

Agenda

Council

Thursday, 18 July 2019, 10.00 am
County Hall, Worcester

This document can be provided in alternative formats such as Large Print, an audio recording or Braille; it can also be emailed as a Microsoft Word attachment. Please contact Democratic Services on telephone number 01905 846621 or by emailing democraticservices@worcestershire.gov.uk

DISCLOSING INTERESTS

There are now 2 types of interests:
'Disclosable pecuniary interests' and **'other disclosable interests'**

WHAT IS A 'DISCLOSABLE PECUNIARY INTEREST' (DPI)?

- Any **employment**, office, trade or vocation carried on for profit or gain
- **Sponsorship** by a 3rd party of your member or election expenses
- Any **contract** for goods, services or works between the Council and you, a firm where you are a partner/director, or company in which you hold shares
- Interests in **land** in Worcestershire (including licence to occupy for a month or longer)
- **Shares** etc (with either a total nominal value above £25,000 or 1% of the total issued share capital) in companies with a place of business or land in Worcestershire.

NB Your DPIs include the interests of your spouse/partner as well as you

WHAT MUST I DO WITH A DPI?

- **Register** it within 28 days and
- **Declare** it where you have a DPI in a matter at a particular meeting
 - you must **not participate** and you **must withdraw**.

NB It is a criminal offence to participate in matters in which you have a DPI

WHAT ABOUT 'OTHER DISCLOSABLE INTERESTS'?

- No need to register them but
- You must **declare** them at a particular meeting where:
 - You/your family/person or body with whom you are associated have a **pecuniary interest** in or **close connection** with the matter under discussion.

WHAT ABOUT MEMBERSHIP OF ANOTHER AUTHORITY OR PUBLIC BODY?

You will not normally even need to declare this as an interest. The only exception is where the conflict of interest is so significant it is seen as likely to prejudice your judgement of the public interest.

DO I HAVE TO WITHDRAW IF I HAVE A DISCLOSABLE INTEREST WHICH ISN'T A DPI?

Not normally. You must withdraw only if it:

- affects your **pecuniary interests** **OR** relates to a **planning or regulatory** matter
- **AND** it is seen as likely to **prejudice your judgement** of the public interest.

DON'T FORGET

- If you have a disclosable interest at a meeting you must **disclose both its existence and nature** – 'as noted/recorded' is insufficient
- **Declarations must relate to specific business** on the agenda
 - General scattergun declarations are not needed and achieve little
- Breaches of most of the **DPI provisions** are now **criminal offences** which may be referred to the police which can on conviction by a court lead to fines up to £5,000 and disqualification up to 5 years
- Formal **dispensation** in respect of interests can be sought in appropriate cases.

Thursday, 18 July 2019, 10.00 am, County Hall, Worcester

Agenda and Summons

Councillors: Mr R P Tomlinson (Chairman), Mr A A J Adams, Mr R C Adams, Ms P Agar, Mr A T Amos, Mr T Baker-Price, Mr R W Banks, Mr R M Bennett, Mr C J Bloore, Mr G R Brookes, Mrs J A Brunner, Mr B Clayton, Mr P Denham, Ms R L Dent, Mr N Desmond, Mrs E A Eyre, Mr A Fry, Mr S E Geraghty, Mr P Grove, Mr I D Hardiman, Mr A I Hardman, Mr P B Harrison, Mr M J Hart, Ms P A Hill, Mrs A T Hingley, Mrs L C Hodgson, Dr A J Hopkins, Dr C Hotham, Mr M E Jenkins, Mr A D Kent, Mr R C Lunn, Mr P M McDonald, Mr S J Mackay, Mr L C R Mallett, Ms K J May, Mr P Middlebrough, Mr A P Miller, Mr R J Morris, Mr J A D O'Donnell, Mrs F M Oborski, Ms T L Onslow, Dr K A Pollock, Mrs J A Potter, Prof J W Raine, Mrs M A Rayner, Mr A C Roberts, Mr C Rogers, Mr J H Smith, Mr A Stafford, Ms C M Stalker, Mr C B Taylor, Mrs E B Tucker, Mr P A Tuthill, Mr R M Udall, Mrs R Vale, Ms S A Webb and Mr T A L Wells

1 Apologies and Declaration of Interests

To receive apologies and invite any councillor to declare any interest in any of the items on the agenda.

2 Public Participation

To allow a member of the public to present a petition, or ask a question relating to the functions of the Council, or to make a comment on any matter on the agenda.

Members of the public wishing to take part should notify the Head of Legal and Democratic Services in writing or by e-mail indicating both the nature and content of their proposed participation no later than 9.00am on the working day before the meeting (in this case 17 July 2019). Further details are available on the Council's website. Enquiries can also be made through the telephone number/e-mail address listed below.

3 Minutes

To approve as a correct record and authorise the signing of the Minutes of the meeting held on 16 May 2019 (previously circulated electronically).

4 Chairman's Announcements

To receive any announcements to be made by the Chairman.

5 Reports of Cabinet 1 - 8

To consider the reports of the Cabinet and to receive answers to any questions asked on

those reports as follows:

- a) Reports of Cabinet – Matters which require a decision (**Yellow pages**); and
- b) Report of Cabinet – Summary of decisions taken (**White pages**).

6 Constitutional Matters 9 - 10

To consider the appointment of the Vice-Chairman of the Health Overview and Scrutiny Committee (**Yellow pages**).

7 Notices of Motion 11 - 14

To receive the report of the Head of Legal and Democratic Services on any Notices of Motion received by him (**Lilac pages**).

Councillors are asked to note that any Notices of Motion must be received by the Head of Legal and Democratic Services no later than noon on 9 July 2019.

8 Report of the Cabinet Member with Responsibility for Communities 15 - 28

To receive the report of the Cabinet Member with Responsibility for Communities on current issues and proposed developments within her area of responsibility and to receive answers to any questions on the report (**Green pages**).

9 Question Time 29 - 32

To receive answers to any questions asked by Councillors (**Orange pages**).

(Members are reminded of the timescale adopted by Council for notice of questions. A Councillor may only ask a question if:

- *It is delivered in writing to the Head of Legal and Democratic Services by noon on 9 July 2019 or*
- *If it relates to urgent business, the Head of Legal and Democratic Services is notified at least half an hour before the start of the meeting.)*

10 Reports of Committees 33 - 38

To consider the reports of Committees and to receive answers to any questions asked on those reports as follows (**White pages**):

- a) Pensions Committee; and
- b) Planning and Regulatory Committee.

NOTES

• Webcasting

Members of the Council are reminded that meetings of the Council are Webcast on the Internet and will be stored electronically and accessible through the Council's Website. Members of the public are informed that if they attend this meeting their images and speech may be captured by the recording equipment used for the

Webcast and may also be stored electronically and accessible through the Council's Website.

- **Catering Arrangements**

Lunch will be available at 1.00pm or thereabouts in the Lakeview Room. This will be provided for all Councillors, without payment, and for pre-notified guests, who must be paid for in advance. An indication of any guests wishing to take luncheon should be given to staff in the Business Support Unit at least three days before the Council meeting.

Agenda produced and published by Simon Mallinson, Head of Legal and Democratic Services, County Hall, Spetchley Road, Worcester WR5 2NP. The above reports and supporting information can be accessed via the Council's website at: www.worcestershire.gov.uk

To obtain further information or a paper copy of this agenda please contact Simon Lewis, Committee Officer by telephone on Worcester (01905) 846621 or slewis@worcestershire.gov.uk

Date of Issue: Wednesday, 10 July 2019

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COUNCIL
18 JULY 2019**REPORT OF CABINET – MATTERS WHICH REQUIRE A
DECISION BY COUNCIL**

Minerals Local Plan**Recommendation**

- 1. The Cabinet recommends that Full Council:**
 - (a) approves the Publication Version of the Worcestershire Minerals Local Plan for Regulation 19 consultation;**
 - (b) authorises the Director of Economy and Infrastructure to carry out such Regulation 19 consultation;**
 - (c) authorises the Director of Economy and Infrastructure to approve any minor amendments to the Publication Version of the Minerals Local Plan arising from the Regulation 19 consultation, prior to submission to the Secretary of State for Examination;**
 - (d) approves submission of the Publication Version of the Minerals Local Plan, amended as appropriate, to the Secretary of State for formal Examination following Regulation 19 consultation;**
 - (e) authorises the Director of Economy and Infrastructure, in consultation with the Cabinet Member with responsibility, to undertake consultation as necessary on any modifications arising from that Examination; and**
 - (f) agrees that the Minerals Local Plan is returned to Full Council with the Inspector's recommendations with a view to final decision on its adoption.**
- 2. Worcestershire County Council is the Local Planning Authority (LPA) for minerals and waste in Worcestershire. The Minerals Local Plan is the statutory planning document which provides the overall policy framework used for determining all applications for mineral development proposals in the county of Worcestershire.**
- 3. The Plan covers the whole of the county of Worcestershire and, once adopted, will be a Development Plan Document, and form part of the Development Plan for Worcestershire. This means that it sits alongside the district Local Plans and the Waste Core Strategy and must be used to determine any minerals-related planning matters in the county. It will also be used by the City, Borough and District Councils to ensure other types of development do not sterilise mineral resources or negatively impact mineral infrastructure.**

4. In accordance with the adopted Local Development Framework, the Minerals Local Plan will, subject to Council approval, be subject to consultation requirements set out in Regulation 19 of the Town and Country Planning Regulations 2012 (Regulation 19) (pre-submission consultation).

