



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

MONDAY 17TH NOVEMBER 2014
AT 6.00 P.M.

COMMITTEE ROOM, THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE

MEMBERS: Councillors L. C. R. Mallett (Chairman), H. J. Jones (Vice-Chairman), C. J. Bloore, J. S. Brogan, R. A. Clarke, S. R. Colella, B. T. Cooper, R. J. Laight, P. Lammas, R. J. Shannon, S. P. Shannon, C. J. Spencer and C. J. Tidmarsh

AGENDA

1. Apologies for Absence and Named Substitutes
2. Declarations of Interest and Whipping Arrangements

To invite Councillors to declare any Disclosable Pecuniary Interests or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests.
3. To confirm the accuracy of the minutes of the meeting of the Overview and Scrutiny Board held on 25th September 2014 (Pages 1 - 12)
4. To confirm the accuracy of the minutes of the meeting of the Overview and Scrutiny Board held on 13th October 2014 (Pages 13 - 20)
5. Quarter 2 Write Off of Debts Report (Pages 21 - 30)
6. Leisure Provision Task Group - Final Report (Pages 31 - 54)
7. Fees and Charges Report (Pages 55 - 74)
8. Overview of Budget Report (Pages 75 - 94)
9. Joint WRS Scrutiny Task Group - Update Report (Pages 95 - 100)

10. Car Parking Short Sharp Review - Verbal Update
11. WCC Health Overview and Scrutiny Committee - Update
12. Action List (Pages 101 - 104)
13. Cabinet Work Programme 1st December 2014 - 31st March 2015 (Pages 105 - 110)
14. Overview and Scrutiny Board Work Programme (Pages 111 - 114)
15. 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

6th November 2014



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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

25TH SEPTEMBER 2014 AT 6.00 P.M.

PRESENT: Councillors L. C. R. Mallett (Chairman), C. J. Bloore, B. T. Cooper, R. J. Laight (Present from Minute No. 43/14 to Minute No 45/14), P. Lammas, R. J. Shannon, C. J. Spencer, C. J. Tidmarsh and L. J. Turner (Substituting for Councillor S. R. Colella)

Officers: Ms. J. Pickering, Mr. R. Savory, Ms L. Jones, Mr M. Ashcroft, Ms. J. Bayley and Ms. A. Scarce

43/14 **APOLOGIES FOR ABSENCE**

Apologies were received on behalf of Councillors J. S. Brogan, S. R. Colella, H. J. Jones and S. P. Shannon.

Councillor L. Turner confirmed that he was attending as a substitute for Councillor Colella.

44/14 **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

There were no declarations of interest or whipping arrangements.

45/14 **TOWN CENTRE - UPDATE PRESENTATION**

The Town Centre Regeneration Programme Manager presented an update on the second phase of the town centre redevelopment (Appendix 1).

During presentation of this update the following key points were discussed:

- The impact of The Co-operative's lease of a unit in the Birmingham Road Retail Park on the future introduction of a Sainsbury's supermarket at that location and the significant role of Sainsbury's in the overall redevelopment of the town centre.
- The inclusion of break clauses in the leases for The Co-operative and new What store. Members were advised that break clauses would have to have been negotiated between parties, though the content of those clauses were private.
- The completion of High Street works using sources of funding not derived from the Section 106 for the Sainsbury's development.
- The impact of development on the Birmingham Road / Stourbridge Road junction. Members were advised that the works required at the junction would depend on the scale of the development that eventually took place.

