



BROMSGROVE DISTRICT COUNCIL

YOU ARE HEREBY SUMMONED to attend an EXTRAORDINARY MEETING of BROMSGROVE DISTRICT COUNCIL to be held in the Council Chamber at The Council House, Burcot Lane, Bromsgrove at 6.00 p.m. on Wednesday 24th June 2009, when the business referred to below will be brought under consideration:-

The meeting will be opened with a prayer.

- 1. To receive apologies for absence**
- 2. To confirm the accuracy of the minutes of the meeting of the Council held on 29th April 2009 and the Annual Meeting of the Council held on 6th May 2009 (Pages 1 - 14)**

- 3. Declarations of Interest**

(Members are reminded that they need to keep their register of interest forms up to date)

- 4. Recommendations from the Cabinet**

To consider the recommendations from the special meeting of the Cabinet to be held on 24th June 2009 which will include the following item (to follow):

- Annual Report 2008/09

(Members are asked to bring to the Council meeting their copies of the relevant Cabinet agenda papers)

- 5. To receive the minutes of the meetings of the Cabinet held on 29th April and 3rd June 2009 (Pages 15 - 26)**
- 6. Twinning Arrangements with St Sauveur Lendelin, France (Pages 27 - 30)**

To consider the report of the Executive Director – Projects and Partnerships

7. **Revision to the Scheme of Delegation** (Pages 31 - 34)

To consider the report of the Head of Legal, Equalities and Democratic Services

K. DICKS
Chief Executive

The Council House
Burcot Lane
BROMSGROVE
Worcestershire
B60 1AA

TO ALL MEMBERS OF THE BROMSGROVE DISTRICT COUNCIL

Agenda Item 2

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE COUNCIL

WEDNESDAY, 29TH APRIL 2009, AT 6.00 P.M.

PRESENT: Councillors Mrs. C. J. Spencer (Chairman), C. R. Scurrall (Vice-Chairman), Mrs. J. M. Boswell, Dr. D. W. P. Booth JP, Mrs. M. Bunker, Miss D. H. Campbell JP, S. R. Colella, G. N. Denaro, Mrs. R. L. Dent, J. T. Duddy, Mrs. J. Dyer M.B.E., Mrs. J. M. L. A. Griffiths, D. Hancox, R. Hollingworth, Ms. H. J. Jones, B. Lewis F.CMI, Ms. J. A. Marshall (not present during the voting of the resolution to Minute No. 133/08), Mrs. C. M. McDonald (not present during the voting of the resolution to Minute No. 133/08), P. M. McDonald (not present during the voting of the resolution to Minute No. 133/08), D. McGrath, E. J. Murray (not present during the voting of the resolution to Minute No. 133/08), D. L. Pardoe, S. R. Peters, S. P. Shannon (not present during the voting of the resolution to Minute No. 133/08), Mrs. M. A. Sherrey JP, R. D. Smith, C. B. Taylor, E. C. Tibby, C. J. Tidmarsh, L. J. Turner, M. J. A. Webb, P. J. Whittaker and C. J. K. Wilson (not present during the voting of the resolution to Minute No. 133/08).

117/08 PRAYER

At the request of the Chairman, Councillor Mrs. J. Dyer M.B.E. opened the meeting with a prayer.

118/08 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors A. N. Blagg, R. J. Deeming, Mrs. A. E. Doyle, Dr. G. H. Lord, Mrs. J. D. Luck and W. R. Newnes.

119/08 MINUTES

The minutes of the meeting of the Council held on 18th March 2009 were submitted.

RESOLVED that the minutes be approved as a correct record.

120/08 DECLARATIONS OF INTEREST

Councillor Ms. H. J. Jones declared a prejudicial interest in Minute No. 194/08 of the minutes of the Cabinet dated 1st April 2009 (Bromsgrove Rovers Football Club) which had been submitted for information.

121/08 ANNOUNCEMENTS FROM THE CHAIRMAN

The Chairman referred to her Civic Charity Dinner which would take place on 1st May 2009 at Grafton Manor.

122/08 **ANNOUNCEMENTS FROM THE LEADER**

Naked Gnomes

The Leader referred to the recent articles in the media with regard to naked gnomes in Hunnington. The Council had spoken to the press and made it clear that it was not involved. He felt it was sad that the press had to resort to such stories to increase their circulation.

Equality Standard

The Leader referred to the Council's recent success in achieving Level 3 of the Equality Standard for Local Government and indicated that only one other council in the West Midlands area had achieved this. He invited the Council to extend its congratulations to officers for this achievement with particular thanks to Fiona Scott, the Council's Equalities Officer.

123/08 **RECOMMENDATIONS FROM THE CABINET MEETING HELD ON 1ST APRIL 2009**

The Chairman announced that, at the meeting of the Cabinet held earlier that day, consideration had been given to an urgent item in relation to the Electoral Services and Community Safety Shared Services. As this item involved exempt information, it was proposed that the press and public be excluded during consideration of the recommendation on this matter and that it be dealt with as the last item of business at the meeting.

(i) **LONGBRIDGE AREA ACTION PLAN**

RESOLVED that the Longbridge Area Action Plan be adopted as the development plan for the former MG Rover site.

(ii) **BROMSGROVE MUSEUM**

The Leader referred to the specific responsibilities of the full Council as Trustee of the Norton Collection and reminded Members that whilst the fulfillment of the Trust obligations was the responsibility of the full Council, as Trustee of the Collection the management of the Council's assets was a function of the Cabinet. He referred to the Development Plan submitted by the Friends of the Norton Collection Charitable Trust (which had been circulated as part of the agenda papers for the meeting) and the details that it provided in relation to the persons associated with it. The Leader stressed that the role of the full Council as Trustee was to determine to its satisfaction whether the Friends were a suitable organisation to take over the Collection. Whilst the Friends appeared to be suitable, officers needed to do more work to assess their proposals and the longevity of the Trust.

Having been moved by Councillor R. Hollingworth and seconded by Councillor G. N. Denaro, it was

RESOLVED that the Friends of the Norton Collection Charitable Trust be approved as an organisation to which the Council will transfer the Norton Collection to, subject to:

- (i) officers being tasked to undertake further work with regard to the sustainability of the Trust and its proposals, including exploring whether the artefacts could be transferred back to the Council in the event of that the Friends Trust not being sustainable; and
- (ii) the Council to be provided with access to the Norton Collection to ensure it was being looked after to its satisfaction.

(iii) **CAPITAL PROGRAMME INCREASE – SANDERS PARK TWIN MULTI USE GAMES AREA**

RESOLVED that the Capital Programme for 2009/2010 be amended to include the sum of £80,000, to be funded from the County Youth Capital Fund, in respect of improvements and enhancements to facilities in Sanders Park.

(iv) **CAPITAL PROGRAMME INCREASE – PLAY AREA ENHANCEMENTS, SWANSLNGTH, ALVECHURCH**

RESOLVED that the Capital Programme for 2009/2010 be amended to include the sum of £50,000, to be funded from a Department for Children, Schools and Families grant, in respect of refurbishment and enhancement of play facilities at Swanslength, Alvechurch.