5. The pre-submission consultation will run from Monday 19 August to Monday 30 September 2019. The Plan will be submitted to the Secretary of State for formal Examination in December 2019.

6. Following submission, the Minerals Local Plan will be subject to Examination in Public to consider whether plans comply with the legal requirements, meet the duty to co-operate and are sound, meaning that it is positively prepared, justified, effective and consistent with national policy.

7. At the end of the Examination in Public, the Inspector will publish a report on the Plan, which will recommend that it should be adopted, that it should be adopted with modifications, or that it should not be adopted. The Plan will then be returned to Full Council with the Inspector's recommendation for the Council to decide whether to adopt the Plan.

8. Within the Local Development Scheme the indicative timetable suggests that the Examination would take place during 2020, with receipt of the Inspector's report during the second half of 2020, and adoption in either late 2020 or early 2021.

9. The Minerals Local Plan has been through a number of consultations to inform its development prior to the proposed Regulation 19 consultation.

Mr S E Geraghty
Chairman

Contact Points

County Council Contact Points

County Council: 01905 763763

Worcestershire Hub: 01905 765765

Specific Contact Points for this report

Kate Griffiths, Committee Officer

Tel: 01905 846630

Email: KGriffiths@worcestershire.gov.uk

Supporting Information

- Local Development Scheme (electronic only)
- Summary of Minerals Local Plan Development (electronic only)
- Minerals Local Plan (publication version) (electronic only)

Background Papers

In the opinion of the proper officer (in this case the Head of Legal and Democratic Services) the following are the background papers relating to the subject matter of this report:

Agenda and background papers for the meeting of Cabinet held on 6 June 2019.

Statutory Assessments of the Minerals Local Plan:

- Sustainability Appraisal
- Habitats Regulations Assessment
- Health Impact Assessment
- Equalities Impact Assessment
- Strategic Flood Risk Assessment

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COUNCIL
18 JULY 2019**REPORT OF CABINET - SUMMARY OF DECISIONS TAKEN**

Future provision of overnight unit-based short breaks for children with disabilities and adults replacement/respice care

1. Further to the report to Cabinet in July 2018, Cabinet received information at the meeting on 6 June 2019, about a proposed model for the future delivery by the Worcestershire Health and Care NHS Trust (WHCT) of overnight short breaks/replacement care provision and the launch of a consultation with families, professionals and wider stakeholders.
2. Officers from both Children, Families & Communities and Adult Services have worked collaboratively and with Worcestershire Health and Care Trust to provide clarity on the cost, capacity and monitoring arrangements for the current service delivery of overnight short breaks provision. They have worked together to consider the changes needed to remodel the way services are provided to meet current and future needs and ensure maximum value for money. The proposed model was to develop Osborne Court by creating an extra 4 bedrooms for children (two exclusively for Worcestershire and two which could be used by Worcestershire or other areas), refurbish an empty building for adult bedrooms creating one additional adult bed and improve support for young people moving to adult Services. It was proposed to close the short breaks unit at Ludlow Road, Kidderminster.
3. Cabinet was minded to agree the proposed future delivery model for the delivery by Worcestershire Health and Care NHS Trust of short breaks provision, and authorised the Director of Children, Families and Communities to carry out a consultation on the proposed changes to overnight short breaks provision to ensure future sufficiency, sustainability and quality of provision. The Director of Children, Families and Communities and Director of Adult Services were authorised to continue co-design activity with parents, carers and wider stakeholders on short break/respice provision, as part of the continuous review of provision, including the provision for young people approaching the age of 18 to ensure appropriate transition to adult services and/or independent living. Cabinet agreed to receive a further report once the consultation had been completed in order to make a final decision on the future delivery model.

Worcestershire Passenger Transport Review and Strategy Public Consultation

4. The Council spends £30 million gross per annum on a range of transport Services and needs to have a robust Passenger Transport Strategy that sets out a sustainable strategy for the next 10 to 20 years, in line with the Council's Corporate Plan and Local Transport Plan 4 2018-2030. Key to the success of the Strategy will be gaining the views of key stakeholders and users. The final Strategy will then inform a review of existing operational policies.

5. The Strategy will set out the general policies that will be delivered and will provide a methodology specifically on which to measure the requirement for passenger transport, the relative priority for delivering services and the threshold for funding services. In areas where conventional passenger transport cannot be provided, the Strategy will provide options for alternative types of provision.

6. Cabinet agreed that a public consultation on the Passenger Transport Strategy should begin on 13 June 2019 for a period of 13 weeks and would cover Home to School Transport, Public Transport, Community Transport and Social Care Transport. Details of the consultation would be finalised by the Director of Economy and Infrastructure, in consultation with the Cabinet Member with Responsibility for Highways and the Cabinet Member with Responsibility for Education and Skills. A further report would be brought back to Cabinet in November 2019 to consider the formal approval of the Strategy having regard to the outcome of that consultation. It was noted that a review of the operational policies in relation to the transport report would follow once the Strategy was finalised.

Revenue and Capital Budget Monitoring

7. Cabinet received a report regarding the provisional financial results for the year ending 31 March 2019 and the progress made on the savings and reforms programme.

8. The headlines were that the Council net budget of £324 million faced a number of cost pressures during 2018/19 and the overall outturn was a net overspend of £2 million. The net overspend had fallen by £0.9 million since last reported to Cabinet as a result of continued management actions undertaken during the year to reduce expenditure. There was a net £8.4 million forecast overspend on services, with Adult Services overspending by £12.4 million, and Children, Families and Communities services overspending by £1 million. There have, however, been increases in the underlying cost pressures on adults and children's social care placements and work is underway to analyse financial trends looking forward. The non-schools Dedicated Schools Grant (DSG) overspent by £7.7 million and that had been covered by reserves. The Council will continue to lobby Central Government for a fair allocation of funding. At the same time as facing in-year pressures the Council has also sought to deliver its original savings plan, and it was confirmed that £27.7 million had been achieved this year. The updates to earmarked reserves and general balances were approved

9. The Provisional Financial Results for the year ending 31 March 2019 were endorsed along with the unaudited Annual Financial Report and Statement of Accounts for 2018/19. The draft Annual Governance Statement for 2018/19 was considered before it was sent to the Audit and Governance Committee in July 2019 for final approval.

Mr S E Geraghty
Chairman

Contact Points

County Council Contact Points

County Council: 01905 763763

Worcestershire Hub: 01905 765765

Specific Contact Points for this report

Kate Griffiths, Committee Officer

Tel: 01905 846630

Email: kgriffiths@worcestershire.gov.uk

Background Papers

In the opinion of the proper officer (in this case the Head of Legal and Democratic Services) the following are the background papers relating to the subject matter of this report:

Agenda and background papers for the meeting of the Cabinet held on 6 June 2019.

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COUNCIL
18 JULY 2019**CONSTITUTIONAL MATTER**

Vice-Chairmanship of Health Overview and Scrutiny Committee**Recommendation**

- 1. The Head of Legal and Democratic Services recommends that the nominee of the District Council representatives on the Health Overview and Scrutiny Committee (HOSC), Mrs Frances Smith, be appointed as Vice-Chairman of HOSC.**
2. The Council from time to time appoints Chairmen and Vice-Chairmen of member bodies to fill certain positions within its constitutional structures.
3. The Council is asked on an annual basis to agree the appointment of a Vice-Chairman of the Health Overview and Scrutiny Committee (HOSC) when the nomination of the District Councils has been made.
4. The Council's Constitution states that the Vice-Chairman of HOSC is to be selected by and from the District representatives on that Committee. The nomination from the District representatives made at HOSC on 27 June 2019 was Mrs Frances Smith (Wychavon District Council).

