



## **BROMSGROVE DISTRICT COUNCIL**

**YOU ARE HEREBY SUMMONED to attend a 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 14th September 2011, 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. Declarations of Interest**

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

**3. To confirm the accuracy of the minutes of the meeting of the Council held on 20th July 2011 (Pages 1 - 8)**

**4. To receive any announcements from the Chairman, the Civic Head and the Head of Paid Service**

**5. To receive any announcements from the Leader**

**6. Recommendations from the Cabinet (TO FOLLOW)**

To consider the recommendations from the meeting of the Cabinet held on 7th September 2011 on the following items *(the full Cabinet reports are enclosed for information at the back of the white section of the Council agenda book)*

- Budget Preparation Guidelines
- Dedication of BDC Car Park Land to Highway (adjustment to Capital Budget)

**7. To receive the minutes of the meeting of the Cabinet held on 20th July 2011 (Pages 9 - 12)**

8. **Questions on Notice**

To deal with any questions on notice from Members of the Council, in the order in which they have been received.

9. **Motion - Universal Credit**

To consider the following motion submitted by Councillor R. Hollingworth:-

“This Council supports the concept of the universal credit system but does not believe that the current implementation plan will work and this Council should therefore write to the Secretary of Communities to ask him to deliver proper localisation and not the centralisation he seems to be striving for.”

10. **Motion - Police and Positive Activities Funding**

To consider the following motion submitted by Councillor Mrs. M. A. Sherrey JP:

- “1. The Council should ask the Home Secretary to reconsider the cuts in Police Funding and should recommend to him that the money that will be spent on the proposed Police Commissioners should be better spent on front line Policing.
  
2. The Council should ask the Home Secretary to request the County Council to reconsider the cuts in Positive Activities given that it is felt that the additional costs to public services arising from these cuts will be far greater than the cuts themselves.”

11. **Motion - Cutbacks in Youth Provision**

To consider the following motion submitted by Councillor P. M. McDonald:

“The proposed cutbacks in youth provision by the County Council could have devastating effects on our youth and the wellbeing of our communities.

Young people are becoming one of the most deprived groups within our communities with poor job prospects.

Any cuts in youth provision can only add to their isolation and thus exclusion from mainstream society.

Therefore, this Council calls upon the County Council to withdraw its proposal to cut back youth provision and maintain its present provision and by doing so giving much needed support to our young people at a time they feel neglected and forgotten.”

12. **Motion - Shared Services**

To consider the following motion submitted by Councillor C. J. Bloore:

“It was originally agreed that a feasibility study would be carried into whether Bromsgrove District Council and Redditch Council could take advantage of economies of scale through sharing services. It was agreed from the outset that should any political group decide against a move to share services then it would not go ahead.

With the outcome of the feasibility study it was decided by a political group it did not support the outcome to share services. This was ignored by the controlling group who embarked on shared services with Redditch spending millions of pounds on start-up costs.

From shared services it developed into shared management, shared authority to merging with Wyre Forest to create a North Worcestershire Authority to rival the County Council.

At no time have the residents of Bromsgrove been consulted and all decisions relating to this issue have been made and discussed in secret. The actions being taken in secret threaten to lose Bromsgrove’s identity and service supplied on local need.

Therefore we call upon the Council to have a referendum letting the people decide on whether they agree with the decisions that have been made in secret and want to merge with Redditch and Wyre Forest.”

- **Background information on recommendation from the Cabinet - Budget Preparation Guidelines** (Pages 13 - 20)
- **Background information on recommendation from Cabinet - Dedication of BDC Car Park Land to Highway** (Pages 21 - 26)

13. **To consider, and if considered appropriate, to pass the following resolution to exclude the public from the meeting during the consideration of items of business containing exempt information:-**

**"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 items of business on the grounds that they involve 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>Item No.</u>	<u>Paragraphs</u>	
14	1 and 4	"

14. **Recommendations from the Cabinet (TO FOLLOW)** (Pages 27 - 228)

To consider the recommendations from the meeting of the Cabinet held on 7th September 2011 on the following items *(the full Cabinet reports are enclosed for information on pink paper at the back of the Council agenda book)*

- Land Drainage Shared Services Business Case
- Single Business Case for Shared Services
- Car Park Shared Services Business Case
- North Worcestershire Emergency Planning Shared Services Business Case

K. DICKS  
Chief Executive

The Council House  
Burcot Lane  
BROMSGROVE  
Worcestershire  
B60 1AA

TO ALL MEMBERS OF THE BROMSGROVE DISTRICT COUNCIL

# Agenda Item 3

## BROMSGROVE DISTRICT COUNCIL

### MEETING OF THE COUNCIL

WEDNESDAY, 20TH JULY 2011 AT 6.00 P.M.

PRESENT: Councillors Mrs. J. M. L. A. Griffiths (Chairman), R. J. Laight (Vice-Chairman), Mrs. S. J. Baxter, C. J. Bloore, Dr. D. W. P. Booth JP, Mrs. J. M. Boswell, J. R. Boulter, J. S. Brogan, M. A. Bullivant, Ms. M. T. Buxton, R. A. Clarke, S. R. Colella, Dr. B. T. Cooper, R. J. Deeming, S. J. Dudley, K. A. Grant-Pearce, Miss P. A. Harrison, R. Hollingworth, Mrs. H. J. Jones, P. Lammas, L. C. R. Mallett, Mrs. C. M. McDonald, P. M. McDonald, E. J. Murray, J. A. Ruck, C. R. Scurrall, Mrs. E. M. Shannon, R. J. Shannon, S. P. Shannon, Mrs. M. A. Sherrey JP, Mrs. C. J. Spencer, C. J. Tidmarsh, L. J. Turner, M. J. A. Webb, P. J. Whittaker and C. J. K. Wilson

34/11 **PRAYER**

At the request of the Chairman, Councillor Mrs. C. J. Spencer opened the meeting with a prayer.