124/08 **MINUTES OF THE MEETING OF THE CABINET HELD ON 1ST APRIL 2009**

The minutes of the meeting of the Cabinet held on 1st April 2009 were received for information.

125/08 **RECOMMENDATIONS FROM THE STANDARDS COMMITTEE HELD ON 31ST MARCH 2009**

(i) **TERMS OF OFFICE OF PARISH COUNCILS' REPRESENTATIVES ON THE STANDARDS COMMITTEE**

RESOLVED:

- (a) that the terms of office of the Parish Councils' Representatives on the Standards Committee for 2009 be extended from one year to two years; and
- (b) that a further review of the terms of office of the Parish Councils' Representatives be undertaken in 2011, following the next round of parish council elections.

(ii) **PLANNING SERVICES CODE OF PRACTICE**

RESOLVED:

- (a) that a review of the Council's Planning Services Code of Practice be undertaken by the Monitoring Officer in consultation with Group

Leaders, the Planning Committee, the Standards Committee and individual Members; and

- (b) that the scope of the review also include the Planning Committee Procedure Rules contained within the Council's Constitution and the Public Speaking at Planning Committee Meetings guidance leaflet to see whether any aspects of these could be combined.

126/08 **RECOMMENDATION FROM THE LICENSING COMMITTEE HELD ON 23RD FEBRUARY 2009**

CODE OF PRACTICE IN RELATION TO LICENSING MATTERS

RESOLVED that the revised Code of Practice in relation to Licensing Matters be adopted in accordance with the draft attached at Appendix 1 to the recommendation from the Licensing Committee.

127/08 **OUTSTANDING QUESTIONS ON NOTICE**

The Chairman announced that two questions remained unanswered from the last ordinary meeting of the Council on 18th March 2009 which would be taken in the order received.

1. Question submitted by Councillor C. B. Taylor to the Leader on Challenge Boards

This question was withdrawn by Councillor Taylor.

2. Supplementary Question from Councillor Mrs. R. L. Dent to Councillor Mrs M. A. Sherrey in relation to the Refuse Collection Service

“You have stated that that we do provide Value for Money but on what do you base this statement?”

Councillor Mrs. Sherrey replied that authorities offered different levels of service and therefore there were different associated costs. Bromsgrove provided a good comprehensive service. Kerbside sorting was more expensive than co-mingling and when Bromsgrove commenced this service in 2010 it would see a reduction in the kerbside collection costs. Contributions from the green waste users would also have a positive effect in the overall costs. When county councils paid recycling credits to district councils this also reduced the costs considerably. However, Bromsgrove did not receive any credits from the County Council. With both the green waste and co-mingled service in place the Council should see reductions in the costs and we would compare favourably with other councils.

128/08 **QUESTIONS ON NOTICE**

The Chairman announced that four questions on notice had been submitted which would be taken in the order received.

1. Question submitted by Councillor W. R. Newnes to the Leader with regard to the Haybridge Centre

Councillor S. R. Colella raised an objection to this question as Councillor W. R. Newnes was not a councillor for the Hagley Ward and requested that it be withdrawn. Councillors P. M. McDonald and R. Hollingworth then expressed similar views and reference was made to the breach of the Protocol on Relations between Members. In the absence of Councillor Newnes and with the consent of the meeting the question was withdrawn.

2. Question submitted by Councillor G. N. Denaro to Councillor R. D. Smith

“In last week’s Bromsgrove Standard it was claimed that moves to remove the Acting Joint Chief Executive from his role at Redditch would cost £500 thousand pounds. Can you clarify please?”

At this point, Mr. K. Dicks, Acting Joint Chief Executive declared an interest in the matter and left the meeting during this item.

Councillor Smith replied by referring to the article which had appeared in the Standard newspaper on 24th April 2009 which reported that Councillor P. M McDonald had contacted the newspaper and said that if the Labour Group re-took control of Redditch Borough Council they would scrap the Joint Chief Executive and he had claimed that this move would cost half a million pounds. Councillor Smith expressed surprise that no one from the newspaper had queried the projected cost and he was pleased to report that the figure was inaccurate and over-estimated by £500,000. In the event of any decision being taken by this Council or Redditch to end the Acting Joint Chief Executive arrangements, the current postholder would simply revert back to the pre-existing post of Chief Executive of Bromsgrove District Council with no additional costs being incurred in the process.

Councillor Denaro did not ask a supplementary question.

3. Question submitted by Councillor D. Hancox to the Leader

“At last month’s Full Council Meeting you were accused of practising Censorship. Can you comment on the fact that the full information letter subsequently sent to the Bromsgrove Advertiser was cut short?”

The Leader replied that after the last meeting of the Council he had written to that newspaper to give them all the facts with regard to the questions which had been raised in the Chamber. He stated that he had always believed what he read in the press but his letter was edited and censored because the elections were coming up. The five or six points they had left out were all pointing out things that were wrong from other parties in this Chamber and this was censorship as far as he

was concerned. They had printed the letter under his name but had not included the whole letter.

Councillor Hancox did not ask a supplementary question.

4. Question submitted by Councillor S. R. Colella to the Leader

“Rumours have been circulating in the Hagley and Wythall area that the District Council will not exist in 3 years’ time. Would you like to comment on this assertion?”

The Leader replied that he had heard these rumours but as things stood the Council had a three year Medium Term Financial Plan which showed the Council to be totally financially stable. People had talked about a unitary council but this had been rejected by the Government and he had heard nothing else whatsoever. He believed it was just rumour-mongering which needed to be taken with a pinch of salt as he could not see any financial or any other reason for it. He indicated that the Council was working with the County to change some responsibilities for functions such as youth and the highways partnership and reiterated that there was no foundation for such rumours.

Councillor Colella did not ask a supplementary question.

129/08 **REVIEW OF THE CONSTITUTION - CHALLENGE BOARDS**

Members considered a report of the Head of Legal, Equalities and Democratic Services on the review which had been carried out with regard to the Constitutional changes that had been the subject of a six months’ trial period. These changes included the separation of the overview and scrutiny functions and creation of a new Overview Board and Scrutiny Board to carry out these functions; that the Chairmen and Vice-Chairmen of these Boards and the Audit Board should not be members of the largest political group; and the creation of a new role of Shadow Portfolio Holder.

The following recommendations were moved by Councillor R. D. Smith and seconded by Councillor R. Hollingworth.