Agenda Item 3

Overview and Scrutiny Board
25th September 2014

- The impact of the opening of Parkside on traffic at the same junction. Officers explained that the majority of staff would be required to park in external car parks and this would help to limit traffic at the junction. However, concerns were expressed about the safety of increasing numbers of pedestrians at that junction.
- The deadline for use of Section 106 funding provided by the health centre at Parkside.
- The sale of the car park on Birmingham Road, the potential loss of car parking revenue and the impact on the value of the property. Officers assured Members that the Council took advice from the District Valuer and would require their support to proceed with any proposals.
- The Area Action Plan permitted a mixed use development on Windsor Street, comprising both retail and residential units. The site was being advertised for development and decisions would be made on the exact mix based on the proposals received from developers though the Council was obliged to achieve best value in any final outcome.
- The commitment of the Council to a move to Parkside, with the majority of shared services based at Redditch Town Hall. Officers confirmed that as the agreement had been reached with partners and significant progress made developing the site it would not be appropriate to withdraw from Parkside at this stage.
- There was a covenant on Parkside which required the building to be used as office space and for other services provided by partners, such as the library. Alternative uses of the site were therefore unlikely to be acceptable. Officers suggested that further information about Parkside could be circulated by email after the meeting if required.
- The changes to the recreation ground, which would comprise enhancement works rather than redevelopment. The ground was recognised as being a useful community asset, though significant investment was required to make it more appealing to the public.
- Progress with the development at the Recreation Road site. Officers confirmed that all of the significant milestones had been met and that planning permission would be required to progress further.
- The withdrawal of OPUS from the development of Hanover Street Car Park. The potential tenants and end users remained committed to the development.
- The Local Enterprise Partnership (LEP) had approved the bid from OPUS for £700,000 towards the development on Hanover Street. It had been intended that this funding would be used to support the costs associated with a cinema build and fit out. The cinema operator remained committed to introducing a cinema in Bromsgrove.
- Members were advised that OPUS did not have exclusive rights in relation to any of the potential tenants and that the food retailer did not require the cinema to proceed.
- The introduction of a cinema would have positive implications for the night time economy in particular.
- Officers were in the process of meeting with representatives of the Council's procurement and legal teams to discuss future development options at the site. However, the timeframes for the options could not be confirmed.

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- Officers had been formally advised by OPUS that they intended to withdraw on Friday 12th September. However, there had been a delay in communicating this information to elected Members until the return of the Chief Executive from annual leave to enable officers to start to work through the options that could be explored in the future.
- A new housing development had previously been considered for the Hanover Street site. Officers confirmed that this option could be reconsidered alongside other options.
- Options for the rerouting of the brook would also be considered.
- The plans for George House, which remained to be clarified.
- Deliveries in the town centre and the introduction of a gate to restrict access. The gate would be operated remotely once it was connected to the system.
- Use of the High Street as a thoroughfare by cyclists, despite the fact that cycling was not permitted, and the safety implications for pedestrians.
- Snagging works would continue, particularly on the highways, to complete any outstanding works or works which appeared to be unfinished.
- The intention not to undertake any treatment of the natural stone used on paving on the advice of contractors and the equipment available to clean the paving surfaces.
- Officers confirmed that the item had been removed from the Cabinet Work Programme. Further approval from Cabinet was not be required until a later stage.

The Chairman suggested that it would be useful for the Leader and the Portfolio Holder for the Town Centre and Regeneration to attend the next meeting of the Board to comment on the proposals and to answer any questions from Members on the subject. The Board could also discuss progress with the procurement process for the Hanover Street development at the same time.

RESOLVED that

1. the procurement process for the Hanover Street development be discussed at the following meeting of the Board;
2. the Leader of the Council and Portfolio Holder for the Town Centre and Regulatory Services be invited to attend the following meeting of the Board; and
3. the report be noted.

46/14

MAKING EXPERIENCES COUNT QUARTER 1 REPORT

The Customer Services Manager presented the Making Experiences Count Quarterly Complaints Report covering the period 1st April – 30th June 2014. Members were advised that during the period 25 compliments had been received and 17 complaints. 82 per cent of complaints had been resolved in 15 days or less but 3 cases had taken longer to resolve because they related to complicated issues.

During consideration of the report the following matters were highlighted:

- The number of complaints that had been received about planning applications and whether these had been recorded as complaints about Development Control.
- The type of complaints classified as “other”, which generally consisted of questions.
- The need for compliments and complaints to be logged onto the Council’s complaints management system in order to be reflected in the Council’s official complaints statistics.