35/11 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs. R. L. Dent, C. B. Taylor and B. Lewis F.CMI.

The Chairman asked that the Council's condolences be conveyed to Councillor Mrs. Dent on her recent bereavement.

36/11 **DECLARATIONS OF INTEREST**

No declarations of interest were received.

37/11 **MINUTES**

The minutes of the Extraordinary Meeting of the Council held on 22nd June 2011 were submitted.

**RESOLVED** that the minutes be approved as a correct record.

38/11 **ANNOUNCEMENTS FROM THE CHAIRMAN**

There were no announcements from the Chairman or the Civic Head.

39/11 **ANNOUNCEMENTS FROM THE LEADER**

(a) Greater Birmingham and Solihull Local Enterprise Partnership (LEP)

The Leader advised that it had now been agreed that Councillor J. Champion, Leader of Wyre Forest District Council would be the named substitute on this body and not Mr. G. N. Denaro. The Leader indicated that action would be taken in due course to remedy the appointment of non-councillors to other outside bodies.

(b) Marlbrook Tip

The Leader referred to the excess spoil tipped at the site contrary to planning permission conditions and that the Planning Committee should not have imposed conditions which could not be monitored/measured properly. His update included comments to the effect that:

- he had heard that residents had complained but he had not received any complaints;
- the Head of Planning and Regeneration had now put an investigation in place;
- complaints to the local MP should be routed to local politicians not officers;
- the situation could have been managed better and he would apologise to residents for mistakes made; and
- he would like the Overview and Scrutiny Board to undertake a proper scrutiny exercise into what had happened, why and what could be done to ensure that this did not happen again.

(c) Economic Development Theme Group

The Leader referred to the above Theme Group, set up as part of the Local Strategic Partnership, which included business representatives, a representative of a marketing agency, relevant officers and Members, including himself and Councillor R. J. Laight. The Group intended to take action as quickly as possible to attract new businesses into the District.

(d) Localism Bill

The Leader advised that he was now on the executive of the District Councils' Network and they would fight to ensure the Localism Bill became localism in practice and not just in name.

(e) Overview and Scrutiny / Planning Committee

The Leader expressed objections to politics being brought into the Overview and Scrutiny Board and Planning Committee. This had to stop and politics/political debate was for the Council Chamber. He referred to a political speech made during the Planning Committee that week which appeared to suggest pre-determination. He was now investigating the matter with legal officers and the Section 151 Officer.

Members then raised questions/comments to which the Leader responded, as summarised below.

Councillor P. M. McDonald referred to the Marlbrook Brook Tip site, damage to the site and consequences for the future arising from such. He asked whether an Enforcement Officer had been called in. The Leader responded that if the Overview and Scrutiny Board investigated the matter, it could pick up issues/consequences for the future. If the Board decided not to investigate, he would set up a separate group to do so. He believed that the residents' group had asked for the excess spoil to be re-spread over the site and not removed. With regard to enforcement, he believed that the reports received from the firm doing the statistical analysis of the spoil tipped were 'wrong' and that the situation may not be as bad as it looked on the surface but he did not know until the matter was examined properly. He reiterated that he had not received any direct complaints from residents and he would like to see any that had come in. As soon as the Head of Planning and Regeneration had found out about the excess tipping she had taken necessary actions to stop this.

Councillor P. M. McDonald asked whether the Leader had had discussions about an ex-Cabinet Member on the Planning Committee getting involved in decisions made during the time he was a Cabinet Member. The Leader responded that he would take care of this matter in the near future.

Councillor P. M. McDonald asked whether the Leader could confirm what he had said at the last Council meeting with regard to the Polymer Latex site and that there had been no discussions with the local councillor, Chief Executive or potential developers. The Leader responded that he believed the owners had spoken with the ward councillor but had not spoken to him. The Chief Executive advised that the ward councillor had asked for officers to facilitate discussions but none had taken place as yet.

Councillor R. J. Shannon commented that he had been informed by a senior source from within the Co-operative supermarket group that Sainsbury's had pulled out of the deal with regard to the proposed development in Bromsgrove and asked the Leader whether this was true. The Leader responded by referring to the Member having gone to the local press without asking the question first and that Sainsbury's had told the press that they were not pulling out of the deal and he could say no more than that.

Councillor J. A. Ruck referred to the Marlbrook Tip site as the local ward Member and advised that he had been dealing with this for over seven years. He provided a brief history of the site over the past eight years and commented that the Planning Officer had recently invited the owner to submit a retrospective planning application for the excess spoil tipped; that the site was now safe with no flooding; and that local residents had been in contact with ward councillors on a regular basis and there had been meetings with local residents over the past six months. He welcomed the suggested Overview and Scrutiny investigation but expressed concern that if the Council tried to take action against the owner of the site he might walk away and the Council would be left with a site to maintain at high cost.