Contact Points

Worcestershire County Council: 01905 763763

Specific Contact Points for this report

Simon Mallinson, Head of Legal and Democratic Services

Tel: 01905 846652

Email: smallinson@worcestershire.gov.uk

Sheena Jones, Democratic Governance and Scrutiny Manager

Tel: 01905 846011

Email: sjones19@worcestershire.gov.uk

In the opinion of the proper officer (in this case the Head of Legal and Democratic Services) the following are background papers relating to the subject matter of this report:

Agenda papers and Minutes of HOSC on 27 June 2019

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COUNCIL
18 JULY 2019**NOTICES OF MOTION**

Notices of Motion Received

1. The Head of Legal and Democratic Services reports that he has received the following 6 Notices of Motion. The Constitution provides that any submitted motion must be moved and seconded at the meeting. Otherwise, unless postponed with the consent of the Council, it will be treated as withdrawn.
2. If a motion is in relation to the exercise of an executive function it will be referred to the Cabinet for decision (if applicable this will be indicated below). Otherwise the Council may decide itself to determine the Motion, or refer it to the Cabinet or another appropriate Committee for advice before determining it at the next available meeting.

Notice of Motion 1 – The Living Wage

3. **This motion is not in relation to the exercise of an executive function and the Council may decide to determine the Motion.**

4. Notice of Motion standing in the names of: Mr P M McDonald, Mr R C Lunn, Mr P Denham, Mr L C R Mallett, Ms C M Stalker, and Mr R M Udall.

"This Council calls on the Cabinet to ensure in future that all contractors, agencies and any organisation or body carrying out work or research on behalf of this Council, pay its employees/workers at least the 'Living Wage' as defined by the Living Wage Foundation."

Notice of Motion 2 – Parish and Town Councillors

5. **This motion is not in relation to the exercise of an executive function and the Council may decide to determine the Motion.**

6. Notice of Motion standing in the names of: Mr P Middlebrough, Ms K J May, Mrs L C Hodgson, Mr R W Banks, Mr A A J Adams, Mr B Clayton, Dr K A Pollock, Mr A T Amos, Mr A I Hardman, and Dr C Hotham.

"Following their successful election or appointment in May, Worcestershire County Council will continue to celebrate and cooperate with new and returning parish and town councillors to deliver public services for the benefit of all our residents."

Notice of Motion 3 – Availability of sanitary products

7. This motion is not in relation to the exercise of an executive function and the Council may decide to determine the Motion.

8. Notice of Motion standing in the names of: Ms C M Stalker, Mr R M Udall, Mr R C Lunn, Mr P Denham, Mr P M McDonald, Ms P Agar, Mr A Fry, Ms P A Hill and Mr L C R Mallett.

"Council welcomes the decision of HM Government to fund free sanitary products in all primary and high schools, Council asks the Cabinet Member with Responsibility (CMR) to consider bringing a report to Cabinet on the progress towards implementation of the new initiative, to provide details of how it will be monitored and to ensure the maximum possible uptake. Furthermore, Council asks that the CMR report considers all other ways to reduce period poverty in the county and to consider all possible means to ensure period poverty is eliminated within Worcestershire."

Notice of Motion 4 – Recycling of hard plastics at Quantry Lane Household Recycling Centre

9. This motion is not in relation to the exercise of an executive function and the Council may decide to determine the Motion.

10. Notice of Motion standing in the names of: Mr P M McDonald, Mr R C Lunn, Mr P Denham, Ms C M Stalker, Ms P Agar, and Mr R M Udall.

"In light of the fact that children at Holywell School, Rubery have highlighted that the Quantry Lane Household Recycling Centre does not facilitate the recycling of hard plastics: that the Cabinet Member with Responsibility considers introducing such a facility at the Centre."

Notice of Motion 5 – Public Footways

9. This motion is not in relation to the exercise of an executive function and the Council may decide to determine the Motion.

10. Notice of Motion standing in the names of Mrs E B Tucker, Prof J W Raine, Mrs F M Oborski and Mr M E Jenkins:

"This Council understands the important contribution that walking makes to people's health – even just getting out of the house and walking to the shop, walking the dog, or a short walk in the fresh air can make all the difference.

For people with weak ankles, walking disabilities or frailties of aging, it is particularly important that roadside paths are in a safe and level state.

Council asks for the Cabinet Member for Highways to take a report to Cabinet setting out the current criteria that trigger maintenance work on footways and what changes to those standards are required for safe walking by less able or less confident walkers. This should include equalities advice plus input from outside organisations and include the safety of people using buggies.

We also ask that the report reviews the construction specifications for housebuilders where they affect the public footway. Pedestrian safety and the convenience of flat and level paths should take precedence over the desire of householders to reduce the gradient of their driveways.”

Notice of Motion 6 – Road Verge Biomass Harvesting

9. This motion is not in relation to the exercise of an executive function and the Council may decide to determine the Motion.

10. Notice of Motion standing in the names of Mrs E B Tucker, Prof J W Raine, Mr M E Jenkins and Mrs F M Oborski:

"Lincolnshire County Council is letting its grass verges grow wild over summer in order to encourage pollinators such as butterflies and bees instead of mowing them. At the end of the summer, the grass will be cut and the long cuttings sent to be used as biofuel. The money made from the scheme will be put back into maintaining the verges for next year.

The Council has produced a “tool kit” for other interested councils, so others could trial this energy production technique, and charities the RHS and Plantlife have endorsed such schemes.

See <https://www.lincstrust.org.uk/wildlife/wildlife-gardening/wildflower-hub/verges-faq> for more information.

This is a great idea that Worcestershire County Council should investigate. Council asks for the Cabinet Member with Responsibility to commission a report into the feasibility of implementing a similar scheme in Worcestershire.”

Contact Points

County Council Contact Points

County Council: 01905 763763

Worcestershire Hub: 01905 765765

Specific Contact Points for this report

Simon Lewis, Committee Officer

Tel: 01905 846621

Email: slewis@worcestershire.gov.uk

Background Papers

In the opinion of the proper officer (in this case the Head of Legal and Democratic Services) there are no background papers relating to the subject matter of this report.

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COUNCIL
18 JULY 2019**REPORTS OF CABINET MEMBERS WITH
RESPONSIBILITY**

**REPORT OF THE CABINET MEMBER WITH RESPONSIBILITY
FOR COMMUNITIES****Introduction**

1. It is my pleasure to submit my report as Cabinet Member for Communities to full Council on the work that has taken place in my areas of responsibility in the past year.

2. The role of Cabinet Member with Responsibility for Communities is a cross-cutting one covering several services from across the Council. I am pleased to report that since my last report to Council there has been significant progress in all areas of my portfolio as we continue to transform service delivery to provide high quality services, within the budget available, that are valued by Worcestershire's residents.

Libraries including The Hive

3. Worcestershire Libraries once again saw increases in participation throughout 2018/19 with the number of libraries visits up 2.1% on 2017/18 at 2.75 million. This reflects the impact of co-locating other services, such as the job centre plus, in some of our libraries.

4. There was also a 28.7% increase in digital library membership with issues of e-book, e-audiobook and e-magazine increasing by over 25% to 74,208. The number of residents volunteering in libraries across the county rose by 11% to 576, with volunteer hours gifted to the service rising 6.5% to over 21,000 hours. In the 2018 Summer Reading Challenge Worcestershire libraries topped the regional table both for participants completing the challenge and the number of young volunteers supporting the scheme.

5. In 2018/19 the service began to capture data on the impact of library services on a range of national and corporate priorities including health and wellbeing, digital literacy and open for business. Responses to a survey in October 2018 indicated that 25% of library customers experienced improved mental health as a direct result of using library services; 29% felt more confident and motivated to learn, 30% were more confident to access digital services and 50% felt more connected to their local community. Impact data will be used to drive further service development and improvement.

6. As already mentioned, Libraries have continued to grow as community hubs through new co-locations with community services. The Department for Works and Pensions (DWP) re-located local Job Centres into libraries at Kidderminster and Redditch in Spring 2018, and in February 2019 Wychavon re-located its Customer Service Hub to Evesham Library. As well as generating valuable income that helps to protect frontline library services, collaboration with new co-located partners has prompted the development of new library services including a Young People's Job Fair at Redditch in May 2019 and bespoke adult learning classes to support employability.
7. In June 2018 Libraries were commissioned to deliver the Council's face-to-face digital customer service offer across Wychavon, Wyre Forest, Bromsgrove and Redditch districts. In March 2019 coverage was extended to Malvern Hills. Libraries have added value to the users of these services by providing one-to-one digital support to almost 2,000 customers and signposting 1,252 customers to further library-based digital support services from Digital Champions and Adult Learning classes. The commission generates income for libraries, again helping to sustain frontline library services.
8. 2018/19 saw the launch of Connect Cafés across Worcestershire libraries in collaboration with local partners and volunteers, bringing residents together to connect over shared health and wellbeing interests and concerns. Regular sessions are in place for carers, dementia friends and people with disabilities which have helped to increase the reach of social connecting groups in libraries to over 10,000 adults. There has also been a significant growth in Science, Technology, Engineering and Mathematics (STEM) related provision for children and families with coding clubs and science-based events delivered across the county. A new Family Learning programme has been launched, targeted at improving school readiness, and a more than 100% increase in the number of Digital Champions in libraries has facilitated a significant increase in digital support provision.
9. The Hive's profile as the UK's only integrated public and University library continues to provoke great interest. Over two hundred professionals from other libraries visited the Hive in 2018/19 and delegates from the Hive delivered keynote speeches in Denmark at their National Library Conference. The Hive also featured as a case study in the Arts Council publication *Independent Mind - Higher Education and Public Libraries*. A number of high-profile cultural projects have been showcased at Hive over the last 18 months, including 'Playback': an exhibition of short films made by young artists (Random Acts in Association with the ICA) and International Images for Science (Royal Photographic Society).
10. The Hive has been successful in its application to become a British Library Business and Intellectual Property Centre. This newly acquired status will attract funding to enhance the business and enterprise support offer at the Hive and extend it across the county library service.
11. A public consultation on the future of Worcestershire libraries was launched in October 2018 and ran until end February 2019. Work is now underway to shape future proposals for the transformation of libraries based on feedback from the public consultation, recommendations from libraries' 2018 Needs Assessment and the results of a library peer challenge undertaken by Local Government Association in May 2019.

