



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE CABINET

WEDNESDAY 6TH FEBRUARY 2013 AT 6.00 P.M.

THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE

MEMBERS: Councillors R. Hollingworth (Leader), Mrs. M. A. Sherrey JP (Deputy Leader), Dr. D. W. P. Booth JP, M. A. Bullivant, C. B. Taylor and M. J. A. Webb

AGENDA

1. To receive apologies for absence
2. Declarations of Interest
3. To confirm the accuracy of the minutes of the meeting of the Cabinet held on 9th January 2013 (Pages 1 - 6)
4. Medium Term Financial Plan 2013/2014 - 2015/2016 (Pages 7 - 16)
5. Fees and Charges 2013/2014 (Pages 17 - 36)
6. Housing Growth Consultation (See also separate Appendices 2 and 3 on Supplementary Document) (Pages 37 - 46)
7. Redevelopment of Former Parkside Middle School, Bromsgrove (Pages 47 - 54)
8. Partnership Working with Worcestershire Telecare (Pages 55 - 60)
9. To consider any other business, details of which have been notified to the Head of Legal, Equalities and Democratic Services prior to the commencement of the meeting and which the Chairman, by reason of special circumstances, considers to be of so urgent a nature that it cannot wait until the next meeting

K. DICKS
Chief Executive

The Council House
Burcot Lane
BROMSGROVE
Worcestershire
B60 1AA

29th January 2013

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE CABINET

WEDNESDAY, 9TH JANUARY 2013 AT 6.00 P.M.

PRESENT: Councillors R. Hollingworth (Leader), Mrs. M. A. Sherrey JP (Deputy Leader), Dr. D. W. P. Booth JP, M. A. Bullivant, C. B. Taylor and M. J. A. Webb

Observers: Councillor L. C. R. Mallett

Officers: Ms. S. Hanley, Mrs. C. Flanagan, Ms. S. Morgan, Ms. A. Darroch, Mr. M. Bough and Ms. R. Cole.

93/12 **APOLOGIES**

No apologies for absence were received.

94/12 **DECLARATIONS OF INTEREST**

Councillor C. B. Taylor declared an other disclosable interest in agenda item 8 Council Tax Base and Business Rate Base 2013/14 as the owner of a small business within the District.

95/12 **MINUTES**

The minutes of the meeting of the Cabinet held on 5th December 2012 were submitted.

RESOLVED that the minutes be approved as a correct record.

96/12 **SERVICES REVIEW - PRINT, DESIGN AND COMMUNICATIONS**

This item was discussed in public as the members of staff involved were now fully aware of the proposals. Members were however reminded not to refer to details of individual salaries. It was noted that an amended report taking this into account would be made available at the Council meeting.

The Cabinet considered a report on the Service Review in respect of Print, Design and Communications. The Communications and Marketing Manager referred to the background to the review, including the transformation process undertaken within the Print and Design Teams. Following this process, a post had become vacant within the Communications Team and the opportunity had therefore been taken to include the Communications Team within the review.

The Communications and Marketing Manager referred to the potential savings and to the changes in the ways of working which were evolving, including the use of social media.

Following discussion it was

RECOMMENDED:

- (a) that the details of the Print, Design and Communications Review set out within Appendix 1 to the report be noted; and
- (b) that the proposals arising from the Service Review be approved for implementation.

97/12 **AUDIT BOARD**

The minutes of the meeting of the Audit Board held on 13th December 2012 were submitted.

RESOLVED:

- (a) that the recommendation contained in minute 29/12 relating to the Audit Commission Annual Governance Report 2011 – 2012 be approved; and
- (b) that the remainder of the minutes be noted.

98/12 **OVERVIEW AND SCRUTINY BOARD**

The minutes of the meeting of the Overview and Scrutiny Board held on 17th December 2012 were submitted.

RESOLVED that the minutes be noted.

99/12 **HOMELESSNESS GRANT FUNDING 2012/2013 AND PROPOSED USE OF FUNDING FOR 2013/2014**

The Cabinet considered a report on the expenditure of Homelessness Grant Funding received from the Department of Communities and Local Government (DCLG) during 2012/2013 and proposed use of the DCLG grant funding during 2013/2014.

It was reported that the Council had been awarded £112,830 for each of the next two years to prevent and address homelessness. In addition funding from the Economic Recovery Fund was proposed to be incorporated into the Homelessness expenditure for 2013/2014 bringing the total budget for the year to £138,530.

Members noted that the Homelessness Strategy Steering Group had considered the award of grant to specific schemes and that those contained within the report were also recommended by the Strategic Housing Manager. Members noted the work proposed to be undertaken by organisations such as St Basils and the Basement Drop in Service.

RESOLVED:

- (a) that the updated information on the homelessness prevention and support schemes funded through DCLG homelessness grant during 2012/2013 be noted;
- (b) that the submissions for the funding of schemes during 2013/2014 as considered by the Homelessness Strategy Steering Group and recommended by the Strategic Housing Manager (as set out in table 3.11) be approved to receive funding from the Council's strategic fund for Homelessness for 2013/2014;
- (c) that the Head of Community Services in consultation with the Portfolio Holder for Strategic Housing be granted delegated authority to allocate any under spend or make further adjustments necessary to ensure full utilisation of the Strategic funding for homelessness for 2013/2014 in support of existing or new schemes; and
- (d) that officers refresh the policy and procedure for the allocation of DCLG Homelessness Grant Funding for the 2014/2015 allocation.

100/12 **COUNCIL TAX BENEFIT SUPPORT SCHEME**

The Cabinet considered a report on the proposals for the Localisation of Council Tax Support and on the additional funding made available to reduce the impact of these changes from 1st April 2013.

It was noted that billing authorities were required to adopt a new scheme for Council Tax Support by 31st January 2013. Members were reminded that it had been agreed to undertake a public consultation on the proposed local scheme for Council Tax Support in September 2012. The proposed changes were set out in paragraph 3.6 of the report:

- Limiting Support to Band D Council Tax Levels;
- Short term (up to 6 months) empty property Class C Exemption – reduce from current 100% to 50%;
- Reduce discount on second homes to nil

Only one response had been received to the consultation which did not reflect a negative position in respect of the proposals.

It was reported that during the consultation period the Department of Communities and Local Government had made available additional funding of £100 million for 2013/2014 to help mitigate the impact on working age claims. This grant would only be available if benefit was not reduced by more than 8.5% (which would be the case if Benefit was limited to Band D Council Tax levels). The proposal had therefore been revised to defer the limiting of Band D Benefit and receive the Government grant of approximately £16,000. This was to be the only change to Council tax benefit and therefore it was noted that there would not be a replacement scheme required.

Members requested clarification on whether exemption would apply in respect of instances where homes were left empty for reasons beyond the control of the former occupants.

RECOMMENDED:

- (a) that the exemption scheme be amended to limit discount in respect of short term empty property Class C to 50%; and
- (b) that the discount on second homes be removed.

RESOLVED:

- (a) that there will not be a replacement scheme for Council Tax Benefit from April 2013; and
- (b) that the financial impact of the changes be noted together with the requirement for a more fundamental review of local Council Tax support from 2014/2015.

101/12 **COUNCIL TAX BASE AND BUSINESS RATE BASE 2013/2014**

The Cabinet considered a report on the Council Tax Base and Business Rate Base for 2013/2014. It was noted that this was the first time that the Business Rate Base had required Council approval as any variation to the Base would now have a direct impact on the income received by the Authority. At present the appendix in relation to the Business Rate Base was still in draft form and it was reported that a final version would be submitted to Council for approval.

It was noted that the Council Tax Base would be reduced due to the new arrangements for Council Tax Benefit Support. The Authority would now receive a grant for the financial year for an estimated 90% of Council Tax Support payable.

There was discussion on the Government grants proposed to be paid to Parish Councils totalling £40,020. The grants were payable to Parish Councils in addition to their precepts to ensure that residents are not affected by the reduction in the Council Tax Base within their Parish area. It was noted that the grant was available for one year only and it was felt this should be made clear to the Parish Councils.

RECOMMENDED:

- (a) that the calculation of the Council's Tax Base for the whole and parts of the area for 2013/14 as detailed in Appendix 1 to the report be approved;
- (b) that in accordance with the Local Authorities (Calculation of Tax Base) Regulations 1992 , the figures calculated by Bromsgrove District Council as its tax base for the whole area for the year 2013/14 be £33,784.51 and that the calculation for each Parish be as set out in Appendix 1 to the report; and
- (c) that grants be paid to the Parish Councils as set out in Appendix 1 and that it be made clear to the Parish Councils that these are made on a one year basis only.

RESOLVED that it be noted that the details of the Business Rate Base were still in draft form and that a revised version would be submitted to the Council.

102/12 **MEDIUM TERM FINANCIAL PLAN 2013/2014 - 2015/2016**

The Financial Services Manager stated that the report previously circulated had now been superceded and gave a short presentation on the latest position with regard to the Medium Term Financial Plan 2013/2014 – 2015/2016 and in particular the revenue budget.

It was noted that as a result of a reduction in the Government Grant the Council needed to make further savings of £213,000. The presentation also detailed the unavoidable pressures such as a shortfall in income and an estimated staff pay rise of 1%. The savings to be developed through transformation (such as refuse vehicle route optimisation) and service reviews were estimated at £1,000,000.

It was reported that officers were still working to reduce the current shortfall of £297,000 and to review the savings which could be achieved to achieve a balanced budget. The likely position for future years was also noted.

The Leader requested that thanks be expressed to officers for their work in respect of the budget process in particular, but also in the light of the many other changes which were currently being introduced.

RESOLVED that the current position for 2013/2014 – 2015/2016 be noted and that officers be requested to review the savings which could be delivered in order to achieve a balanced budget.

103/12 **EMERGENCY CARE GRANTS/CRISIS LOANS SCHEME**

The Cabinet considered a report on proposed new arrangements for the administration of Community Care Grants and Crisis Loans.

It was reported that as part of the Welfare Reform Act 2012, the Government had replaced elements of the discretionary Social Fund with “Local Assistance Schemes.”

Funding had been transferred from the Department for Work and Pensions to County Councils to enable schemes for emergency provision for vulnerable groups to be developed to reflect local circumstances so that Local Authorities could decide how best to meet severe hardship. The Government would expect that Councils would want to develop local systems which reflect local circumstances and will build upon services and programmes already in place and in addition will utilise and develop partnership arrangements.

The report also proposed that the funding be transferred from Worcestershire County Council to the District Councils. In addition an element of funding to meet the costs of administration was proposed to be transferred.

RECOMMENDED that this Council accepts the transfer of funding from Worcestershire County Council to enable a scheme for local provision of Emergency funding for vulnerable groups within the District to be developed.

RESOLVED:

- (a) that officers be requested to develop a detailed scheme for individuals to access the funding and that this be reported to Members in March;
and
- (b) that officers be requested to report further on the level of funding once the final allocations have been determined.

The meeting closed at 7.50 p.m.

Chairman

MEDIUM TERM FINANCIAL PLAN 2013/14 – 2014/15

Relevant Portfolio Holder	Roger Hollingworth
Portfolio Holder Consulted	Yes
Relevant Head of Service	Jayne Pickering (Exec Director)
Wards Affected	All
Ward Councillor Consulted	None specific

1. SUMMARY OF PROPOSALS

- 1.1 To enable Members to consider the current financial position for the revenue budget 2013/14- 2015/16.

2. RECOMMENDATIONS

- 2.1 Cabinet is asked to note the current position for 2013/14 – 2015/16 and to request that officers review the savings that can be delivered to achieve a balanced budget.**

3. KEY ISSUES

Financial Implications

- 3.1 The Council's Medium Term Financial Plan (MTFP) provides the framework within which the revenue and capital spending decisions can be made over a 3 year period. It is revised and updated on an annual basis to take into account any alterations that may be required as a result of changes that impact on the Councils services.
- 3.2 As part of the review officers consider the impact of demand on service and the costs associated with this demand. This may result in additional costs (associated with maintaining current service delivery) or reductions in anticipated income revenue over the next 3 years.
- 3.3 As Members are aware there are considerable additional cost pressures facing the Council over the next 3 years as a result of a number of issues including:
- Reduction in Council Tax Benefit Grant received
 - Changes to welfare reform and the impact on the Council from residents service need
 - Transfer from Housing Benefit to Universal Credit
 - Impact of the current National Economy
- 3.4 Officers will continue to work with our partners to identify the costs that may be associated with some of these changes.

Formula Grant / Localised Business Rates

BROMSGROVE DISTRICT COUNCIL

CABINET

6th FEBRUARY 2013

- 3.5 As Members are aware the provisional settlement that was received by the Council for 2013/14 – 2014/15 was lower than originally estimated. The table below shows the actual cut in Government Grant from 2009/10 to 2014/15 and equates to a 46% real cut in the funding received to support services.

	2010/11	2011/12	2012/13	2013/14	2014/15
Formula Grant / RSG plus Baseline Funding	£4.570m (excludes concessionary fares element)	£3.830m	£3.304m	£2.926m	£2.457m
Year on year reduction £		£0.740m	£0.526m	£0.378m	£0.469m
Year on year reduction %		16%	14%	11%	16%
Cumulative reduction £		£0.740m	£1.266m	£1.644m	£2.113m
Cumulative Reduction %		16%	28%	36%	46%

- 3.6 The Government grant we received for 2012/13 represented a cash decrease of 14% on the previous financial year.
- 3.7 The current mechanism of allocating formula grant will be replaced from April with a system of formula grant and localised business rates. As these are effectively the same pot of money for the purposes of this MTFP they will be viewed as one funding stream.
- 3.8 Localising business rates will transfer risk from central to local Government. As billing authority we will be far more exposed to reductions in the local taxbase if businesses close or rates are revalued. This places far greater pressures on the cashflow and reserves of the Council as well as the risk of greater volatility in the future levels of expected funding.
- 3.9 The Council has supported the opportunity to pool business rates with other councils to mitigate against these risks. Bromsgrove District Council will continue to pool with Greater Birmingham and Solihull Pool as this offers the greater financial benefit to the District.
- 3.10 The Government are also transferring two specific grants into the formula grant funding from 2013/14. These are for 2011/12 Council Tax Freeze Grant (£176k) and Homelessness Grant (£100k).

New Homes Bonus

- 3.11 The Council received New Homes Bonus in the current year of £366k. It is prudent to assume that in future years that this figure will increase in line with the assumed increase in taxbase of 0.5% per annum. This would raise an estimated £300k additional grant per annum until the scheme matures in 2016/17.
- 3.12 As agreed in the current MTFP any income received from New Homes Bonus grant will be utilised to offset the pressures facing the Council over the medium term.

Council Tax

- 3.13 To ensure that necessary levels of funding are available given the large reductions in government grant highlighted above, then Council Tax increases will have to be sufficient to ensure that funding is available for the services that create value to the customer have appropriate levels of financial resource.
- 3.14 The Council Tax freeze for the current financial year was funded by an additional one off government grant of £176k. It had been hoped that this would become an ongoing grant, however this grant was for 2012/13 only. So further savings and Council Tax increases have been identified as part of this MTFP to compensate in future years
- 3.15 The government have offered a grant equivalent to a 1% rise in Council Tax for 2013/14 and 2014/15 for councils who freeze their Council Tax in the next financial year. Acceptance of this freeze grant will cost the Council £140k pa once the grant ceases (assuming Council Tax would otherwise rise by 2% in 2013/14).