- “1. that a Joint Overview and Scrutiny Board be created to enable the Council to discharge the following functions:
Councillor Calls for Action, Crime and Disorder Calls for Action, Petitions, scrutiny of the budget;
and that it be designated as the Crime and Disorder Committee in accordance with the Police and Justice Act 2006;
2. that the overview and scrutiny functions (other than those referred to above) continue to be performed separately by an Overview Board and the Scrutiny Board;
3. that the Council continues to operate a Performance Management Board and that the officers are tasked with rewriting the terms of reference for this Board to refresh its purpose given the Council’s move

- from voluntary engagement and a "Poor" CPA rating to its current "Fair" rating and that the revised terms of reference be presented to the full Council in due course for approval;
4. that the Council continues to operate an Audit Board and that the work programme be revisited and revised in order to ensure that all appropriate audit functions are being carried out and that the Member Development Programme be refreshed to ensure that Members are given more support in relation to their roles and responsibilities on this Board;
 5. that the role of Shadow Portfolio Holder be discontinued;
 6. that the Scrutiny Board and the Audit Board should not be chaired by a member of the largest political group; in relation to the position of Vice-Chairman of the Scrutiny Board and the Audit Board and the position of Chairman and Vice-Chairman of other Boards there be no stipulation as to chairmanship;
 7. to delegate authority to the Monitoring Officer to amend the Constitution to reflect any consequential changes arising from the above;
 8. that Members approve the funding of an additional Committee Services Officer post of £28k to support overview and scrutiny to be funded from the savings generated from renegotiation of the insurance contract for 2009-2010."

On a requisition under Council Procedure Rule 17.5, the following details of voting were recorded on a request moved by Councillor P. M. McDonald for the above recommendations to be voted upon in parts.

For consideration in parts: Councillors Ms. J. A. Marshall, Mrs. C. M. McDonald, P. M. McDonald, E. J. Murray, S. R. Peters, S. P. Shannon, L. J. Turner and C. J. K. Wilson (8);

Against consideration in parts: Councillors Dr. D. W. P. Booth, Mrs. J. M. Boswell, Mrs. M. Bunker, Miss D. H. Campbell, S. R. Colella, G. N. Denaro, Mrs. R. L. Dent, Mrs. J. Dyer M.B.E., J. T. Duddy, Mrs. J. M. L. A. Griffiths, D. Hancox, R. Hollingworth, Ms. H. J. Jones, B. Lewis, D. McGrath, D. L. Pardoe, C. R. Scurrall, Mrs. M. A. Sherrey, R. D. Smith, C. B. Taylor, E. C. Tibby, C. J. Tidmarsh, M. J. A. Webb and P. J. Whittaker (24).

Accordingly the Chairman declared the request to be LOST.

On a requisition under Council Procedure Rule 17.5, the following details of voting on the recommendations as set out above were recorded.

For the recommendations: Councillors Dr. D. W. P. Booth, Mrs. J. M. Boswell, Mrs. M. Bunker, Miss D. H. Campbell, S. R. Colella, G. N. Denaro, Mrs. R. L. Dent, Mrs. J. Dyer M.B.E., J. T. Duddy, Mrs. J. M. L. A. Griffiths, D. Hancox, R. Hollingworth, Ms. H. J. Jones, B. Lewis, D. McGrath, D. L. Pardoe, S. R. Peters, C. R. Scurrall, Mrs. M. A. Sherrey, R. D. Smith, C. B. Taylor, E. C. Tibby, C. J. Tidmarsh, L. J. Turner, M. J. A. Webb and P. J. Whittaker (26);

Against the recommendations: Councillors Ms. J. A. Marshall, Mrs. C. M. McDonald, P. M. McDonald, E. J. Murray, S. P. Shannon and C. J. K. Wilson (6).

RESOLVED:

- (a) that a Joint Overview and Scrutiny Board be created to enable the Council to discharge the following functions:
Councillor Calls for Action, Crime and Disorder Calls for Action, Petitions, scrutiny of the budget;
and that it be designated as the Crime and Disorder Committee in accordance with the Police and Justice Act 2006;
- (b) that the overview and scrutiny functions (other than those referred to above) continue to be performed separately by an Overview Board and the Scrutiny Board;
- (c) that the Council continues to operate a Performance Management Board and that the officers are tasked with rewriting the terms of reference for this Board to refresh its purpose given the Council's move from voluntary engagement and a "Poor" CPA rating to its current "Fair" rating and that the revised terms of reference be presented to the full Council in due course for approval;
- (d) that the Council continues to operate an Audit Board and that the work programme be revisited and revised in order to ensure that all appropriate audit functions are being carried out and that the Member Development Programme be refreshed to ensure that Members are given more support in relation to their roles and responsibilities on this Board;
- (e) that the role of Shadow Portfolio Holder be discontinued;
- (f) that the Scrutiny Board and the Audit Board should not be chaired by a member of the largest political group; in relation to the position of Vice-Chairman of the Scrutiny Board and the Audit Board and the position of Chairman and Vice-Chairman of other Boards there be no stipulation as to chairmanship;
- (g) that authority be delegated to the Monitoring Officer to amend the Constitution to reflect any consequential changes arising from the above; and
- (h) that Members approve the funding of an additional Committee Services Officer post of £28,000 to support overview and scrutiny, to be funded from the savings generated from renegotiation of the insurance contract for 2009-2010.

130/08 **AUDIT BOARD - STATEMENT OF ACCOUNTS APPROVAL**

Members considered a report of the Head of Financial Services on the legal and procedural requirements with regard to the approval of the Council's Annual Statement of Accounts which recommended that full responsibility for their formal consideration and approval be delegated to the Audit Board.

The recommendations were moved by Councillor G. N. Denaro and seconded by Councillor Mrs. J. M. L. A. Griffiths.

On a requisition under Council Procedure Rule 17.5, the following details of voting on the recommendations were recorded:

For the recommendations: Councillors Dr. D. W. P. Booth, Mrs. J. M. Boswell, Mrs. M. Bunker, Miss D. H. Campbell, S. R. Colella, G. N. Denaro, Mrs. R. L. Dent, Mrs. J. Dyer M.B.E., J. T. Duddy, Mrs. J. M. L. A. Griffiths, D. Hancox, R. Hollingworth, Ms. H. J. Jones, B. Lewis, D. McGrath, D. L. Pardoe, S. R. Peters, C. R. Scurrrell, Mrs. M. A. Sherrey, R. D. Smith, C. B. Taylor, E. C. Tibby, C. J. Tidmarsh, L. J. Turner, M. J. A. Webb and P. J. Whittaker (26);

Against the recommendations: Councillors Ms. J. A. Marshall, Mrs. C. M. McDonald, P. M. McDonald, E. J. Murray, S. P. Shannon and C. J. K. Wilson (6).

RESOLVED that the Council approves a change to the Constitution and delegates to the Audit Board full responsibility for considering and formally approving by resolution the Council's Statement of Accounts in accordance with Regulation 10(3) of the Accounts and Audit Regulations 2003.

131/08 **ANNUAL OVERVIEW AND SCRUTINY REPORT 2008-09**

The Annual Overview and Scrutiny Report for 2008-09 was received for information.

132/08 **LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC**

A motion to exclude the public prior to consideration of the recommendation from the Cabinet with regard to Electoral Services and Community Safety Shared Services was moved by Councillor R. Hollingworth and seconded by Councillor Mrs. J. M. L. A. Griffiths.