Adult Learning

12. Over the last twelve months, the Adult Learning Service, along with the 16-18 Education Service and Learning and Development Employee Apprenticeship Service, has been working towards an integrated service under the banner of Learning Services. In February 2019 the quality of this Service was inspected by Ofsted and was judged as Good overall.

13. The Adult Learning Service has continued to support communities through a range of interventions from family learning through schools and children's centres to the leisure programme in the community utilising its close working relationship with the Libraries Service. The service has supported around 5000 learners and continues to be a key part of our libraries offer.

14. Over the last year the team has also supported over 200 learners to return to work through its European Social Funded employability programme directly and over 700 through its provider network. This programme has supported the job clubs in libraries and has offered a range of interventions from short employability workshops to long term English and Maths courses. It has been able to offer shorter more sharper interventions where needed to suit the learners' aspirations and to support them back in to the labour market. Planning for 2019/20 has started and the team aims to grow its valued Leisure programme as well as retain its learners through its Community programmes, a key focus will be maintaining relationships with the libraries team as the reorganisation of the County Council moves ahead.

Museums Worcestershire

15. The museums in Worcestershire continue to help make the county a great place to live, work and visit. Museums Worcestershire uses the power of objects from the museum collections to give people, including its team of 56 regular volunteers, an enhanced quality of life. 16% of visitors to museums say they come 'to escape from everyday life' and 13% of visitors to museums come 'for time to reflect'. 98% of visitors say that their whole experience of visiting the museums is either good or very good.

16. Museums Worcestershire continues to work with Hartlebury Castle Preservation Trust on the presentation and development of Hartlebury Castle as a significant family and friends visitor destination for Worcestershire. Following HCPT's £5million Heritage Lottery-funded acquisition and development of the wider Bishop's Palace and grounds, the full destination was launched to the public in Spring 2018. The site was awarded a Hidden Gem accolade by Visit England.

17. Alongside the wider developments of the site, the County Museum opened a new Archaeology Gallery *On Ancient Tracks* starting the story of the history of Worcestershire told on site, with funding from Severn Waste. Additional grant funding has very recently been received to further research the County's outstanding transport collection, including the nationally significant Gypsy Vardo collection.

18. In 2018-19, the joint service attracted £176,000 of external grant funding and earned £158,000 in income. Using the Association of Independent Museums economic impact calculation, the three museum venues bring £1.5million of visitor spend into the County.

19. 4,816 children and adults participated in informal learning opportunities and 5,498 students enjoyed formal learning sessions at the three museums. The Commandery and the County Museum at Hartlebury were both awarded the Sandford Award for Excellence in Heritage Education, reflecting the quality of the formal education offer at both sites. The Commandery received additional funding from the Heritage Lottery Fund, the Elmley Trust and the Arts Council to reinterpret the theme of Civil War, democracy and the power of decision making, engaging 450 school children. The museums welcomed over 200 home educated children and young people to the three sites, offering activities and a flexible learning environment tailored for this growing group of young people.

20. Museums Worcestershire worked in partnership with Worcestershire Archaeology and Archives Service on two significant projects: *Worcestershire World War One Hundred* exhibitions and events across all our sites, with the final exhibition *Fashioning Peace* opening at Hartlebury Castle in February 2019. *Lost Landscapes* focusing on the story of Worcester's pre-history, including the summer 2018 exhibition *Ice Age*. 177,000 people visited the exhibitions and almost 3000 people participated in workshops and talks. The exhibition provided opportunities for generations to enjoy museum displays together, grandparents and their grandchildren reading together in an Ice Age shelter, families creating batik cave paintings or even learning how to knap flint axes.

21. Scoping is now underway for a future joint project based on the Bromsgrove Guild collections held within the museums and archives. Museums Worcestershire works with partners to develop and share heritage expertise with the people of Worcestershire including through: Support for smaller local museums through skills-sharing courses with active hands-on sessions. The highly successful *Love Worcester* festival each February. Offering expertise in partnership, contributing to the £1.5 million redevelopment project at the Museum of Royal Worcester. Lending objects and exhibition contents to other museums locally, nationally and internationally. 740,000 people engaged with Worcester's and Worcestershire's collections at other venues in 2018-19.

22. Museums Worcestershire remains a strong and successful partnership between Worcester City and Worcestershire County. Visitor satisfaction ratings have been consistently higher as a joint service than as two separate services, while still allowing efficiency savings to have been made. In July 2018, Worcester City Council took on the hosting role for the City Museums' operational teams and the joint collections and management teams. This enables Museums Worcestershire to have a stronger voice in the heritage tourism and economic development of the area, a corporate priority for the City Council.

Severn Arts and the County Arts Service

23. On the 1 June 2018, Severn Arts officially transferred outside of the County Council into an independently owned charitable company. Now, as a new charitable company, with a well-established service, Severn Arts has the freedom and flexibility to diversify its business and to be entrepreneurial in its approach.

24. Leading Worcestershire's Music Education Hub, Severn Arts continues to hold an Arts Council England contract to develop and deliver an accessible, high quality music education for young people in Worcestershire. It currently provides music tuition, performance opportunities, instrument hire and other music education to pupils in Worcestershire and has a relationship with 95% of the county's schools.

This growing service currently impacts on 8-10,000 children and young people weekly and over 18,000 across a year.

25. Severn Arts also holds the contract with Worcestershire County Council for delivering the County Arts Service and supporting Worcestershire Arts Partnership. The Arts Service transferred to Severn Arts in September 2018 thus developing Severn Arts' remit beyond music education, and beyond young people.

26. The arts service has developed a closer working relationship with The Virtual School, creating several opportunities for Looked After Children to be involved in projects such as Young Voices New Visions and bespoke holiday schemes. Voices and Visions has been developed into a new format, Young Voices New Visions. This year the art exhibition was integrated into the performance as the audience were guided round the Cathedral in a promenade-style production. 65 Schools exhibited artwork, 50% more than last year; 360 performers took part; 400 audience members attended, and 12 artists were employed to work with the schools and teachers under the theme of "People and Places".

27. The service has been supporting the arts sector via Worcestershire Arts Partnership (WAP) through a series of Continued Professional Development (CPD) sessions which attracted 60 artists/arts organisations over 4 sessions. These sessions focused on themes such as; Developing Audiences, Evaluating Arts Projects, Income Generation and Developing a Business Plan.

28. The County Council is supporting The Arches – Worcester Cultural Development Fund Project, a partnership between Severn Arts, the Arts Service, Worcester City Council and the University of Worcester. £3 million was successfully secured from the Department of Culture Media and Sport (DCMS) as part of a £4.5m project over 3 years to grow the economy through arts and culture. This will result in 8 arches being transformed into creative industry spaces to support creative industries and Small to Medium Enterprises (SMEs). Severn Arts will lead on a Festivals Programme for the City to develop audiences for and participation in the arts, providing four Festivals for Worcester. There is also a skills development strand to support graduates to remain in the City and to provide alternative routes into employment into the arts for young people through apprenticeships and internships.

29. The arts sector, as a result of the Arts Service, continues to thrive in Worcestershire and is getting noticed in the national arena, with more external investment coming in via Cultural Development Fund (CDF) funding; grants to develop Worcester Arts Workshop and the work undertaken by our National Portfolio organisations, DanceFest, Vamos and CandT. Severn Arts has appointed a new Chief Executive Officer and is continuing to act as the National Music Hub for Worcestershire, delivering music provision in schools against the core and extension roles in the National Plan for Music Education. The arts service, as a result of being transferred to Severn Arts, is contributing to the music offer working in tandem with the Music Hub and the Cultural Education Partnership and enabling wider access for children and young people to cultural activity. First Access to Music (FAME) and Big Sing Concerts have taken place at The Arena, with 200 children and over 100 schools participating in each one.