The Leader responded by reiterating that there were no complaints on file other than those which had been referred on by the local MP and that a proper investigation would find out exactly what had happened and recommend courses of action.

Councillor C. J. Tidmarsh referred to the Polymer Latex site and stated that he had been in close contact as ward councillor. The factory had been mothballed for two years then sold to new owners who had concentrated on making the site safe and were now looking to sell it to a property developer. He had drawn this to the attention of the Leader and the Chief Executive.

Councillor P. M. McDonald asked whether the Leader was satisfied with the way the local ward councillor had got involved with the Polymer Latex site.

The Leader responded that he did not believe the local councillor had done anything wrong and that he had been approached by a business within his ward. The Leader added that a month ago he had said that nothing had happened and that was still the case. If the site owners wished to include the site within the Core Strategy they would need to submit comments accordingly on the draft Core Strategy and if they wished to apply for planning permission, this would need to be considered by the Planning Committee.

Councillor E. J. Murray commented that he had attended the Planning Committee that week and did not recall a political debate.

The Leader responded that it was not a political debate but a Member had read a pre-prepared political statement in which the Council was accused of being incompetent.

Councillor S. P. Shannon referred to the Leader's earlier comments with regard to the Overview and Scrutiny Board and asked him to explain why the Board had a chairman and vice-chairman from the controlling group when this was not common practice across the country or best practice and should not happen.

The Leader replied that when the Overview and Scrutiny Board was previously chaired by the Leader of the Opposition it had been 'politicised' including minority reports. He did not want politics brought into Overview and Scrutiny and so the Constitution had been changed with regard to the chairmanship.

Councillor P. M. McDonald made a comment with regard to a former Member which the Chairman ruled as inappropriate and accordingly proceeded to the next item on the agenda.

40/11 **RECOMMENDATIONS FROM THE CABINET ON 20TH JULY 2011**

**SHARED SERVICES TIMELINE – SINGLE BUSINESS CASE**

The recommendation from the Cabinet was moved by Councillor R. Hollingworth and seconded by Councillor Mrs. M. A. Sherrey JP

**RESOLVED** that officers be tasked with producing, for the August meeting of the Shared Services Board, a Single Business Case that will identify the benefits and risks associated with moving the remaining services into a shared environment by the end of the financial year, in so far as this is currently achievable, between Bromsgrove District and Redditch Borough Councils.

41/11 **MINUTES OF THE MEETING OF THE CABINET HELD ON 22ND JUNE 2011**

The minutes of the meeting of the Cabinet held on 22nd June 2011 were received for information.

In response to a query raised by Councillor C. J. Bloore, the Leader confirmed that there were no plans to sell Silverdale Play Area.

42/11 **ANNUAL OVERVIEW AND SCRUTINY REPORT 2010/11**

Members received the Annual Overview and Scrutiny Report for 2010/11.

Councillor S. R. Colella, as past Chairman of the Overview and Scrutiny Board, presented the report to Members.

Having been moved by Councillor S. R. Colella and seconded by Councillor M. A .Bullivant, it was

**RESOLVED** that the Annual Overview and Scrutiny Report for 2010/11 be noted and endorsed.

43/11 **QUESTIONS ON NOTICE**

No questions on notice had been received.

44/11 **MOTION - WORCESTERSHIRE ACUTE HOSPITALS NHS TRUST CAR PARKING CHARGES**

Members considered the following motion submitted by Councillor P. M. McDonald.

"That this Council calls upon Worcestershire NHS Acute Trust to immediately review the current car parking charging scheme; its impact on patients and families."

The motion was moved by Councillor P. M. McDonald and seconded by Councillor C. J. Bloore.

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

For the motion: Councillors Mrs. S. J. Baxter, C. J. Bloore, Dr. D. W. P. Booth JP, J. R. Boulter, J. S. Brogan, M. A. Bullivant, R. A. Clarke, S. R. Colella, Dr. B. T. Cooper, R. J. Deeming, S. J. Dudley, K. A. Grant-Pierce, Miss P. A. Harrison, R. Hollingworth, Mrs. H. J. Jones, R. J. Laight, P. Lammas, L. Mallett, Mrs. C. M. McDonald, P. M. McDonald, E. J. Murray, J. A. Ruck, , Mrs. E. M. Shannon, R. J. Shannon, S. P. Shannon, Mrs. M. A. Sherrey JP, Mrs. C. J. Spencer, C. J. Tidmarsh. L. J. Turner, M. J. A. Webb and C. J. K. Wilson (32);

Against the motion: Councillors Mrs. J. M. Boswell, C. R. Scurrrell and P. J. Whittaker (3);

Abstentions: 0

Accordingly, the Chairman declared the motion to be CARRIED.

45/11 **LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC**

A motion to exclude the public prior to consideration of agenda item 12 (recommendations from the Cabinet on 20th July 2011 on Shared Service Business Cases for Local Land Charges Services and Building Control Serviced) was moved by Councillor R. Hollingworth and seconded by Councillor Mrs. M. A. Sherrey JP on the grounds that they involved the likely disclosure of exempt information as defined in paragraphs 1 and 4 of Part 1 of Schedule 12A to the Act as amended, being information in relation to any individual and any ongoing or contemplated negotiations in connection with labour relations matters between the Council and officers. Members needed to consider whether the public interest in maintaining the exemption outweighed the public interest in disclosing the information by debating the matter in public.

