendix 2 - ACTION PLAN 2014/15 PROGRESS UPDATE

**Aim: To improve the health of children and young people.**

	Project Title	Link to Other strategic / plans	Objectives	Actions	Measures	Lead Org/Officer	Resources	PROGRESS UPDATE
34	Local Children Trust	Children and Young People Plan	To work with Local Childrens Trust in developing and delivering health related actions	To be agreed	To be agreed	WFDC / WCC / CCG	CCG s256 funding	Ongoing work identifying specific targets following on from CYP health profile work being undertaken.
35	Homestart Xtra	CCG Business Plan / H&WB Plan	To pilot service for 0 – 2 year olds in AoHN	To identify families with young children who require additional support	No of families assisted. To evaluate the service by August 2015 in terms of distance travelled for families supported	Home Start	CCG s256 funding	Homestart provided service to 5 families whose children had developmental delay (or were at risk of having developmental delay).



## Overview and Scrutiny Committee

### Briefing Paper

Report of: Jenny Moreton, Principal Health and Sustainability Officer

Date: Tuesday 8<sup>th</sup> September 2015

Open

### Climate Change Update

#### 1. Summary

- 1.1 This report provides an update on implementation the 2014/15 Wyre Forest Climate Change Action Plan 2014/15 and seeks endorsement of the updated action plan for 2015/16.

#### 2. Background

- 2.1 The Health and Sustainability Team in Housing Services lead the co-ordination and delivery of work to tackle climate change issues in Wyre Forest.
- 2.2 The updated Wyre Forest Climate Change Strategy and 2014/15 action plan were approved by Overview and Scrutiny Committee and Cabinet in July 2014. The strategy was written in alignment with the Worcestershire Partnership's Climate Change Strategy and aims to deliver the Worcestershire strategy within Wyre Forest.
- 2.3 The strategy focuses on key areas where Wyre Forest District Council and partners can have the most impact in the district, within current resources. It has four key themes:
1. Warmer, healthier homes.
  2. Building a low carbon economy.
  3. Transport and infrastructure.
  4. Healthy and resilient communities.

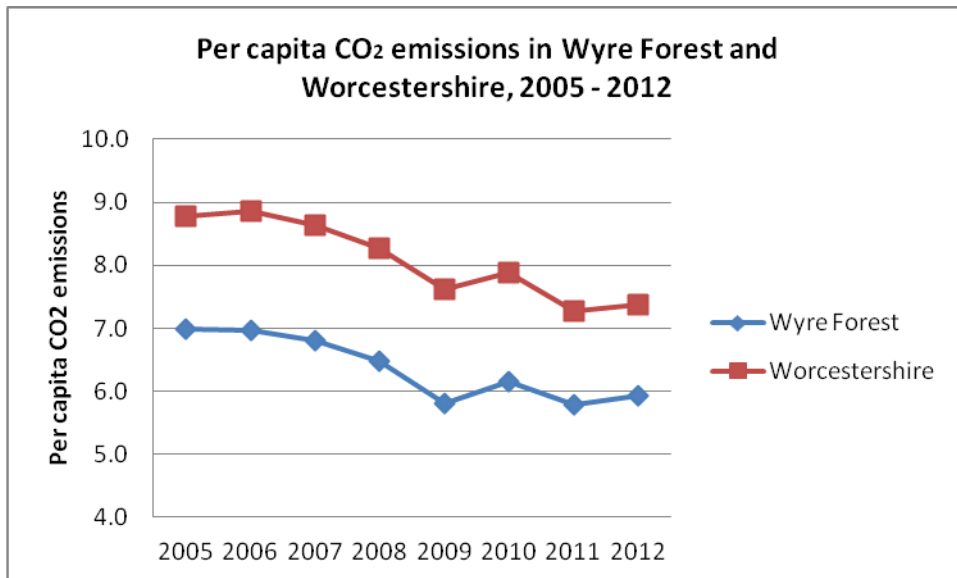
#### 3. Key Issues

- 3.1 In September 2013, the United Nations Intergovernmental Panel on Climate Change (IPCC) released its fifth five-yearly assessment report on the latest climate change science. The report considered evidence from many independent scientific analyses and has been endorsed by all UN member States. The scientists view is that climate change is mostly caused by human action, and that it is already leading to changes in regional weather patterns, with extreme events such as flooding and heat waves on the increase. The Industrial Revolution led to an increase in greenhouse gas emissions caused by human activity. The Earth's surface has consequently warmed by about 0.8°C since around 1900, with much of this warming occurring in the past 50

years. If the global average temperature rises more than 2°C above pre-industrial levels, significant negative impacts of climate change will be more likely and the cost of managing them will rise sharply.

- 3.2 In the UK, the Climate Change Act 2008 commits the UK to reducing emissions by at least 80% by 2050 from 1990 levels. This is to be achieved through a series of legally binding 5-year 'carbon budgets'. A Memorandum of Understanding (MoU) between the Local Government Group and the Department of Energy and Climate Change (DECC) acknowledges the pivotal role councils have in tackling climate change and how, through local governance, they "can ensure climate change policies and programmes protect and help the most vulnerable, particularly the fuel poor."
- 3.3 The Local Government Association has developed the Climate Local initiative, to drive, inspire and support council action on climate change. Wyre Forest District Council is already signed up to Climate Local and this strategy and the associated action plan outline our commitments under this initiative.
- 3.4 Local authorities are uniquely placed to assess the needs of their areas and local residents and to act as catalysts for change. The Home Energy Conservation Act (HECA) recognises local authorities' ability to use their position to improve the energy efficiency of all residential accommodation in their areas. HECA requires local authorities to produce a series of reports, setting out the energy conservation measures that are considered practicable, cost-effective and likely to result in significant improvement in the energy efficiency of residential accommodation in its area. Fuel poverty is an issue for the district; more than 5,000 of Wyre Forest households (12.2%) are classed as being fuel poor, with the proportion varying between wards, ranging between 4.9% and 24.4%. Appendix 3 provides an updated map of the percentage of households classed as being in fuel poverty at a ward level. Living in cold, damp homes can exacerbate health conditions, particularly cardiovascular and respiratory illnesses. Worcestershire has slightly higher than average excess winter deaths, the majority of which tend to be caused by diseases of the cardiovascular system (such as stroke and heart attack) and respiratory illness (e.g. influenza).
- 3.5 Each year, DECC releases per capita CO<sub>2</sub> emissions figures for all local authorities. Between 2005 and 2012 (the latest data available) emissions in Wyre Forest fell by 15.2% in Wyre Forest and 15.9% across Worcestershire. Emissions across this period fell in all sectors: industry/ commerce, domestic and road transport. Between 2011 and 2012, per capita emissions increased slightly. This was due to an increase in domestic emissions, as was the case nationwide. The main driver for this was increased residential gas use as 2012 was colder than 2011, and increased use of coal for electricity generation.





3.6 Appendix 1 sets out progress on delivery of the Climate Change Action Plan 2014/15. The case studies below set out examples of some of the work undertaken.

### 3.6.1 Tackling fuel poverty: affordable warmth advice and information.

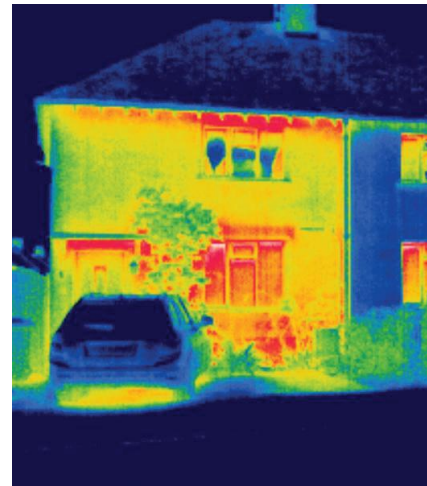
WFDC works closely with Act on Energy, a not-for-profit organisation offering free and impartial advice on all matters energy related. In 2014/15 Act on Energy ran a series of monthly energy advice surgeries at the Hub, advising residents on energy bills and tariffs, efficiency measures such as insulation and heating systems and details of available support. One off advice surgeries were also held at a number of other venues throughout the year. Act on Energy also ran a training session for front-line workers (e.g. from the council, police and a local children's centre) to help them recognise the signs of fuel poverty and enable them to help people access support. Residents can also seek advice from Act on Energy via their free helpline.