Corporate Information Management Unit (CIMU)

Records Management

30. For the first time, the team has one software system developed to provide a robust records management system to manage the Council's physical records. It is hoped that this system will begin roll out across the Council from September.

31. The service has reduced the number of boxes held in external storage to 1500 boxes, down from 21,000 4 years ago. Reviewing physical storage continues to reduce the number of records not just externally but also at County Hall and Wildwood.

32. The Subject Access Team (for Children, Families and Communities) - dealt with 192 requests for information this last financial year, an increase of 30% from the previous year. This has streamlined the process to continue to improve performance over the forthcoming year.

33. The Information Access Team – dealt with nearly 450 requests covering Data Protection, Freedom of Information and Environmental Information Regulation requests this past year, as well as data breaches. The plan is to raise awareness and explore potential changes in process to minimise risk.

34. Information Governance – The initial GDPR project has now concluded, with an Information Asset Register, Privacy Notices, Data Protection Impact Assessments and Data Sharing frameworks in place, and 96% of the workforce have completed their Data Protection training.

35. The focus of work this year is to comply with the NHS Data Security and Protection Toolkit. The Child Protection - Information Sharing project (CP-IS) is helping health and social care staff to share information securely to better protect society's most vulnerable children. The NHS will allow the Council to connect to the NHS network spine to facilitate this work upon successful compliance with their requirements

Registration and Coroner Services

36. The registration service has once again received another favourable report from the General Register Office. The annual customer survey also highlighted very high satisfaction levels. The service surpassed 2,000 wedding ceremonies in the last financial year for the first time, against a trend of a decreasing number of weddings nationally. The service continues to diversify with the launch of new ceremony packages aimed at providing as many options for couples as possible.

37. Changes for the forthcoming year include the introduction of opposite sex civil partnerships by the end of December and changes to the registration of marriage including the inclusion of mothers' (and parents') details in the register.

38. The new Senior Coroner starts on 1 July, when Mr Williams retires after 12 years' service. Mr Reid is currently one of our Assistant Coroners and a barrister. The service continues to seek better ways of working in the service. This includes an online referral process for professionals, electronic dissemination of documents and using conference call facilities for pre-inquest reviews. The latest statistics published in May indicated that the service is better than average against regional and national figures and, for the first time, with no cases over 2 years old.

39. Officers continue to work closely with the new Medical Examiner service to ensure that customers are not disadvantaged by it. The service manager now sits on several national groups representing the Local Authorities Registration and

Coroner services. This provides us with a unique opportunity to not only represent services on a national level but to influence change that aims to benefit all

Countryside and Greenspace Service

Gypsy Service Team

40. The Gypsy Service Team is self-financed through its management of seven residential traveller sites, providing important accommodation for 121 gypsy and traveller families. The Team is currently experiencing the roll-out of Universal Credit with many of its residents. The Service works with Highways, Police and other local authorities in Worcestershire to an agreed protocol to manage unauthorised encampments on local authority land in Worcestershire.

Countryside Greenspace Team

41. Waseley Hills Country Park, Worcester Woods Country Park and St. Wulstan's Nature Reserve have once again retained the nationally recognised Green Flag Award; evidencing the high standard of management for visitors and the natural environment.

42. A new 7-year lease agreement has been secured with the tenant of Orchard Café at Worcester Woods Country Park which celebrates its 40th anniversary in 2019.

43. The Team is currently 69% self-financing and is diversifying its range of income streams after the proposal to introduce parking charges at Worcester Woods Country Park was not taken forward. The Team continues to deliver chargeable services to others, secure external funding and reduce costs.

44. A considerable amount of work across the service (22,800 hours per year) is delivered by over 430 volunteers such as Parish Tree Wardens, Countryside Sites Volunteers and Health Walks Leaders.

Road Safety Education

Bikeability

45. The Road Safety Team delivers Bikeability National Standard cycle training across 3 levels to Worcestershire school pupils. Each year the team trains an increasing number of pupils and trained over 4,500 pupils last year. A small number of adults have also received cycle training in the Wyre Forest area via a joint project with public health. Some reception age pupils also benefit from the teams Bikeability Balance training programme. The team currently have Department for Transport funding to support the delivery. The team are now at full capacity over the summer months in terms of instructor availability and volume of school requests.

Road Safety Education & Training

46. The Road Safety Team offers road safety education and training to all Worcestershire pupils. This provides pupils with lifelong behaviours and attitudes for safe road use anywhere, at any time, on any journey. The team offer class talks to any age group and practical pedestrian training to year 2 and 4. Each year they train over 10,000 pupils. The team also offer pre-driver training workshops to

students aged 16-18 in colleges or sixth forms which is delivered via the Safer Roads Partnership.

School Crossing Patrol Service

47. The existing School Crossing Patrol service covers 42 crossing locations to assist the safety of children travelling to and from school in Worcestershire, serving 38 first, middle and primary schools. The service is delivered in accordance to national set criteria. A review of the service has been undertaken and there are some sites that either no longer meet criteria or have been upgraded in recent times with a more formal crossing facility, such as a pedestrian crossing or zebra. Six School Crossing Patrol sites remain vacant.

Malvern Hills AONB Partnership

48. The County Council hosts the Malvern Hills Area of Outstanding National Beauty (AONB) Team (Unit) which supports a multi-agency partnership overseeing the conservation and enhancement of this nationally designated landscape. The Partnership's work is wide-ranging, covering many issues of relevance to Worcestershire County Council as well as helping the Council to meet its statutory duties in relation to the AONB. Examples of the Partnership's work last year include:

49. The Three Counties Traditional Orchard Project has been completed with £330,000 of funding from the Heritage Lottery Fund, to help preserve this most distinctive of Worcestershire habitats. Over 900 people volunteered for the project, helping to restore 34 veteran orchards. 40 volunteers attained 'Orchard Champion' status, giving over 2,000 hours of their time to the project and forming a network of local orchard knowledge and expertise that endures now that the project has finished. 3 'mother orchards' were established in the county, containing all known varieties of Worcestershire fruit trees and helping to ensure this genetic material is preserved for the future. N.B the Council's Greenspace team was a delivery partner in this project

50. £22,500 in Sustainable Development Fund grants have been provided to support 16 local projects. Successful projects for the year included connecting local school children to the landscape as part of the Ledbury Poetry Festival, training local people in the skills needed to identify local wildlife and supporting volunteers to help manage important geological sites.

51. A new State of the AONB report has been published which reports on the current condition of the AONB (following the collection and analysis of a wide range of data). A new Management Plan has been published for the AONB for the period 2019-24. This involved extensive consultation with a wide range of partners and local interests.

52. A visitor survey (the first in 20 years) of users of the Malvern Hills and Commons has been completed which revealed how people use the area and what they value most about it. Data from the survey were also used to inform a study which calculated that the physical and health benefits of the Malvern Hills and Commons have a value of £5.8m per annum.

53. Further details of the AONB Partnership's activities in 2018/19 can be found in its annual review:

<http://www.malvernhillsaonb.org.uk/wp-content/uploads/2019/05/Malvern-Hills-AONB-Annual-Review-201819-Final.pdf>

Trading Standards and Animal Health (Regulatory Services)

54. The service maintains the 'level playing field' for trading in Worcestershire by discharging around 250 of the County Council's statutory duties that have grown out of its role as the local weights and measures authority. These duties cover many areas of consumer protection law, food and animal feed law, animal health law and other areas of business regulation.

55. The service's revenue budget is around £560K per annum including grants. Its broad remit means the service regulates in some way, all 33,325 VAT/PAYE registered Worcestershire-based business units along with thousands of smaller operations. The number of Citizen demand elements is significant, e.g. Advice Consumer Service Notifications 5,894 and 1,908 Advice Consumer Service Referrals.

56. These demands and enablers have resulted in the following legal process outcomes:

- Number of defendants taken through prosecution process: **5**
- Number of offenders to whom simple cautions issued: **1**
- Number of years' imprisonment: **2**
- Number of years of imprisonment where the sentence is suspended: **4.5**
- Fines awarded (£): **4050**; Costs awarded from court cases (£): **31,985**
- Community Punishment & Rehabilitation Orders (hours): **310**; Years of disqualification from Directorships: **5**

57. As well as this, over 16,000 illicit cigarettes and over 18Kg of hand rolling tobacco were removed from the supply chain in Worcestershire during 2018/19. The street value of these products is close to £11,000. Cases relating to tobacco seizures late in the previous year will soon be appearing before the courts. Counterfeit football kit, perfume, sunglasses and other clothing were also seized in various operations with a street value of around £10,000. On top of this a huge seizure of over 5,000 counterfeit rare vinyl records, mainly of American and Northern soul/ blues music were seized as part of a joint exercise with the Wales Regional Organised Crime Unit. A rough estimate of the trade value of these products to the criminal involved in these activities is in the region of £350,000 per annum but it may be significantly more. These counterfeiting cases should come to court over the next 12 months. The offences under the Trade Marks Act 1994 carry a maximum sentence of 10 years imprisonment, so this is serious crime.