RESOLVED that

1. the Making Experiences Count report be presented for the Board’s consideration every 6 months in future; and
2. the report be noted.

47/14

FINANCE MONITORING QUARTER 1 REPORT

The Executive Director for Finance and Corporate Resources presented the Finance Monitoring Report for the period 1st April – 30th June 2014. The following points were raised during presentation of the report:

- Officers were anticipating that there would be an underspend of £124,000 by the end of 2014/15.
- Estimates for both revenue and capital expenditure were provided to the Finance teams by Heads of Service.
- There had been a decline in revenue from Civil Parking Enforcement as there appeared to be decreasing use of car parking facilities in Bromsgrove town centre.
- There was a projected overspend on refuse and recycling due to major vehicle repairs. The Head of Environmental Services had been asked to determine whether more savings could be achieved in the long-term if the fleets were to be replaced.
- Additional staff had been recruited to work in the Planning Department. Some of the posts were supported by funding that had been obtained from a portion of Council reserves, valued at approximately £180,000 – £200,000, which had been allocated a few years previously to Planning Transformation and shared services costs.
- This reserve had also been used to fund other areas, including additional staff in the Benefits Service and redundancy costs.

Members discussed residents’ preferences when parking in Bromsgrove district. It was noted that residents appeared to prefer to park in car parks where a pay on foot arrangement was in place. This arrangement had not been introduced at every car park in the district, though the Cabinet had agreed the Recreation Road South Car Park Task Group’s recommendation for more pay on foot charging arrangements to be made available in local car parks in the future. Further analysis was needed of parking charges to enable Officers to assess whether certain parking arrangements were appealing more to residents than others. It was suggested that more information could be

recorded in future financial monitoring reports. To ensure that car parking arrangements remained fit for purpose Members agreed that the contents of the Task Group's final report should be revisited as part of a Short Sharp Inquiry exercise.

The Board discussed the style in which the report was presented for Members' consideration. It was noted that the way in which net figures were presented in the report could be confusing for people who were not trained accountants. In order to clarify the content of the reports it was suggested that a similar practice could be adopted to other public sector organisations, including the NHS, which presented both income and expenditure figures in these types of reports. Furthermore, Members suggested that the data provided in the reports would be more meaningful if comparative figures were also provided for the same quarter in previous years.

The report monitored service budgets in relation to predicted expenditure. These predictions were provided by Heads of Services in their profiles for their services for the year ahead. However, their predictions were not always accurate and in some cases significant underspends could arise. A consequence of these inaccurate predictions could include the Council not allocating funding to services or activities that might otherwise have been delivered during the year. There was a risk that there could be consistent underspends for some services within the remit of the same Head of Service year on year. Members agreed that where applicable Heads of Service in future should be invited to attend future meetings of the Board to investigate any reasons for and patterns in underspending on budgets.

The impact of an underspend on the future budget allocated to a service was also discussed. Officers advised that in previous years an underspend would not necessarily result in a reduction in the budget allocated to that service in the following year. However, Finance Officers were in the process of undertaking a line by line review of each budget and it was possible that in future this could lead to a reduction in the budget allocated to a service where underspends had previously been reported.

Members noted that they were considering the report after both Cabinet and Council had already discussed the matter in detail. It was suggested that by that stage the potential for the Board to make a constructive contribution by scrutinising the report was limited. To ensure that Overview and Scrutiny could make a useful contribution to management of the Council's budget in future Members concurred that financial monitoring reports should be presented for the Board's consideration prior to Cabinet.

RECOMMENDED that

1. income and expenditure figures should be provided in future Financial Monitoring Reports to provide greater clarity about the Council's budget position in each quarter; and
2. comparative budget data should be provided in the Financial Monitoring Reports for previous years.