Having been put to the vote it was

**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 items of business on the grounds that they involve 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>Paragraphs</u>
46/11	1 and 4

46/11 **RECOMMENDATIONS FROM THE CABINET ON 20TH JULY 2011**

(i) **LOCAL LAND CHARGES SERVICE – SHARED SERVICE BUSINESS CASE**

The recommendation from the Cabinet was moved by Councillor R. Hollingworth and seconded by Councillor Mrs. M. A. Sherrey JP.

With regard to the financial implications in relation to the Shared Service Business Case, it was reported that approximately £36,000 savings would be realised for Bromsgrove District Council as a result of the proposed Local Land Charges Shared Service.

**RESOLVED** that the delivery of a Shared Local Land Charges Service, provided by a single team hosted by Bromsgrove District Council (Option 4 in the report) be approved.

(ii) **BUILDING CONTROL SERVICE – SHARED SERVICE BUSINESS CASE**

The recommendations from the Cabinet were moved by Councillor R. Hollingworth and seconded by Councillor Dr. D. W. P. Booth JP.

With regard to the financial implications in relation to the Shared Service Business Case, it was reported that approximately £30,000 savings would be realised for Bromsgrove District Council as a result of the proposed Building Control Shared Service.

**RESOLVED:**

- (a) that in accordance with the agreed Project Initiation Document dated 9th December 2010, the three partner Councils (Bromsgrove District Council, Redditch Borough Council and Wyre Forest District Council), proceed with creation of the Shared Service in accordance with recommendation 6 as set out in the report, namely the delivery of Shared Building Control Services, provided by a single team, hosted by Bromsgrove District Council;
- (b) that implementation costs be shared on the same basis as the total revised service costs amongst the three Councils to reflect the percentage of the initial budget allocation into the service (as detailed at Appendix 5 to the report); this to be subject to final financial agreements being in place between the partner Authorities; and
- (c) that the new service be known as “North Worcestershire Building Control” and uses a service specific logo and document templates, the design of which is to be formally agreed before the completion of this project.

The meeting closed at 7.30 p.m.

Chairman

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## BROMSGROVE DISTRICT COUNCIL

### MEETING OF THE CABINET

WEDNESDAY, 20TH JULY 2011 AT 4.00 P.M.

PRESENT: Councillors Mrs. M. A. Sherrey JP (Vice Chairman in the Chair),  
Dr. D. W. P. Booth JP, M. A. Bullivant and M. J. A. Webb

Officers: Mr. K. Dicks, Mrs. C. Felton, Mrs. R. Bamford, Ms. R. Cole.

21/11 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors R. Hollingworth and C. B. Taylor.

22/11 **DECLARATIONS OF INTEREST**

No declarations of interest were received.

23/11 **MINUTES**

The minutes of the meeting of the Cabinet held on 22nd June 2011 were submitted.

**RESOLVED** that the minutes be approved as a correct record.

24/11 **WORCESTERSHIRE SHARED SERVICES JOINT COMMITTEE**

The minutes of the meeting of the Worcestershire Shared Services Joint Committee held on 23rd June 2011 were submitted.

**RESOLVED** that the minutes be noted.

25/11 **SHARED SERVICES BOARD**

The minutes of the meeting of the Shared Services Board held on 30th June 2011 relating to non confidential and non exempt items were submitted.

It was reported that the reference to "calendar year" in the recommendation contained in the report relating to the Single Business Case should read "financial year".

**RESOLVED** that the minutes be noted.

**RECOMMENDED** that officers be tasked with producing, for the August meeting of the Board, a Single Business Case that will identify the benefits and risks associated with moving the remaining services into a shared environment by the end of the financial year, in so far as this is currently achievable, between Bromsgrove District and Redditch Borough Councils.

26/11 **OVERVIEW AND SCRUTINY BOARD**

The minutes of the meeting of the Overview and Scrutiny Board held on 11th July 2011 were submitted.

In relation to Minute no. 19/11 relating to Recreation Road Car Park, Councillor M. J. A. Webb reported that he had attended the meeting as the Portfolio Holder for Leisure, Culture and Environmental Services. At the meeting he had expressed no objection to the proposal to extend the taxi drivers' pick up/drop off time from 10 to 15 minutes, as this was something officers were already considering. Councillor Webb had felt however that the establishment of a Task Group at this stage was premature as the management of the Car Park Service was being considered as part of the Shared Service review.

**RESOLVED:**

- (a) that the minutes be noted;
- (b) that the Bromsgrove Community Safety Partnership be consulted as part of the Core Strategy and in particular with regard to Hot Food Takeaways;
- (c) that the provision of cycle racks/storage facilities be included within the Town Centre Regeneration Scheme;
- (d) that the taxi drivers' pick up/drop off time limit on the Recreation Road Car Park be extended to 15 minutes with immediate effect, subject to the Section 151 Officer being satisfied that there are no related service/operational implications which would result in the approved budget being exceeded.

27/11 **VERBAL UPDATES FROM THE LEADER AND/OR OTHER CABINET MEMBERS ON ANY RECENT MEETINGS ATTENDED IN AN EX-OFFICIO CAPACITY**

No updates were received on this occasion.

28/11 **LOCAL GOVERNMENT ACT 1972**

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 items of business the subject of the following minutes on the grounds that they involve the likely disclosure of "Exempt Information" as defined in Part 1 of Schedule 12A to the Act the relevant paragraphs of that part being as set out below and that it is in the public interest to do so.