58. Two large cases against builders were brought to trial during 2018/19. One was sentenced to two years imprisonment following numerous cases of knowingly or recklessly acting in a manner that did not meet the standards of normal professional diligence in this business area. The other received a sentence of 12 months suspended for 2 years for fraud and similar regulatory offences. The service often uses the Fraud Act 2006 to extend the sentencing powers available to the Courts when dealing with rogue traders, allowing Judges to properly deal with offenders in a way that addresses the facts of the case.

59. It is estimated that the work of the service during 2018/19 has prevented at least £641,000 of consumer detriment going into 2019/20.

60. The service also remains strongly engaged with local businesses under the Primary Authority provisions. Six businesses including Halfords and Worcester Bosch pay for assured advice from the service. The service is also currently partnered with CheckaTrade, some 509-member businesses have now been accredited by the service.

Worcestershire Archive and Archaeology Service (WAAS)

61. The service works to protect, preserve, manage, record, interpret and promote the history and historic environment of Worcestershire. The staff includes archive and archaeological specialists, a conservation and digitisation team, a learning and outreach team and includes the County's statutory archive service. WAAS is based at The Hive but works across Worcestershire.

62. The public services delivered from The Hive (largely centred on the archive collections) are popular, with a 98% customer satisfaction rating at the last survey. Commercial work includes archaeological projects in the West Midlands and further afield. Grant funded projects are focused on enhancing and promoting our collections for users in Worcestershire, across the UK and to a smaller extent overseas. The Hive was chosen as the setting for the English Launch of *Explore Your Archive* week in recognition of the achievements of WAAS over the last few years.

63. This year is the 60th anniversary of professional archaeological services in Worcestershire and Worcestershire Archaeology will be working on a wide range of archaeological sites of all periods across the West Midlands and beyond in 2019/20. Well respected for their professional and pragmatic response to development they continue to be the "go to" organisation for an increasing number of businesses.

64. Every year WAAS undertakes a range of workshops and events across the County to support individual and group learning in a friendly and collaborative atmosphere for people of all ages. WAAS worked with 48 different school groups over the last year.

65. In 2018/19 WAAS had a turnover c £2,000,000 of which £1,350,000 came from either commercial or grant income. It is seen as a model of best practice by both The National Archives and the Chartered Institute for Archaeologists.

66. Many of the projects WAAS undertakes involve groups of volunteers working together to explore and enhance their communities. At the moment, this includes a project focussing on the market gardening heritage of the Vale of Evesham particularly the fast disappearing sheds known locally as hovels that market gardeners built at the end of their land.

67. A strength of the service is that covering both archives and archaeology it can deliver innovative projects across the heritage sector. In the last two months WAAS have completed three projects of this type

68. The first of these is the Freddy Charles Project. Both archaeological and archival specialists have worked on this lottery funded project. Freddy Charles and his wife Mary were trail blazing conservation architects who, from the early 1960s, restored historic buildings and recorded buildings prior to their demolition. They restored over 250 buildings in Worcestershire, many of them of national importance such as Middle Littleton tithe barn and The Great Barn of Bredon. The material

held in The Hive is an important archive of many of the most significant timber-framed buildings in the county and beyond. Thanks to grant funding from Historic England, the original archive has been electronically catalogued and is now fully accessible at The Hive. A digital archive of c. 1000 images has also been created by our in-house Digitisation Team and this digital archive has now been deposited with the Archaeology Data Service (ADS) to allow international access.

69. The Arthur Henry Whinfield centenary project has just been completed. Service staff and dedicated volunteers conserved, catalogued, digitised and then made available the 2,100 glass slides in this late 19th to early 20th century collection. The project followed in Whinfield's footsteps by recreating his magic lantern shows; projecting selected images onto The Hive building and the city wall; displaying selections of his images in the windows of the former Netherton's iron works opposite The Hive; school workshops and much more. All the glass slides in the collection have been uploaded onto *Lucerna*, a worldwide digital repository of magic lantern slides.

70. The service is in the final stages of cataloguing the John Poole archive with a grant from the Henry Moore Art Fund. John Poole was one of the most distinguished and versatile British architectural sculptors, letter-cutters and restorers during the last 50 years of the 20th century. Latterly he was based in Worcestershire, but his fine and often monumental works are to be found much further afield. His archive was deposited with the service by his daughter, a Worcestershire architect.

71. The Worcestershire World War 100 project is now drawing to its close. This was the largest WWI lottery funded project outside London and brought together a wide range of partner projects and events in the County. The impact of the project is now being assessed but safe to say the numbers of Worcestershire people (and others) who engaged in some way is large (>750,000). In recognition of its success Dr Adrian Gregson, who developed and led the project, was invited to a Buckingham Palace garden party in May.

Voluntary and Community Sector (VCS)

72. As a priority for the County Council, as set out in our Corporate Plan "Shaping Worcestershire's Future," The ability to grow community capacity and enable individuals, families and communities to do more for themselves is vital if we are to realise our aspirations for Worcestershire.

73. Building on great successes across the county which demonstrate the power of local communities working together to meet local needs. "Act Local in Worcestershire" has seen local communities shaping and remodelling local services. We have acted as the enabler and have empowered communities to effect change and to make things happen in local areas.

74. Examples are many and include the ownership of local youth service provision, with approximately 45,000 hours gifted to support the delivery of a range of Council services including: Library and Museum Services; Country Parks and Green Spaces; Health Walks and many more.

75. Council approved investment in a Community Solutions Fund of £145K for 2019 to support local communities and organisations (such as Parish Councils), to address local issues to reduce future demand, through increased community capacity that drives reduced or avoids costs for the County Council. This Fund was

launched during National Volunteer Week, on 3 June at two special events at County Hall. The events were attended by over 100 staff and 50 representatives of the voluntary and community sector. The work of our volunteer workforce was recognised, staff were encouraged to pledge to volunteer in the future and the work of Worcestershire's VCS was celebrated.

76. There has been excellent progress in promoting Digital Inclusion across Worcestershire through the GoOn Worcestershire Partnership. A Partnership Development Coordinator was recruited to this project and has been central to this work, which engaged 8,703 people in the development of digital skills between September 2015 and June 2017. The current focus is on providing digital skills training for Digital Champions and they are exploring ways of ensuring the impact of the project is sustainable so that access to the internet is not a barrier to Worcestershire residents.

77. Social value guidance has been produced for all suppliers wishing to deliver contracts on behalf of the council and includes suggestions about working with and developing local VCS as part of council contracts. The Find it in Worcestershire (FIIW) business breakfast meeting has been expanded to include VCS organisations so that they can benefit from networking opportunities alongside private sector companies. The November 2016 FIIW focussed on corporate social responsibility and the role that the local VCS can play.

78. Through the Resident Viewpoint survey, residents have been engaged with to determine their drivers of volunteering and a new indicator has been added to the balanced scorecard to monitor levels of volunteering across the County.

79. The County Council ran a successful VCS celebration event in the summer of 2016 at the Hive (to coincide with National Volunteering Week), highlighting the work done by volunteers and VCS organisations. During the 2017 National Volunteer week the County Council and partner agencies showcased the excellent work of volunteers across the county. This was recognised by the chairman presenting several groups and volunteers Black Pear Trees awards.

Partnership Working

Syrian Refugee Resettlement

80. Over the past 10 months, a further 12 Syrian families have been successfully resettled in Worcestershire. This fulfilled the commitment made by Leaders' Board in February 2018 to resettle a further 50 refugees in 2018 and 2019 in addition to the 50 resettled in 2016/17. The latest families have been resettled in Bromsgrove, Malvern and Wychavon and continue to be supported to become independent and integrate into their local communities by our commissioned providers Refugee Action and Spring Housing and assisted by local refugee welcome groups.

81. The previous families, resettled in Redditch, Worcester and the Wyre Forest are being supported through our Libraries and Learning Adult Learning Provision. All provision provided has been to support their access for additional English for Speakers of Other Languages (ESOL) and employment opportunities. Each family across the county has had the offer of ESOL through group classes, 1-2-1 support and paired sessions, thus enabling them to progress at their own rates and with greater confidence. In addition to this, each family has had 1-2-1 Employment/Higher Education Support to help them continue their journey into social inclusion and where possible voluntary and/or paid employment.

County Association of Local Councils (CALC) & Parish and Town Councils

82. Chris Wayman has taken over from Richard Levitt and is the new Executive Officer for CALC. I look forward to working with him and continuing the good working relationship we have with CALC.