RESOLVED that

1. the Overview and Scrutiny board receive Finance Monitoring Reports in advance of the Cabinet in future;
2. Heads of Service with services that have consistently reported an underspend over consecutive years should be invited to attend future meetings of the Overview and Scrutiny Board;
3. a Short Sharp Review of car parking arrangements in the district, made up of Members of and taking into account the findings of the Recreation Road South Car Park Task Group; and
4. that the report be noted.

48/14

WRITE OFF OF DEBTS QUARTER 1 REPORT

The Executive Director of Finance and Corporate Resources presented the Quarterly Monitoring of Write Offs report for the period 1st April to 30th June 2014. Members were advised that current bad debt provisions were £471,337. There appeared to be higher levels of outstanding debt than during the same period the previous year. However, in part this was due to the fact that invoices for garden waste payments had been issued later in the year than in 2013/14.

Members noted that the Board had previously requested that Appendix 3 to the report, detailing Council Tax and Non Domestic Rates arrears, should be presented in a slightly different format. In particular, Members had been keen for comparable data for previous years and percentages to be provided in the report. Unfortunately these amendments had not been made for this edition of the report.

RESOLVED that

1. percentages in respect of unrecoverable debts and comparative data for the same quarter in previous years should be included in future editions of the Quarterly Write Offs report; and
2. the report be noted.

49/14

YOUTH PROVISION TASK GROUP FINAL REPORT - 12 MONTH REVIEW

The Board considered the 12 month review of progress that had been made delivering the recommendations that had been made by the Youth Provision Task Group in September 2013. Members noted that, as suggested by the Task Group, a possible investigation of services available to young people not in education, employment or training (NEETs) had been added to the Board's Work Programme, though no decision had been taken as to whether to undertake a review of this subject. It was suggested that as this would be touched on by the Leisure Provision Task Group no decision should be taken until the group's report had been considered by the Board.

The youth club at Stoke Prior was also briefly discussed. Members noted that the club was relatively popular and parents had confidence that their children

would be safe. Traditional activities could be accessed at the youth club and these encouraged young people to be active in their community. Members were advised that the Youth Provision Task Group had recognised the value of the youth club in Stoke Prior and had visited the club as part of their investigation.

RESOLVED that the report be noted.

50/14

TASK GROUP PROCEDURE GUIDELINES - REVIEW

The Chairman explained that following discussion of Task Group procedures at a previous meeting of the Board the guidelines had been updated. Officers had incorporated into the guidelines points raised by Members at that meeting which were designed to improve the procedures. As part of this process the following changes were highlighted:

- The scoping document and checklist for Task Group exercises had been combined.
- Membership requirements for Task Groups, in terms of the number of Members who could sit on any Task Group and how membership would be determined in the event that a topic proved to be popular, had also been addressed.
- An application form had been introduced for Members to complete in order to participate in a Task Group exercise. This form required Members to briefly outline what skills they could bring to a review of the subject and the reasons why they wanted to participate.

Following discussion it was suggested that the guidelines for a Short, Sharp Inquiry should also include that this type of inquiry could also be used following the completion of a Topic Proposal Form should the Board feel that this was more appropriate.

Members were advised that the guidelines did not currently form part of the Council's constitution. It was suggested that the guidelines should be incorporated into the constitution as part of the review of the constitution being carried out by the Constitutional Review Working Party which was due to be completed before the end of the municipal year.

RESOVLED that the revised Overview and Scrutiny Task Group and Short, Sharp Inquiry Procedure Guidelines be noted and endorsed subject to the amendments as detailed in the preamble above.

RECOMMENDED to the Constitutional Review Working Party that the Task Group / Short, Sharp Inquiry Procedure Guidelines be incorporated into the Council's constitution.

51/14

WORCESTERSHIRE HEALTH OVERVIEW & SCRUTINY COMMITTEE

Councillor B. T. Cooper, the Council's representative on the Worcestershire Health Overview and Scrutiny Committee (HOSC), provided an update on the latest work of the Committee. He explained that he had not been able to

attend the meeting but was aware that two key items had been on the agenda for discussion:

- The Wyre Forest Integrated and Intermediate Care Programme.
- Community Stroke Services in North Worcestershire.