RESOLVED that under Section 100 I of the Local Government Act 1972, as amended, the 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 Part I of Schedule 12A to the Act, as amended, the relevant paragraph of that part, in each case, being as set out below, and that it is in the public interest to do so:-

<u>Minute No.</u>	<u>Paragraph</u>
133/08	4

133/08 **RECOMMENDATION FROM THE CABINET MEETING HELD ON 29TH
APRIL 2009**

ELECTORAL SERVICES AND COMMUNITY SAFETY SHARED SERVICES

Arising from statements made by Councillors E. J. Murray and Ms. J. A. Marshall that they had not received a copy of the report submitted to the Cabinet on this matter, Councillor P. M. McDonald moved that the meeting be adjourned to allow them to read the document. On being put to the vote the Chairman declared the motion LOST. At this point all Members of the Labour Group left the meeting.

Having been moved by Councillor R. Hollingworth and seconded by Councillor Mrs. J. M. L. A. Griffiths, it was

RESOLVED that the implementation timetable in relation to shared services in Electoral Services and Community Safety be approved.

The meeting closed at 7.02 p.m.

Chairman

BROMSGROVE DISTRICT COUNCIL

ANNUAL MEETING OF THE COUNCIL

WEDNESDAY, 6TH MAY 2009, AT 6.00 P.M.

PRESENT: Councillors Mrs. C. J. Spencer (Chairman), C. R. Scurrall (Vice-Chairman), Mrs. J. M. Boswell, A. N. Blagg, Dr. D. W. P. Booth JP, Miss D. H. Campbell JP, S. R. Colella, G. N. Denaro, Mrs. R. L. Dent, Mrs. A. E. Doyle, J. T. Duddy, Mrs. J. Dyer M.B.E., Mrs. J. M. L. A. Griffiths, D. Hancox, R. Hollingworth, Ms. H. J. Jones, B. Lewis F.CMI, Dr. G. H. Lord, Mrs. J. D. Luck, Ms. J. A. Marshall (not present during Minute Nos. 7/09 to 13/09), Mrs. C. M. McDonald (not present during Minute Nos. 7/09 to 13/09), P. M. McDonald (not present during Minutes Nos. 7/09 to 13/09), D. McGrath, E. J. Murray (not present during Minutes Nos. 7/09 to 13/09), W. R. Newnes, D. L. Pardoe, S. R. Peters, S. P. Shannon (not present during Minutes Nos. 7/09 to 13/09), Mrs. M. A. Sherrey JP, R. D. Smith, C. B. Taylor, E. C. Tibby, C. J. Tidmarsh, L. J. Turner, P. J. Whittaker and C. J. K. Wilson (not present during Minutes Nos. 7/09 to 13/09)

1/09 **PRAYER**

At the request of the Chairman, the Reverend Wendy Moore opened the meeting with a prayer.

2/09 **ELECTION OF CHAIRMAN**

It was proposed by Councillor Mrs. J. Dyer M.B.E. and seconded by Councillor S. R. Colella and

RESOLVED that Councillor C. R. Scurrall be elected Chairman of the Council for the ensuing year.

Councillor C. R. Scurrall, having signed the Declaration of Acceptance of Office, and having been invested by Councillor Mrs. C. J. Spencer with the Chairman's Badge of Office, then took the Chair and thanked Members of the Council for electing him to the office of Chairman.

3/09 **RETIRING CHAIRMAN - COUNCILLOR MRS. C. J. SPENCER**

Councillor Mrs. C. J. Spencer, having been presented by Councillor C. R. Scurrall with a Past Chairman's Badge and Ribbon, then concluded her year of office. It was then proposed by the Chairman and

RESOLVED that the thanks of the Council be tendered to Councillor Mrs. C. J. Spencer for the services rendered to the Council and to the District during her term of office as Chairman of the Council.

4/09 **ELECTION OF VICE-CHAIRMAN**

It was proposed by Councillor R. Hollingworth and seconded by Councillor Mrs. R. L. Dent and

RESOLVED that Councillor Mrs. J. M. L. A. Griffiths be elected Vice-Chairman of the Council for the ensuing year.

Councillor Mrs. J. M. L. A. Griffiths, having signed the Declaration of Acceptance of Office, and having been invested by Councillor C. R. Scurrall with the Vice-Chairman's Badge of Office, thanked Members of the Council for appointing her to the office of Vice-Chairman.

5/09 **ELECTION OF LEADER OF THE COUNCIL**

It was proposed by Councillor G. N. Denaro and seconded by Councillor Mrs. M. A. Sherrey and

RESOLVED that Councillor R. Hollingworth be elected Leader of the Council for the ensuing year.

6/09 **ELECTION OF LEADER OF THE OPPOSITION**

Councillor P. M. McDonald expressed the view that the Council should stop the convention of electing the Leader of the Opposition at the Annual Meeting and that the position should be held by the leader of the largest political group. The Monitoring Officer advised that it was a requirement of the Council's Constitution and therefore the agenda item was accurate and correct.

It was proposed by Councillor C. J. K. Wilson and seconded by Councillor E. J. Murray that Councillor P. M. McDonald be elected Leader of the Opposition for the ensuing year.

It was proposed by Councillor S. R. Peters and seconded by Councillor L. J. Turner that Councillor Mrs. J. D. Luck be elected Leader of the Opposition for the ensuing year.

On the nominations having been put to the vote, the Chairman declared that Councillor Mrs. J. D. Luck had received the greater number of votes.

RESOLVED that Councillor Mrs. J. D. Luck be elected Leader of the Opposition for the ensuing year.

(At this point all Members of the Labour Group left the meeting).

7/09 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs. M. Bunker, R. J. Deeming and M. J. A. Webb.

8/09 **DECLARATIONS OF INTEREST**

No declarations of interest were received.

9/09 **ANNOUNCEMENTS FROM THE CHAIRMAN**

- (a) The Chairman announced that the Reverend Wendy Moore would be leaving Bromsgrove in June 2009 and this may be the last meeting of the Council she would attend, having been the Council's Chaplain for over seven years. On behalf of the Council he expressed thanks for her loyal service and best wishes for the future.
- (a) The Chairman informed Members that the Chairman's Charities for the forthcoming year would be the British Heart Foundation, Midlands Air Ambulance and the Noah's Ark Trust.

10/09 **APPOINTMENT OF COMMITTEES 2009/10**

Having been proposed by Councillor R. D. Smith and seconded by Councillor P. J. Whittaker, it was

RESOLVED:

- (a) that for the ensuing Municipal Year, the Committees set out in the table in Appendix 1 to the report be appointed and that the representation of the different political groups on the Council on those Committees be as set out in that table until the next Annual Meeting of the Council, or until the next review of political representation under Section 15 of the Local Government and Housing Act 1989, whichever is the earlier;
- (b) that Members be appointed to the Committees in accordance with nominations to be made by Party Group Leaders or Co-ordinators.

11/09 **APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES**

Having been proposed by Councillor R. Hollingworth and seconded by Councillor G. N. Denaro it was

RESOLVED that approval be given to the extension of existing appointments to outside bodies pending consideration of a report on the outcome of an ongoing review of such appointments at the meeting of the full Council to be held in July 2009.