83. Preparations are underway for the next Parish Conference which will take place in the Council Chamber here at County Hall. As always Parish & Town Councils will be invited to shape the agenda and all County Councillors are welcome to attend.

Armed Forces Covenant

84. Worcestershire Armed Forces Covenant Partnership is a multi-agency group which aims to ensure that those who serve or have served in the armed forces, and their families, should be treated with fairness and respect.

85. As part of a cross-local authority bid with Herefordshire Council, Shropshire Council and Telford & Wrekin Council the Partnership has recently benefited from Ministry of Defence (MoD) funding to strengthen local government delivery of the Covenant. The funding has provided a dedicated Armed Forces Covenant Partnership Officer, who came into post in November 2018, supporting both Worcestershire County Council and Herefordshire Council until September 2020. Outcomes for this post include delivering a needs assessment of the Armed Forces Community in Worcestershire which is set to be completed this summer and will help identify and inform key priority areas for the Partnership to address.

86. Additional MoD funding has also been awarded to pilot a veteran hub in Worcestershire. This project is being overseen by a small working group, which includes several military charities and delivery partners and aims to create a one-stop referral service for veterans, as well as space for charities to deliver their outreach work across the county.

Conclusions

87. I would like to place on record my thanks to the Director of Children, Families and Communities, the Director of Commissioning and Commercial and Director of Economy and Infrastructure along with the relevant Heads of Service for their commitment and work since my last report. I believe we have a high calibre of officers within the County Council and the commitment shown by officers at all levels has meant we have made significant progress in all areas of my portfolio.

88. I do recognise that the financial climate facing the Local Authority continues to be very challenging and I see that within my portfolio significant progress has been made in meeting these financial challenges. However, we are aware that this will need to be done whilst sustaining services that local communities may wish to keep but will have to be delivered in a different way.

89. I submit this report to the Council. Thank you.

Lucy Hodgson

Cabinet Member with Responsibility for Communities

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COUNCIL
18 JULY 2019**QUESTION TIME**

Question 1 – Plastics recycling

1. Mr P Denham will ask the Cabinet Member with Responsibility for Environment:

"Following the revelation on a recent BBC Panorama programme that a high proportion of plastics collected by local councils as recyclables end up in Malaysia and other poorer countries in mountains of non-recycled rubbish, can the Cabinet Member with Responsibility for Environment advise council what proportion of Worcestershire's plastic is actually being efficiently recycled and at what cost to the taxpayers?"

Question 2 – Traffic issues along the A38 through Kempsey, Severn Stoke, Earls Croome and Ripple

2. Mr P Middlebrough will ask the Cabinet Member with Responsibility for Highways:

"On those occasions when the M5 is closed between junctions 7 and 8a in either direction, by the Police or Highways England, due to an incident or accident this inevitably causes major congestion resulting in problems for residents and travellers along the A38 through Kempsey, Severn Stoke, Earls Croome and Ripple.

With major works taking place around the Ketch Roundabout, what arrangements are in place with the Police and Highways England to ensure that traffic diverted from the M5 at this pinch point flows as freely as practical?

Who is responsible for ensuring this happens when an emergency motorway closure is ordered by the Police or Highways England?"

Question 3 – Electric Buses

3. Mr A D Kent will ask the Cabinet Member with Responsibility for Highways:

"Surrey County Council recently announced nine new electric buses are to be used in Guildford town centre, could the Cabinet Member with Responsibility advise whether electric buses are being considered as part of the Passenger Transport Review?"

Question 4 – Major Highways Infrastructure Projects

4. Mr S J Mackay will ask the Cabinet Member with Responsibility for Economy and Infrastructure:

"I am aware that recently the installation of the farm accommodation bridge on the Southern Link Road was delayed due to a problem with the contractor's crane. Despite that the project was completed well ahead of schedule.

This comes at a time when awards are being won for the design and completion of the extended rail bridge on the Southern Link Road. While delays do occur from time to time on large projects, can the Cabinet Member with Responsibility comment on the advantages to Worcestershire of projects being completed on time, as well as the quality of the work undertaken?"

Question 5 – Funding of bus services

5. Mr R C Lunn will ask the Cabinet Member with Responsibility for Highways:

"Does the Cabinet Member agree with the Commons Transport Select Committee that funding of bus services in England is uncertain and needs reform?"

Question 6 – Non-Disclosure Agreements

6. Mr P M McDonald will ask the Cabinet Member with Responsibility for Transformation and Commissioning:

"In light of the £54,000 spent on Non-Disclosure Agreements (Gagging Orders) to five employees, would the Cabinet Member please inform me of the issues that required this?"

Question 7 – Ultra fast charging on County Council sites

7. Mr B Clayton will ask the Cabinet Member with Responsibility for Environment:

"Ultra fast charging is essential for meeting our goal to be carbon neutral by 2050. What work is underway to ensure that all Worcestershire County Council sites have Ultra fast charging?"

Question 8 – Support for staff experiencing domestic abuse

8. Mr R M Udall will ask the Cabinet Member with Responsibility for Transformation and Communities:

"To ask the Cabinet Member with Responsibility: What action can she take to help to improve the support the Council provides to staff who are experiencing domestic abuse?"

Question 9 – Ecoschools

9. Mr M E Jenkins will ask the Cabinet Member with Responsibility for Education and Skills:

"Can I ask the Cabinet Member with Responsibility how many schools in the county are registered as Ecoschools and how many schools have Green Flags? How have these numbers changed over the past 10 years?"

Question 10 – S238 road design at Elgar Park and Linden Home Sites at the southern gateway to Kempsey

10. Mr P Middlebrough will ask the Cabinet Member with Responsibility for Highways:

"Would the Cabinet Member not agree with me that the excellent report produced by Kempsey Parish Council, supported by the head teacher of Hanley Castle High school outlining the disadvantages of the current S238 road design at Elgar Park and Linden Home Sites at the southern gateway to Kempsey, with special regard to the pick-up and drop off laybys for school buses carrying pupils to Hanley Castle High school should be to revise immediately the current S278 proposals on safety and congestion grounds?"

Will the Cabinet Member immediately cancel the proposals to do away with the laybys on the A38 and to introduce central reservations on the A38?"

Question 11 – Access to the Passenger Transport public consultation

11. Mr P Denham will ask the Cabinet Member with Responsibility for Highways:

"Can the Cabinet Member responsible for the current public consultation on Passenger Transport please advise Council what is being done to ensure that residents who do not use the internet are made aware of the survey and can easily respond to it?"

Question 12 – Community impact of Post Office closures

12. Mr R C Lunn will ask the Cabinet Member with Responsibility for Communities:

"Does the Cabinet Member with Responsibility share my concerns about the closing of Post Offices particularly in the western part of the county, causing considerable inconvenience for residents and small businesses in these areas? How does she plan to improve the situation?"

Question 13 – Impact of removal of public and community services on deprived and rural communities

13. Mr R M Udall will ask the Cabinet Member with Responsibility for Communities:

"To ask the Cabinet Member with Responsibility for Communities if she shares my concern about the removal of essential public and community services from deprived and rural communities in Worcestershire?"

Contact Points

County Council Contact Points

County Council: 01905 763763

Worcestershire Hub: 01905 765765

Specific Contact Points for this report

Simon Lewis, Committee Officer

Tel: 01905 846621

Email: slewis@worcestershire.gov.uk

Background Papers

In the opinion of the proper officer (in this case the Head of Legal and Democratic Services) there are no background papers relating to the subject matter of this report.

COUNCIL
18 JULY 2019**REPORTS OF COMMITTEES****(a) SUMMARY OF DECISIONS TAKEN BY THE PENSIONS COMMITTEE**

Pension Board and Pension Investment Sub-Committee Minutes

1. As set out in the Terms of Reference of the Pension Investment Sub-Committee, all decisions taken and recommendations will be reported back to the next available ordinary meeting of the Pensions Committee in the form of the minutes of the ISC. In addition, the Pensions Board has requested that their deliberations be reported to the Committee. The Committee noted the Minutes of the Pension Board and the Pension Investment Sub-Committee.

LGPS Central Update

2. The next planned fund to transition across to LGPS Central is the Emerging Markets active equities. Worcestershire currently has mandates with JP Morgan and Schroder's. Due diligence on the proposed LGPS Mandate with the 3 appointed fund managers, Union Bank Switzerland (UBS), Vontobel and Bank of Montreal (BMO) has been successfully concluded. The Committee has noted the LGPS Central Update.

Pension Investment Update

3. The Committee has noted the Independent Financial Adviser's fund performance summary and market background. The Committee has noted the update on the Investment Managers placed 'on watch' by the Pension Investment Advisory Panel.

4. The Committee has noted that River & Mercantile will provide the currency hedging options required for the specific US Property Debt Walton Street Fund II investment within the Management fee for the existing Equity Protection Mandate.