### 3.6.2 Insulating solid wall properties: Green Deal Communities scheme.

Over the years, funding has been available to provide free or subsidised cavity wall insulation, but there has been very little funding available towards the cost of more expensive external wall insulation for older solid wall properties. WFDC, as part of the Warmer Worcestershire Network, obtained funding through the government's Green Deal Communities fund, enabling residents to access money towards solid wall insulation. The scheme was piloted in Comberton; in 2014/15, ten properties there had signed up to have their properties insulated. The full total cost of these works was £88k; funding covered 65% of the cost (£57k). The scheme is currently ongoing and has been rolled out across the district.



*Above: a Worcestershire solid wall property before insulation .... ...and after insulation.*



*Above: thermal images showing heat loss in an uninsulated (left) and an insulated (right) property.*

### 3.6.3 Green Homes Show 2015

In January 2015, WFDC joined forces with local community group Transition Kidderminster to run the Green Homes Show at Kidderminster Town Hall. Around 30 organisations were on hand to offer advice to help people live a 'greener' lifestyle, with topics ranging from energy saving and bee-keeping to water conservation and electric car demonstrations. The event, attended by 250+ people, received positive feedback from attendees and stall holders alike, and plans are underway to run a similar event in 2016.

3.7 An updated Climate Change Action Plan for 2015/16 is provided at Appendix 2.

## 4. Options

4.1 The committee may wish to:

- Note the progress on implementation of the Climate Change Action Plan 2014/15 (Appendix 1).
- Recommend to Cabinet that the Climate Change Action Plan 2015/16 (Appendix 2) is approved.
- Put forward alternative or additional proposals to recommend to Cabinet.

## 5. Consultation

5.1 None.

## 6. Related Decisions

6.1 None.

## 7. Relevant Council Policies/Strategies

7.1 [Wyre Forest Climate Change Strategy](#)

**8. Implications**

8.1 Identified within this report.

**9. Equality Impact Needs Assessment**

9.1 N/A.

**10. Wards affected**

10.1 All.

**11. Appendices**

11.1 Appendix 1 Climate Change Action Plan 2014/15 Progress Update.

11.2 Appendix 2 Climate Change Action Plan 2015/16.

11.3 Appendix 3 Wyre Forest Fuel Poverty Map.

**12. Background Papers**

12.1 [Worcestershire Climate Change Strategy](#)

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**A Climate for Change: 2014/15 Action Plan PROGRESS UPDATE**

Warmer, Healthier Homes	Progress update 2014/15
1. Energy Advice Surgery at Kidderminster Town Hall	Act on Energy ran monthly energy advice surgeries at Kidderminster Hub between Sept 2014 and March 2015. Additional sessions were held at other locations/ events, including Baxter Church, Dowles Road Community Centre and at the Green Home Show in January 2015. A total of 922 individuals were advised at Act on Energy events throughout the year.
2. Develop and deliver park home insulation project	WFDC worked with park home owners at the Kinverdale residential site to try and obtain funding through the Energy Company Obligation (ECO). Whilst this did not materialise, approx 20 park home owners did obtain funding towards wall insulation through the Green Deal Improvement Fund.
3. Produce advice/ information on setting up oil buying clubs	WFDC website signposts to <a href="#">Citizen's Advice Oil Buying Clubs</a> information.
4. Energy advice at the Showcase of Services for Older People	Act on Energy had an advice stand at the 2014 Showcase event, attended by 200+ people.
5. Promote and deliver schemes to install energy efficiency measures e.g. insulation, boiler upgrades.	<p>Act on Energy run a free helpline as well as advice sessions, offering independent advice on energy measures and funding available depending on circumstances. AOE referrals made for 29 boilers/loft and cavity wall insulation measures- less than previous years due to funding reductions.</p> <p>Match funding obtained to run a scheme for boiler replacements for low income householders with long term health conditions through Care &amp; Repair agency.</p> <p>Green Deal Communities solid wall insulation scheme run- see action 33.</p>
6. Provision of energy advice to school students through talks, events and the My Money initiative.	Session held at Baxter College as part of an event on budgeting and life skills.
7. Home Safe Home events at the 3 main fire stations	Energy advice info provided at Home Safe Home events held in Kidderminster, Stourport and Bewdley.
8. Energy advice at at least 3 flu jab clinics	Energy advice sessions were held at 3 flu jab clinics in Wyre Forest in 2014.

9. 'Services on your Doorstep' surveys and referrals	Focus has been on promoting the Green Deal Communities external wall insulation project, firstly in Comberton then rolled out district wide. Referrals made for other measures (e.g. boiler upgrades) as appropriate.
10. Affordable Warmth training sessions for front line workers, Members etc.	An affordable warmth training session was held at Wyre Forest House in November 2014, attended by 13 frontline workers/ volunteers, including Benefits Assessors, Severn Trent, Food Bank volunteers and West Mercia Police.
11. Produce a stakeholder update on current energy efficiency schemes	Updates on energy efficiency schemes were included in the Housing Services newsletter, circulated to a wide range of stakeholders in December 2014.
12. Investigate opportunities for collective switching for residents.	Collective switching not pursued. Information on switching is provided by Act on Energy at advice surgeries/ through affordable warmth training.
13. Hold an affordable warmth networking event for relevant partners.	Affordable warmth and fuel poverty was included as a key topic at the Tackling Poverty stakeholder event held at Wyre Forest House in October 2014.
14. Take part in the national Big Energy Saving Week	Internal promotion to staff.
15. Submit Home Energy Conservation Act update report to DECC	The <a href="#">Wyre Forest Home Energy Conservation Act (HECA) Progress Report (March 2015)</a> was submitted to DECC and is available online.
<b>Building a low carbon economy</b>	
16. Publicise available resource efficiency support to local businesses and encourage uptake.	<a href="#">Resource Efficient Worcestershire</a> scheme provided funding to SMEs. In 2014/15, 25 Wyre Forest businesses received free resource efficiency reviews and 14 received grants totalling £83k.
17. Subject to business case, install LED lighting at relevant WFDC sites.	LED lighting in place at Bewdley Museum/ Kidderminster Town Hall/ Green St; investigation into opportunity to install in car park lighting etc ongoing.
18. Subject to business case, install upgrades to heating and controls at relevant WFDC sites.	Ongoing investigation into business case for Bewdley Museum heating.
19. Subject to business case, install energy efficiency measures at the museum store.	Minimal electricity use at the museum store.
<b>Transport and Infrastructure</b>	