12/09 **MEMBERSHIP OF THE CABINET**

The Leader of the Council expressed thanks to Councillor Mrs. J. M. L. A. Griffiths, former Deputy Leader, for her past efforts on the Cabinet and announced that the following Members would serve on the Cabinet for the ensuing Municipal Year:

Councillor G. N. Denaro

Deputy Leader and Portfolio Holder for
Resources

Councillor M. J. A. Webb	Portfolio Holder for Community and Customer Engagement
Councillor Mrs. M. A. Sherrey JP	Portfolio Holder for Young, Vulnerable and Older People
Councillor J. T. Duddy	Portfolio Holder for Economic Development, Town Centre Regeneration and Revenue Generation including Sponsorship
Councillor Mrs. J. Dyer M.B.E.	Portfolio Holder for Planning (to be covered on a temporary basis by the Leader in the absence of Councillor Mrs. Dyer on medical grounds)
Councillor P. J. Whittaker	Portfolio Holder for Housing, Environment and Climate Change
Councillor R. D. Smith	Portfolio Holder for Youth, Sports, Recreation and Culture
Councillor Dr. D. W. P. Booth JP	Portfolio Holder for Street Scene

13/09 **ATTENDANCES**

A summary of Members' attendances at Council and Committee meetings during 2008/09 was submitted for information.

The meeting closed at 6.35 p.m.

Chairman

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE CABINET

WEDNESDAY, 29TH APRIL 2009 AT 4.00 P.M.

PRESENT: Councillors R. Hollingworth (Leader), Mrs. J. M. L. A. Griffiths (Deputy Leader), G. N. Denaro, Mrs. M. A. Sherrey JP and P. J. Whittaker

Officers: Mr. K. Dicks, Mr. T. Beirne, Mr. P. Street, Mr. M. Bell, Mrs. C. Felton, Mr. J. Godwin, Mr. D. Hammond, Ms. J. Pickering, Ms. D. Poole, Mr. A. Coel, Ms. K. Sharp-Fisher and Ms. R. Cole

196/08 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Dr. D. W. P. Booth JP and Mrs. J. Dyer M. B. E.

197/08 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

198/08 **MINUTES**

The minutes of the meeting of the Cabinet held on 1st April 2009 were submitted.

RESOLVED that the minutes be approved as a correct record.

199/08 **SCRUTINY BOARD**

The minutes of the meeting of the Scrutiny Board held on 24th March 2009 were submitted.

RESOLVED that the minutes be noted.

200/08 **OVERVIEW BOARD**

The minutes of the meeting of the Overview Board held on 31st March 2009 were submitted.

RESOLVED that the minutes be noted.

201/08 **SHARED SERVICES BOARD**

The minutes of the meeting of the Shared Services Board held on 30th March 2009 were submitted.

RESOLVED:

- (a) that the minutes be noted;
- (b) that the recommendations contained at Minute No 3 (o) relating to Internal Audit and the additional cost involved in the preparation of a full business case be approved.

202/08 **POLICY ON EARMARKED RESERVES AND PROVISIONS**

Consideration was given to a report on the proposed adoption of a formal policy in respect of earmarked reserves and provisions. It was recognised as best practice by both the Chartered Institute of Public Finance and Accountancy and the Audit Commission that such a policy should be adopted.

RESOLVED:

- (a) that the policy on earmarked reserves and provisions as attached at appendix A to the report be approved and adopted; and
- (b) that the policy be implemented as part of the final accounts process for 2008/2009.

203/08 **COUNTYWIDE HOME IMPROVEMENT AGENCY AND KICK START EQUITY RELEASE SCHEME FOR HOME IMPROVEMENTS**

The Cabinet considered a report on the recommissioning of Home Improvement Agency (HIA) Services and the Implementation of Kickstart Services. It was proposed that the HIA recommissioning process would be based upon the current level of funding from this Authority which would be contributed into a new single Countywide HIA.

The report also proposed that this Authority participate in the Kickstart Scheme which currently operating within the West Midlands, which was now being rolled out to include Authorities within Worcestershire.

RESOLVED:

- (a) that the Council participate in the joint recommissioning of a new Countywide HIA and that the Head of Planning and Environment Services, in consultation with the Portfolio Holder for Strategic Housing, be granted delegated authority to finalise the necessary contractual arrangements for the commencement of the new service;
- (b) that the Council support the new HIA through the use of revenue and capital base budget contributions which are committed to the current service arrangements with the North Worcestershire Care and Repair Agency.
- (c) that the Council's participation in the Worcestershire Kickstart Scheme, as set out in section 5 of the report, be approved and that the financial and support services available to clients under the Kickstart scheme be noted.

204/08 **PRIVATE SECTOR HOUSING STRATEGY**

Consideration was given to a report on the development of a separate Housing Strategy which related solely to activities within the private sector. It

was reported that the Audit Commission had recommended this approach in their re-inspection of the Strategic Housing Service in February 2008. It was noted that it was intended to review the Strategy in twelve months' time and that the Private Sector Assistance Policy, which had previously been approved by Cabinet, had been amended slightly and now formed part of the Strategy.

RESOLVED:

- (a) that the Private Sector Housing Strategy as set out in Appendix A to the report be approved;
- (b) that the Private Sector Housing Assistance Policy and Action Plan as set out in appendices 1 and 2 to the Strategy be approved.

205/08 **BUSINESS CONTINUITY PLAN**

Consideration was given to a report on the proposed introduction of a Business Continuity Plan. The plan was intended to minimise the impact of any emergency which may affect the Council's operations and to ensure the Council could quickly respond to and recover from such an emergency. It was noted that in the main this plan was intended to cover emergencies which were short term and modest in scale such as IT failure or short term severe weather problems.

It was reported that it was intended to produce further plans to cover specific emergencies such as pandemic flu. Individual departments would also produce specific service recovery plans.

RESOLVED

- (a) that the Business Continuity Plan attached to the report be approved;
- (b) that separate plans be produced to cover specific emergencies such as pandemic flu; and
- (c) that individual service recovery plans be produced to cover specific service areas.

206/08 **GOVERNMENT CONNECT - CODE OF CONNECTION**

The Cabinet considered a report regarding the work undertaken to ensure compliance with the Government Connect Project and the associated Code of Connection.

It was reported that the Government Connect Project was designed to provide a secure network linking all local authorities in England and Wales to central government departments. The Code of Connection defined the minimum standards and processes with which a local authority must comply before being allowed to connect to the secure network and this Council had ensured the required controls were in place by the required date of 31st March 2009. It was reported however that some of the current procedures and processes in use within the organisation would require amendment to ensure continued compliance with the Code of Connection.

RESOLVED:

- (a) that the required security measures to ensure compliance with the Code of Connection as set out in the report be noted; and
- (b) that the Head of E-Government and Customer Services be granted delegated authority to introduce new policies or to amend existing policies to ensure continued compliance with the Code of Connection.

207/08 **IMPROVEMENT PLAN EXCEPTION REPORT (FEBRUARY 2009)**

Consideration was given to the Improvement Plan Exception Report for February 2009, together with the corrective action being taken.