<u>Minute No.</u>	<u>Paragraphs</u>
29/11	1 and 4

29/11 **RECOMMENDATIONS OF THE SHARED SERVICES BOARD HELD ON 30TH JUNE 2011 (RELATING TO CONFIDENTIAL ITEMS)**

Consideration was given to the recommendations of the Shared Services Board held on 30th June 2011.

Local Land Charges – Business Case

**RECOMMENDED** that the delivery of a Shared Local Land Charges Service, provided by a single team hosted by Bromsgrove District Council (Option 4) be approved.

Building Control – Business Case

**RECOMMENDED:**

- (a) that in accordance with the agreed Project Initiation Document dated 9th December 2010, the three partner Councils proceed with creation of the Shared Service in accordance with recommendation 6: the delivery of Shared Building Control Services, provided by a single team, hosted by Bromsgrove District Council;
- (b) that implementation costs be shared on the same basis as the total revised service costs amongst the three Councils to reflect the percentage of the initial budget allocation into the service (as detailed at Appendix 5 to the report); this to be subject to final financial agreements being in place between the partner Authorities; and
- (c) that the new service be known as “North Worcestershire Building Control” and uses a service specific logo and document templates, the design of which is to be formally agreed before the completion of this project.

The meeting closed at 4.30 p.m.

Chairman

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**CABINET**

7th September 2011

**BUDGET PREPARATION GUIDELINES -  
2012/13 INITIAL ESTIMATES AND PROJECTIONS FOR 2013/14 and  
2014/15**

Relevant Portfolio Holder	Councillor Roger Hollingworth, Portfolio Holder for Finance, Partnerships and Economic Development
Portfolio Holder Consulted	
Relevant Head of Service	Teresa Kristunas, Head of Finance & Resources
Wards Affected	
Ward Councillor Consulted	
Non-Key Decision	

**1. SUMMARY OF PROPOSALS**

The report presents to Members recommended guidelines for the preparation of the 2012/13 estimates and the projections for 2013/14 and 2014/15 for endorsement prior to their issue to budget holders.

**2. RECOMMENDATIONS**

**2.1 The Cabinet is asked to RECOMMEND that**

**subject to any comments, the proposed Budget Preparation Guidelines, as detailed at Appendix A to the report, be approved**

**3. KEY ISSUES**

3.1 The 2010 Spending Review determined the basis for the financial settlements for the next three years. The decrease in grant for 2011/12, on a like for like basis, was 16.2%. A smaller reduction is proposed for 2012/13, see table below. It is assumed that no further reduction will be made in 2013/14.

Adjusted Formula Grant 2010/11	Formula Grant 2011/12	Decrease in Grant
£4,569,984	£3,830,009	£739,975
Adjusted Formula Grant 2011/12	Formula Grant 2012/13	Decrease in Grant
£3,771,060	£3,303,974	£467,086

## **CABINET**

7th September 2011

- 3.2. The preparation of the 2012/13 budget will be based upon existing levels of service after taking into account any approved changes. The suggested guidelines for 2012/13 – 2014/15 are attached at Appendix 1 for members consideration.
- 3.3. For 2011/12 the Government encouraged local authorities freeze or reduce Council Tax by offering the equivalent of a 2.5% increase in terms of a grant.

### **Inflation**

- 3.4. It is proposed that there will be no general increase for inflation. Inflation will be applied in line with contractual obligations. Budget holders are asked to identify any budget pressures such as this as part of the budget preparation process.

### **Financial Implications**

- 3.5. Due to the cuts in central government grant there is a need to reduce expenditure. Officers will be asked to identify potential savings as part of the budget preparation process.

### **Legal Implications**

- 3.6. The Council is legally required to set a balanced budget. It therefore needs to consider inflationary pressures when preparing budget forecasts.

### **Service/Operational Implications**

- 3.7. The proposed central government grant reductions could have service and operational implications if savings cannot be achieved through effective procurement, the programme of Shared Services and Transformation and other efficiency measures.

### **Customer / Equalities and Diversity Implications**

- 3.8. No direct implications.

## **4. RISK MANAGEMENT**

- 4.1. If the Council fails to take into account inflationary pressures on its budgets then overspends could occur which impact on service delivery.

## **5. APPENDICES**

Appendix 1 - Budget Guidelines – 2012/13 Initial Estimates and Projections for 2013/14 and 2014/15.

**6. BACKGROUND PAPERS**

There are no background papers with this report.

**AUTHOR OF REPORT**

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**BUDGET PREPARATION GUIDELINES  
2012/13 INITIAL ESTIMATES  
AND PROJECTIONS FOR 2013/14 and 2014/15**

The following guidelines must be adhered to in the preparation of the 2012/13 Initial Estimates and the projections for 2013/14 and 2014/15

1. **General**

Support Service/Management Costs

- 1.1 The reallocation of support service/management costs will be calculated by Accountancy and incorporated into budgets as part of the estimates process.

Capital Charges

- 1.2 Capital charges will be calculated by Accountancy and incorporated into budgets as part of the estimates process.

Inflation

- 1.3 Price inflation will be applied in line with contractual obligations, for example on the budgets for supply contracts where the contracts have been re-tendered during the year. There will be no other general increases for inflation.