20. Contribute to development of Design Guidance policy review.	Design Guidance Supplementary Planning Document adopted June 2015.
21. Organise/ participate in awareness events for national Bike Week	Bike Week 2014- promotional activities carried out / Wyre Forest cycle maps given out in Kidderminster Town Centre; bicycle security marking at local schools.
22. Apply for funding through the cycle forum to run adult Bikeability training	Ongoing. Adult bikeability offered as part of activities at Bewdley Bike Week 2015.
<b>Healthy and resilient communities</b>	
23. Identify and publicise funding opportunities for local community groups to deliver low carbon projects.	Information circulated as appropriate re funding opportunities (Lottery, Health Lottery, Rural Community Energy Fund, crowd-funding).
24. Ongoing participation in county wide activity on climate change adaptation.	Participation in development of county-wide policy – Worcestershire Local Flood Risk Management Strategy and Green Infrastructure Framework.
25. Provide appropriate support to local transition groups (e.g. assistance with events and promotions)	Ongoing officer support for local transition groups- e.g. working with Transition Kidderminster on Green Homes Show and Green Deal Communities promotion; Transition Bewdley on community energy schemes; assistance in running/ promoting activities.
26. Provide appropriate assistance to community groups in investigating community renewable energy and energy efficiency schemes.	Ongoing support to Transition Bewdley investigations/ feasibility for community energy scheme & solar farm. Also looking into opportunities for a community solar rooftop PV project in conjunction with various partners.
27. Participate in Growing Worcestershire activity to encourage local food growing.	Growing Worcestershire current focus is on gleaning. Food growing promoted through local transition groups and new community allotments in Wolverley and Birchen Coppice ('Growing Roots' project). Also supported LEAP project in Horsefair area of Kidderminster.
28. Investigate opportunities to distribute surplus fresh produce through the local food banks.	Pilot carried out- surplus produce grown through the Amber project at the Granary, Kidderminster distributed through Franche Food Bank. Stalled due to illness/ problem re transportation. Ongoing work through Growing Worcestershire to set up a gleaning project, to include links to the food banks.
<b>Cross-cutting actions</b>	

29.Ongoing awareness for staff, Members and visitors on energy and fuel saving.	Articles included in Wyred Weekly etc.
30.Ongoing development of/ participation in LEPs' low carbon activities.	Ongoing- low carbon to form an element of LEP funding in both Worcestershire and GBS LEP areas.
31.Ongoing development & delivery of Warmer Worcestershire Green Deal/ ECO funded schemes, maximising opportunities for local businesses.	Several bids in place for county-wide projects through Warmer Worcestershire; outcomes awaited.
32.Communications on energy (websites, events, press releases, social media etc)	Ongoing promotion of schemes through press releases, website, Wyred In, social media. Thermocards disseminated at various events and locations and through food bank food parcels.
33.Develop & deliver ECO/ DECC 'Green Deal Communities/ funded external wall insulation project	External wall insulation scheme launched in Comberton and then rolled out across Wyre Forest (ongoing).
34.Collate and submit WFDC's greenhouse gas emissions 2013/14 report to DECC	<a href="#">Greenhouse Gas Emissions Report</a> submitted to DECC and available online.
35.Wyre Forest Energy Day at Kidderminster Town Hall	Green Homes Show held at Kidderminster Town Hall in January 2015. 30 organisations/ businesses had stands on topics including energy efficiency, renewable energy, water saving and electric vehicles. 250+ attendees.

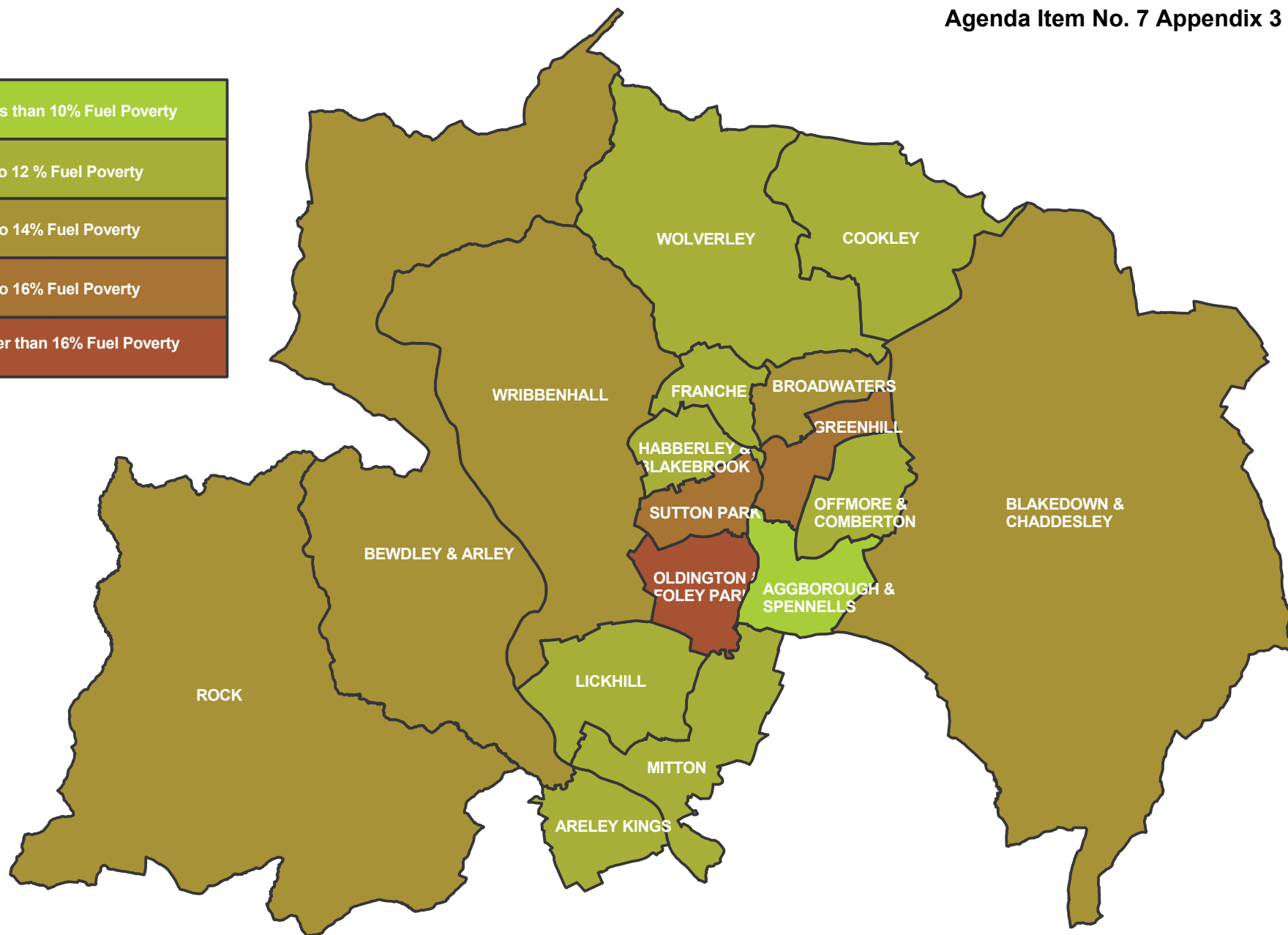
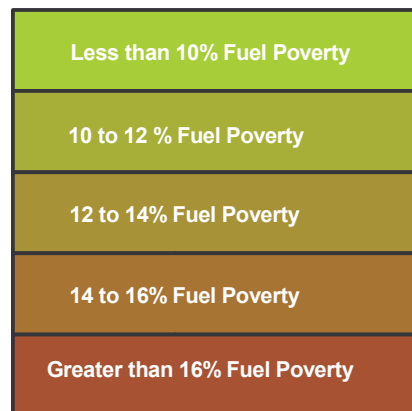
**A Climate for Change- 2015/16 Action Plan**

<b>Warmer, Healthier Homes</b>	<b>Apr 15</b>	<b>May 15</b>	<b>Jun 15</b>	<b>Jul 15</b>	<b>Aug 15</b>	<b>Sep 15</b>	<b>Oct 15</b>	<b>Nov 15</b>	<b>Dec 15</b>	<b>Jan 16</b>	<b>Feb 16</b>	<b>Mar 16</b>
Ongoing promotion and delivery of schemes to install energy efficiency measures.												
Ongoing promotion and delivery of the Green Deal Communities external wall insulation scheme.												
Support delivery of park homes insulation schemes.												
Energy advice at the Showcase of Services for Older People event.												
Deliver a 'boilers on prescription scheme' for people in fuel poverty and in poor health (subject to successful funding bid)												
Run a series of energy advice surgeries at various locations												
Energy advice at the Home Safe Home events												
Fuel poverty/ affordable warmth training for frontline workers / community groups												
Energy advice at 3 x flu jab clinics												
Take part in national Big Energy Saving Week												
Hold an affordable warmth networking event for relevant partners												
Produce a stakeholder update on current energy efficiency schemes												
<b>Building a low carbon economy</b>	<b>Apr 15</b>	<b>May 15</b>	<b>Jun 15</b>	<b>Jul 15</b>	<b>Aug 15</b>	<b>Sep 15</b>	<b>Oct 15</b>	<b>Nov 15</b>	<b>Dec 15</b>	<b>Jan 16</b>	<b>Feb 16</b>	<b>Mar 16</b>
Publicise available resource efficiency support to local businesses and encourage uptake.												
Subject to business case, make heating / lighting improvements at relevant WFDC sites.												
Ongoing development of / participation in low carbon activity through the Local Enterprise Partnerships.												