RESOLVED:

- (a) that the revisions to the Improvement Plan Exception Report together with the corrective actions being taken be noted and approved; and
- (b) that it be noted that for the 130 actions highlighted within the plan for February, 86.2 percent of the plan was on target (green), 2.3 percent was one month behind (amber) and 1.5 percent was over one month behind (red). 10 percent of actions had been reprogrammed with approval.

208/08 **LOCAL GOVERNMENT ACT 1972**

RESOLVED that under Section 100 I of the Local Government Act 1972, as amended, the public be excluded from the meeting during the consideration of the following minute on the grounds that it involves the likely disclosure of exempt information as defined in part 1 of Schedule 12A to the Act, as amended, the relevant paragraph of that part being as set out below and that it is in the public interest to do so.

Minute No
209/08

Paragraph
4

209/08 **ELECTORAL SERVICES AND COMMUNITY SAFETY SHARED SERVICES**

(The Leader agreed to the consideration of this item as a matter of urgency as a decision was required thereon before the next meeting of the Cabinet)

Consideration was given to a report which set out the current position in relation to the shared services in Electoral Services and Community Safety.

RESOLVED that the progress made be noted

RECOMMENDED that the implementation timetable in relation to shared services in Electoral Services and Community Safety be approved.

210/08 **COUNCILLOR MRS. J. M. L. A. GRIFFITHS**

Councillor Mrs. J. M. L. A. Griffiths stated that this was the last meeting of the Cabinet which she would be attending as she intended to step down as a Portfolio Holder. The Leader and other members of the Cabinet expressed

Cabinet
29th April 2009

their thanks to Councillor Mrs. Griffiths for her work and support over the past three years.

The meeting closed at 4.55 p.m.

Chairman

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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE CABINET

WEDNESDAY, 3RD JUNE 2009 AT 6.00 P.M.

PRESENT: Councillors R. Hollingworth (Chairman), G. N. Denaro (Vice-Chairman), Dr. D. W. P. Booth JP, J. T. Duddy, Mrs. M. A. Sherrey JP, R. D. Smith, M. J. A. Webb and P. J. Whittaker

Observers: Councillors D. L. Pardoe and C. B. Taylor

Officers: Mr. K. Dicks, Mr. T. Beirne, Mr. P. Street, Mr. H. Bennett, Mr. M. Bell, Mrs. C. Felton, Ms. J. Pickering, Ms. J. Pitman, Mr. J. Godwin, Mrs. D. Ibbitson and Ms. R. Cole.

1/09 **APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Mrs. J. Dyer M. B. E.

2/09 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

3/09 **MINUTES**

The minutes of the meeting of the Cabinet held on 29th April 2009 were submitted.

RESOLVED that the minutes be approved as a correct record.

4/09 **SCRUTINY BOARD**

The minutes of the meeting of the Scrutiny Board held on 28th April 2009 were submitted.

The Cabinet was in support of the recommendations relating to the reduction of air pollution by addressing the problem of stationary vehicles with running engines (Minute No 27/08), but queried how regular communication with taxi drivers and operators could be achieved.

In relation to the recommendation relating to the implementation of a new bus station for Bromsgrove (Minute No 30/08), the Executive Director – Partnerships and Projects reported that some upgrading and improvements to the existing bus station were taking place in conjunction with the work on the toilet facilities. The County Council had previously indicated support for the undertaking of a multi modal study which would have included consideration of a new bus station. Unfortunately the study had not yet received approval from the County Council.

It was reported that there was to be a meeting of the Town Centre Steering Group shortly and the Executive Director – Partnerships and Projects undertook to request the Town Centre Project Manager to raise the issue of the study together with the overuse of the Taxi rank at the bus station.

RESOLVED:

- (a) that the recommendations contained at Minute No 27/08 be approved subject to officers giving consideration as to how regular communication with taxi drivers and operators can be achieved effectively;
- (b) that further consideration of the issues relating to a new bus station be deferred and that an item be included on the Agenda for the next Cabinet to report the outcome of discussions to take place at the next meeting of the Town Centre Steering Group;
- (c) that the remainder of the minutes be noted.

5/09 **PERFORMANCE MANAGEMENT BOARD**

The minutes of the meeting of the Performance Management Board held on 18th May 2009 were submitted.

It was noted that as part of the Board's consideration of the Customer First Strategy Review, concern had been expressed regarding the proposal within the action plan to eventually close the Cash Office at the Customer Service Centre.

The Head of Finance reported that whilst it was likely the Cash Office in its existing form would be closed, there would still be the opportunity to make cash payments and that this could be through an automated facility with assistance being offered by staff where required. It was also reported that the proposed change to the existing arrangements would need to be the subject of a further report including an Equality Impact Assessment.

RESOLVED that the minutes be noted and the recommendations contained at Minute No 6/09 be approved, subject to the discussion referred to above.

6/09 **LOCAL STRATEGIC PARTNERSHIP**

The minutes of the meeting of the Local Strategic Partnership held on 7th April 2009 were submitted.

RESOLVED that the minutes be noted.

7/09 **EQUALITY AND DIVERSITY FORUM**

The minutes of the meeting of the Equality and Diversity Forum held on 9th April 2009 were submitted. It was noted that the Forum and the associated

Disabled Users Group were providing valuable assistance and feedback on services to the Authority.

RESOLVED:

- (a) that the minutes be noted; and
- (b) that thanks be expressed to the members of the Forum for the work which they are undertaking.

8/09 **SHARED SERVICES BOARD**

The minutes of the meeting of the Shared Service Board held on 28th May 2009 were submitted.

RESOLVED that the minutes be noted.

9/09 **COMPREHENSIVE PERFORMANCE ASSESSMENT REPORT**

Consideration was given to a report on the outcome of the Comprehensive Performance Assessment. The report included the planned actions to address the recommendations made by the Audit Commission.

During the discussion of this item the Assistant Chief Executive referred to the importance of Members gaining a full understanding of the new Comprehensive Area Assessment process. Training would be arranged on the new system and it was important that all Members attended.

RESOLVED:

- (a) that the Council's significant improvement in moving from a Poor rating to a Fair rating in two years be noted;
- (b) that the further improvement which is still required in order to deliver the Council's vision of "working together to build a district where people are proud to live and work, through community leadership and excellent services" be recognised; and
- (c) that the recommendations made by the Audit Commission be noted and that the actions being taken to address these be approved.

10/09 **CUSTOMER FIRST STRATEGY REVIEW**

The Cabinet considered a report on the proposed adoption of a new Customer Access Strategy to replace the existing Customer First Strategy. During the discussion of this item Members paid tribute to the improvements in the Council's customer performance which had been achieved in particular at the Customer Service Centre but also within other areas of the Council.