Transformation

- 3.16 The significant reductions in funding are not anticipated to improve for a number of years and therefore officers have looked at alternative ways to deliver savings whilst improving services to the community. As previously reported the services provided by the Council are undergoing transformational change using a different approach to assessing the value provided by the service. This work will focus on the purpose of services to the community and will aim to realise savings and protect those services that create value to our customers.
- 3.17 As reported previously officers will continue to review the financial position of the authority within a framework of financial principles. These are:

- Reduce Waste in a system (Stop it now)
 - Design a new system to reduce waste and cost
 - Reduce the costs associated with enabling service provision rather than those that create the value to the customer.
- 3.18 There are 3 levels of costs associated with services delivered by the Council;
- Create Value – these are the costs to deliver front line service, those which create real value to the customer
 - Add Value – these costs provide support to those services on the front line. They add value to the customer but do not directly deliver the service
 - Enable – there are a number of costs that relate to the enabling functions across the Council. These include the management and support services that provide advice and support to the services who add and create value. As part of the financial principles officers are looking at the ratio of the cost of the enabling function compared with those that create value with the aim to align resources to those that provide the most value to our customers.
- 3.19 Any additional income currently generated that delivers more than the target revenue has been built into the projections as a revised target to achieve.
- 3.20 Officers have also identified a number of budget pressures that have either been deemed “unavoidable”. Unavoidable includes the ongoing effects of pressures identified during 2012/13 together with any issues that have been raised as fundamental to maintaining service provision as part of the budget process. In addition income shortfalls that cannot be managed by improved marketing or price increases have been addressed during the budget planning. These pressures are detailed in Appendix 1 and include :
- Shortfall in car parking income £200k resulting from a significant reduction in income from fixed penalty notices together with a decline in the use of the car parks
 - Reduction in funding from Worcestershire County Council in relation to funding for the customer service centre (HUB) of £22k.
 - Shortfall in Land Charge income £44k resulting from external providers ability to provide this service
 - Shortfall on Planning and Building Control income £153K due to the current economic climate and the reduction in the number of planning and building applications received

Financial Position

BROMSGROVE DISTRICT COUNCIL

CABINET

6th FEBRUARY 2013

3.21 The current summary position at 3.22 includes the financial impact of the above in addition to the following assumptions:

- 1% pay award in relation to inflationary increase. This will be subject to the National negotiation that the Council is signed up to.
- General inflationary increases in relation to contract arrangements
- Inclusion of the provisional settlement for 2013/14 & 2014/15
- 3% increase in fees and charges (where appropriate)
- Potential costs of the development of Parkside with the County Council
- Potential costs of a new Leisure Centre of £12m from 2014/15 (this will be subject to formal feasibility appraisal and member agreement)
- An estimation of the New Homes Bonus income
- Additional income estimated in relation to the Business Rates receivable by the Council

3.22 The revised position is shown below.

	2013/14	2014/15	2015/16
	£'000	£'000	£'000
Base cost of General Fund Services	11,820	11,358	10,996
Pressures – High bids & unavoidable, income shortfalls	498	25	-
Savings (quick wins, additional income, shared services, transformation)	-960	-387	-
Borrowing to fund capital programme	75	373	1049
Investment Income	-67	-58	-58
Recharge to capital programme	-25	-25	-25
Net operating expenditure	11,341	11,286	11,962
New Homes Bonus	-687	-860	-985
Business Rate Retention	-1,525	-1,572	-1,572
Net Business Rate Growth	-176	-176	-176
Council Tax Freeze Grant	-71	-	-
Surplus from Collection Fund	-28	-	-
Government Grant	-2,253	-1,777	-1,441

BROMSGROVE DISTRICT COUNCIL

CABINET

6th FEBRUARY 2013

Transitional Grant	-16		
Assumed Council Tax @ 0% 2013/14 & 2.5% for 2014/15, 2015/16)	-6,515	-6,669	-6,860
Overall Shortfall	70	232	928

Savings currently identified include :

- General underspends offered up as future savings
- Extension of sharing for services currently not shared across the Bromsgrove and Redditch.
- Improved efficiencies within services and renegotiation of contracts
- Savings realised from transformation of services and driving out waste

3.23 The Council is to set a balanced budget for 2013/14 – 2015/16 and therefore will have to approve further savings, increase income or reduce high pressures for the 3 year period. Any additional spending, over and above the pressures identified above, would also need to be funded by additional savings. Officers are committed to realise the necessary levels of savings through transformation and will continue to work with staff to enable services to be delivered at a reduced cost to meet the cuts anticipated.

General Fund Balances

- 3.24 The level of the general fund balance is currently £2.5m. As previously highlighted there will be greater risks on the cashflow and the funding of the Council in the medium term.
- 3.25 The current level of balances are sufficient to cover the increased risks that will be placed upon the Council in the short term. However a fuller assessment of the necessary level of balances will be required once the full impact of the Governments changes to local government funding are known.
- 3.26 The estimated level of government funding over the MTFP will reduce more rapidly than the increase in Council Tax revenues. Consequently, there will be a continuing focus on transforming service delivery to reduce waste and to ensure that the funding available is aligned to the services that create value to the community of Bromsgrove.

Capital Programme

3.27 The Capital Programme is a 3 year rolling programme and officers are currently working to ensure that the level of expenditure falls within the current estimated project allocation. The plan currently includes :

- Replacement of Fleet
- Redevelopment of Parkside School
- S106 funded Leisure schemes
- Disabled Facilities Grants

Legal Implications

3.28 None as a direct result of this budget update.

Service / Operational Implications

3.29 The MTFP will enable services to be maintained and, where achievable, improvements to the community.

Customer / Equalities and Diversity Implications

3.30 The impact on the customer has been reduced due to the savings being realised by reduction of waste in the services and ensuring that all service that create value to the customer are resourced.

4. RISK MANAGEMENT

4.1 To mitigate the risks associated with the financial pressures facing the Authority regular monitoring reports are presented to both officers and Members to enable proactive action being undertaken to address any areas of concern.

5. APPENDICES

Appendix 1 – Unavoidable Pressures (including income shortfalls)

AUTHOR OF REPORT

Name: Jayne Pickering – Exec Director Finance and Resources
E Mail: j.pickering@bromsgroveandredditch.gov.uk
Tel: 01527-881400

This page is intentionally left blank

UNAVOIDABLE EXPENDITURE PRESSURES 2013/14 - 2015/16

APPENDIX 1

Description	Department	2013/14 £'000	2014/15 Y?N?	2015/16 Y/N?	Commentary
Community Right to Bid	Corporate	20	Y	Y	Maximum cost to be funded by the District in relation to landlord claims for Assets of Community Value
Local Plan	Planning	30	40	N	To fund the costs associated with the Local Plan development and enquiry. Costs are fixed.
Insurance	Finance	17	Y	Y	Increase in Employers Liability Insurance
Electronic Document Management System	Planning	35	N	N	This is to ensure that the document management system meets legislative requirements. There will be savings generated to offset the cost in 2014/15
Utilities	Leisure	2	Y	Y	General increases in utility costs
IER	Legal		20	N	Costs associated with the move to Individual Electoral Register

TOTAL UNAVOIDABLE (Pressures) 104 60 0

UNAVOIDABLE INCOME SHORTFALL

Description	Department	2013/14 £'000	2014/15 Y?N?	2015/16 Y/N?	Commentary (link to priorities etc)
Reduction in car parking income	Environmental	200	Y	Y	Despite the work being undertaken by Wychavon on enforcement the income from car parking is estimated to continue to reduce in 2013/14
reduction of funding from Worcs HUB	customer	22	Y	Y	Reduction in Funding from Worcestershire County Council
Building Control	Planning	48	Y	Y	Reduction in income
Development Control	Planning	105	Y	Y	Reduction in income
Economic Dev	Planning	10	Y	Y	Income for events/exhibitions
Land Charges	Planning	44	Y	Y	Reduction in income

TOTAL UNAVOIDABLE (income shortfall) 429 0 0

TOTAL UNAVOIDABLES (Pressures AND income shortfall) 533 60 0

Remove One offs affecting base in previous year -35 -90

Impact on base per year 533 25 -90

This page is intentionally left blank

CABINET

6th February 2013

FEES AND CHARGES 2013/14

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 and Resources
Wards Affected	All Wards
Ward Councillor Consulted	No
Key Decision	

1. SUMMARY OF PROPOSALS

To set out the fees and charges to be levied on services provided by the Council as used as the basis for income targets in the Medium Term Financial Plan 2013/14 – 2015/16.

2. RECOMMENDATIONS

It is recommended that Cabinet approve the fees and charges as presented in Appendix A.

3. KEY ISSUES

Financial Implications

3.1 The Medium Term Financial Plan has been prepared on the basis that additional income will be generated from fees and charges. The guideline increase provided to Heads of Service was 3%.

3.2 It is proposed that the revised fees and charges will be advertised to the public within approved deadlines with a start date of 1st April 2013, or as soon as practicable thereafter, dependant upon the notice period required prior to implementation.

Legal Implications

3.3 A number of statutes governing the provision of services covered by this report contain express powers or duties to charge for services. Where an express power to charge does not exist the Council has the power under Section 111 of the Local Government Act 1972 to charge where the activity is incidental or conducive to or calculated to facilitate the Council's statutory function.

CABINET

6th February 2013

Service/Operational Implications

- 3.6 Monitoring will be undertaken to ensure that income targets are achieved.

Customer / Equalities and Diversity Implications

- 3.7 The implementation of the revised fees and charges will be notified in advance to the customer to ensure that all users are aware of the new charges and any concessions available to them.

4. RISK MANAGEMENT

There is a risk that if fees and charges are not increased that income targets will not be achieved and the cost of services will increase.

5. APPENDICES

Appendix A - Fees and Charges

6. BACKGROUND PAPERS

None.

AUTHOR OF REPORT

Name: Sam Morgan Financial Services Manager
E Mail: sam.morgan@bromsgroveandredditch.gov.uk
Tel: 01527 64252 extn 3790

BROMSGROVE DISTRICT COUNCIL
Environmental
Scale of Charges 1st April 2012

SERVICE CATEGORY	Agreed new charge 1st April 2012 £	VAT Treatment	Agresso Treatment	Revised Net Total	VAT to be applied	Proposed charge from 1 April 2013 £	Comments
CAR PARKS							
Bromsgrove Station							
All day	3.00	Standard	Inclusive	2.50	0.50	3.00	
Churchfields Multistorey							Car Parking fees and charges are done separately Car Parking already set - not to be increased
Not exceeding 30 minutes	0.40	Standard	Inclusive	0.33	0.07	0.40	
Not exceeding one hour	0.80	Standard	Inclusive	0.67	0.13	0.80	
Not exceeding two hours	1.60	Standard	Inclusive	1.33	0.27	1.60	
Not exceeding three hours	2.40	Standard	Inclusive	2.00	0.40	2.40	
All day	3.00	Standard	Inclusive	2.50	0.50	3.00	
Hanover Street							
Not exceeding 30 minutes	0.40	Standard	Inclusive	0.33	0.07	0.40	
Not exceeding one hour	0.80	Standard	Inclusive	0.67	0.13	0.80	
Not exceeding two hours	1.60	Standard	Inclusive	1.33	0.27	1.60	
Not exceeding three hours	2.40	Standard	Inclusive	2.00	0.40	2.40	
All day	5.00	Standard	Inclusive	4.17	0.83	5.00	
New Road							
Not exceeding 30 minutes	0.40	Standard	Inclusive	0.33	0.07	0.40	
Not exceeding one hour	0.80	Standard	Inclusive	0.67	0.13	0.80	
Not exceeding two hours	1.60	Standard	Inclusive	1.33	0.27	1.60	
Not exceeding three hours	2.40	Standard	Inclusive	2.00	0.40	2.40	
Not exceeding four hours	3.20	Standard	Inclusive	2.67	0.53	3.20	
Not exceeding five hours	4.00	Standard	Inclusive	3.33	0.67	4.00	
Parkside							
Not exceeding 30 minutes	0.40	Standard	Inclusive	0.33	0.07	0.40	
Not exceeding one hour	0.80	Standard	Inclusive	0.67	0.13	0.80	
Not exceeding two hours	1.60	Standard	Inclusive	1.33	0.27	1.60	
Not exceeding three hours	2.40	Standard	Inclusive	2.00	0.40	2.40	
Not exceeding four hours	3.20	Standard	Inclusive	2.67	0.53	3.20	
Not exceeding five hours	4.00	Standard	Inclusive	3.33	0.67	4.00	
Recreation Road North							
Not exceeding 30 minutes	0.40	Standard	Inclusive	0.33	0.07	0.40	
Not exceeding one hour	0.80	Standard	Inclusive	0.67	0.13	0.80	
Not exceeding two hours	1.60	Standard	Inclusive	1.33	0.27	1.60	
Not exceeding three hours	2.40	Standard	Inclusive	2.00	0.40	2.40	
All day	5.00	Standard	Inclusive	4.17	0.83	5.00	
Recreation Road South							
Not exceeding 30 minutes	0.40	Standard	Inclusive	0.33	0.07	0.40	
Not exceeding one hour	0.80	Standard	Inclusive	0.67	0.13	0.80	
Not exceeding two hours	1.60	Standard	Inclusive	1.33	0.27	1.60	
Not exceeding three hours	2.40	Standard	Inclusive	2.00	0.40	2.40	
Not exceeding four hours	3.20	Standard	Inclusive	2.67	0.53	3.20	
Not exceeding five hours	4.00	Standard	Inclusive	3.33	0.67	4.00	
School Drive							
Not exceeding 30 minutes	0.40	Standard	Inclusive	0.33	0.07	0.40	
Not exceeding one hour	0.80	Standard	Inclusive	0.67	0.13	0.80	
Not exceeding two hours	1.60	Standard	Inclusive	1.33	0.27	1.60	
Not exceeding three hours	2.40	Standard	Inclusive	2.00	0.40	2.40	
All day	5.00	Standard	Inclusive	4.17	0.83	5.00	
Stourbridge Road							
Not exceeding 30 minutes	0.40	Standard	Inclusive	0.33	0.07	0.40	
Not exceeding one hour	0.80	Standard	Inclusive	0.67	0.13	0.80	
Not exceeding two hours	1.60	Standard	Inclusive	1.33	0.27	1.60	
Not exceeding three hours	2.40	Standard	Inclusive	2.00	0.40	2.40	
All day	5.00	Standard	Inclusive	4.17	0.83	5.00	
Windsor Street							
Not exceeding 30 minutes	0.50	Standard	Inclusive	0.42	0.08	0.50	
Not exceeding one hour	0.10	Standard	Inclusive	0.08	0.02	0.10	
Not exceeding two hours	2.00	Standard	Inclusive	1.67	0.33	2.00	
Season Tickets (valid at long stay car parks only)							
Annual	320.00	Standard	Inclusive	266.67	53.33	320.00	
Quarterly	80.00	Standard	Inclusive	66.67	13.33	80.00	
Season Tickets (valid at Stourbridge Road car park only)							
Annual	215.00	Standard	Inclusive	179.17	35.83	215.00	
Quarterly	53.75	Standard	Inclusive	44.79	8.96	53.75	
Excess Parking Charges							
If paid within fourteen days	35.00	O/scope	N/A	35.00	0.00	35.00	
Otherwise	70.00	O/scope	N/A	70.00	0.00	70.00	
Car Park charges only apply between 8.00am to 10.00pm everyday							