## Agenda Item No. 7 Appendix 2

<b>Transport and Infrastructure</b>	Apr 15	May 15	Jun 15	Jul 15	Aug 15	Sep 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16
Ongoing support to the Wyre Forest Cycle Forum to strive for cycling infrastructure improvements and promote cycling opportunities.												
Organise/ participate in awareness events for Bewdley Bike Week/ national Bike Week.												
Promote adult Bikeability training in partnership with health service providers.												
<b>Healthy and resilient communities</b>	Apr 15	May 15	Jun 15	Jul 15	Aug 15	Sep 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16
Provide appropriate support to local transition groups (e.g. assistance with events and promotions)												
Provide appropriate assistance to community groups in investigating community renewable energy and energy efficiency schemes.												
Participate in Growing Worcestershire activity to encourage local food growing.												
Identify opportunities to reduce food waste e.g. through the Worcestershire Gleaning Project.												
Ongoing participation in county wide activity on climate change adaptation.												
Hold an event to promote opportunities to improve energy efficiency of community buildings e.g. churches, village halls.												
Assist local transition groups in organising 'green living' events.												
<b>Cross-cutting actions</b>	Apr 15	May 15	Jun 15	Jul 15	Aug 15	Sep 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16
Ongoing communications/ awareness on energy/ fuel efficiency etc (websites, newsletters, events, press releases, social media etc).												



**WYRE FOREST DISTRICT COUNCIL**

**OVERVIEW AND SCRUTINY COMMITTEE**

**8<sup>TH</sup> SEPTEMBER 2015**

**Annual Report on Treasury Management Service and  
Actual Prudential Indicators 2014/15**

<b>CABINET MEMBER:</b>	<b>Cllr. Nathan Desmond</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Chief Financial Officer</b>
<b>CONTACT OFFICERS:</b>	<b>Tracey Southall Ext. 2125 Lisa Hutchinson Ext 2120</b>
<b>APPENDICES:</b>	<b>Appendix 1 – Treasury Activity 2014/15</b>
<b>AN OPEN ITEM</b>	

**1. PURPOSE OF REPORT**

- 1.1 The purpose of this report is to provide a review of the treasury management activities for 2014/15, in line with the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

**2. RECOMMENDATIONS**

**Overview and Scrutiny Committee recommends to Council to:**

- 2.1 **Approve the actual 2014/15 prudential and treasury indicators in this report.**
- 2.2 **Note the annual treasury management report for 2014/15.**

**3. BACKGROUND**

- 3.1 This Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2014/15. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).
- 3.2 During 2014/15 the minimum reporting requirements were that the full Council should receive the following reports:
- an annual treasury strategy in advance of the year (Council 26/02/14)
  - a mid year treasury update report (Council 10/12/14)
  - an annual review following the end of the year describing the activity compared to the strategy (this report)
- 3.3 The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report is therefore important in that respect, as it provides details of the outturn position for treasury

activities and highlights compliance with the Council's policies previously approved by members.

- 3.4 This Council also confirms that it has complied with the requirement under the Code to give prior scrutiny to all of the above treasury management reports by the Treasury Management Review Panel, reporting to Overview and Scrutiny Committee before they were reported to the full Council. Member training on treasury management issues was undertaken during the year on 1<sup>st</sup> September 2014 and 28<sup>th</sup> January 2015 in order to support Members' scrutiny role.

#### **4. KEY ISSUES**

- 4.1 During 2014/15, the Council complied with its legislative and regulatory requirements. The key actual prudential and treasury indicators detailing the impact of capital expenditure activities during the year, with comparators, are as follows:

<b>Actual prudential and treasury indicators</b>	<b>2013/14 Actual £'000</b>	<b>2014/15 Original £'000</b>	<b>2014/15 Actual £'000</b>
Capital expenditure	2,165	12,300	4,512
Capital Financing Requirement	5,539	14,866	7,910
Gross borrowing	5,321	14,509	10,215
External debt	5,018	14,509	10,014
Investments:			
• Longer than 1 year*	194	165	121
• Under 1 year	10,211	5,000	15,711
• <b>Total</b>	<b>10,405</b>	<b>5,165</b>	<b>15,832</b>

\*Investments at 31<sup>st</sup> March 2014 & 2015 include Icelandic investments at impaired values.

Actual capital expenditure in 2014/15 was lower than originally anticipated mainly due to slippage in the Future Leisure Provision, Regeneration of Economic Development Schemes, Housing Assistance Schemes, ICT Strategy, Bewdley Medical Centre Scheme and Vehicle Renewals.

- 4.2 Other prudential and treasury indicators are to be found in Appendix 1. The Chief Financial Officer also confirms that borrowing was only undertaken for a capital purpose and the statutory borrowings limit (the authorised limit), was not breached.
- 4.3 The financial year 2014/15 continued the challenging environment of previous years, namely low investment returns and market uncertainty.
- 4.4 The Council entered into further external borrowing, drawing a further £5m (net of in-year maturities that were replaced) during 2014/15. Competitive rates were achieved with the officers working in close liaison with Capita Asset Services – Treasury Solutions (Capita) our professional advisors. The borrowing was

undertaken within the projected Capital Financing Requirement (CFR) for the period of the current Strategy. Full details can be found in Sections 4 and 8 of Appendix 1.

- 4.5 The full annual review can be found at Appendix 1. This provides greater detail on the treasury activity for 2014/15 along with other relevant information.

**5. TECHNICAL REVISION TO THE INVESTMENT POLICY AND STRATEGY STATEMENT 2014/15**

- 5.1 Council approved the initial Investment Policy and Strategy Statement 2014/15 on 26<sup>th</sup> February 2014. This included the counterparty criteria and investment limits for the financial year 2014/15. In June 2014 Capita issued details of an update to their creditworthiness policy. In summary, the credit element of the Capita methodology now focuses on the short and long term ratings of an institution, with the continued use of Rating Watches, Outlook information and the CDS price overlays. The colour coding remains but the new methodology will ensure that implied sovereign support (as taken into account by Fitch and Moody's) will no longer be relied upon. The new methodology was adopted following formal Council approval on 24<sup>th</sup> September 2014.
- 5.2 The following table, included in the September 2014 report, showed an example of suggested durations comparing the old and new methodologies. This demonstrated that the resulting increase in durations reflect the short and long term strength of the counterparties.

<b>Counterparty</b>	<b>20<sup>th</sup> June 2014 (old methodology)</b>	<b>27<sup>th</sup> June 2014 (new methodology)</b>
Barclays	<b>Green (0-100 days)</b>	<b>Red (up to 6 months)</b>
Santander	<b>Green (0-100 days)</b>	<b>Red (up to 6 months)</b>
Nationwide	<b>Green (0-100 days)</b>	<b>Red (up to 6 months)</b>
Coventry Building Society	<b>No Colour</b>	<b>Green (0-100 days)</b>

**6. FINANCIAL IMPLICATIONS**

- 6.1 The Financial Implications are contained within paragraph 4.1, and Appendix 1.