RESOLVED:

- (a) that the significant improvement in the Council's customer performance over the last three years, in particular at the Customer Service Centre be noted;
- (b) that it be noted that whilst process times are generally much improved, customer satisfaction and staff satisfaction remain too low;

- (c) that the proposed updated corporate customer standards be approved and that these be inserted into each service business plan and be published to customers later in the year;
- (d) that the recommendation contained in the Comprehensive Performance Assessment report that "a culture of customer focus should be fully established at all levels within the Council" be noted;
- (e) that the Strategy's priorities for the year ahead be approved, together with the detailed action plan to support the delivery of these priorities;
- (f) that the Strategy scorecard 2009/2010, including the proposed customer measures be approved and that the distance the Authority still requires to travel in order to become an excellent Council be recognised.

11/09 **PLANNING POLICY GUIDANCE (PPG17) - OUTTURN**

The Cabinet considered a report on the operational implications arising from the PPG17 assessment in relation to the delivery of services within the Parks and Open Spaces section. The report sought to establish a set of key principles in respect of the planning, implementation, funding and delivery of the services affected by the review.

There was detailed discussion of the recommendations contained within each section of the report relating to various types of open space within the district.

RESOLVED:

- (a) that the recommended actions relating to Parks and Gardens contained within section 3.6 of the report be approved;
- (b) that the recommended actions relating to Amenity Green Spaces contained within section 3.7 of the report be approved;
- (c) that the recommended actions relating to Provision for Children and Young People contained within section 3.8 of the report be approved;
- (d) that the comments in respect of the recommended actions relating to Outdoor Sports facilities contained within section 3.9 of the report be noted;
- (e) that the recommended actions relating to Allotments contained within section 3.10 of the report be approved;
- (f) that the recommended actions relating to Cemeteries and Churchyards contained within section 3.11 of the report be approved, but that the work to be undertaken in respect of the first action also include the investigation of alternative possibilities such as cremation facilities;
- (g) that the recommended actions relating to Civic Space contained within section 3.12 of the report be approved; and
- (h) that in view of the significant volume of work to be undertaken over a period of time in relation to the implications arising from the PPG 17 study, a Work Programme be produced for consideration at a future meeting.

12/09 **SPORTS HUB PROVISION**

Consideration was given to a report on the proposed allocation of capital funding relating to the provision of Sports Hubs within the district. It was noted

that the report was linked to the Playing Pitch Strategy review contained within the Planning Policy Guidance (PPG17) assessment. It was also noted that the proposed expenditure was already contained within the approved Capital Programme.

Detailed consideration was given to the schemes within the report and it was

RESOLVED:

- (a) that the proposed schemes and projects as listed in section 3.15 of the report be approved;
- (b) that officers be requested to review the sections of the PPG17 report which relate to Playing Pitches and Outdoor Sports Facilities and to develop appropriate action plans to address the issues contained therein prior to the 2010/2011 football season. The review should include where appropriate the inclusion of additional funding bids within the forthcoming business planning cycle and the review of the Medium Term Financial Plan;
- (c) that the introduction of a "Bromsgrove First" approach to the pitch allocation and booking system be deferred to enable further consideration to be given to the possibility of avoiding any detrimental impact on Teams within the district; and
- (d) that the officers be requested to report separately on the possibility of undertaking work to improve the facilities at Boleyn Road.

13/09 **HEALTH AND SAFETY ROLES AND RESPONSIBILITIES FOR ELECTED MEMBERS**

The Cabinet considered a report on the need to raise the awareness of Members of their role in relation to Health and Safety issues following the newly issued guidance from the Institution of Occupational Safety and Health (IOSH). During the discussion it was suggested that consideration be given to the possibility of listing Members' statutory responsibilities, including Health and Safety, within the description of Members' Roles and Responsibilities.

RESOLVED:

- (a) that all Members be required to attend a mandatory training session based on the new IOSH guidance;
- (b) that Councillor R. D. Smith be appointed as the Council's Corporate Health and Safety Champion; and
- (c) that in accordance with the guidance from IOSH, a section addressing Health and Safety considerations be included within the standard Cabinet report format.

14/09 **IMPROVEMENT PLAN EXCEPTION REPORT (MARCH 2009)**

Consideration was given to the Improvement Plan Exception Report for March 2009, together with the corrective action being taken.

RESOLVED:

- (a) that the revisions to the Improvement Plan Exception Report together with the corrective actions being taken be noted and approved; and
- (b) that it be noted that for the 102 actions highlighted for March within the plan, 80.4 percent of the plan was on target (green), 3.9 percent was one month behind (amber) and 2 percent was over one month behind (red). In addition the actions which had been reprogrammed were listed in the report.

15/09 **LOCAL GOVERNMENT ACT 1972**

RESOLVED that under Section 100 I of the Local Government Act 1972, as amended, the public be excluded from the meeting during the consideration of the following minute on the grounds that it involves the likely disclosure of exempt information as defined in part 1 of Schedule 12A to the Act, as amended, the relevant paragraph of that part being as set out below and that it is in the public interest to do so.

Minute No
16/09

Paragraph
3

16/09 **SITE AT SHERWOOD ROAD**

Consideration was given to a report on land at Sherwood Road, Bromsgrove. Following discussion it was

RESOLVED:

- (a) that the proposed assignment of the leasehold interest in the property situate at Sherwood Road, Bromsgrove be approved;
- (b) that that the proposal to enter into a conditional contract relating to the surrender of the existing lease and the grant of a long lease with a third party developer be approved and that this be on terms to be agreed by the Executive Director – Partnerships and Projects in consultation with the relevant Portfolio Holders and the Head of Legal, Equalities and Democratic Services and the Head of Finance; and
- (c) that the proposal to enter into a long lease with a third party developer be approved and that this be on terms to be agreed by the Executive Director – Partnerships and Projects in consultation with the relevant Portfolio Holders and the Head of Legal, Equalities and Democratic Services and the Head of Finance.

(During the consideration of this item there was a short adjournment to enable the Monitoring Officer to advise Members).

The meeting closed at 8.20 p.m.

Chairman

BROMSGROVE DISTRICT COUNCIL

COUNCIL

24 June 2009

Twinning Arrangements with St Sauveur Lendelin

Responsible Portfolio Holder	Roger Hollingworth
Responsible Head of Service	Phil Street

1. SUMMARY

- 1.1 This report asks the Council to approve the establishment of twinning arrangements with St Sauveur Lendelin.

2. RECOMMENDATION

- 2.1 That the Council welcomes and approves the arrangements for Bromsgrove to twin with St Saveur Lendelin in France.

3. BACKGROUND

- 3.1 Bromsgrove & District Twinning Association was formed about 30 years ago and the District has been formally twinned with the town of Gronau in Westphalia, Germany for 29 years.
- 3.2 This link is extremely valuable and involves annual visits between citizens of both towns and occasional visit by sports and cultural organisations. Furthermore, exchanges between councils, councillors and officers have taken place.
- 3.3 Ever since the Twinning Association was formed, there has been some demand for a link with a town in France. Efforts began to establish links in 1996 when two Association members made contact with St Sauveur Lendelin, a village about 6 miles north of the city of Coutances in Normandy.
- 3.4 There was some early contact made between people working in the health service and in education with their counterparts in St Sauveur Lendelin and this led to talks being opening for more wider-ranging link between the districts.
- 3.5 The nature of contact between the two towns moved further ahead in 1998 when a group of members of the Twinning Association made their first visit to St Saveur Lendelin as residents of Bromsgrove District. They were joined by the then Chairman of the Council.
- 3.6 As a consequence of this visit, the residents of St Sauveur formed their own twinning association (association de jumelage) and a declaration of

friendship was signed by the chairs of the two associations in Bromsgrove on 16th July 1999.