SERVICE CATEGORY	Agreed new charge 1st April 2012 £	VAT Treatment	Agresso Treatment	Revised Net Total	VAT to be applied	Proposed charge from 1 April 2013 £	Comments
CEMETERY							
Interments in a grave							
- children aged under 1 year	FREE	N/A	N/A	Free		Free	
- children aged under 1 year (non resident)	90.00	Exempt	N/A	90.00	0.00	90.00	
- children aged 1 year - 16 years	FREE	N/A	N/A	Free		Free	
- children aged 1 year - 16 years (non resident)	130.00	Exempt	N/A	130.00	0.00	130.00	
- persons aged 17 and over	410.00	Exempt	N/A	420.00	0.00	420.00	
- extra charge for burials at 7ft.	490.00	Exempt	N/A	500.00	0.00	500.00	
- extra charge for burials at 9ft.	490.00	Exempt	N/A	500.00	0.00	500.00	
- extra charge for grave longer than 6'6" or wider than 2'0".	100.00	Exempt	N/A	100.00	0.00	100.00	
Interment in a bricked grave	P.O.A						
Interment of cremated remains	150.00	Exempt	N/A	155.00	0.00	155.00	
Exclusive rights of burial (75-year grants)							
- adult grave space	1,100.00	Exempt	N/A	1,130.00	0.00	1,130.00	
- child grave space	210.00	Exempt	N/A	220.00	0.00	220.00	
- cremated remains plot	420.00	Exempt	N/A	430.00	0.00	430.00	
Renewal of expired deed (single fee charged in all cases)							
-Burial	365.00	Exempt	N/A	375.00	0.00	375.00	
-Cremated remains	140.00	Exempt	N/A	145.00	0.00	145.00	
-Adult sized grave purchased in reserve	1,400.00	Exempt	N/A	1,440.00	0.00	1,440.00	
-Ashes grave purchased in reserve	500.00	Exempt	N/A	515.00	0.00	515.00	
-Assignment of the Exclusive Right of a full earth reserved grave from resident to non-resident	2,200.00	Exempt	N/A	2,260.00	0.00	2,260.00	
-Assignment of the Exclusive Right of a cremated remains reserved grave from resident to non-resident	840.00	Exempt	N/A	865.00	0.00	865.00	
- Disinterment of Remains - Cremated Remains	200.00	Exempt	N/A	200.00	0.00	200.00	
- Wooden cremated remains casket	70.00	Exempt	N/A	75.00	0.00	75.00	
Memorials							
- Memorial application administration fee	75.00	Inclusive	Inclusive	62.50	12.50	75.00	
- Memorial trees and plaque	285.00	Inclusive	Inclusive	237.50	47.50	285.00	
- Memorial benches (maintenance charge)	P.O.A			P.O.A.	P.O.A	P.O.A.	
-Assignment / Transfer of Exclusive Right of Burial	30.00	Exempt	N/A	30.00	0.00	30.00	
-Plaque only on existing BDC Bench (time limited to 15 years)	100.00	Inclusive	Inclusive	83.33	16.67	100.00	
Certified copy of entry	20.00	Inclusive	Inclusive	16.67	3.33	20.00	
Bird bath memorial (new memorial option)							
5 Year Lease							
- size 1 (small)	140.00	Inclusive	Inclusive	116.67	23.33	140.00	
- size 2	160.00	Inclusive	Inclusive	133.33	26.67	160.00	
- size 3	180.00	Inclusive	Inclusive	150.00	30.00	180.00	
- size 4	200.00	Inclusive	Inclusive	166.67	33.33	200.00	
- size 5 (large)	220.00	Inclusive	Inclusive	183.33	36.67	220.00	
10 Year Lease							
- size 1 (small)	240.00	Inclusive	Inclusive	200.00	40.00	240.00	
- size 2	260.00	Inclusive	Inclusive	216.67	43.33	260.00	
- size 3	280.00	Inclusive	Inclusive	233.33	46.67	280.00	
- size 4	300.00	Inclusive	Inclusive	250.00	50.00	300.00	
- size 5 (large)	320.00	Inclusive	Inclusive	266.67	53.33	320.00	
20 Year Lease							
- size 1 (small)	340.00	Inclusive	Inclusive	283.33	56.67	340.00	
- size 2	360.00	Inclusive	Inclusive	300.00	60.00	360.00	
- size 3	380.00	Inclusive	Inclusive	316.67	63.33	380.00	
- size 4	400.00	Inclusive	Inclusive	333.33	66.67	400.00	
- size 5 (large)	450.00	Inclusive	Inclusive	375.00	75.00	450.00	
Motif	50.00	Inclusive	Inclusive	41.67	8.33	50.00	
<i>The interment and exclusive right fee is trebled* in all cases where the deceased does not have a Bromsgrove address, unless the grave was purchased by the deceased whilst living in Bromsgrove</i>							
<i>Where there is a dispute Bromsgrove District Council may require the family to provide proof of residence of the deceased</i>							
REFUSE COLLECTION							
Trade refuse - Non-Loakable Containers - Purchase of Containers							
- 240 litre eurobins (per bin, per year)	89.84	Standard	Additional	92.54	18.51	111.10	
- 660 litre eurobins (per bin, per year)	181.77	Standard	Additional	187.22	37.44	224.70	
- 770 litre eurobins (per bin, per year)	182.85	Standard	Additional	188.34	37.67	226.00	
- 1100 litre eurobins (per bin, per year)	200.77	Standard	Additional	206.79	41.36	248.20	
- 1280 litre eurobins (per bin, per year)	200.77	Standard	Additional	206.79	41.36	248.20	
- Extra trade waste collection (per visit)	48.70	Standard	Additional	50.16	10.03	60.20	
Trade refuse - Loakable Containers - Purchase of Containers							
- 660 litre eurobins (per bin, per year)	211.35	Standard	Additional	217.69	43.54	261.30	
- 770 litre eurobins (per bin, per year)	212.35	Standard	Additional	218.72	43.74	262.50	
- 1100 litre eurobins (per bin, per year)	230.37	Standard	Additional	237.28	47.46	284.80	
Emptying of Eurobins							
- 240 litre eurobins (per bin, per year)	158.56	Outside Scope	N/A	163.32	0.00	163.40	
- 660 litre eurobins (per bin, per year)	269.53	Outside Scope	N/A	277.62	0.00	277.70	
- 770 litre eurobins (per bin, per year)	283.25	Outside Scope	N/A	291.75	0.00	291.80	
- 1100 litre eurobins (per bin, per year)	452.33	Outside Scope	N/A	465.90	0.00	465.90	
- 1280 litre eurobins (per bin, per year)	537.93	Outside Scope	N/A	554.07	0.00	554.10	
- orange sacks per roll (52 sacks per roll)	71.90	Outside Scope	N/A	74.06	0.00	74.10	
Special collections - domestic *							
- for up to 10 bags or equivalent	17.80	Outside Scope	N/A	18.33	0.00	18.40	
Special collections - commercial							
- for up to 1 tonne of waste	119.20	Outside Scope	N/A	122.78	0.00	122.80	
Litter and Dog Bins							
- 1st bin	14.80	Standard		15.24	3.05	18.30	
- additional bin in the same geographical location	6.30	Standard		6.49	1.30	7.80	
Garden Waste Collection Service	33.00	Outside Scope	N/A	35.00	0.00	35.00	Fee agreed in last years MTFP
<i>* For larger bulky items such as garden sheds please contact us regarding the charge for this as prices may vary depending on size and quantity</i>							
CESSPOOL EMPTYING							
Per 4,500 litres or part thereof							
- domestic premises (for a contract period of 18 months)	120.80	Zero Rated	N/A	124.42	0.00	124.50	
- business premises (non-industrial) (for a contract period of 18 months)	120.80	Zero Rated	N/A	124.42	0.00	124.50	If industrial becomes standard rated
Additional charges for laying pipes							
- 0 - 15 pipes	0.00	Zero Rated	Additional	0.00	0.00	0.00	
- 16 - 30 pipes (for a contract period of 18 months)	41.80	Zero Rated	Additional	43.05	8.61	51.70	
<i>Persons in receipt of housing benefit pay only 25% of the above charge for emptying after their second in the same financial year (1st April - 31st March)</i>							

BROMSGROVE DISTRICT COUNCIL
WRS
Scale of Proposed Charges 1st April 2013

SERVICE CATEGORY	Agreed new charge 1st April 2012 £	VAT Treatment	Agresso Treatment	VAT to be applied	Proposed charge from 1 April 2013 £
TAXI LICENSING					
- Hackney Carriage	307.00	O/Scope	N/A	0.00	307.00
- Private Hire	280.00	O/Scope	N/A	0.00	280.00
- Private Hire Operator	290.00	O/Scope	N/A	0.00	290.00
- HC/PH Drivers Licence	92.00	O/Scope	N/A	0.00	92.00
- Mid-Term vehicle test	57.00	O/Scope	N/A	0.00	57.00
- Vehicle Re-test if MOT certificate is required	as per VOSA				
- Meter Test	23.00	O/Scope	N/A	0.00	23.00
- Conversion of vehicle licence to P/H or H/C	42.00	O/Scope	N/A	0.00	42.00
- Replacement vehicle plate	11.50	O/Scope	N/A	0.00	11.50
- Replacement Driver's Licence	7.00	O/Scope	N/A	0.00	7.00
- Trailer Test	20.00	O/Scope	N/A	0.00	20.00
- Transfer of ownership of licensed vehicle	23.00	O/Scope	N/A	0.00	23.00
- Criminal Bureau Check	44.00	O/Scope	N/A	0.00	50.00
- DVLA Check - Electronic	5.00	O/Scope	N/A	0.00	5.00
- DVLA Check - Paper	10.00	O/Scope	N/A	0.00	10.00
GENERAL LICENSING					
Licensing Act 2003					
- Gambling Act Fees - <i>see seprate tab - Gambling Fees 13-14</i>					
- Premises/Club Registration - <i>see separate tab - Fee Licensing 13-14</i>					
- Misc Licensing Act Fees - <i>see separate tab - Fee Licensing 13-14</i>					
- Annual Street Trading Consent - Food - Initial - per annum	589.00	O/Scope	N/A	0.00	1,418.00
- Annual Street Trading Consent - Food - Renewal - per annum		O/Scope	N/A	0.00	1,301.00
- Annual Street Trading Consent - Non Food - Initial - per annum		O/Scope	N/A	0.00	1,183.00
- Annual Street Trading Consent - Non Food - Renewal - per annum		O/Scope	N/A	0.00	1,064.00
- Animal Boarding	225.00	O/Scope	N/A	0.00	225.00
- Dog Breeding establishments	225.00	O/Scope	N/A	0.00	225.00
- Dangerous wild animals	225.00	O/Scope	N/A	0.00	225.00
- Pet Shops	225.00	O/Scope	N/A	0.00	225.00
- Riding Est.	225.00	O/Scope	N/A	0.00	225.00
- Sex Establishments	974.00	O/Scope	N/A	0.00	974.00
- Zoo	94.00	O/Scope	N/A	0.00	94.00
Tattooing/ ear piercing/ electolosis/ acupuncture					
- Premises	118.00	O/Scope	N/A	0.00	118.00
- Practitioners	72.00	O/Scope	N/A	0.00	72.00
Motor Salvage Operators		O/Scope	N/A		100.00
- Certified copy of register entry		O/Scope	N/A		12.00

Fees- Gambling Act 2005

Premises Licence Fees - Discretionary - VAT - O/Scope

Type of Premises Licence	Application to vary	Application to transfer	New applications	Annual fee	Copy of licence	Notification of change	Reinstatement of licence	Provisional statement
Bingo Premises	1017.00	694.00	2029.50	580.00	26.70	54.00	676.50	2029.50
Adult Gaming Centre	870.00	694.00	1158.25	580.00	26.70	54.00	676.50	1158.25
Family Entertainment Centre	672.50	550.50	1158.25	436.00	26.70	54.00	540.00	1158.25
Betting Premises (general)	870.00	694.00	1691.50	348.50	26.70	54.00	676.50	1691.50
Track	724.00	550.50	1411.50	580.00	26.70	54.00	540.00	1411.50
Temporary use notices	N/A	N/A	275.00	N/A	26.70	N/A	N/A	N/A

Permit fees - Statutory - VAT - O/Scope

Type of Permit	New applications	Annual fee	Existing Operator Grant	Renewal	Change of Name	Copy of Permit	Variation	Transfer	Notification
Family Entertainment Gaming Machine	£300	N/A	£100	£300	£25	£15	N/A	N/A	N/A
Small Society Lottery	£40	£20	N/A	£20	N/A	N/A	N/A	N/A	N/A
Club Gaming	£100*	£40	£50	£100*	£100	£15	£100	N/A	N/A
Club Gaming Machine	£100*	£40	£50	£100*	£100	£15	£100	N/A	N/A
Licensed Premises gaming machine permit	£150	N/A	£50	N/A	£25	£15	£100	£25	N/A
Prize gaming	£270	N/A	£100	£100	£25	£15	N/A	N/A	N/A
Licensed Premises gaming machine permit	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	£50

* Fee will be £200 if premises doesn't sell alcohol

Fees - Licensing Act 2003 - O/Scope

Personal Licence

The fee for a Personal Licence is £37.00

Premises Licence and Club Premises Certificate

The fees to be paid in respect of obtaining either a premises licence or a club premises certificate are as follows:

Band	A	B	C	D	E
Non- Domestic rateable value of premises	£0-£4,300	£4,301-£33,000	£33,001-£87,000	87001-£125,000	£125,001 and over
New applications and variations	£100	£190	£315	£450	£635
Annual Fee	£70	£180	£295	£320	£350

Property not subject to non-domestic rates will fall into Band A. Properties, which have not yet been constructed will fall into band C.

Those premises which fall into Band 'D' will be subject to two times the amount of fee payable as outlined above, whilst those premises which fall into Band 'E' will be subject to three times the amount of fee payable, **if they are used exclusively or primarily for the carrying on of the retail of alcohol for consumption on the premises**, i.e. large public houses.

Large Events

An additional fee will be charged where the maximum number of persons exceeds 5000 at a licensible event. Please contact the Licensing Section for further details.

Exemptions

Church Halls, Community Halls, Village Halls, or other similar building etc. are exempt from paying any fees for a premises licence authorising **ONLY** the provision of regulated entertainment. If the retail of alcohol is to be included in the Premises Licence, the full fee will be payable as outlined above.

No fees are payable by an educational institution, such as a school or a college (whose pupils/students have not attained the age of 19) for a premises licence authorising **ONLY** the provision of regulated entertainment providing that is for and on behalf of the educational institution.