**7. LEGAL AND POLICY IMPLICATIONS**

- 7.1 Legal and Policy Implications are contained within paragraph 13.1 of Appendix 1.

**8. RISK MANAGEMENT**

- 8.1 Risk Management is contained within paragraphs 13.2, 13.3, 13.4 and 13.5 of Appendix 1. As demonstrated within this report the current economic position remains volatile; as a result, the risk is managed by regular reviews supported by the Treasury Management Panel. The Council will continue to invest with only those institutions which have the necessary credit ratings in order to preserve the Council's Capital.

- 8.2 There is a small increase in risk by placing up to 50% of the total investments with the part-nationalised banks. However, such investments are only placed by exception, with the express approval of the Chief Financial Officer. The Council will continue to aim to achieve the optimum return on its investments commensurate with its investment priorities of security and liquidity. The Council has been advised that any withdrawal of Government support for the part-nationalised banks could take 12 months and remains in close liaison with Capita concerning the potential withdrawal of support for Lloyds Bank plc.

**9. EQUALITY IMPACT ASSESSMENT**

- 9.1 This is a financial report and there is no requirement to consider an Equality Impact Assessment.

**10. CONCLUSION**

- 10.1 Council is asked to approve the Recommendations contained within Paragraph 2.

**11. CONSULTEES**

- 11.1 Corporate Leadership Team.  
Leader of the Council.  
Cabinet Member for Resources.  
Capita, Treasury Management Consultants.

**12. BACKGROUND PAPERS**

- 12.1 Treasury Management Strategy 2014/15 approved by Council on 26<sup>th</sup> February 2014.
- 12.2 Annual Report on Treasury Management Services, Actual Prudential Indicators 2013/14 and Proposed Technical Revision to the Treasury Management Strategy Statement 2014/15 approved by Council on 24<sup>th</sup> September 2014.
- 12.3 Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2014/15 approved by Council on 10<sup>th</sup> December 2014.
- 12.3 Treasury Management Strategy 2015/16 approved by Council on 25<sup>th</sup> February 2015.

**TREASURY ACTIVITY 2014/15****1. Introduction and Background**

1.1 This report summarises:

- Capital activity during the year;
- Impact of this activity on the Council's underlying indebtedness (the Capital Financing Requirement);
- The actual prudential and treasury indicators;
- Overall treasury position identifying how the Council has borrowed in relation to its indebtedness, and the impact on investment balances;
- Summary of interest rate movements in the year;
- Detailed debt activity; and
- Detailed investment activity.

**2. The Council's Capital Expenditure and Financing 2014/15**

2.1 The Council undertakes capital expenditure on long-term assets. These activities may either be:

- Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.), which has no resultant impact on the Council's borrowing need; or
- If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need.

2.2 The actual capital expenditure forms one of the required prudential indicators. The table below shows the actual capital expenditure and how this was financed.

<b>£'000</b>	<b>2013/14 Actual</b>	<b>2014/15 Estimate</b>	<b>2014/15 Actual</b>
Capital Expenditure	2,165	12,300	4,512
Resourced by:			
• Capital receipts	832	1,006	1,223
• Capital grants	1,028	2,232	712
• Revenue	10	250	4
<b>Unfinanced capital expenditure</b>	<b>295</b>	<b>8,812</b>	<b>2,573</b>

**3. The Council's Overall Borrowing Requirement**

3.1 The Council's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR). This figure is a gauge of the Council's indebtedness. The CFR results from the capital activity of the Council and resources used to pay for the capital spend. It represents the 2014/15 unfinanced capital expenditure (see above table), and prior years' net or unfinanced capital expenditure which has not yet been paid for by revenue or other resources.

- 3.2 Part of the Council's treasury activities is to address the funding requirements for this borrowing need. Depending on the capital expenditure programme, the treasury service organises the Council's cash position to ensure sufficient cash is available to meet the capital plans and cash flow requirements. This may be sourced through borrowing from external bodies (such as the Government, through the Public Works Loan Board (PWLB), other Councils or the money markets), or utilising temporary cash resources within the Council.
- 3.3 **Reducing the CFR** – the Council's underlying borrowing need (CFR) is not allowed to rise indefinitely. Statutory controls are in place to ensure that capital assets are broadly charged to revenue over the life of the asset. The Council is required to make an annual revenue charge, called the Minimum Revenue Provision (MRP), to reduce the CFR. This is effectively a repayment of the borrowing need. This differs from the treasury management arrangements which ensure that cash is available to meet capital commitments. External debt can also be borrowed or repaid at any time, but this does not change the CFR.
- 3.4 The total CFR can also be reduced by:
- the application of additional capital financing resources (such as unapplied capital receipts); or
  - charging more than the statutory revenue charge (MRP) each year through a Voluntary Revenue Provision (VRP).
- 3.5 The Council's 2014/15 MRP Policy (as required by CLG Guidance) was approved as part of the Treasury Management Strategy Report for 2014/15 on 26<sup>th</sup> February 2014.
- 3.6 The Council's CFR for the year is shown below, and represents a key prudential indicator.

<b>CFR £'000</b>	<b>31<sup>st</sup> March 2014 Actual</b>	<b>31<sup>st</sup> March 2015 Original Indicator</b>	<b>31<sup>st</sup> March 2015 Actual</b>
Opening balance	5,505	6,384	5,539
Add unfinanced capital expenditure (as shown in 2.2)	295	8,812	2,573
Less MRP	(261)	(330)	(202)
Closing balance	5,539	14,866	7,910

- 3.7 The borrowing activity is constrained by prudential indicators for gross borrowing and the CFR, and by the authorised limit.



- 3.8 **Gross borrowing and the CFR** - in order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year (2014/15) plus the estimates of any additional capital financing requirement for the current (2015/16) and next two financial years. This essentially means that the Council is not borrowing to support revenue expenditure. This indicator allows the Council some flexibility to borrow in advance of its immediate capital needs. The table below highlights the Council's gross borrowing position against the CFR for 2014/15 and 2013/14. The Council has complied with this prudential indicator.

<b>£'000</b>	<b>31<sup>st</sup> March 2014 Actual</b>	<b>31<sup>st</sup> March 2015 Original</b>	<b>31<sup>st</sup> March 2015 Actual</b>
Gross borrowing position	5,321	14,509	10,215
CFR	5,539	14,866	7,910

In accordance with Section 8.5 of the approved Treasury Management Strategy 2014/15, the Council is permitted to borrow in advance of immediate need within forward approved CFR estimates, provided that the decision has been considered carefully to ensure that value for money can be demonstrated and that the Council can ensure the security of such funds. As detailed above, at 31<sup>st</sup> March 2015 some borrowing related to the 2015/16 CFR. The borrowing was secured to take advantage of low interest rates, consideration was given to market forecasts of PWLB rates rising over the next couple of years and was fully documented to evidence value for money.

- 3.9 The authorised limit - the authorised limit is the “affordable borrowing limit” required by s3 of the Local Government Act 2003. Once this has been set, the Council does not have the power to borrow above this level. The table below demonstrates that during 2014/15 the Council has maintained gross borrowing within its authorised limit.
- 3.10 The operational boundary – the operational boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the boundary is acceptable subject to the authorised limit not being breached. In accordance with Section 8.5 of the approved Treasury Management Strategy 2014/15, the Council is permitted to borrow in advance of immediate need within forward approved.
- 3.11 Actual financing costs as a proportion of net revenue stream - this indicator identifies the trend in the cost of capital (borrowing and other long term obligation costs net of investment income) against the net revenue stream.