- 3.7 As with Gronau, visits take place every year with frequent additional trips, especially between individuals owing to the ease of travel and the friendships that have built up during this time.
- 3.8 St Sauveur Lendelin is about 40 miles south of Cherbourg on the Cotentin peninsula in Normandy. As well as being a large village, St Sauveur Lendelin gives its name to the District Council area (Canton) that includes an additional 12 surrounding villages.
- 3.9 The area is predominantly rural with many of the residents of St Sauveur working in farming and agriculture. Many also commute to the larger towns of Coutances, St Lô and Villedieu-les Pôeles.
- 3.10 The Twinning Association considers St Sauveur to be ideally suited for a strong link with the rural parts of Bromsgrove district. In recent years the Twinning Association has held a reception for St Saveur guests in Wythall and for the visit in June, Alvechurch will be the setting for one evening event.
- 3.11 The Twining Association believe the link with St Sauveur is strong and mature enough to formalise this agreement at Council level. There is keen and enthusiastic support from opposite numbers in St Sauveur.
- 3.12 A signing ceremony is planned to take place on Friday 26th June in Bromsgrove town centre, close to the Housman statue. The event will involve Waseley Hills High School in providing the music and the Twinning Association Vice-President will carry out the introductions. The Chairman of the District Council will make a formal address and the mayor of St Sauveur and the Présidente of the St Sauveur Association will respond. On conclusion of the speeches the charter will be officially signed.
- 3.13 There are expected to be about 40 visitors from Saint Sauveur that will include several mayors of the villages. All Bromsgrove District and County councillors will be invited along with the chairs of parish councils.

4. FINANCIAL IMPLICATIONS

- 4.1 The cost of a formal twinning link for the Council is often questioned but this is believed to be minimal.
- 4.2 For the signing ceremony on June 26th, hospitality costs will be met by the Twinning Association leaving the Council to provide suitable facilities in the town centre such as an awning and PA system. The Council has also agreed to produce the charters to be signed. It is hoped that two of these, one in English and one in French would be hung at the Council House.
- 4.3 Signposts for Bromsgrove around the edge of the District usually show the link with Gronau. Over a period of time, as and when these are replaced, St Sauveur will be added. The additional costs would be

minimal. We would not expect all signs to be replaced simply because the link had been formalised.

- 4.4 Gronau is mentioned in a number of Council documents. Again the addition of St Sauveur could be done over a period of time and it is unlikely any immediate action would be necessary.

5. LEGAL IMPLICATIONS

- 5.1 There are no legal implications.

6. COUNCIL OBJECTIVES

- 6.1 Not applicable.

7. RISK MANAGEMENT

- 7.1 Not applicable.

8. CUSTOMER IMPLICATIONS

- 8.1 Not applicable.

9. EQUALITIES AND DIVERSITY IMPLICATIONS

- 9.1 Not applicable

10. VALUE FOR MONEY IMPLICATIONS

- 10.1 Not applicable.

11. OTHER IMPLICATIONS

Procurement Issues	None
Personnel Implications	None
Governance/Performance Management	None
Community Safety including Section 17 of Crime and Disorder Act 1998	None
Policy	None
Environmental	None

12. OTHERS CONSULTED ON THE REPORT

Portfolio Holder	Yes
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Chief Executive	Yes
Executive Director (Partnerships and Projects)	Yes
Executive Director (Services)	No
Assistant Chief Executive	No
Head of Service	No
Head of Financial Services	Yes
Head of Legal, Equalities & Democratic Services	No
Head of Organisational Development & HR	No
Corporate Procurement Team	No

13. WARDS AFFECTED

All Wards

14. APPENDICES

Not applicable

15. BACKGROUND PAPERS

None

CONTACT OFFICER

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Tel: (01527) 881202

BROMSGROVE DISTRICT COUNCIL

COUNCIL

24 JUNE 2009

REVISION TO THE SCHEME OF DELEGATION

Responsible Portfolio Holder	Councillor Geoff Denaro
Responsible Head of Service	Claire Felton

1. SUMMARY

- 1.1 This report seeks Members' approval to a minor change to the Scheme of Delegation to reflect organisational changes.

2. RECOMMENDATION

- 2.1 That the Scheme of Delegation be revised to authorise the Head of Streetscene and Community to authorise prosecutions for, or issue cautions in respect of, environmental and waste crimes under the Environmental Protection Act 1990, the Clean neighbourhood & Environment Act 2005, the Waste (Household Waste Duty of Care) (England and Wales) Regulations 2005 and the Control of Pollution (Amendment) Act 1989.

3. BACKGROUND

- 3.1 In March 2008 the Council agreed to organisational changes whereby certain environmental and waste functions were transferred from Environmental Health Services to Streetscene and Community. The Scheme of Delegation requires amendment to transfer the corresponding delegation to authorise prosecutions and to issue cautions in respect of those functions from the Head of Planning & Environmental Services to the Head of Streetscene and Community.

4. FINANCIAL IMPLICATIONS

- 4.1 None

5. LEGAL IMPLICATIONS

- 5.1 None

6. COUNCIL OBJECTIVES

- 6.1 N/a

7. RISK MANAGEMENT

7.1 The main risk associated with the details included in this report is:

- *Decisions taken outside the Scheme of Delegation would expose the Council to a risk of challenge.*

7.2 This risk is being managed as follows:

- Risk Register: *Legal, Equalities and Democratic Services*
Key Objective Ref No: 3
Key Objective: *Effective ethical governance*

8. CUSTOMER IMPLICATIONS

8.1 None

9. EQUALITIES AND DIVERSITY IMPLICATIONS

9.1 None

10. VALUE FOR MONEY IMPLICATIONS

10.1 None

11. OTHER IMPLICATIONS

Procurement Issues	None
Personnel Implications	None
Governance/Performance Management	None
Community Safety including Section 17 of Crime and Disorder Act 1998	None
Policy	None
Environmental	None

12. OTHERS CONSULTED ON THE REPORT

Portfolio Holder	No
Chief Executive	No
Executive Director - Partnerships and Projects	<u>No</u>

Executive Director - Services	<u>No</u>
Assistant Chief Executive	<u>No</u>
Head of Service	<u>Yes</u>
Head of Financial Services	<u>No</u>
Head of Legal, Equalities & Democratic Services	<u>Yes</u>
Head of Organisational Development & HR	<u>No</u>
Corporate Procurement Team	<u>No</u>

13. WARDS AFFECTED

All wards

14. APPENDICES

None

15. BACKGROUND PAPERS

None

CONTACT OFFICER

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