Bids/Budget Pressures

- 1.4 Any bids for additional budget provision to meet either one off or ongoing service needs will be collated by Accountancy Services for consideration by the Senior/Corporate Management Team (SMT/CMT). The bids presented to SMT/CMT will be prioritised for presentation to Members.

Savings/Income Shortfalls

- 1.5 Any savings or income shortfalls identified during the budget preparation process should be included on the worksheets provided which will be collated by Accountancy Services.

2. **2012/13 Initial Estimates**

April 2012 Pay Award and Pensions

- 2.1 The pay award for 2012/13 has yet to be negotiated. It is assumed that due to the financial constraints and limited finance available for the Council to provide services there will be no general pay increase for 2012/13. Officers will continue to review this position during the budget process.
- 2.2 The employer's contributions rate for 2012/13 is 20.2%.

Fees and Charges

- 2.3. Fees and Charges increases should be subject to separate reports to the January 2012 Executive Committee meeting. Based on current projections as to the inflation level during 2012/13 the income budgets for each Service area / Directorate should show an overall increase of at least 2.5%.

Inflation

- 2.4 Price inflation will be applied in line with contractual obligations. There will be no general increase for inflation. Utilities will be increased by 10% to reflect current projections for future years. Officers will continue to review the position to reflect any changes in assumptions during the budget process.

Growth/Pressures

- 2.5. Items which represent real growth/pressures in service areas will only be included in service budgets if they have previously been approved by members. Any additional spending requirements should be separately identify as bids/pressures during the budget process on the spreadsheets provided.

Grants and Subsidies

- 2.6. Only those grants and subsidies receivable in 2012/13 and notified by 31st December 2011 should be included in the draft budgets.
- 2.7. Any such income having ceased in 2011/12 must not be included in the 2012/13 estimates.

- 2.8 Where applications have been made for grants, etc, but no notification has been received, the matter must be referred to the relevant finance officer for guidance.

Other issues

- 2.9. Any specific issues relating to service areas where budget holders are uncertain as to the processes to be followed should initially be discussed with the appropriate finance officer or the Accountancy Services Manager who will provide the necessary guidance.

3. **2013/14 Projections**

April 2013 Pay Award and Pensions

- 3.1 The pay award due in April 2013 has yet to be negotiated. The Projections for 2010/11 will include a 1% provision.
- 3.2. The employer's superannuation contributions rate for 2013/14 is 20.8%. However, the next actuarial review is due on the 31st March 2013.

Inflation

- 3.3 There will be no general increase for inflation. Inflation will only be applied to meet contractual obligations.

Growth

- 3.4 Items which represent real growth in service areas will only be included in service budgets if they have previously been approved by Members.

4. **2014/15 Projections**

April 2011 Pay Award and Pensions

- 4.1 The pay award due in April 2011 has yet to be negotiated. The Projections for 2014/15 will include a 1% provision.
- 4.2. The employer's contributions rate for 2014/15 is provisionally set at 22.1%. However, the next actuarial review is due on the 31st March 2013.

Inflation

- 4.3 There will be no general increase for inflation. Inflation will only be applied to meet contractual obligations.

Growth

- 4.4 Items which represent real growth in service areas will only be included in service budgets if they have previously been approved by Members.

## CABINET

7th September 2011

### DEDICATION OF BDC CAR PARK LAND TO HIGHWAY

Relevant Portfolio Holder	Mike Webb / Del Booth
Portfolio Holder Consulted	Yes
Relevant Head of Service	John Staniland
Wards Affected	St John's
Ward Councillor Consulted	No
Key Decision	

#### 1. SUMMARY OF PROPOSALS

- 1.1 On 28 June 2010, the planning committee resolved to grant planning permission for the new supermarket. A condition of planning permission will require improvements to the crossroads of Stourbridge Road, Market Street and Birmingham Road.
- 1.2 The improvements to the crossroads are required to cater for the increased traffic that would be generated by the proposed store, so without these highway improvements the store can not be built.
- 1.3 To allow for the junction improvements to take place a strip of land from the Bromsgrove District Council Market Street Car Park adjacent to the junction needs to be incorporated within the Highway. The strip of land is owned by the Council. Sainsbury have requested that the Council dedicates this land as public highway to facilitate the junction improvements.
- 1.4 The works to improve the junction will include levelling of the rest of the Car Park. These works will be funded and executed by Sainsbury and include resurfacing and re-lining to maximise the capacity of the reduced area, with a net loss of 4 car parking spaces.
- 1.5 Bromsgrove District Council appointed the District Valuer to act on its behalf in the valuation of the lost car parking spaces and the subsequent negotiation with Sainsbury.
- 1.6 The result of these negotiations is that in addition to carrying out the Car Park improvement works, Sainsbury will pay Bromsgrove District Council £50,000 in consideration of both the loss of the 4 spaces and any drop in revenue during the works. The Council and Sainsbury are currently negotiating an agreement to set out the above arrangement.
- 1.8 It is proposed that the £50,000 receipt is re-invested into the Town Centre Regeneration Programme to support the overall uplift of the area.
- 1.9 The attached drawing shows the proposed works.