	<b>2014/15</b>
<b>Authorised limit</b>	<b>£30.000m</b>
<b>Maximum gross borrowing position (during 2014/15)</b>	<b>£10.017m</b>
<b>Operational boundary</b>	<b>£25.000m</b>
<b>Average gross borrowing position</b>	<b>£6.635m</b>
<b>Financing costs as a proportion of net revenue stream</b>	<b>1.80%</b>

#### 4. **Treasury Position as at 31<sup>st</sup> March 2015**

- 4.1 The Council's debt and investment position is organised by the treasury management service in order to ensure adequate liquidity for revenue and capital activities, security for investments and to manage risks within all treasury management activities. Procedures and controls to achieve these objectives are well established both through Member reporting detailed in the summary, and through officer activity detailed in the Council's Treasury Management Practices. At the beginning and the end of 2014/15 the Council's treasury position was as follows:

Treasury position	31 <sup>st</sup> March 2014		31 <sup>st</sup> March 2015	
	Principal £'000	Average Rate/Return %	Principal £'000	Average Rate/Return %
Fixed rate funding:				
PWLB	2,000	2.07	8,000	2.78
Market – Other Local Authority*	3,000	0.72	2,000	0.83
Market – Mortgage Bonds**	18	6.33	14	6.39
<b>Total Debt</b>	<b>5,018</b>	<b>1.28</b>	<b>10,014</b>	<b>1.99</b>
<b>Fixed Interest Investments***</b>	<b>(10,405)</b>	<b>0.59</b>	<b>(15,832)</b>	<b>0.51</b>
<b>Net investment position</b>	<b>(5,387)</b>		<b>(5,818)</b>	

\* Borough of Kings Lynn and West Norfolk (£2m), Derbyshire County Council (£1m). The Derbyshire County Council Loan was repaid on 8<sup>th</sup> December 2014.

\*\* Liverpool Victoria Friendly Society Ltd.

\*\*\*Principal at 31<sup>st</sup> March 2014 & 2015 includes Icelandic investments at impaired values. The average rate achieved excludes Icelandic investments.

The maturity structure of the debt portfolio was as follows:

	2013/14 Actual £'000	2014/15 Original Limits £'000	2014/15 Actual £'000
Under 12 months	-	100%	-
Between 1 and 2 years	3,000	100%	2,004
Between 2 and 5 years	1,018	100%	10
Between 5 and 10 years	1,000	100%	2,000
Between 15 and 20 years	-	100%	1,000
Between 20 and 25 years	-	100%	3,000
Between 25 and 30 years	-	100%	1,000
Between 25 and 30 years	-	100%	1,000
<b>Total</b>	<b>5,018</b>		<b>10,014</b>

The maturity structure of the investment portfolio was as follows:

	2013/14 Actual £'000	2014/15 Original £'000	2014/15 Actual £'000
Investments:			
• Longer than 1 year*	194	165	121
• Under 1 year	10,211	5,000	15,711
<b>Total</b>	<b>10,405</b>	<b>5,165</b>	<b>15,832</b>

\* The only investments held for more than 1 year relate to impaired Icelandic deposits.

The exposure to fixed and variable rates was as follows:

	31 <sup>st</sup> March 2014 Actual	2014/15 Original Limits	31 <sup>st</sup> March 2015 Actual
Fixed rate (principal or interest)	100%	100%	100%

## 5. The Strategy for 2014/15

5.1 The expectation for interest rates within the strategy for 2014/15 anticipated a low but rising Bank Base Rate (starting in quarter 1 of 2015), and gradual rises in medium and longer term fixed borrowing rates during 2014/15. Variable or short-term rates were expected to be the cheaper form of borrowing over the period. Continued uncertainty in the aftermath of the 2008 financial crisis promoted a cautious approach, whereby investments would continue to be dominated by low counterparty risk considerations, resulting in relatively low returns compared to borrowing rates.

5.2 In this scenario, the treasury strategy was to carefully consider the timing of external borrowing. The cost of carry for borrowing taken slightly early to take advantage of particularly low interest rates was, in each case, balanced against the financial gain of such rates forecast over the period of the loan.

- 5.3 The actual movement in gilt yields meant that Public Works Loan Board (PWLB) rates saw little overall change during the first four months of the year but there was then a downward trend for the rest of the year with a partial reversal during February.
- 5.4 The strategy adopted in the original Treasury Management Strategy Report for 2014/15 approved by Council on 26<sup>th</sup> February 2014 was subject to a minor technical revision for counterparty criteria and investment limits during the year (details can be found in Section 5 of this report). The technical revision was approved by Council on 24<sup>th</sup> September 2014.

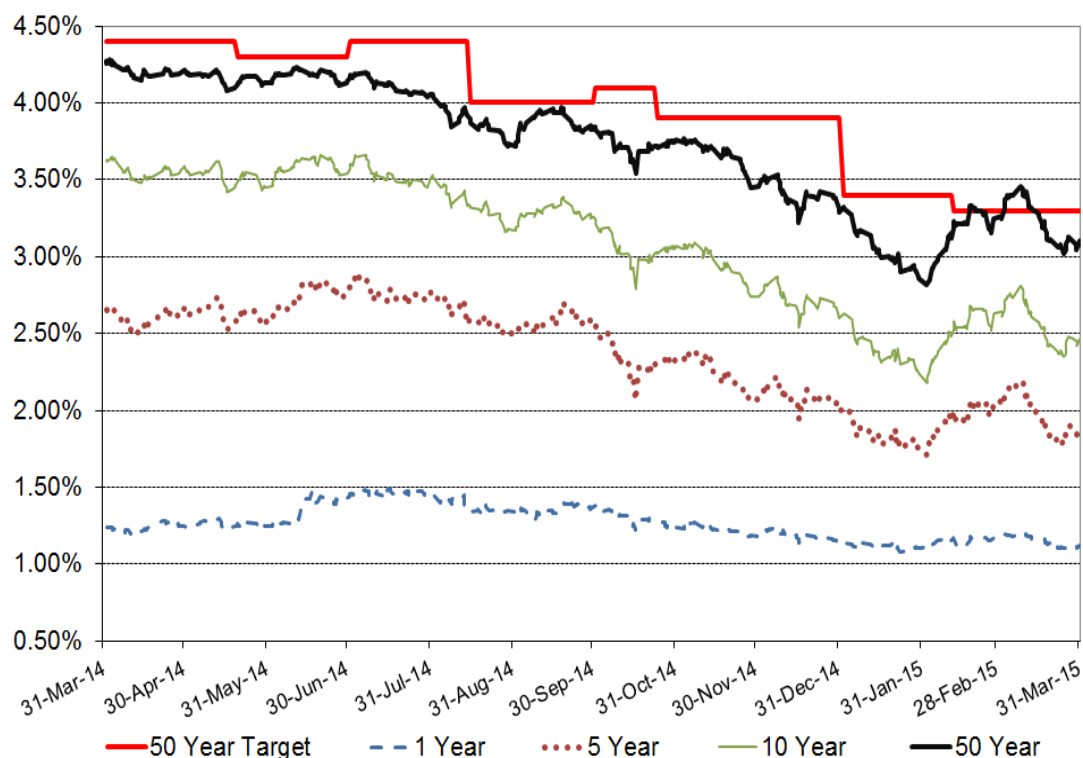
**6. The Economy and Interest Rates (as provided by Capita Asset Services)**