There are however, a number of other fees and charges that must be paid by applicants, they are as follows:

Occasion on which fee may be payable	Fee
Application for copy of licence or summary on theft, loss etc	£10.50
Notification of change of name or address (holder of premises licence)	£10.50
Application to vary the Designated Premises Supervisor	£23.00
Application to transfer a premises licence	£23.00
Interim authority notice following death etc. of licence holder	£23.00
Application for making of a provisional statement	£315.00
Application for copy of certificate or summary on theft, loss etc	£10.50
Notification of change of name or alteration of club rules	£10.50
Change of relevant registered address of club	£10.50
Temporary Event Notices	£21.00
Application for copy of licence on theft, loss etc of temporary event notice	£10.50
Application for copy of licence on theft, loss etc of personal licence	£10.50
Notification of change of name or address (Personal Licence)	£10.50
Notice of interest in any premises	£21.00
Minor variation application	£89.00

Should you need assistance in determining which level of fee you are required to pay, please contact the Licensing Section on (01527) 881473 or (01527) 881626.
Alternatively email - licensing@bromsgrove.gov.uk

In all cases, cheques must be made payable to 'Bromsgrove District Council'

BROMSGROVE DISTRICT COUNCIL

Planning and Regeneration

Scale of Proposed Charges 1st April 2013

SERVICE CATEGORY	Agreed charge 1st April 2012 £	VAT Treatment	Revised Net total £	VAT to be applied	Proposed charge from 1 April 2013 £
PRODUCE AND RETAIL MARKET					
Farmers Market	29.00	Exempt	29.00	0.00	29.00
High Street Market - pitches 3 x 3 metres *					
- Tuesday	27.00	Exempt	27.00	0.00	27.00
- Friday	27.00	Exempt	27.00	0.00	27.00
- Saturday	32.00	Exempt	32.00	0.00	32.00
- All 3 days	80.00	Exempt	80.00	0.00	80.00
High Street Market - pitches 4.5 x 3 metres *					
- Tuesday	37.00	Exempt	37.00	0.00	37.00
- Friday	37.00	Exempt	37.00	0.00	37.00
- Saturday	42.50	Exempt	42.50	0.00	42.50
- All 3 days	112.00	Exempt	112.00	0.00	112.00
National Brand Promotions (per day)					
- Per day	50.00	Exempt	50.00	0.00	50.00
- Per 6 day week	200.00	Exempt	200.00	0.00	200.00
Market Street Sites					
- Small:					
- Per day	50.00	Exempt	50.00	0.00	50.00
- Per 6 day week	200.00	Exempt	200.00	0.00	200.00
- Large:					
- Per day	90.00	Exempt	90.00	0.00	90.00
- Per 6 day week	500.00	Exempt	500.00	0.00	500.00
* Please note an additional charge may apply if electricity is required for the market stalls, for more information please contact the Town Centre and Economic Development Manager					
Market fees are staying the same because of the current economic climate					

LAND SEARCHES					
NLIS Searches					
- Standard Search Fee (LLC1 and CON29R) - RESIDENTIAL	102.00	O/Scope	102.00	0.00	105.00
- Standard Search Fee (LLC1 and CON29R) - COMMERCIAL	139.00	O/Scope	139.00	0.00	143.00
- Official certificate of search (LLC1 only)	23.00	O/Scope	23.00	0.00	24.00
- Standard enquiries (CON29R) - RESIDENTIAL	79.00	O/Scope	79.00	0.00	81.00
- Standard enquiries (CON29R) - COMMERCIAL	116.00	O/Scope	116.00	0.00	119.00
- Each additional property/parcel of land	19.40	O/Scope	19.40	0.00	20.00
Each optional enquiry (Con29 Pt2)					
- Normal enquiries (per question)	5.40	O/Scope	5.40	0.00	5.50
- Complex enquiries (per question)	10.80	O/Scope	10.80	0.00	11.00
- Combined charges with WCC (per question)	21.50	O/Scope	21.50	0.00	22.00
- Supplementary enquiries (per question)	43.00	O/Scope	43.00	0.00	44.00
Non-NLIS Searches					
- Standard Search Fee (LLC1 and CON29R) - RESIDENTIAL	102.00	O/Scope	102.00	0.00	105.00
- Standard Search Fee (LLC1 and CON29R) - COMMERCIAL	139.00	O/Scope	139.00	0.00	143.00
- Official certificate of search (LLC1 only)	23.00	O/Scope	23.00	0.00	24.00
- Standard enquiries (CON29R) - RESIDENTIAL	79.00	O/Scope	79.00	0.00	81.00
- Standard enquiries (CON29R) - COMMERCIAL	116.00	O/Scope	116.00	0.00	119.00
- Each additional property/parcel of land	19.40	O/Scope	19.40	0.00	20.00
Each optional enquiry (Con29 Pt2)					
- normal enquiries (per question)	5.40	O/Scope	5.40	0.00	5.50
- complex enquiries (per question)	10.80	O/Scope	10.80	0.00	11.00
- combined charges with WCC (per question)	21.50	O/Scope	21.50	0.00	22.00
- supplementary enquiries (per question)	43.00	O/Scope	43.00	0.00	44.00
Personal search fee	FREE		FREE	N/A	FREE
Refresher Search					
- Search updated within 6 months	35.00	O/Scope	35.00	0.00	36.00
- Search updated after 6 months	35.00	O/Scope	35.00	0.00	36.00

BROMSGROVE DISTRICT COUNCIL

Planning and Regeneration

Scale of Proposed Charges 1st April 2013

SERVICE CATEGORY	Agreed charge 1st April 2012 £	VAT Treatment	Revised Net total £	VAT to be applied	Proposed charge from 1 April 2013 £
Detailed Charges of Land Searches					
Single Con29 Question					
- Question 1(a) to (h) - RESIDENTIAL	15.50	O/Scope	15.50	0.00	16.15
- Question 1(a) to (h) - COMMERCIAL	18.60	O/Scope	18.60	0.00	19.35
- Question 1.2 - RESIDENTIAL	1.30	O/Scope	1.30	0.00	1.40
- Question 1.2 - COMMERCIAL	2.30	O/Scope	2.30	0.00	2.40
- Question 2 (a) to (d) - RESIDENTIAL	8.20	O/Scope	8.20	0.00	8.20
- Question 2 (a) to (d) - COMMERCIAL	10.30	O/Scope	10.30	0.00	10.30
- Question 3.1 - RESIDENTIAL	1.30	O/Scope	1.30	0.00	1.35
- Question 3.1 - COMMERCIAL	2.30	O/Scope	2.30	0.00	2.35
- Question 3.2 - RESIDENTIAL	2.00	O/Scope	2.00	0.00	2.00
- Question 3.2 - COMMERCIAL	3.10	O/Scope	3.10	0.00	3.10
- Question 3.3 (a) & (b) N/A	N/A	N/A			
- Question 3.4 (a) to (f) - RESIDENTIAL	4.60	O/Scope	4.60	0.00	4.60
- Question 3.4 (a) to (f) - COMMERCIAL	7.70	O/Scope	7.70	0.00	7.70
- Question 3.5 - RESIDENTIAL	1.75	O/Scope	1.75	0.00	1.80
- Question 3.5 - COMMERCIAL	2.85	O/Scope	2.85	0.00	2.90
- Question 3.6 (a) to (i) - RESIDENTIAL	6.20	O/Scope	6.20	0.00	6.20
- Question 3.6 (a) to (i) - COMMERCIAL	9.25	O/Scope	9.25	0.00	9.25
- Question 3.7 (a) to (f) - RESIDENTIAL	10.15	O/Scope	10.15	0.00	10.40
- Question 3.7 (a) to (f) - COMMERCIAL	16.00	O/Scope	16.00	0.00	16.45
- Question 3.8 - RESIDENTIAL	2.05	O/Scope	2.05	0.00	2.15
- Question 3.8 - COMMERCIAL	3.10	O/Scope	3.10	0.00	3.20
- Question 3.9 (a) to (N) - RESIDENTIAL	15.80	O/Scope	15.80	0.00	16.30
- Question 3.9 (a) to (N) - COMMERCIAL	25.80	O/Scope	25.80	0.00	26.80
- Question 3.10 (a) to (B) - RESIDENTIAL	2.25	O/Scope	2.25	0.00	2.35
- Question 3.10 (a) to (B) - COMMERCIAL	2.85	O/Scope	2.85	0.00	3.00
- Question 3.11 - RESIDENTIAL	2.25	O/Scope	2.25	0.00	2.30
- Question 3.11 - COMMERCIAL	3.25	O/Scope	3.25	0.00	3.35
- Question 3.12 (a) to (C) - RESIDENTIAL	4.50	O/Scope	4.50	0.00	4.60
- Question 3.12 (a) to (C) - COMMERCIAL	6.35	O/Scope	6.35	0.00	6.55
- Question 3.13 - RESIDENTIAL	1.15	O/Scope	1.15	0.00	1.20
- Question 3.13 - COMMERCIAL	2.25	O/Scope	2.25	0.00	2.30
Single Con29 Optional Enquiries (both Residential and Commercial)					
- Questions 4 and 5 - WCC	10.80	O/Scope	10.80	0.00	11.00
- Questions 6, 8, 9, 11 and 15	10.80	O/Scope	10.80	0.00	11.00
- Questions 7, 10, 12-14 & 16-21	5.40	O/Scope	5.40	0.00	5.50
- Question 22 (Commons - WCC)	21.50	O/Scope	21.50	0.00	22.00

BROMSGROVE DISTRICT COUNCIL

Planning and Regeneration

Scale of Proposed Charges 1st April 2013

SERVICE CATEGORY	Agreed charge 1st April 2012 £	VAT Treatment	Revised Net total £	VAT to be applied	Proposed charge from 1 April 2013 £
PLANNING POLICY					
Local Plan					
Bromsgrove District Local Plan Proposals Map (adopted 13/1/04) *	17.12	Zero Rated	FREE	0.00	FREE
Bromsgrove District Local Plan Written Statement (adopted 13/1/04) *	17.12	Zero Rated	FREE	0.00	FREE
Bromsgrove Local Plan Inspector's Report (Mar'02) *	68.36	Zero Rated	FREE	0.00	FREE
Local Development Framework					
Local Development Scheme *	11.63	Zero Rated	FREE	0.00	FREE
Statement of Community Involvement Adopted *	11.63	Zero Rated	FREE	0.00	FREE
Issues and Options Report (Core Strategy) *	11.63	Zero Rated	FREE	0.00	FREE
Longbridge AAP Issues and Options *	FREE				
Longbridge AAP Preferred Options *	FREE				
Annual Monitoring Report (published Dec'06) *	11.63	Zero Rated	FREE	0.00	FREE
Bromsgrove Town Centre Study					
Development Opportunities - Site Assessment *	39.71	Zero Rated	FREE	0.00	FREE
Strategy and Policy Formulation *	45.82	Zero Rated	FREE	0.00	FREE
Town Centre Study leaflet	FREE				
Supplementary Planning Guidance (SPGs)					
SPG1 - Residential design guide *	6.09	Zero Rated	FREE	0.00	FREE
SPG2 - Shop-fronts and advertisements PGN2 *	6.09	Zero Rated	FREE	0.00	FREE
SPG4 - Conversion of rural buildings *	6.09	Zero Rated	FREE	0.00	FREE
SPG5 - Agricultural buildings design guide *	6.09	Zero Rated	FREE	0.00	FREE
SPG6 - Agricultural bldgs and occupancy conditions *	6.09	Zero Rated	FREE	0.00	FREE
SPG7 - Extensions to Dwellings in the Green Belt	FREE				
SPG8 - Alvechurch Village Design Statement *	11.63	Zero Rated	FREE	0.00	FREE
SPG9 - Lickey & Blackwell Village Design Statement	FREE				
SPG10 - Managing Housing Supply	FREE				
SPG11 - Outdoor Play Space *	6.09	Zero Rated	FREE	0.00	FREE
Monitoring Reports					
Housing land monitoring report	23.25	Zero Rated	FREE	0.00	FREE
Employment land monitoring report	23.25	Zero Rated	FREE	0.00	FREE
Self-build housing handbook	6.09	Zero Rated	FREE	0.00	FREE
Housing Capacity Study (September 2004) *	23.25	Zero Rated	FREE	0.00	FREE
Conservation Information					
Conservation Area Leaflets	FREE				
The Chartist land plan	2.77	Zero Rated	FREE	0.00	FREE
Conservation Area Appraisals	0.00	Zero Rated	FREE	0.00	FREE
Other Publications					
Information handbook	0.00	Zero Rated	FREE	0.00	FREE

* These can be downloaded free from the Council's website: www.bromsgrove.gov.uk/localplanning.

DEVELOPMENT CONTROL					
A0/A1 size print	11.02	Standard	11.35	2.27	13.62
A2 size print	5.54	Standard	5.71	1.14	6.85
Planning Histories (per hour)	44.13	Standard	FREE	0.00	FREE
Development Management					
High Hedge Complaints	513.00	O/Scope	528.39	0.00	528.39
High Hedge Complaints - reduced for people on benefits	205.00	O/Scope	211.15	0.00	211.15
Permitted Development Enquiry					
- Householder	26.00	Standard	21.67	4.33	27.00
- Other	51.00	Standard	42.50	8.50	54.00
Pre-application advice					
Householders	43.00	Standard	35.83	7.17	43.00
- Additional Meetings	21.00	Standard	17.50	3.50	21.00
Advertisements	54.00	Standard	45.00	9.00	54.00
- Additional Meetings	27.00	Standard	22.50	4.50	27.00
Change of use	161.00	Standard	134.17	26.83	161.00
- Additional Meetings	81.00	Standard	67.50	13.50	81.00
Telecommunications	161.00	Standard	134.17	26.83	161.00
- Additional Meetings	81.00	Standard	67.50	13.50	81.00
Other	107.00	Standard	89.17	17.83	107.00
- Additional Meetings	54.00	Standard	45.00	9.00	54.00
Residential Development/ Development Site Area/Proposed Gross Floor Area					
1-4 dwellings / 0.5 ha or less / 499m2 or less	268.00	O/Scope	268.00	0.00	268.00
- Additional Meetings	107.00	O/Scope	107.00	0.00	107.00
5-9 dwellings / 0.6-0.99ha / 500-999m2	537.00	O/Scope	537.00	0.00	537.00
- Additional Meetings	107.00	O/Scope	107.00	0.00	107.00
10-49 dwellings / 1.0-1.25ha / 1,000-2,499m2	1,072.00	O/Scope	1,072.00	0.00	1,072.00
- Additional Meetings	536.00	O/Scope	536.00	0.00	536.00
50-199 dwellings / 1.26 - 2.0ha / 2,500-9,999m2	2,145.00	O/Scope	2,145.00	0.00	2,145.00
- Additional Meetings	793.00	O/Scope	793.00	0.00	793.00
200+ dwellings / 2ha or more / 10,000m2	3,217.00	O/Scope	3,217.00	0.00	3,217.00
- Additional Meetings	1,072.00	O/Scope	1,072.00	0.00	1,072.00

* These can be downloaded free from the Council's website: <http://bromsgrove.whub.org.uk/home/bdcindex/bdc-planning/bdc-planning-applications/bdc-planning-recent-applications.htm?hlightTerm=weekly%20planning%20lists>

BUILDING CONTROL

For charges applicable from 1st April 2012, see separate tab.

BROMSGROVE DISTRICT COUNCIL - BUILDING CONTROL - APRIL 2013 - VAT AT 20%

Explanatory Notes

1) Before you build, extend or convert a building to which the building regulations apply, you or your agent must submit a Building regulations application.

The charge you have to pay depends on the type of work, the number of separate properties, or the total floor area.

You can use the following tables with the current charges regulations to work out the charges. If you have any difficulties, please do not hesitate to contact us.

2. The charges are as follows:

a) If you apply for a 'regularisation certificate' for any unauthorised building work that began on or after 11 November 1985, you must pay a regularisation charge to cover the cost of assessing your application and all inspections.

The charge is shown on the attached tables. VAT is not payable on regularisation applications.

b) In certain cases, we may agree that you can pay charges in instalments. Ask at your building control office for details.

3. TABLE A

This shows the charges for small domestic buildings, for example, new houses and flats. You have to pay these if the total inside floor area of each building, except any garage or carport, is not more than 300m² (and the building is not more than three storeys (each basement level is counted as one storey).

4. TABLE B

If the work is more than one domestic extension being undertaken as part of the same works, you may add the total inside floor areas of all storeys of all the extensions shown on the application to work out how much you have to pay.