**2. RECOMMENDATIONS**

- 2.1 Permit the dedication to Highway of part of the Market Street Car Park to allow for improvements to the crossroads of Stourbridge Road, Market Street and Birmingham Road and the Council to enter into an agreement under section 278 of the Highways Act 1990 for the sole purpose of dedicating the said land as public highway.
- 2.2 Permit Sainsbury PLC and their appointed representatives and contractors to carry out the agreed and necessary levelling, re-engineering and reinstatement works to the Market Street Car Park.
- 2.3 Permit Sainsbury PLC and their appointed representatives and contractors such access to the Market Street Car Park for plant and storage that they shall need to execute the Highway Improvements, within defined limits and an agreed timescale.
- 2.4 Accept the offer of £50,000 from Sainsbury PLC in consideration of the net loss of 4 car parking spaces resulting from the dedication.
- 2.5 Allocate the £50,000 to the Town Centre Regeneration Programme Capital Budget.

**3. KEY ISSUES**

**Financial Implications**

- 3.1 The valuation by the District Valuer was based on capitalising the net revenue potential of each car park space in the Market Street Car Park.
- 3.2 The net revenue potential included consideration of the average occupancy levels prevailing in the car park and the management and maintenance costs.
- 3.3 The Asset and Management Group has been kept informed throughout regular updates and the proposed £50,000 payment by Sainsbury approved by Jayne Pickering, Financial Director.
- 3.4 The £50,000 payment will be triggered upon notice of commencement of works on the Car Park.
- 3.5 The proposed arrangement will allow for the Sainsbury development to proceed which in turn will trigger the Section 106 contributions towards the Town Centre public realm upgrade, which have already been negotiated and agreed.

**Legal Implications**

- 3.6 When the agreement is completed, it will allow Sainsbury to serve a notice on the Council. From a date specified in the notice, Sainsbury

will have a right to enter into part of the Market Street Car Park to carry out the junction improvement works and the car park levelling works. On the date of the notice, Sainsbury will also pay the Council £50,000.

- 3.7 From the date of the notice, the Council will be obliged to enter into the section 278 Agreement to dedicate the strip of land as public highway and to use its reasonable endeavours to assist Sainsbury in agreeing the document. Sainsbury will indemnify the Council in respect of any costs or liability arising from the section 278 Agreement. 3.8 Sainsbury will, from the date of the notice, be obliged to carry out the car park levelling works as long as they receive all required consents for the works.

**Service / Operational Implications**

- 3.8 Bringing the Car Park surface to street level will open up the whole area, giving a line of sight from Market Street across into Stourbridge Road/Strand Area. This will improve the feeling of light and space in the area.
- 3.9 The reinstated car park will be easier to access and to navigate. Other car parks are nearby in the event that the Market Street Car Park is full as a result of losing 4 spaces.
- 3.10 The Town Centre Regeneration Programme will benefit from the addition of £50,000 to its Capital Budget and through the enablement of the Sainsbury development and hence the release of the corresponding Section 106 Public Realm monies.

**Customer / Equalities and Diversity Implications**

- 3.11 Blue-badge car parking spaces will not be lost during these works, other than for short periods when the whole car park needs to be shut for Health and Safety reasons as a result of construction activities.

**4. RISK MANAGEMENT**

- 4.1 The legal agreement has been drafted to minimise risks to the Council by ensuring that the works to the Car Park are based on drawings approved by us, we have adequate redress to the quality of the works and that the scope of permitted works is defined and time bound. However the agreement is in draft form only and the provisions may be changed by Sainsbury or the Council before being finally agreed.