5. The Committee has been kept up to date with the process being conducted for the transition across of the Fund's active Emerging Markets equities to the LGPS Central Active Global Emerging markets mandate (AGEM). Worcestershire currently has active emerging market mandates with JP Morgan and Schroder's totalling £356.1m as at the end of March 2019. Based on the 3 interviews with the fund managers and the interviews with LGPS Investment Directors on the 5 April it was concluded that the existing Active Emerging Market funds with JP Morgan and Schroder's be transitioned into the LGPS Global Emerging Markets fund. The Committee has noted the outcome of the due diligence meetings relating to the

active Emerging Market investments and that steps will now be taken to transition these funds to the LGPS Central Global Emerging Markets Fund.

6. The next potential transition to LGPS Central is likely to be the existing active corporate bonds mandate currently with JP Morgan with an existing value as at March 2019 of £145.8m. The mandate being proposed by LGPS Central is a 'Global active Investment Grade Corporate Bond Fund. A rigorous due diligence process was undertaken and it was recommended to appoint 2 fund managers being Fidelity IL Pension Management and Neuberger Berman (Europe) Limited. The Committee has noted the outcome of the due diligence conducted relating to the Active Corporate Bonds mandate and agreed that the transition into the LGPS 'Global active Investment Grade Corporate Bond Fund be agreed.

7. The Actuary has provided an initial 2019 valuation updated for discount rate assumptions, life expectancy trends, data quality etc, which have still to be finalised. The estimated funding levels at March 2019 showed that the Fund was 92% funded with a deficit of £245m. Further work is ongoing and a report on the updated position will be provided to the Committee in October. The Committee has noted the funding position compared to the investment performance.

8. Initial discussions have commenced with the actuary on the next triennial valuation regarding the Equity Protection Strategy. Given the imminent expiry date of the Strategy, it was felt a good time to review whether the current structure should continue or whether an alternative long-term approach should be adopted. The Actuary believed that the Fund could benefit from using an equity protection strategy in terms of providing increased certainty and affordability of contributions if markets were to deteriorate. The discussions took into account the Governance angle to protect from the risk of increased employer contributions, the risk profile and the longer-term dynamic strategy.

9. The Committee has agreed to extend the Equity Protection current static strategy to mid 2020 on a similar basis to the existing arrangements in order to protect employer contributions and provide certainty to the Actuary that the Equity Protection is in place when the actuary certificate has to be signed off. The Chief Financial Officer has been granted delegated authority in consultation with the Chairman of the Committee to explore static strategy options as to whether more upside participation can be implemented over this period without giving up too much downside protection.

10. The Committee has agreed that the Equity Protection Strategy will be considered as part of the Asset Allocation Review that will be conducted from June through to around November 2019 to ascertain whether this should become an integral part of the Funds future investment strategy.

11. The Committee has noted the update on Responsible Investment activities and Stewardship investment pooling.

12. Currently LGPS Central compiles and votes the shares for West Midlands Pension Funds voting records (via LGPS Central contract with Hermes EOS). It is felt that this would be beneficial for Worcestershire Pension Fund but would mean taking the voting decisions away from the Fund's active fund managers and having the votes executed in line with LGPS Central's Voting Principles. The Committee has

agreed that LGPS Central compile and vote on invested shares on the Funds behalf in line with the LGPS Central Voting principals.

13. The partner fund Responsible Investment Working Group and LGPS Central are proposing to develop a Climate Risk Monitoring Platform. The Committee has noted the development of a Climate Risk Monitoring Platform.

Pension Fund Unaudited Annual Report and Accounts 2018/19

14. The annual report is a key communications channel between the fund and a wide variety of stakeholders. The report contains information relating to fund investments, administration, governance, valuations, accounts and membership. The Committee has approved the unaudited Pension Fund Annual Report and Accounts 2018/19. Final approval of the Accounts will be sought from the Audit and Governance Committee on 29 July 2019.

Administering Authority Update

15. The Committee has noted the general verbal update from the Administering Authority in relation to the Guaranteed Minimum Pension (GMP) Reconciliation and Rectification exercise, Administration Software, and the Key Performance Indicators.

Risk Register

16. The Risk Register is kept under regular review and, following the May 2019 review by officers, no new risks have been added to the Register, and no residual risk scores have been increased, although the residual risk scores for a number of risks have been reduced to reflect the mitigating actions that are now in place. The Committee has noted the Worcestershire Pension Fund Risk Register as at 10 June 2019.

2019 2022 Business Plan

17. The purpose of the Worcestershire Pension Fund (WPF) Business Plan 2019 - 2022 is to outline the Fund's strategic direction, goals and objectives, as well as providing Action Plans (project and business as usual) of the key priorities in order to further these objectives and setting a sustainable financial plan. Regular monitoring of progress and key performance indicators comes to both the Committee and the Pension Board as appropriate. The Committee has agreed the 2019 - 2022 Business Plan.

Internal Audit Plan

18. The audits in the Internal Audit Plan relevant to Worcestershire Pension Fund included Pension financial controls and Pensions Investment. Any recommendations from these audit plans are reported to the Audit and Governance Committee and monitored on a regular basis. The Committee has noted the Internal Audit Plan.

Forward Plan

17. The Committee has noted the Forward Plan.

Mr P Middlebrough
Chairman

Contact Points

County Council Contact Points

County Council: 01905 763763

Worcestershire Hub: 01905 765765

Specific Contact Points for this report

Simon Lewis, Committee Officer

Tel: 01905 846621

Email: slewis@worcestershire.gov.uk

Background Papers

In the opinion of the proper officer (in this case the Head of Legal and Democratic Services) the following are the background papers relating to the subject matter of this report:

Agenda papers for the meeting of the Pensions Committee held on 21 June 2019.

COUNCIL
18 JULY 2019**REPORTS OF COMMITTEES****(b) SUMMARY OF DECISIONS TAKEN BY THE PLANNING
AND REGULATORY COMMITTEE**

Applications

1. The Committee approved the following application subject to detailed conditions:
 - Proposed Pershore Northern Link Road comprising the construction of a new highway and road bridge to the north of Pershore in Worcestershire. The scheme would provide a direct link between the existing A44 / B4083 Roundabout (north of the Oxford - Worcester - Wolverhampton (OWW) Railway Line) and the B4083 Roundabout (south of the OWW Railway Line) to provide a critical connection between the A44 and B4083 Wyre Road and access to the Pershore Trading Estate. as part of the Northern Link Road a new road bridge would be constructed which would cross the OWW Railway Line to the east of Pershore Railway Station on land between the A44 / B4083 Roundabout and the Wyre Road / Ascot Road Roundabout, Pershore, Worcestershire
 - Proposed new cycle / footbridge to span Broomhall Way (Southern Link Road A4440) between the Ketch Roundabout and Norton Roundabout to provide a direct link between the existing housing and amenities at St Peters and a new development south of Broomhall Way (part of Worcester South Urban Extension) at Broomhall Way (Southern Link Road A4440), Worcester, Worcestershire
 - Proposed extension to an existing waste recycling facility incorporating additional buildings to serve separate metals and mixed waste areas at Long Marston Works, Long Marston Road, Long Marston, near Stratford-on-Avon
 - Planning application made under Section 73 of the Town and Country Planning Act 1990 (as amended) to vary condition 1 of planning permission: 13/000054/CM to allow for continued use of the site for recycling of soils by screening for off-site distribution until the completion of the landfill site in 15 years-time at Summerway Landfill Site, Hillary Road, Stourport-on-Severn, Worcestershire
 - Planning application made under Section 73 of the Town and Country Planning Act 1990 (as amended) to vary condition 1 of Planning Permission: 13/000053/CM to allow continued use of the site for importation and stockpiling of hardcore and road planings for off-site distribution until the completion of the landfill site in 15 years-time at Summerway Landfill Site, Hillary Road, Stourport-on-Severn, Worcestershire
 - Proposed revised layout of buildings and offices to include the removal of existing office buildings and construction of replacement industrial storage

building, amendment to existing workshop to include new two storey office inside the existing building (mezzanine floor), cladding and installation of new windows. existing and replaced buildings to be retained until the completion of the landfill site in 15 years-time at Summerway Landfill site, Hillary Road, Stourport-on-Severn, Worcestershire

2. The Committee noted the Annual Review of activities carried out by the Council to manage and implement the Safety of Sports Grounds legislation.

3. Details of the above application can be found in the agenda papers for the Committee meeting held on 9 July 2019.

Mr R C Adams
Chairman

Contact Points

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Background Papers

In the opinion of the proper officer (in this case the Head of Legal and Democratic Services) the following are the background papers relating to the subject matter of this report:

Agenda papers for the meetings of the Planning and Regulatory Committee held on 9 July 2019.