5. TABLE C

Applies if the extensions are more than 200m² floor area or three storey in height. They also apply to any commercial (non-domestic) work any other works which can not be placed in Tables A or B.

6. Estimated Costs

This is the reasonable commercial cost that would be charged by a building contractor to carry out the work that is in your application. There is no reduction in the estimated cost for DIY projects. This ensures fairness. The estimated cost does not include VAT, any professional fees that are paid to an architect, engineer or surveyor, and the cost of buying any land.

7. Exemptions and reductions in charges

a) If your plans have been approved or rejected, you won't have to pay again if you resubmit plans for the same work which has not started, provided you resubmit within 3 years of the original application date.

b) You don't have to pay charges if the work will provide access to a building or is an extension to store medical equipment or provide medical treatment facilities for a disabled person. In order to claim exemption, an application must be supported by appropriate evidence as to the nature of the disabled persons disability. In these regulations, a 'disabled person' is a person who is described under section 29(1) of the National Assistance Act 1948 (as extended by section 8(2) Mental Health Act 1959.)

c) You do not have to pay charges for putting insulating material into an existing cavity wall, as long as it is certified to an approved standard and the work is carried out by an approved installer.

d) You do not have to pay charges for putting in an approved unvented hot-water system as long as the work is carried out by an approved installer or is part of a larger project.

e) If your application is for repetitive work, we may reduce

8) You have to pay VAT for all local authority building regulation charges, except for the regularisation charge.

Other Information

- 1) These notes are for guidance only and do not replace Statutory Instrument 2010 number 0404 which contains the full statement of the law.
- 2) These guidance notes refer to the charges that you have to pay Bromsgrove District Council
- 3) The charges may vary in different authorities. Please check with the relevant local authority.

TABLE A: STANDARD CHARGES FOR THE CREATION OR CONVERSION TO NEW HOUSING

Number of properties	Application Charge (Incl. VAT) £	Regularisation Charge (No VAT payable) £	Additional Charge (Incl. VAT) £
1	640.00	805.00	115.00
2	880.00	1,105.00	225.00
3 or more	Please ring for a quote	Please ring for a quote	Please ring for a quote

TABLE B: DOMESTIC EXTENSIONS TO A SINGLE BUILDING

Type of work	Application Charge Incl. VAT £	Regularisation Charge No VAT payable £	Additional Charge Incl. VAT £
Extension where the total floor area does not exceed 10m ² or the conversion of an attached garage into a habitable room	350.00	440.00	115.00
Extension where the total floor area exceeds 10m ² but does not exceed 40m ²	510.00	640.00	115.00
Extension where the total floor area exceeds 40m ² but does not exceed 60m ²	680.00	850.00	115.00
Extension where the total floor area exceeds 60m ² but does not exceed 200m ²	Please ring for a quote	Please ring for a quote	
Loft Conversion	485.00	610.00	115.00
Erection or extension of a non-exempt single storey car-port or garage not exceeding 100m ²	350.00	440.00	115.00
Window Replacement	185.00	230.00	N/A
Electrical Work	245.00	300.00	N/A
Removal of thermal element	145.00	180.00	N/A
Other domestic alterations costing less than £3,000 which are separate from but are to be undertaken at the same time as the main project	65.00	90.00	60.00

TABLE C: ALL OTHER WORKS - ALTERATIONS

Estimated cost of work	Application Charge Incl. VAT £	Regularisation Charge No VAT payable £
£0 to £5,000	250.00	310.00
£5,001 to £15,000	350.00	480.00
£15,001 and above		Please contact us

For Office or shop fit outs, installation of a mezzanine floor and all other work where the estimated cost exceeds £50,000, please contact the Building Control Office on 01527 881402 for a competitive quote

These charges have been set on the following basis:

1. That the building work does not consist of, or include innovative or high risk construction techniques and / or duration of the building work from commencement to completion does not exceed 12 months
2. That the design and building work is undertaken by a person or company that is competent to carry out the relevant design and building work. If they are not, the building control service may impose supplementary charges.

Bromsgrove District Council

Building Control – Supplementary Charges

If you are selling a property that has been extended or altered, you need to provide evidence to prospective purchasers that any relevant building work has been inspected and approved by a Building Control Body. That evidence is in the form of a Building Regulations Completion / Final Certificate and / or an Approval or Initial Notice (called the 'authorised documents' in the Home Information Pack Regulations).

Legal entitlement to a Completion Certificate is subject to conditions. In cases where the Council is not told that building work is completed, or the building is occupied without addressing outstanding Building Regulation matters, a certificate is not issued. Despite the best efforts of the Council's Building Control Surveyors, many home owners who undertake building works fail to obtain a Completion Certificate and their application is archived. A fee is payable to re-open archived building regulations applications for the purposes of issuing a completion certificate.

Other charges are payable where we are asked to withdraw a Building Regulations application and refund fees, or asked to re-direct inspection fee invoices. Fees are payable in cleared funds before the release of any authorised documents or other actions listed below.

DESCRIPTION	CHARGE (inc VAT at 20%)
<u>ARCHIVED APPLICATIONS</u>	
Process request to re-open archived building control file, resolve case and issue completion certificate	£67 administration fee
Each visit to site in connection with resolving archived building control cases	£67 per site visit
<u>WITHDRAWN APPLICATIONS</u>	
Process request	£45 administration fee
With additional fees of.....	
Withdraw Building Notice application where no inspections have taken place	refund submitted fee less admin fee
Withdraw Building Notice application where inspections have taken place	refund submitted fee less admin fee less £67 per site visit made
Withdrawn Full Plans application without plans being checked or any site inspections being made	refund submitted fee less admin fee
Withdraw Full Plans application after plan check but before any inspections on site	refund inspection fee (where paid up-front) less admin fee
Withdraw Full Plans application after plan check and after site inspections made	refund any paid inspection fee less admin fee, less £67 per site inspection made
<u>RE-DIRECT INSPECTION FEES / ISSUE COPY DOCUMENTS</u>	
Process request to re-invoice inspection fee to new addressee	£45 administration fee
Optional Consultancy Services	£69.00 per hour

BROMSGROVE DISTRICT COUNCIL

Community Services

Scale of Proposed Charges 1st April 2013

SERVICE CATEGORY	Agreed charge 1st April 2012 £	VAT Treatment	Agresso Treatment	Revised Net total £	VAT to be applied	Proposed charge from 1 April 2013 £
STRATEGIC HOUSING						
Homeless persons' hostels						
- Single room (incl. 45p heating)	8.00	Exempt	N/A	8.24	0.00	8.24
- Heating	0.51	Exempt	N/A	0.53	0.00	0.53
- Two single rooms (incl. 70p heating)	12.35	Exempt	N/A	12.72	0.00	12.72
- Heating	0.82	Exempt	N/A	0.84	0.00	0.84
- Double room (incl. 70p heating)	16.91	Exempt	N/A	17.42	0.00	17.42
- Heating	1.33	Exempt	N/A	1.37	0.00	1.37
- More than one double room (incl £1.15 heating)	6.86	Exempt	N/A	7.07	0.00	7.07
- Heating	10.45	Exempt	N/A	10.76	0.00	10.76
Bed and breakfast						
- Single room	6.86	Exempt	N/A	7.07	0.00	7.07
- Two single rooms	10.45	Exempt	N/A	10.76	0.00	10.76
- Double room	10.45	Exempt	N/A	10.76	0.00	10.76
- More than one double room	14.00	Exempt	N/A	14.42	0.00	14.42
- Breakfast						
- adult	1.95	Exempt	N/A	2.01	0.00	2.01
- child	1.60	Exempt	N/A	1.65	0.00	1.65
- Storage of effects (per night)	2.00	Exempt	N/A	2.06	0.00	2.06
- RTB Plan Preparation for BDHT	100.25	Exempt	N/A	103.26	0.00	103.26
* Increased above 2.5% to maximise the amount of Government Subsidy						
Private Sector Housing						
Housing Fitness Inspections		Standard	Inclusive	0.00	0.00	101.76
Registration of Housing in Multiple Occupation		Standard	Inclusive	0.00	0.00	
per occupant first property		Standard	Inclusive	0.00	0.00	83.15
per occupant subsequent properties		Standard	Inclusive	0.00	0.00	72.59
Service and Administration of Improvement, Prohibition, Hazard Awareness or Emergency Measures Notices under Housing Act 2004						£ 23.45 per hour + 10% Admin Charge Per Notice
Enforcement of Statutory Notices, Supervision of Work in Default, etc		Standard	Inclusive	0.00	0.00	£Actual + 10% Admin Charge
LIFELINE						
- Installation Fee	24.30	Standard	Inclusive	20.85	4.17	25.02
- Hire of equipment (per week)	1.95	Standard	Inclusive	1.67	0.33	2.01
- Monitoring charge (per week)	1.56	Standard	Inclusive	1.34	0.27	1.61
HIRE PRODUCTS						
Hire of smoke alarm per week	1.50	Standard	Inclusive	1.29	0.26	1.55
CO2 Detector per week	1.50	Standard	Inclusive	1.29	0.26	1.55
Bogus Caller Panic Button	1.50	Standard	Inclusive	1.29	0.26	1.55
Flood Detector	1.50	Standard	Inclusive	1.29	0.26	1.55
Falls Detector	1.50	Standard	Inclusive	1.29	0.26	1.55
Additional pedndant	1.50	Standard	Inclusive	1.29	0.26	1.55
Temperature extreme sensor	1.50	Standard	Inclusive	1.29	0.26	1.55

BROMSGROVE DISTRICT COUNCIL
Legal Services
Scale of Proposed Charges 1st April 2013

SERVICE CATEGORY	Agreed new charge 1st April 2012 £	VAT Treatment	Agresso Treatment	Revised Net Total	VAT to be applied	Proposed charge from 1 April 2013 £
ELECTORAL REGISTRATION						
Register Sales*						
In data form						
- basic fee	20.00	O/Scope	N/A	20.00	0.00	20.00
- for each 1,000 names or part thereof	1.50	O/Scope	N/A	1.50	0.00	1.50
In printed form						
- basic fee	10.00	O/Scope	N/A	10.00	0.00	10.00
- for each 1,000 names or part thereof	5.00	O/Scope	N/A	5.00	0.00	5.00
Marked Election Register Sales*						
In data form						
- basic fee	10.00	O/Scope	N/A	10.00	0.00	10.00
- for each 1,000 names or part thereof	1.00	O/Scope	N/A	1.00	0.00	1.00
In printed form						
- basic fee	10.00	O/Scope	N/A	10.00	0.00	10.00
- for each 1,000 names or part thereof	2.00	O/Scope	N/A	2.00	0.00	2.00
Miscellaneous Charges						
- Labels basic fee	11.25	O/Scope	N/A	11.60	0.00	11.60
- for each 1,000 properties or part thereof	5.65	O/Scope	N/A	5.80	0.00	5.80
- street list	11.25	O/Scope	N/A	11.60	0.00	11.60
- Data Property Addresses	20.50	O/Scope	N/A	21.10	0.00	21.10
- For each 1,000 properties or part thereof	1.50	O/Scope	N/A	1.55	0.00	1.55
- Confirmation letter of registration	15.35	O/Scope	N/A	15.80	0.00	15.80
- Research of registration letter	30.75	O/Scope	N/A	32.30	0.00	32.30

**This charge is determined by the Representation of the People Regulations 2001*

LEGAL						
- Legal work (per hour)	100.00	Standard	Additional	100.00	20.00	120.00
- RTB	180.00	O/Scope	N/A	180.00	0.00	180.00
- Consent for proposed works	105.00	O/Scope	N/A	108.00	0.00	108.00
- Retrospective Consent	110.25	O/Scope	N/A	113.60	0.00	113.60
- Issuing of consents (transfer of mortgage)	57.70	O/Scope	N/A	59.50	0.00	59.50
Section 106:						
- Private Owner	420.00	O/Scope	N/A	0.00	0.00	0.00
- Each additional unit added (up to a maximum of £1,500) *	52.50	O/Scope	N/A	0.00	0.00	0.00
- Affordable housing schemes	787.50	O/Scope	N/A	0.00	0.00	0.00
- Fee for agreeing a unilateral undertaking	300.00	O/Scope	N/A	0.00	0.00	0.00
Other Fees						
- Valuation Fee	120.00	Standard	N/A	108.33	21.67	130.00
- Fees for sale of property under Low Cost Housing Scheme	210.00	O/Scope	N/A	216.00	0.00	216.00
- Fees for purchase of additional 30% Share	105.00	O/Scope	N/A	108.00	0.00	108.00
- Fees for abortive sale/purchase of additional 30% share	10.50	O/Scope	N/A	10.80	0.00	10.80
- Fees for preparation of Deed of postponement	89.20	O/Scope	N/A	91.90	0.00	91.90
- Administration fee for the grant of licences for more than 12 months	50.00	O/Scope	N/A	51.50	0.00	51.50
- Diversion of footpath under section 257 of the Town and Country Planning Act	1,770.00	O/Scope	N/A	0.00	0.00	0.00

** Please note that for complex 106 agreements charges may be calculated based at the current hourly rate for legal work to reflect the time taken to complete the negotiations and drafting. Fees calculated under this provision may exceed £1,500*

BROMSGROVE DISTRICT COUNCIL

Finance and Resources

Scale of Proposed Charges 1st April 2013

SERVICE CATEGORY	Agreed charge 1st April 2012 £	VAT Treatment	Revised Net total £	VAT to be applied	Proposed charge from 1 April 2013 £
LOCAL TAX COLLECTION					
- Council Tax Court Costs	59.00	O/Scope	59.00	0	59.00
- NNDR Court Costs	85.00	O/Scope	85.00	0	85.00
- Magistrates' court fee (added to both council tax and NNDR Summons)	3.00	O/Scope	3.00	0	3.00

BROMSGROVE DISTRICT COUNCIL

Leisure Services

Scale of Charges 1st April 2013

SERVICE CATEGORY	Agreed new charge 1st April 2012 £	VAT Treatment	Agresso Treatment	Revised Net total £	VAT to be applied	Proposed charge from 1 April 2013 £
------------------	------------------------------------	---------------	-------------------	---------------------	-------------------	-------------------------------------

SPORTS DEVELOPMENT						
Specialised Health and Exercise Classes	2.60	Standard	Inclusive	2.17	0.43	2.60
Adult Exercise Classes (requires facility hire)	2.20	Standard	Inclusive	2.50	0.50	3.00
Primary Sports Project	19.80	Standard	Inclusive	16.50	3.30	19.80
After school session	0.00	Standard	Inclusive	1.67	0.33	2.00
Sports Specific Coaching (Adults)	4.30	Standard	Inclusive	3.69	0.74	4.43
Inclusive activities	0.00	Standard	Inclusive	2.08	0.42	2.50
Adult Coach Session (requires facility hire)	3.20	Standard	Inclusive	2.75	0.55	3.30
Holiday club rate	0.00	Standard	Inclusive	1.67	0.33	2.00
Consessionary holiday club rate (school dinners)	0.00	Standard	Inclusive	0.83	0.17	1.00
Junior Sport Specific Holiday club / sport session	0.00	Standard	Inclusive	1.83	0.37	2.20
Multi Skills clubs	0.00	Standard	Inclusive	1.67	0.33	2.00
PSI Falls Prevention	0.00	Standard	Inclusive	2.08	0.42	2.50
Activity referral	0.00	Standard	Inclusive	20.83	4.17	25.00