- 6.1 The original market expectation at the beginning of 2014/15 was for the first increase in Bank Rate to occur in quarter 1 of 2015 as the unemployment rate had fallen much faster than expected through the Bank of England's initial forward guidance target of 7%. In May, however, the Bank revised its forward guidance. A combination of very weak pay rises and inflation above the rate of pay rises meant that consumer disposable income was still being eroded and in August the Bank halved its forecast for pay inflation in 2014 from 2.5% to 1.25%. Expectations for the first increase in Bank Rate therefore started to recede as growth was still heavily dependent on buoyant consumer demand. During the second half of 2014 financial markets were caught out by a halving of the oil price and the collapse of the peg between the Swiss franc and the euro. Fears also increased considerably that the European Central Bank (ECB) was going to do too little too late to ward off the threat of deflation and recession in the Eurozone (EZ). In mid-October, financial markets had a major panic for about a week. By the end of 2014, it was clear that inflation in the United Kingdom (UK) was going to head towards zero in 2015 and possibly even turn negative. In turn, this made it clear that the Monetary Policy Committee (MPC) would have great difficulty in starting to raise Bank Rate in 2015 while inflation was around zero and so market expectations for the first increase receded back to around quarter 3 of 2016.
- 6.2 Gilt yields were on a falling trend for much of the last eight months of 2014/15 but were then pulled in different directions by increasing fears after the anti-austerity parties won power in Greece in January; developments since then have increased fears that Greece could be heading for an exit from the euro. While the direct effects of this would be manageable by the European Union (EU) and ECB, it is very hard to quantify quite what the potential knock on effects would be on other countries in the Eurozone once the so called impossibility of a country leaving the EZ had been disproved. Another downward pressure on gilt yields was the announcement in January that the ECB would start a major programme of quantitative easing, purchasing EZ government and other debt in March. On the other hand, strong growth in the United States (US) caused an increase in confidence that the US was well on the way to making a full recovery from the financial crash and would be the first country to start increasing its central rate, probably by the end of 2015. The UK would be closely following it due to strong growth over both 2013 and 2014 and good prospects for a continuation into 2015 and beyond. However, there was also an increase in concerns around political risk from the May 2015 general election.

- 6.3 The Funding for Lending Scheme, announced in July 2012, resulted in a flood of cheap credit being made available to banks which then resulted in money market investment rates falling drastically in the second half of that year and continuing throughout 2014/15.
- 6.4 The UK coalition Government maintained its tight fiscal policy stance but recent strong economic growth and falling gilt yields led to a reduction in the forecasts for total borrowing in the March budget.
- 6.5 The EU sovereign debt crisis had subsided since 2012 until the Greek election in January 2015 sparked a resurgence of fears. While the UK and its banking system has little direct exposure to Greece, it is much more difficult to quantify quite what effects there would be if contagion from a Greek exit from the euro were to severely impact other major countries in the EZ and cause major damage to their banks.

## 7. **Borrowing Rates in 2014/15**

- 7.1 **PWLB certainty maturity borrowing rates** - the graphs and table for PWLB maturity rates below show, for a selection of maturity periods, the high and low points in rates, the average rates, spreads and individual rates at the start and the end of the financial year.



## 8. **Borrowing Outturn for 2014/15**

### 8.1 **Treasury Borrowing**

During the year the Council entered into further external borrowing with The Public Works Board (PWLB). The loans were drawn to fund net unfinanced capital expenditure and naturally maturing debt.

Loans at 31<sup>st</sup> March 2015 are detailed as follows:

<b>Lender</b>	<b>Date</b>	<b>Principal</b>	<b>Type</b>	<b>Interest Rate</b>	<b>Maturity</b>
PWLB	15/03/13	£1m	Fixed interest rate	2.62%	15/03/22 (9 years)
PWLB	02/04/13	£1m	Fixed interest rate	1.52%	02/04/18 (5 years)
Market - Borough of Kings Lynn & West Norfolk	14/07/14	£2m	Fixed interest rate	0.95%	14/07/16 (2 years)
PWLB	29/07/14	£1m	Fixed interest rate	3.99%	29/07/33 (19 years)
PWLB	20/10/14	£1m	Fixed interest rate	3.54%	20/10/56 (42 years)
PWLB	02/12/14	£1m	Fixed interest rate	3.44%	02/12/39 (25 years)
PWLB	20/01/15	£1m	Fixed interest rate	2.99%	20/01/39 (24 years)
PWLB	04/02/15	£1m	Fixed interest rate	2.87%	04/02/41 (26 years)
PWLB	04/02/15	£1m	Fixed interest rate	2.80%	04/02/37 (22 years)

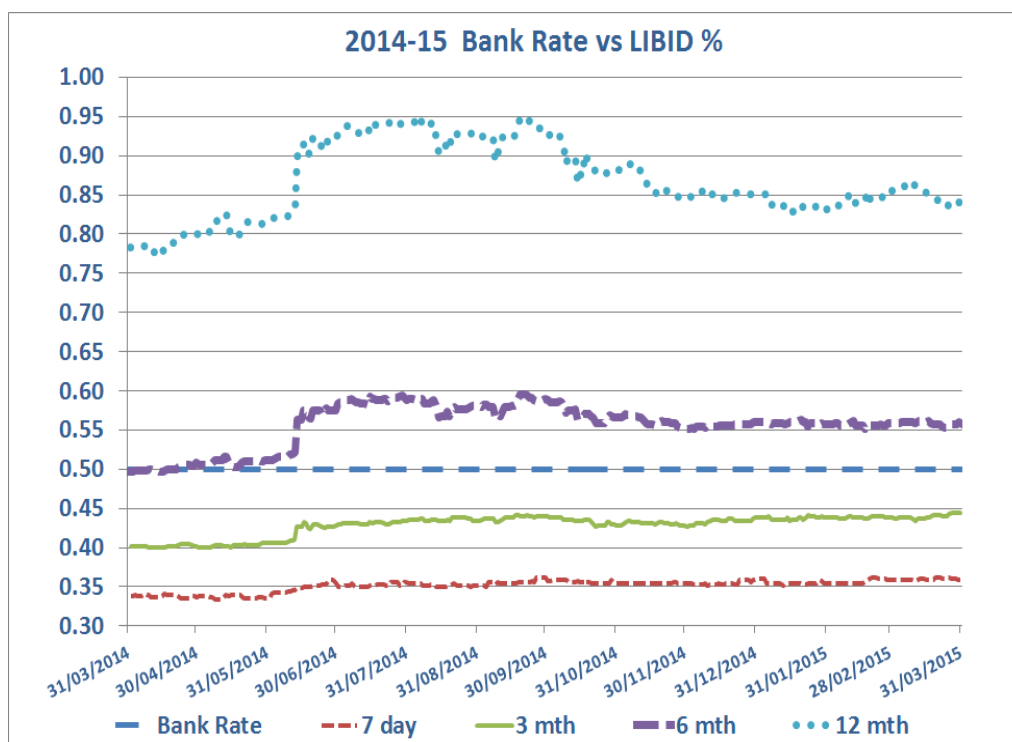
## 8.2 Rescheduling

No rescheduling was carried out during the year as none of the following conditions/requirements were met:

- the generation of cash savings and/or discounted cash flow savings;
- helping to fulfil the treasury strategy;
- enhance the balance of the portfolio (amend the maturity profile and/or the balance of volatility).

## 9. Investment Rates in 2014/15

- 9.1 Bank Rate remained at its historic low of 0.5% throughout the year; it has now remained unchanged for six years. Market expectations of the start of monetary tightening started the year at quarter 1 2015, but then moved back to around quarter 3 2016 by the end of the year. Deposit rates remained depressed during the whole of the year, primarily due to the effects of the Funding for Lending Scheme.



## 10. Investment Outturn for 2014/15

- 10.1 Investment Policy – the Council’s investment policy is governed by CLG guidance, which has been implemented in the annual investment strategy approved by the Council on 26<sup>th</sup> February 2014. This policy sets out the approach for choosing investment counterparties, based on credit ratings provided by the three main credit rating agencies supplemented by additional market data (such as rating outlooks, credit default swaps, bank share prices etc.). The Capita Credit Worthiness Policy adds further layers of check.
- 10.2 As detailed above, the strategy adopted in the original Treasury Management Strategy Report for 2014/15 approved by Council on 26<sup>th</sup> February 2014 was subject to a technical revision during the year (details can be found in Section 5 of this report). The technical revision was approved by Council on 24<sup>th</sup> September 2014.
- 10.3 The investment activity during the year conformed to the approved strategy and the Council had no liquidity difficulties.
- 10.4 Resources – the Council’s cash balances comprise revenue and capital resources and cash flow monies. The Council’s core cash resources comprised as follows:

Balance Sheet Resources (£'000)	31 <sup>st</sup> March 2014	31 <sup>st</sup> March 2015
Balances	3,295	3,848
Earmarked reserves	4,955	5,268
Provisions	1,350	2,504
Usable capital receipts	2,129	1,813
<b>Total</b>	<b>11,729</b>	<b>13,433</b>

- 10.5 **Investments held by the Council** - the Council maintained an average balance of £17.508m of internally managed funds. The internally managed funds earned an average rate of return of 0.51%. The comparable performance indicator is the average 7-day LIBID rate, which was 0.35%. External Interest received on investments totalled £89,548 compared to the revised budget of £65,000.