**5. APPENDICES**

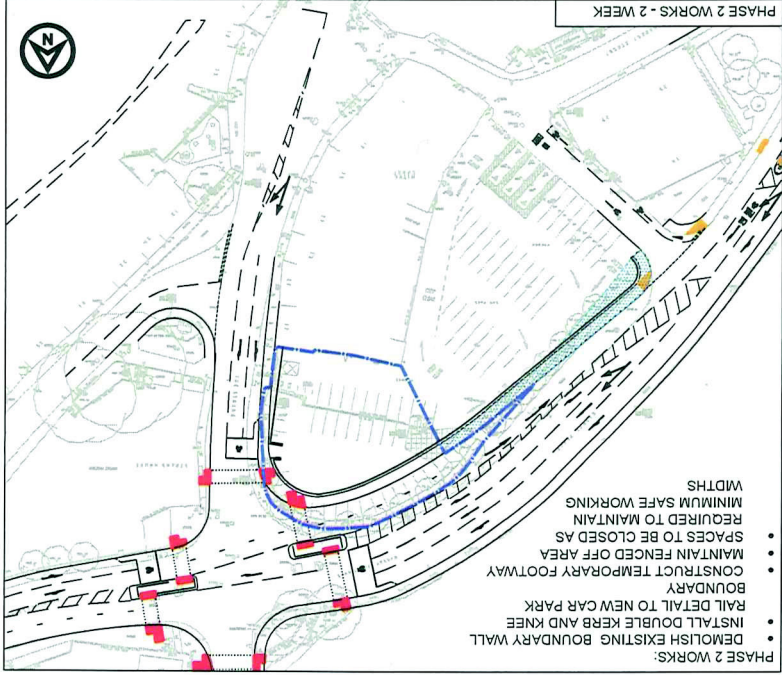
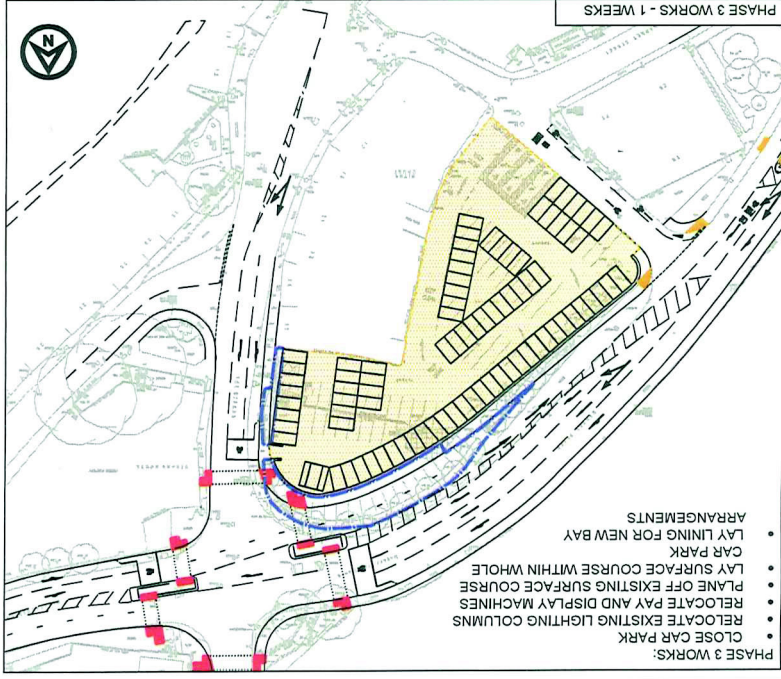
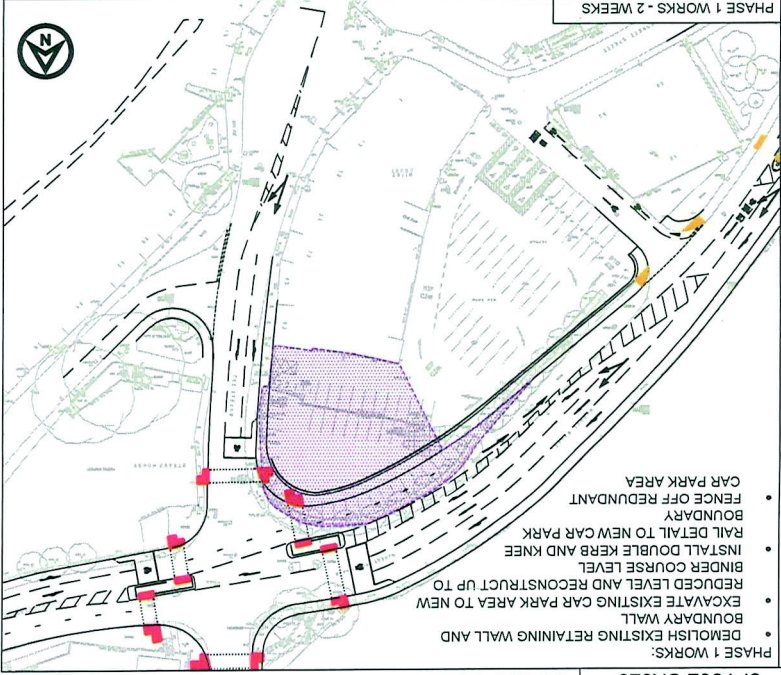
Appendix 1 – Drawing showing the land in question.

**6. BACKGROUND PAPERS**

Officer's report to committee of 28 June 2010.

**AUTHOR OF REPORT**

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Tel: 01527 881306



PHASE 1 WORKS - 2 WEEKS OPERATIONAL CAR PARK SPACES: 44 STANDARD AND 6 DISABLED	
PHASE 2 WORKS - 2 WEEKS OPERATIONAL CAR PARK SPACES: 43 STANDARD AND 6 DISABLED	
PHASE 3 WORKS - 1 WEEK OPERATIONAL CAR PARK SPACES: 90	
EXISTING: TOTAL SPACES - 94 DISABLED SPACES - 6	
PROPOSED: TOTAL SPACES - 90 DISABLED SPACES - 7	

FENCING TO BE ERECTED AND MAINTAINED AROUND AREA OF EXISTING CAR PARK

PHASE 3 WORKS - 1 WEEK  
OPERATIONAL CAR PARK SPACES:  
CAR PARK TO BE CLOSED DURING WORKS FOR SAFETY

REVISIONS			
REV	DATE	DESCRIPTION	BY
B	28.08.11	REVISE PHASING	MB CF
A	22.08.11	FIRST ISSUE	MB CF

CLIENT: **Sainsbury's**

PROJECT: **BROMSGROVE**

TITLE: **PHASING OF EXISTING CAR PARK IMPROVEMENTS TO**

HASKONING UK LTD  
DEVELOPMENT AND TRANSPORT

DATE	22.08.2011	STATUS	FOR COMMENT
SCALE	1:1000 @ A3	APPROVED	CF
DRAWN	MB	CHECKED	CF
DATE	22.08.2011	APPROVED	CF
SCALE	1:1000 @ A3	STATUS	FOR COMMENT
DRAWING NO.	3P7502 SK025	REVISION	B

NOTES

1) THIS DRAWING IS BASED ON CHETWOOD'S ARCHITECTS DRAWING NO. SK1020.

2) ALL HIGHWAY PROPOSALS ARE INDICATIVE AND ARE SUBJECT TO DETAILED DESIGN AND HIGHWAY AUTHORITY APPROVAL.

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