SANDERS PARK						
Tennis Courts (per court per Hour)						
- Adult	5.50	Standard	Inclusive	4.75	0.95	5.70
- Junior/Senior Citizen	4.25	Standard	Inclusive	3.75	0.75	4.50
Bowls						
- Adult (per hour)	6.15	Standard	Inclusive	5.42	1.08	6.50
- Adult (season ticket)	53.30	Exempt	N/A	45.83	0.00	55.00
- Junior (per hour)	3.25	Standard	Inclusive	2.92	0.58	3.50
- Junior (season ticket)	28.70	Exempt	N/A	25.00	0.00	30.00
- Senior Citizen (per hour)	4.30	Standard	Inclusive	3.75	0.75	4.50
- Senior Citizen (season ticket)	38.95	Exempt	N/A	33.75	0.00	40.50
Bromsgrove Town Bowling Club						
- for season (exclusive use on present basis)	2,533.80	Standard	Inclusive	2,208.33	441.67	2,650.00
- additional use, other days (per rink)	22.80	Standard	Inclusive	20.00	4.00	24.00
Putting						
- Adult	2.15	Standard	Inclusive	1.92	0.38	2.30
- Junior/Senior Citizen	1.10	Standard	Inclusive	1.00	0.20	1.20

OTHER RECREATION GROUNDS AND OPEN SPACES						
Football Pitch (without changing facilities)						
- adult (per game)	27.00	Standard	Inclusive	23.33	4.67	28.00
- junior (per game)	16.00	Standard	Inclusive	14.17	2.83	17.00
Changing Facilities						
- adult	39.00	Standard	Inclusive	33.50	6.70	40.20
- junior	20.00	Standard	Inclusive	17.17	3.43	20.60
Boleyn Road, Frankley						
- fairs (per day)	408.00	Exempt	N/A	421.00	0.00	421.00
- deposit	1,869.00	Exempt	N/A	1,925.00	0.00	1,925.00
Market Street Recreation Ground						
- fairs (per day)	408.00	Exempt	N/A	420.00	0.00	420.00
- deposit	1,869.00	Exempt	N/A	1,925.00	0.00	1,925.00
<i>One free day is allowed for each of the above bookings by Other hirings – charge to be decided at the time of application.</i>						

						Proposed Charge from 1 October 2013
ALLOTMENTS						
<i>(Charge is for October 2013 - September 2014)</i>						
- Rent per acre equivalent to 0.404685 hectares	679.00	Exempt	N/A	950.00	0.00	950.00
- Rent per 3/4 acre equivalent to 0.303514 hectares	456.20	Exempt	N/A	638.00	0.00	638.00
- Rent per 1/2 acre equivalent to 0.202342 hectares	270.50	Exempt	N/A	378.50	0.00	378.50
- Rent per 1/4 acre equivalent to 0.101171 hectares	124.10	Exempt	N/A	174.00	0.00	174.00
- Rent per 1/16 acre equivalent to 0.25529 hectares	28.60	Exempt	N/A	40.00	0.00	40.00
- Rent per 1/32 acre equivalent to 0.01264 hectares	19.10	Exempt	N/A	27.00	0.00	27.00

SPADESBOURNE SUITE						
For charges applicable from 1st April 2013, see separate tab Spadesbourne Suite.						

BROMSGROVE DISTRICT COUNCIL

Bromsgrove Outdoor Events & Outdoor Fitness– Hire of Parks and Open Spaces
Fees and Charges 2013/2014

	Commercial Rates		Community Rates		Charities / Not For Profit Organisations		Fairs & Circuses Min of 3 day Hire
	Per Hour	Per Day	Per Hour	Per Day	Per Hour	Per Day	Per Day
Outdoor Event Space							
Small Attendance = 0-99	£45.00	£225.00	£17.50	£87.50	£12.50	£62.50	£350.00
Medium Attendance = 100-499	£60.00	£300.00	£22.50	£112.50	£15.00	£75.00	N/A
Large Attendance = 500-1999	£75.00	£375.00	£27.50	£137.50	£20.00	£100.00	N/A
£250 - £1500 Bond Payable							
Outdoor Fitness Session - Commercial							
Summer Fee (Apr to Sept)	N/A	£350.00	N/A	£250.00	N/A	N/A	N/A
Winter Fee (Oct to Mar)	N/A	£150.00	N/A	£75.00	N/A	N/A	N/A
Annual Fee	N/A	£400.00	N/A	£300.00	N/A	N/A	N/A

Additional Costs for Outdoor Event Space:

- Set up and Clearance charged @ 50% of applicable rate
- Any event in excess of 1999 attendees is STN

Additional Costs for Outdoor Fitness Space:

- Set up and Clearance charged @ 50% of applicable rate

BROMSGROVE DISTRICT COUNCIL - SPADESBOURNE SUITE

Scale of Charges from 1st April 2013 - VAT Exempt

Daytime Rates	Mon-Fri	Saturday	Sunday
Hourly Rate	£27.00	N/A	N/A
Half Day (max 4 hrs)	£90.00	£140.00	£170.00
Full Day (max 8 hrs)	£150.00	£250.00	£275.00
Children's Parties (max 3 hrs) (Daytime and early evenings only)	£68.00	£90.00	£130.00

Friday & Saturday Function and Party Rates	
Friday & Saturday Evenings (inc bar)	£210.00
Saturday All Day (inc bar)	£400.00
Sunday Hire	By Negotiation

All evening functions must finish by 11.30pm and the Function Suite cleared and closed by midnight.

Council Chamber	
Limited availability, week days only	
Half Day (max 4 hrs)	Full Day (max 8 hrs)
£68.00	£110.00

All rates are negotiable based on actual hours required and the type of event to be held

This page is intentionally left blank

Housing Growth Consultation Cabinet

6th February

Redditch Growth Consultation

Relevant Portfolio Holder	Cllr Kit Taylor
Portfolio Holder Consulted	Yes
Relevant Head of Service	Ruth Bamford
Ward(s) Affected	Tardebigge and Alvechurch
Ward Councillor(s) Consulted	Yes
Key Decision / Non-Key Decision	Non Key Decision

1. SUMMARY OF PROPOSALS

This report seeks approval for consultation to be carried out between 25th February 2013 and the 8th April 2013 on proposed Housing Growth. The consultation would be held jointly by Redditch Borough Council and Bromsgrove District Council.

The Housing Growth consultation Leaflet (Appendix 1) presents the two Council's chosen option for growth adjacent to Redditch Borough but within Bromsgrove District, to meet the objectively assessed development needs of Redditch until 2030.

2. RECOMMENDATIONS

The Committee is asked to **RECOMMEND** that

The consultation document, Housing Growth Consultation (Appendix 1) and the supporting background evidence report (Appendix 2) and the accompanying Sustainability Appraisal (Appendix 3) are approved for public consultation jointly between 25th February 2013 and 8th April 2013.

3. KEY ISSUES

Financial Implications

- 3.1 The final stage costs of preparing and taking through examination the Bromsgrove District Plan which will include cross boundary housing policies will be partly met through reserve budgets for 2013/14 and will be subject to additional budget bids for 2013/14 and 2014/2015; however costs associated with consultation processes can be covered by existing Strategic Planning budgets.

Legal Implications

- 3.2 The Local Plan has been prepared under the provisions of the Planning and Compulsory Purchase Act 2004 and the Town & Country Planning Act 2004 (as amended 2008). The preparation work has also included a combined

Sustainability Appraisal and Strategic Environmental Assessment (SA/SEA) to consider the environmental, social and economic impact of the Plans Vision, Objectives and Policies or the growth options. These assessments consider whether the chosen option is sustainable and where any potential impacts are identified, how or if they can be mitigated against. A separate SA for the cross boundary growth work is attached as Appendix 3.

- 3.3 This housing growth consultation is essential for the two Councils to be able to progress their Local and District Plans. The 'Duty to Co-operate' is a legal obligation, introduced by the Localism Act (2011) which requires local authorities to co-operate with each other in relation to planning for sustainable development, in particular the preparation of development plan documents relating to a strategic matter.

Service / Operational Implications

- 3.4 The NPPF requires that Councils use their evidence base to ensure that their Local Plan meets the full, objectively assessed needs for market and affordable housing. That need for Redditch's housing has been established through the Strategic Housing Market Assessment Main Report and Strategic Housing Market Assessment Redditch Overview.
- 3.5 The SHMA was prepared to assess Worcestershire housing need for the six separate authorities. This SHMA suggested that Redditch should provide between 5,120 and 8,620 dwellings. It also suggested that further work be undertaken to provide specific requirements. This work was completed and it suggested that the housing requirement for Redditch to 2030 is 6,380 dwellings.
- 3.6 Each Local Authority is required to produce a document which sets out land that is available for housing called the Strategic Housing Land Availability Assessment (SHLAA). Within Redditch the SHLAA demonstrates that there is capacity to accommodate around 3,000 dwellings within Redditch's own boundaries. This leaves 3,400 dwellings to be found cross boundary. The SHLAA also sets out when it is likely that these sites will come forward for development. Based on information received from developers and landowners it is likely that some of these sites are not capable of coming forward for development immediately and therefore cannot contribute to the five year supply of housing land.
- 3.7 A five-year housing land supply is required by each local authority to demonstrate they can deliver housing within their area. Based on the housing requirement being 6,380 (as proposed by the SHMA) Redditch cannot demonstrate a five year housing land supply using land within its own boundaries only. Therefore land is needed within Bromsgrove to ensure Redditch can deliver housing immediately. In order to ensure that developments do not occur in unsustainable and inappropriate locations both authorities need to identify sites

- in Bromsgrove to accommodate the cross-boundary housing requirements in the most appropriate and sustainable locations.
- 3.8 Officers are seeking to implement housing delivery within Redditch Borough on sites which don't currently contribute towards the five year housing land supply. The focus on maximising delivery of housing within Redditch Boundaries is a consistent approach and will continue to be recommended.
- 3.9 The West Midlands Regional Spatial Strategy (RSS) Panel Report was released in 2009 and set out clearly that Redditch Borough does not have sufficient development land within its boundary to meet locally generated needs. The report proposed a housing requirement of 7,000 dwellings to meet Redditch need and concluded that provision should be made in Redditch to accommodate 4,000 dwellings. Thus, 3,000 should be accommodated in Bromsgrove District. The Report supported the notion to retain flexibility as to where the provision should be made on the edge of Redditch, to be locally determined through the authorities working together. There has been an indication that the RSS will be revoked (as detailed in the Localism Act) however at present the RSS is still a material planning consideration when preparing Local Plans. In anticipation of the RSS being revoked Redditch and Bromsgrove (along with other Worcestershire Districts) commissioned the SHMA as the local evidence to determine the appropriate level of housing for the authorities.
- 3.10 Appendix 2 was completed in house by officers of both Bromsgrove and Redditch. This report follows consultation in 2010 on housing growth between the two Councils, where broad location options for potential growth were identified. Since then no preferred area for growth has been selected until now. The document was required to be able to identify the most sustainable growth location(s) with more detailed evidence than the Councils have previously had.
- 3.11 Early in the production of the document, the Council's reviewed any relevant policy documentation, then agreed on some common strategic objectives which are consistent with the two Council's emerging Plan's objectives. Then a set of site assessment principles were developed to drive the assessment process as a means of evaluating all the options for growth. A number of site visits were undertaken throughout the assessment process.
- 3.12 The broad site appraisal stage set out appraising the issues with twenty of the potential sites around Redditch against the site assessment principles. Sites were either discounted or taken forward (to focussed site appraisal) for further assessment and this process is clearly documented in Chapter 6.
- 3.13 Five areas were taken forward for focussed site appraisal stage the outcome are that area 4 at Foxlydiate and area 6 at Brockhill East were determined at this stage to be the most suitable option.

- 3.14 The background report explains in detail the process employed to assess each area's performance against site assessment criteria. In order to reach the recommendation on the preferred sites all the planning issues must be considered in order to reach a conclusion. All of the areas are in the Green Belt and all of the areas have constraints and strengths. No area is perfect or ideal. The choice that has to be made therefore is on the basis of the areas which most sustainably deliver the required amount of development and associated infrastructure with the least negative impacts. It must be stressed that the proposal has been selected on the basis of information that is currently available and this may alter as a result of the consultation process or as new evidence emerges.
- 3.15 As can be seen from the conclusions for each particular area in the focussed site appraisal stage it is apparent that some areas perform better than others when tested against the varied assessment criteria. Clearly there are competing issues which are more difficult to resolve for some sites than for others. Some selected examples of issues are discussed below although it must be stressed that these alone do not demonstrate why a site has or hasn't been considered suitable.
- 3.16 The development of area 4 (site 1 on the consultation leaflet) has the advantage of improving facilities and services in the wider Webheath area. Whilst lying furthest from the Town centre of all the areas it offers the opportunity to extend existing bus services and by the provision of facilities on site has the potential to reduce the need to travel. Whilst it does not have overall strong defensible Green Belt boundaries on all sides the effects of sprawl, coalescence and encroachment can be mitigated more successfully than some other site options.
- 3.17 It could be argued that areas 4 and 5 perform best in transport terms as their development is likely to have the added benefit of contributing towards the regeneration of both Town Centres. However this must be weighed against the potential negative impact on the setting of Hewell Grange grade II* listed registered historic park and garden (in relation to area 5 only) which is difficult to mitigate. Furthermore in terms of public transport it would be possible to improve/extend existing public transport services serving areas 4 and 5 whereas area 8 would need new bespoke public transport service which is likely to be very costly and undesirable for bus operators to run until development is completed many years in the future.
- 3.18 Area 6 (Site 2 in the consultation leaflet) has the potential to integrate well into the existing urban fabric of Redditch. It has the easiest access of all the area to the Town centre and the facilities offered there including a range of retail services and the train/bus station providing access to the wider area. It is well served by existing bus routes and has employment close by. The impact on the highway network is more likely to lead to an even distribution throughout the strategic and local road networks. A strong defensible Green Belt boundary is attainable. There are no SSSI's or SWS's on this site and the impact on trees and woodland

would be minimal. Whilst the site lies in an area of high landscape sensitivity it is considered that by avoidance of development on high slopes new housing can be contained within the topography.

- 3.19 All areas are of high landscape sensitivity apart from area 8 which has medium sensitivity. However as area 8 is an exposed site with no natural or physical boundaries which allow for containment, this exposed location further creates difficulties with integration into the existing built form of Redditch. It is considered development here could represent more of a visual intrusion, and the creation of an unsustainable isolated community on the periphery of the town. It is also considered development at area 8 would further exacerbate the unsustainable north /south commuting patterns between Redditch and Birmingham.
- 3.20 There are clearly some areas which have obviously less constraints than others for instance area 6. However the estimated capacity of area 6 alone (672 dwellings) is insufficient to meet the level of new development required. As a result it is considered that site 4 would also be required, this site has an estimated capacity of 2830 dwellings which in total would give an overall development capacity of around 3502 dwellings under this proposal.

Customer / Equalities and Diversity Implications

- 3.21 To engage with customers effectively a number of consultation events have been organised including 5 full day drop in sessions, including events in a vacant Kingfisher Shopping Centre unit, Foxlydiate Arms public house and Alvechurch Village Hall, it is also hoped to send a leaflet advertising the consultation alongside March's Council Tax letters in both Local Authority areas.