**11. Performance Measurement**

- 11.1 One of the key requirements in the Code is the formal introduction of performance measurement relating to investments, debt and capital financing activities. Whilst investment performance criteria have been well developed and universally accepted, debt performance indicators continue to be a more problematic area with the traditional average portfolio rate of interest acting as the main guide. The Council's performance indicators were set out in the Annual Treasury Management Strategy.
- 11.2 This service has set the following performance indicator:
- Investments – Internal returns (0.51%) compared to the 7 day London Interbank Bid (LIBID) rate (0.35%)
- 11.3 The Council continues to be a member of the Capita regional benchmarking group. The group comprises ten Local Authorities; two County Councils, one City Council, two Borough Councils and five District Councils, and the group meet twice a year. Quarterly performance reports are prepared by Capita. The purpose of the benchmarking group is to compare Security of Capital, Liquidity and Yield (SLY - risk and return), aiming to maximise return in line with each authority's individual risk appetite.
- 11.4 Capita reported that the results of the benchmarking group at 31<sup>st</sup> March 2015 were that the Weighted Average Maturity (WAM) was 55 days and the Risk Factor was 2.6 (1 being the lowest, 7 being the highest). The Council's yield was 2<sup>nd</sup> lowest in the group and the risk factor was mid-range in the group, reflecting the lack of confidence in the volatile banking sector, although the Council did continue to perform in line with expectations. This is explored in more detail in the separate benchmarking report on this agenda.

**12. Icelandic Bank Defaults**

- 12.1 As has been widely reported, this Council had £9m invested in Icelandic banks at the time of their collapse in October 2008.
- 12.2 In January 2014 the Council sold its Landsbanki claim and has recovered almost 97% of the £3million that it had deposited.



- 12.3 The position on recovery of the remaining £6 million Icelandic investments is that, at 31st March 2015, a total of £5.065m had already been received (84.4%).

Financial Institution	Principal Invested £	Principal Repaid at 31/03/15 £	Recovery at 31/03/15 %	Estimated Total Recovery %
Kaupthing Singer & Freidlander	5,000,000	4,125,000	82.50	85.00
Heritable Bank	1,000,000	939,843	93.98	93.98
<b>Total</b>	<b>6,000,000</b>	<b>5,064,843</b>	<b>84.41</b>	<b>86.50</b>

- 12.4 The UK Government, Local Government Association, administrators and other agencies have continued to work throughout 2014/15 in recovering assets and co-ordinating repayments to all UK councils with Icelandic investments.
- 12.5 In the case of Heritable Bank plc, a significant repayment was made in August 2013, bringing the total repayments to approximately 94%. For the purposes of the Council's Accounts this was expected to be the last payment, although the final position has yet to be confirmed. In the case of Kaupthing, Singer and Friedlander Ltd, the administrators made a further dividend payment during the financial year and currently estimate being in a position to make a thirteenth distribution of not less than 0.5 pence in the pound during Q1 of 2016. The Council is currently estimating a further 2.5% recovery during the next two years. Members will be periodically updated on the latest developments.

### **13. Regulatory Framework, Risk and Performance**

- 13.1 The Council's treasury management activities are regulated by a variety of professional codes, statutes and guidance:
- The Local Government Act 2003 (the Act), which provides the powers to borrow and invest as well as providing controls and limits on this activity;
  - The Act permits the Secretary of State to set limits either on the Council or nationally on all local authorities restricting the amount of borrowing which may be undertaken;
  - Statutory Instrument (SI) 3146 2003, as amended, developed the controls and powers within the Act;
  - The SI requires the Council to undertake any borrowing activity with regard to the CIPFA) Prudential Code for Capital Finance in Local Authorities;
  - The SI also requires the Council to operate the overall treasury function with regard to the CIPFA Code of Practice for Treasury Management in the Public Services;
  - Under the Act the CLG has issued Investment Guidance to structure and regulate the Council's investment activities.

- Under section 238(2) of the Local Government and Public Involvement in Health Act 2007 the Secretary of State has taken powers to issue guidance on accounting practices. Guidance on Minimum Revenue Provision was issued under this section on 8<sup>th</sup> November 2007.

- 13.2 The Council has complied with all of the above relevant statutory and regulatory requirements which limit the levels of risk associated with its treasury management activities. In particular its adoption and implementation of both the Prudential Code and the Code of Practice for Treasury Management means both that its capital expenditure is prudent, affordable and sustainable, and its treasury practices demonstrate a low risk approach.
- 13.3 During 2008 and 2009 a number of internal and external reviews were carried out into the Icelandic investments, including a member Treasury Management Review Panel showing full compliance with all approved policies and procedures in place at that time.
- 13.4 The Council is aware of the risks of passive management of the treasury portfolio and, with the support of Capita, the Council's advisers, has proactively managed its treasury position.
- 13.5 Shorter-term rates and likely future movements in these rates predominantly determine the Council's investment return. These returns can therefore be volatile and, whilst the risk of loss of principal is minimised through the annual investment strategy, accurately forecasting future returns can be difficult.

**WYRE FOREST DISTRICT COUNCIL**

**FEEDBACK FROM CABINET MEETING HELD ON  
TUESDAY 14<sup>TH</sup> JULY 2015**

**Agenda  
Item No.**

**DECISION**

**8.2 Wyre Forest District Local Plan Review: Revised Local Development Scheme (Project Plan 2015 – 2018)**

**Decision:**

- 1. The Revised Local Development Scheme as set out at Appendix 1 of the report to Cabinet for publication be approved.**
- 2. Delegated authority be granted to the Director of Economic Prosperity and Place to make any final changes to the formatting of the Revised Local Development Scheme prior to its publication.**
- 3. The possibility of introducing a reasonable charging structure for Parish and Town Councils to contribute towards the resource requirements in developing Neighbourhood Development Plans within the District be explored.**

**Overview and Scrutiny Committee Work Programme 2015-2016**

**June 2015**

How Are We Doing Q4 update (Housing and Planning)  
Design Supplementary Planning Document (SPD)  
Tracking Recommendations from 2014-2015

**July 2015**

H&W Fire Authority Consultation  
Local Plan Revision – Issues and Options Consultation  
Revised Local Development Scheme (LDS)  
Nominations for the Treasury Management Review Panel

**September 2015**

8<sup>th</sup> “How are we doing?” Q1 update (Enabling)  
Health Action Plan  
Climate Change Action Plan  
Treasury Management Strategy Statement and Annual Investment Strategy  
Backward Look 2014/15  
Verbal update on the Kidderminster Town Centre Market Provision Review Panel  
  
24<sup>th</sup> Recommendations from the Kidderminster Town Centre Market Provision Review Panel

**November 2015**

“How are we doing?” Q2 update (Business and People)  
Treasury Management Strategy Statement and Annual Investment Strategy Mid Year Report 2015/16  
Review of Council Tax Reduction Scheme

**December 2015**

Planning Obligations Supplementary Planning Document (SPD)  
Local Plan Revision - Issues and Options Consultation Responses  
Annual Crime & Disorder Review

**January 2016**

Treasury Management Service Strategy 2016/17

**February 2016**

“How are we doing?” Q3 update (Place)

**June 2016**

“How are we doing?” Q4 update (Housing and Planning)