4. RISK MANAGEMENT

- 4.1 In accordance with both authorities previously approved Local Development Schemes the next stage of the Local/District Plan, subject to amendments following consultation, is Pre-Submission Local/District Plan due August 2013. Following that, the Local/District Plan will be submitted to the Planning Inspectorate for Examination due November/December 2013. Thereafter, a formal Examination in Public will be held, and possibly joint hearing sessions for Redditch growth. If the Local/District Plan is found sound by the Planning Inspector, the Plans can be adopted by the two Councils.
- 4.2 There is a risk that the plans of the neighbouring authorities such as Birmingham or Stratford on Avon District are not found sound at examination for a variety of reasons. This could risk the soundness of the Redditch Local Plan or the Bromsgrove District Plan. Also neighbouring authorities could object to any of the

proposals within Redditch or Bromsgrove which could cause delay or issues of compliance with the duty to cooperate.

- 4.3 Similarly there is a risk that the Redditch or Bromsgrove Plans are found to be unsound at Examination-in-Public. This can be mitigated against to some extent by ensuring that Council's case is clearly articulated through the public consultation stages, and that evidence supports the proposals.
- 4.4 There is always a risk that residents, stakeholders and/or developers will not support the consultation or the findings of the housing growth consultation. This can be mitigated against to some extent by ensuring adequate explanation and justification for the proposals are provided at the public consultation stage and in the response report following consultation.

5. APPENDICES

Appendix 1 - Housing growth consultation document
Appendix 2 - Housing growth consultation background report
Appendix 3 - Housing growth consultation draft Sustainability Appraisal

6. BACKGROUND PAPERS

All supporting technical evidence will be available on a specific websites at www.bromsgroveandredditchplanning.co.uk

AUTHOR OF REPORT

Name: Mike Dunphy
Email: m.dunphy@bromsgroveandredditch.gov.uk
Tel: 01527 881325

Housing Growth

This leaflet is the next step in planning for the future development around Redditch, we would like to hear your views on the locations chosen and policy produced by the Bromsgrove and Redditch Councils for this new development.

It is accepted that new development whether large or small scale can be often controversial and in many cases unwanted. This consultation does not deal with the principle of the development but focuses on the areas where and how it could take place. Below we have explained why this development needs to take place.

Why Development Around Redditch?

In March 2012 the government published the National Planning Policy Framework (NPPF), this framework is the guidebook for how the government wishes to see planning decisions taken in the future. One of those main features of the NPPF is the need to 'significantly boost housing supply' and the need to 'meet the full objectively assessed housing needs'. It is the policies in the NPPF which mean that it is not possible for the Councils to ignore future housing requirements, or simply say the land is green belt so therefore we can't build anymore.

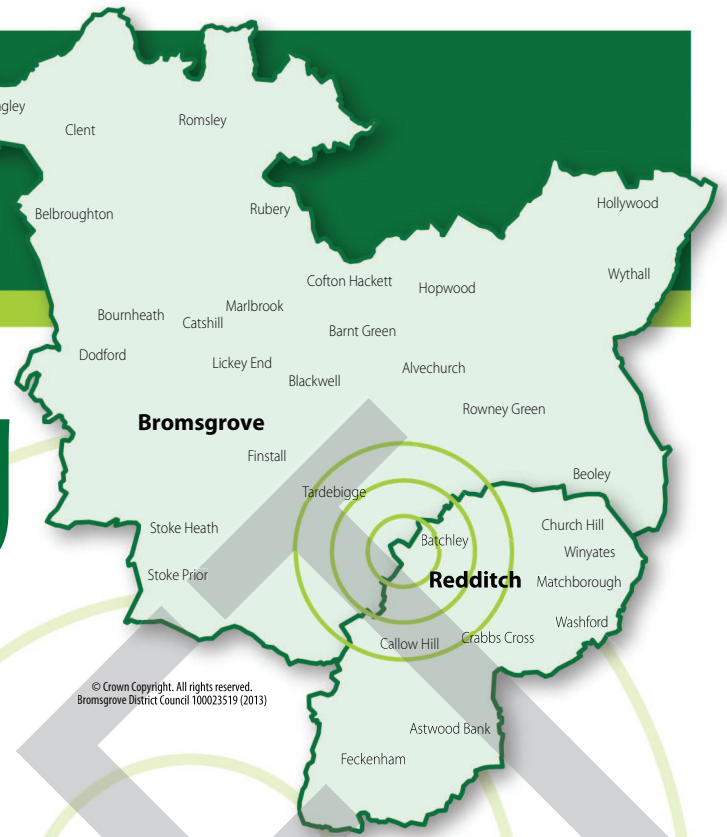
What is the Housing Requirement?

The Strategic Housing Market Assessment (SHMA) is the objectively assessed evidence examining the housing requirements up to 2030 and can be found here: www.bromsgroveandredditchplanning.co.uk

This assessment shows Redditch's housing target up to 2030 should be around **6,400** dwellings. Redditch Borough only has the capacity to accommodate 3,000 within its own boundaries. Therefore, this plan shows how the remaining 3,400 can be developed in Bromsgrove District.

What Consultation has been done before?

In 2010 Bromsgrove District and Redditch Borough Council jointly consulted on broad cross boundary growth options which showed similar but less detailed options for development. Since then the two Councils have used this original work and undertaken more detailed work to find preferred locations to accommodate development. The full report is available here: www.bromsgroveandredditchplanning.co.uk. This report shows the areas put forward in this consultation are the most suitable when weighed up against many factors and compared to other locations in and around Redditch.



Why plan for them now?

The NPPF requires councils to have 5 years worth of suitable housing land available for development. Redditch's housing target is 6,400 dwellings and as there is only capacity in suitable locations within the Borough to sustainably accommodate 3,000 dwellings, other land needs to be made available now to allow Redditch to have a five year housing land supply.

Why are they in Bromsgrove?

The background report which supports this consultation shows that everywhere around the urban area of Redditch has been assessed in the past to see which areas are the most suitable for housing (the full report is available here: www.bromsgroveandredditchplanning.co.uk). Through this work it is clear that the most suitable and sustainable locations to meet development needs around Redditch are in the locations put forward in this consultation document and are within Bromsgrove District.

What about Localism ?

The Localism Act came into power in November 2011 puts procedures in place to remove regional planning targets, and for neighbourhoods to prepare neighbourhood plans. It also introduces a duty to cooperate which ensures councils and other agencies work together on planning for strategic issues such as housing provision. The Localism Act does not remove the need for new development to take place.

What are the preferred development locations?

The background report has been prepared to identify the most sustainable growth locations based on more detailed evidence. The report appraises twenty potential areas around Redditch against the assessment principles. Areas were either discounted or taken forward to the focussed appraisal for further assessment. Five areas were taken forward to the focussed appraisal stage.

The outcome of the report is that **Foxlydiate (1)** and **Brockhill East (2)** are the most suitable areas for the Council's growth locations.

Development Locations Key

- Sites 1 and 2**
These sites are shown below and are the subject of this consultation document.
- Redditch Local Plan No. 4**
These sites are included in the Redditch Local Plan and are subject to a separate consultation please see www.redditchbc.gov.uk for more details.
- Bromsgrove District and Redditch Borough Boundary**

© Crown Copyright. All rights reserved. Bromsgrove District Council 100023519 (2013)

Position of sites 1 and 2 in relation to Bromsgrove District and Redditch Borough



© Crown Copyright. All rights reserved. Bromsgrove District Council 100023519 (2013)

Housing Growth Policy

The mixed use urban extension is proposed across two sites shown as 1 and 2 on the plan, and will consist of a minimum of 3400 dwellings and comprehensive provision of associated new infrastructure to meet housing requirements up to 2030. These developments will create a balanced community that fully integrates into the existing residential areas of Redditch addressing the social, economic and environmental elements of sustainable development, whilst being sympathetic to the surrounding rural areas of Bromsgrove.

1 will include a minimum of 2800 dwellings, a first school and a Local Centre alongside associated community infrastructure.

2 will contain a minimum of 600 dwellings which will integrate with the Strategic Site at Brockhill East, as shown in the Redditch Local Plan No.4.

It is a requirement that:

- The residential development will reflect the local requirements as detailed in the most up-to-date Housing Market Assessment and comprise of up to 40% affordable housing with a flexible mix of house types and tenures.
- An overall Transport Assessment is produced taking into account the cumulative and wide ranging effects of development on transport infrastructure including new and improved access arrangements to both 1 and 2.

- Significant improvements in passenger transport will be required resulting in integrated and regular bus services connecting both sites to key local facilities. In particular, services should be routed through both 1 and 2 which make full use of new and existing walking and cycling routes, such as Sustrans Route No. 5 and Monarch's Way in 1.
- The sites will have an overall Strategy and Management Plan for Green Infrastructure which maximises opportunities for biodiversity and recreation, whilst protecting existing biodiversity habitats and landscape geodiversity. Green Corridors should be created around Spring Brook in 1 and Red Ditch in 2
- Flood risk from the Spring Brook on 1 and the Red Ditch on 2 should be managed through measures that work with natural process to improve the local water environment. Surface water runoff must be managed to prevent flooding on and around the sites through the use of SUDs. Development will also need to ensure that sufficient capacity of the sewerage systems for both wastewater collection and treatment is provided
- All development must be of a high quality design and locally distinctive to its surrounding rural and urban character, contribute to the areas identity and create a coherent sense of place. There should be a continuous network of streets and spaces, including public open space creating a permeable layout with well defined streets.

Bromsgrove District Council and Redditch Borough Council Planning

Foxlydiate (1) has the advantage of improving facilities and services in the wider Webheath area. Whilst lying 4.7 km from the Town Centre it offers the opportunity to extend existing bus services and by the provision of facilities on site has the potential to reduce the need to travel. Whilst it does not have overall strong defensible Green Belt boundaries on all sides the effects of sprawl, coalescence and encroachment can be mitigated more successfully than some other areas. The impact on the highway network will need to be mitigated as development is more likely to impact on the local rather than the Strategic Road Network. Development here would also be likely to assist in supporting economically both Redditch and Bromsgrove Town Centres. It is estimated Foxlydiate (1) has the capacity to accommodate around 2830.

Brockhill East (2) has the potential to integrate well into the existing urban fabric of Redditch. It has the easiest access of all the areas to the Town Centre and the facilities offered there including a range of retail services and the train/bus station providing access to the wider area. It is well served by existing bus routes and has employment close by. The impact on the highway network is more likely to lead to an even distribution throughout the strategic and local road networks. A strong defensible Green Belt boundary is attainable. Whilst the area lies in an area of high landscape sensitivity it is considered that by avoidance of development on high slopes new housing can be contained within the topography. It is estimated Brockhill East (2) has the capacity to accommodate around 672 dwellings.

The areas suggested by the Councils can sustainably deliver the required amount of development and associated infrastructure with the least negative impacts.

These areas have been selected on the basis of information that is currently available, which may be subject to alteration as a result of this consultation process or as new evidence emerges.

What do we want to know?

- Do you agree with the chosen areas for the new development?
- Do you agree with the Policy produced to deliver these developments?
- If you don't agree with the areas or the policy what alternatives can you suggest?

What happens next?

Following consultation both Councils will read and respond to all comments submitted. Both Councils will then prepare the Publication versions of their plans in August 2013, so that these Plans can be submitted to the Planning Inspectorate at the end of 2013. It is anticipated that both Councils will adopt their plans in 2014.

Where do I find out more information?

More information about this consultation is available on both of the Councils' websites: www.bromsgroveandredditchplanning.co.uk

You are welcome to come along to drop in sessions where you can speak to planning officers from both Councils at the following locations:

Event	Date
Foxlydiate Arms Drop-in Sessions	Tue 12th March 10am - 8pm Wed 20th March 10am - 8pm
Shop in the Kingfisher Centre	Fri 8th March 10am - 5pm Sat 9th March 10am - 5pm
Alvechurch Village Hall	Mon 18th March 2pm - 8pm

You can send your views to either:

Bromsgrove District Council
Planning and Regeneration
The Council House, Burcot Lane, Bromsgrove
Worcestershire B60 1AA
01527 881316

Redditch Borough Council
Development Plans
Town Hall, Walter Stranz Square, Redditch
Worcestershire B98 8AH
01527 64252 ext. 3081

Or email:

**consultplanning@
bromsgroveandredditch.gov.uk**

Please let us have your views by no later than

Monday 8th April 2013.



Bromsgrove
District Council

www.bromsgrove.gov.uk



REDDITCH BOROUGH COUNCIL

*making
difference*

www.redditchbc.gov.uk

We will consider reasonable requests to provide this document in accessible formats such as large print, Braille, Moon, audio CD or tape or on computer CD

This page is intentionally left blank

CABINET

Date: 6th February 2013

REDEVELOPMENT OF FORMER PARKSIDE MIDDLE SCHOOL, BROMSGROVE

Relevant Portfolio Holder	Roger Hollingworth
Portfolio Holder Consulted	√
Relevant Head of Service	Jayne Pickering – Executive Director Finance and Corporate Resources
Wards Affected	All Wards
Key Decision – Yes	

1. SUMMARY OF PROPOSALS

To agree recommendations in relation to the financial arrangements for the joint Bromsgrove District Council/ Worcestershire County Council facility at Parkside, Bromsgrove.

2. RECOMMENDATIONS

That Cabinet recommends to Council:-

2.1 That the capital programme 2013/14 is increased by a further £130,000 payable to Worcestershire County Council as payment to acquire a 50% interest in the former Parkside Middle School from Worcestershire County Council.

2.2 That capital assets relating to the relocation of services from the Council House on completion of the redevelopment be released. These capital receipts are estimated to be in the region of £2.1m and will be used to support the capital expenditure previously agreed.

That Cabinet resolve:-

2.3 To sharing 50/50 the costs of the re-development programme for the Parkside building, to be led by the County Council, with a gross estimated capital cost of £6.9 million.

2.4 To enter into a Development Agreement with Worcestershire County Council for the procurement of this project, sharing risks and costs equally between Bromsgrove District Council and Worcestershire County Council.

2.5 To the implementation of a joint management agreement to create a Management Board to regulate the future use of the proposed joint facility and to ensure running costs are apportioned proportional to floor space occupied.

3. KEY ISSUES

- 3.1 A Worcestershire County Council led property review supported by Bromsgrove District Council examined various public properties/facilities in Bromsgrove and found that both organisations owned a number of sites within the town, many of which were either inadequate, inefficient, or no longer suited for modern service delivery requirements.
- 3.2 The Council House is no longer fit for purpose, is not cost effective to run and is under occupied. It does not provide facilities now required to provide the best possible service to customers. It also occupies an attractive site for redevelopment, in keeping with the area and Bromsgrove District Council's overall aims in relation to the regeneration of the town.
- 3.3 Worcestershire County Council has an office base at Windsor Street, with the adjacent Swiss Cottage and Rivendell buildings (now vacant and surplus to requirements) and adjoining Library. Worcestershire County Council also owns the Registration Office site on School Drive, the adjacent Blackmore House (now vacant) and Parkside Middle School (vacant since 2008)
- 3.4 Parkside was identified as a site that had limited options because it was listed, and subject to a legal encumbrance that prevents the County Council from selling or letting the property for any real financial gain unless it is for educational use. If Worcestershire County Council wanted to sell Parkside it would have to offer the asset to the Church Commissioners for its original purchase price of £2,700 and would be lost to the Bromsgrove Town Centre Regeneration programme.
- 3.5 The Bromsgrove review was subsequently integrated into the wider Worcestershire Capital and Asset Pathfinder (CAP) work. This expanded the largely property based review to include an examination of how services could be improved as well as capturing efficiencies through shared use of space. From the CAP work a proposal to co-locate a number of County and District Council services in the former Parkside Middle School was developed that could bring the access point for a number of Council services under one roof.
- 3.6 The Bromsgrove Town Centre Regeneration Programme, through the creation of the Bromsgrove Regeneration Partnership was approved in 2008. The Regeneration Programme sought to integrate and rationalise property across public sector organisations and to manage the subsequent release of assets/sites for more co-ordinated re-use or disposal. This outlined the key developments such as the Police and Fire Station, the Health Centre and new civic administration facility.

- 3.7 In February 2012 the Council agreed a £3.5million capital project to jointly redevelop the former Parkside Middle School, with Worcestershire County Council, in order to provide a civic centre for Bromsgrove District Council, as well as office accommodation for both Bromsgrove District and Worcestershire County Councils. The scheme also incorporates the relocation of the Customer Service Centre, Bromsgrove Library and the Registrar's service, bringing together customer contact and service provision under one roof.
- 3.8 Legal agreements are now required in order for the project to progress which establish cost sharing and future funding arrangements.

Financial Implications

- 3.9 This project will be a joint enterprise between Bromsgrove District and Worcestershire County Councils, with both partners carrying equal shares of the capital costs.
- 3.10 Council agreed a capital commitment of £3.5m in February 2012.
- 3.11 The Parkside site was independently valued at £460,000 and therefore a payment of £230,000 must be made by Bromsgrove District Council to Worcestershire County Council, representing a half share of the value. Of this £100,000 will be funded from the capital budget as a result of an overall reduction in the scheme and Cabinet are asked to recommend a further £130,000 capital spend, to Council.
- 3.12 Whilst the facility will be jointly managed, revenue costs will be calculated based on floor space occupied. Based on BDC occupying 47% of the total area, the annual running cost from the County Council has been estimated to be £90,000. There will also be an additional cost for Facilities Management staff employed by Bromsgrove although an appropriate proportion of this will be charged to Worcestershire County Council.
- 3.13 Bromsgrove Council House currently costs approximately £520,000 per year to run. It is estimated that once the redevelopment is completed and relocation of shared service staff between Bromsgrove and Redditch has been finalised, the total accommodation costs for Bromsgrove District Council will be in the region of £370,000 per annum. This realises a saving of approximately £150,000 per annum.
- 3.14 The significant difference between the costs of the current office accommodation and Parkside are due to the fact that the new building will be more energy efficient, and there will be a reduced maintenance liability. In addition Parkside will enable a more flexible approach to working and desk usage and a number of staff will be relocated to Redditch Town Hall (whilst maintaining the ability to work at Parkside)

which will maximise the use of assets reducing costs for both authorities.

- 3.15 The relocation of staff from the Council House will create a development opportunity on the site and realise a capital receipt estimated to £2.1m. This will be offset against the capital spend on the project
- 3.16 Saving on accommodation costs reduced the authorities overall 'enabling' costs to ensure that resources are focused on adding value.

Legal Implications

At this point the legal team has not received a full set of draft documentation and therefore the detail in relation to the final terms may change. On the basis of what we currently have sight of;

- 3.17 Transfer of the Parkside site into the joint names of Worcestershire County Council and Bromsgrove District Council will mean that any future disposals of the site as a whole will require the joint agreement of both Councils
- 3.18 Parkside School is a Grade II Listed Building which may restrict both the available market on a disposal and the value which can be achieved on any such disposal
- 3.19 In the event that either Bromsgrove District Council or Worcestershire County Council wishes to dispose of its interest in the site, there would be potentially two options available;
- Disposal of the site as a whole jointly by both Councils or
 - A disposal of one Councils interest to the other.
- 3.20 In the event that only one Council wishes to dispose of its interest in the site, the other Council would have to raise the funds to purchase that interest in order to remain in the premises or find a third party to take over the interest of the disposing party or accept that the site as a whole would have to be disposed of. There would potentially be associated valuation implications in each of these scenarios.
- 3.21 Worcestershire County Council's title to the site remains to be checked to ascertain what (if any) matters affect this title. It is understood that there is currently a right of pre-emption in favour of the Church Commissioners and that a release of this right has been

negotiated by Worcestershire County Council and will be effected prior to the transfer of the site into joint names.

- 3.22 The draft Joint Development Agreement for the Parkside site provides that Bromsgrove District Council will pay 50% of the cost of the development with no cap specified on the amount of these costs, which are currently estimated at £6.9 million. Without such a cap Bromsgrove District Council 's 50% contribution could exceed the estimated £3.45 million. Although Worcestershire County Council has agreed that this sum would not be exceeded without Bromsgrove District Council's prior written approval, Bromsgrove District Council could be faced with a choice between approving any additional payments or not carrying out all the proposed building works.

Service/Operational Implications

- 3.23 The move to a joint facility will provide a community hub for Bromsgrove, bringing together a number of services under one roof giving the opportunity for joint working and integration which will benefits residents and reduce overall public service costs.
- 3.24 The refurbished Parkside building will provide Bromsgrove District Council with a more cost effective base, which meets the needs of the Council, is easily accessible to residents and continues to provide facilities for community use.
- 3.25 Shared Services teams are more effective if they are based together rather than over two sites and the rationale of accommodation in Bromsgrove is only possible due to the relocation of shared service teams to Redditch Town Hall. This does not reduce access to officers as telecommunications and IT networks are shared making staff accessible wherever they are based.
- 3.26 Front line staff, required to deal with members of the public, or those officers who have a lot of contact with Councillors, will continue to have a base in Bromsgrove. Our transformation work to date shows that having the relevant experts deal directly with customer enquires reduces waste in the system and therefore reduces costs. The design of the customer service area will take into account the way we are now working providing a flexible space used by a range of staff.
- 3.27 The move also supports the need, identified through transformation, to work more closely with other partners to meet the needs of our residents, and help Bromsgrove District Council to meet its strategic purposes. For example, the Library Service are planning to increase access to adult learning at Bromsgrove which in turn supports Bromsgrove District Council's purpose to improve financial independence.

Customer / Equalities and Diversity Implications

- 3.28 The Parkside facility will provide access to a wide range of Council services in one location, and will provide the opportunity to join up service provision to meet the demands of customers in line with our aspiration transformational agenda.
- 3.29 The shared network with Redditch Borough Council enables staff to be located at either Bromsgrove or Redditch with no negative impact on customers. Those services which require face to face contact with customers or Councillors will have staff located at Parkside.
- 3.30 The building and access to services will be fully compliant with the requirements of the Equality Act.
- 3.31 The Customer Service Centre will relocate from the Dolphin Centre to Parkside. Customers will have access to payment facilities, customer service advisors dealing with a variety of enquiries and specialist staff dealing with customer contact for services such as Revenues, Benefits and Planning.
- 3.32 The shared use of the building helps ensure sustainability for the library, an important customer facility in the town. The relocation of the library to Parkside was the subject of a public consultation exercise which indicated support for the relocation and provision of an improved facility.
- 3.33 The redevelopment of buildings and sites vacated as a result of this initiative will assist in revitalising the area and improving its attractiveness and supports the Bromsgrove Town Centre Regeneration Programme.
- 3.34 The refurbishment of Parkside provides a long term sustainable use of an important local listed building and creates an employment centre in the town at a key location. The impact of this is already being cited as an important factor for proposed developers of nearby sites.
- 3.35 The site will attract 1000's of visitors to the heart of the town. This being alongside the new Health Centre makes the overall development of the area a key destination, bringing people into the shopping area.
- 3.36 The relocation of the Library and other County offices will release the Windsor Street site, which, along with the Fire Service land, will be an attractive development site for investors. This helps to meet the strategic purpose to improve the locality.

4. RISK MANAGEMENT

- 4.1 A full risks and issues log for the project has been developed and is managed by the project Programme Board, which includes senior officers of Bromsgrove District Council
- 4.2 All risks will be mitigated through the management of the project, and an operational risk register will be developed prior to relocation.

5. APPENDICES

None

6. BACKGROUND PAPERS

AUTHOR OF REPORT

Name: Amanda de Warr
E Mail: a.dewarr@bromsgroveandredditch.gov.uk
Tel: (01527) 881241

This page is intentionally left blank

CABINET

06 February 2013

JOINT WORKING AGREEMENT WITH WORCESTERSHIRE TELECARE

Relevant Portfolio Holder	Councillor Margaret Sherrey - Portfolio Holder
Portfolio Holder Consulted	Yes.
Relevant Head of Service	Judith Willis - Acting Head of Community Services.
Wards Affected	All Wards.
Ward Councillor Consulted	N/A.
Key Decision N/A	

1. SUMMARY OF PROPOSALS

- 1.1 Worcestershire County Council has decided to make changes to the way it funds the provision of Telecare (Lifeline) Services in the County. Instead of dealing with individual providers, it now intends to make payments through one single organisation. The County Council is also looking to see what other changes it could make to provide an improved and updated service to residents.
- 1.2 Community Services has been in discussions with Worcestershire Telecare with regard to submitting a joint tender for Supporting People Funding to provide Lifeline across Worcestershire. This would be on the basis of Worcestershire Telecare acting as the lead contractor and sub-contracting the Bromsgrove/ Redditch elements of the service to be provided by Community Services. As explained below the full specification for the tender has not been issued yet, but it is anticipated that it may be necessary to involve a third party equipment provider in order to bid for the contract.
- 1.3 This report sets out the background and seeks Member approval to adopt a lead contractor / sub-contractor arrangement with Worcestershire Telecare and if necessary a further equipment provider, to deliver services, should the Supporting People Tender be successful.

2. RECOMMENDATIONS

Cabinet is asked to RESOLVE the following:

- 1) **that members approve in principle the proposal for the Community Services Team to enter into a joint working agreement with Worcestershire Telecare (and a third party equipment provider if required) in order to bid for a contract with Worcestershire County Council for the provision of Telecare Services across Worcestershire;**

- 2) **In the event that the bid is successful, that members give delegated authority to the Acting Head of Community Services and to the Head of Legal, Equalities and Democratic Services to finalise and implement the necessary legal agreements for the provision of Telecare services under the proposed arrangements.**

3. KEY ISSUES

Financial Implications

- 3.1 Bromsgrove District Council currently carries out monitoring services for Bromsgrove District Housing Trust. This is funded, through a sub contract arrangement by Worcestershire County Council, Supporting People. The income from this contract is around £35K per year. It is expected that this contract will come to an end in April 2013 when the new contract is awarded.
- 3.2 There is a second contract that will come to an end at the same time, namely the Adult and Community Services Telecare contract. This has an annual income of around £5K.
- 3.3 The provision of both of these services will be within the new contract to be tendered in the New Year. The County Council aim is to contract with one service provider to deliver services across all 6 areas within the County.
- 3.4 At this stage there is no indication what the specification will require and therefore the financial implications are undetermined. The Supporting People contract arrangements have been under review at the County Council for a number of years, but it is clear that changes are now imminent.
- 3.5 Under shared services arrangements, Community Services is hosted by Redditch Borough Council with services being provided to both Bromsgrove residents and Redditch residents. Bromsgrove members should be aware that the changes to Supporting People funding referred to at 3.1 will also have the affect of reducing the funding received by Redditch Borough Council.
- 3.6 The potential loss of these various contracts is a significant risk but there are multiple scenarios that could apply and Officers will be better able to assess the options when the actual implications are known.

Legal Implications

- 3.7 A legal agreement will be required to set up a joint arrangement for the parties to make a bid for the contract with Worcestershire Telecare. As noted below, it may be necessary to involve a further party to the working agreement, namely an equipment provider. If successful further agreements will be required both between the County Council and the lead organisation, and for the lead organisation to secure the services of the Community Safety team, which will be binding on the parties. Legal Services have been involved in the drafting of the previous Contracts and would be involved in any future Contracts.
- 3.8 The Principal Solicitor has been consulted with regard to the legal arrangements and agreements.

Service/Operational Implications

- 3.9 At present there are 26 separate housing providers across the County, which receive funding from Supporting People for Call Alarm provision. In the new contract the County Council aims to contract with one Telecare provider that can deliver services across the whole of the County.
- 3.10 The housing providers all currently contract their monitoring services to either Redditch Borough Council, Bromsgrove District Council or Worcestershire Telecare, so all of the monitoring within the County is actually provided by Redditch Borough Council, Bromsgrove District Council and Worcestershire Telecare.
- 3.11 Redditch Borough Council is the host authority under Shared Service arrangements, to provide the service across Redditch and Bromsgrove districts, but does not currently have the resources to provide services across the whole of Worcestershire. The other four districts are serviced by Worcestershire Telecare.
- 3.12 Like Redditch Borough Council, Worcestershire Telecare is accredited to the Telecare Services Association Code of Practice, passing the stringent annual audit requirement.
<http://www.worcstelecare.org/about/>.
- 3.13 Worcestershire Telecare is hosted by Wyre Forest Community Housing Trust, it is answerable to a board;
<http://www.communityhg.com/boards/wtc.php>.
- 3.14 The content of the County Council specification has not yet been announced but is likely to include various elements including

equipment maintenance, equipment installation and monitoring. These are all elements currently provided by Redditch Borough Council and Worcestershire Telecare. Whilst it has not been confirmed, this contract may also include the requirement to supply Telecare equipment in addition to the monitoring and installation services. If this is the case Redditch Borough Council and Worcestershire Telecare would need to include an equipment provider within the joint working agreement.

- 3.15 In view of the fact that Worcestershire County Council will be looking to let only one contract to cover the whole County, it is proposed that Redditch Borough Council, Worcestershire Telecare and a further partner (if required in respect of the equipment) , make a joint bid as it is not viable for the service as currently hosted Redditch Borough Council to stand alone and submit a bid.
- 3.16 It is proposed that Worcestershire Telecare or the third party equipment provider would act as the lead organisation in arrangements. This is because they currently provide services to two thirds of the County geographically, they have significantly more connections and greater administrative resources than the service currently hosted by Redditch Borough Council.
- 3.17 The proposal to be decided is for Redditch, on behalf of the Redditch and Bromsgrove shared service, to enter into a **joint working agreement** with Worcestershire Telecare, and if necessary an equipment provider, to submit the tender. This would be on the basis that if the bid is successful the lead contractor in the relationship with the County Council would be either Worcestershire Telecare or the equipment provider. The lead contractor would enter into a legal agreement with Worcestershire County Council, and subcontract elements of the contract to Redditch Borough Council. Each party would keep their own existing legal identity and no new legal entity would be created.

Customer / Equalities and Diversity Implications

- 3.18 The Lifeline services provide an emergency contact service for elderly and/or vulnerable adults and those living with disability. It enables them to live independently in their own homes, providing peace of mind to them and their families. The services provided promote safeguarding and welfare of service users, in particular vulnerable adults.
- 3.19 The new contract arrangements should see services become more accessible to residents, additional equipment resources to meet the changing needs of service users, and a fairer allocation of resources.

4. RISK MANAGEMENT

- 4.1 If a joint tender is not submitted or is unsuccessful, the delivery of Alarm call, Lifeline and Telecare will be led by another commissioned organisation rather than at a local level through the Bromsgrove and Redditch shared service..
- 4.2 This will have funding implications and may invoke a service review resulting in the need to reduce staff numbers.

5. APPENDICES

None.

6. BACKGROUND PAPERS

Countywide Strategy for Telecare.

AUTHOR OF REPORT

Name: Rachel McAndrews
E Mail: rachel.mcandrews@bromsgroveandredditchbc.gov.uk
Tel: (01527) 64252 ext. 3126

This page is intentionally left blank