The second key item had clear implications for residents in Bromsgrove district. Since 2013 all stroke services in the county had been concentrated at Worcestershire Royal Hospital. It had emerged that stroke patients living in the south of the county were better served by this arrangement than patients living in the north of the county. For this reason the health service was keen to investigate how services and outcomes could be improved for patients living in North Worcestershire. As part of this process capacity was being monitored to enable the service to determine how many beds were required. This information would be used when installing specialist beds in the Princess of Wales Community Hospital in Bromsgrove.

The current position with regard to the provision of incontinence pads to patients was briefly debated. Councillor Cooper explained that there had been no further updates on this matter. However, he agreed to request an update on behalf of the Board at the following meeting of HOSC.

The future of Acute Hospital services in the county was also discussed. Members noted that a meeting of the Bromsgrove and Redditch Clinical Commissioning Group (CCG) had taken place that day. A number of proposals were being made and this would be subject to public consultation. HOSC Members from all parties had been critical of the previous consultation process relating to the Acute Hospital Services and they were hoping that improvements would be made during the latest consultation period.

RESOLVED that

1. an update be requested regarding the Acute Hospital Services Review and consultation process at the next meeting of HOSC; and
2. the minutes of the previous meeting of HOSC be circulated for the Board's consideration.

52/14

ACTION LIST

The Board considered the latest version of the Overview and Scrutiny Action List. Members were advised that the changes requested to the Write Offs report, as discussed under Minute No. 48/14, would be implemented in time for the second quarter update to the Board. Following her attendance at a meeting of the Board on 15th September the Head of Planning and Regeneration had been asked to provide the further information about Development Control that Members had requested.

RESOLVED that the report be noted.

53/14

OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME

Members noted that, following discussions about the town centre, the Leader of the Council and Portfolio Holder for the Town Centre and Regulatory Services would be invited to attend the next meeting of the Board in October. The Chairman suggested that if they were not available to attend this meeting of the Board an additional meeting might need to be arranged to take place in late October.

Officers advised Members that scrutiny of the North Worcestershire Community Safety Partnership had been postponed until March 2015.

RESOVLED that the Overview and Scrutiny Board Work Programme be noted.

The meeting closed at 8.40 p.m.

Chairman

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Town Centre Update Overview and Scrutiny Committee 25 September 2014

AAP Ref.	Site	Development Site Status
N/A	New Health Centre	Complete
N/A	New Police Station	Complete
TC15	Birmingham Road / Stourbridge Road	<ul style="list-style-type: none"> • Market testing of interest in Car Park • May present opportunity for comprehensive redevelopment of site • Various developers and end users expressed interest for range of proposals/uses • Impact on Stourbridge Road crossroads would be established and resolved during planning process based on net gain/loss of trips generated
TC14	Birmingham Road Retail Park	<ul style="list-style-type: none"> • Co-op exercised legal rights under 'Landlord and Tenant Act' and so were granted a 5 year lease, at their request. The new lease has break clauses in it. • Sainsbury cannot start works until Co-op have provided vacant possession or it is facilitated by the break points. • 'The application for the Local has minimal effect on the main store as they provide different customer offers and therefore serve different requirements.' • New What Store creating 40-50 jobs granted similar lease in old Focus store.
TC13	Windsor Street	<ul style="list-style-type: none"> • County Council have appointed CBRE to market the site with immediate effect • Marketing will be in line with the Area Action Plan
TC12	School Drive	<ul style="list-style-type: none"> • A development site will be made available following completion of the new Leisure Centre. The exact size and footprint of this resulting site is not yet known • Policy allows for small scale residential, commercial or retail
TC11	Parkside	<ul style="list-style-type: none"> • New Library, Council Hub, Register Office, Job Centre and County/District Council offices under construction
TC10	Recreation Road	<ul style="list-style-type: none"> • Developer has attended pre-application meeting and is currently working up its full planning submission for a Care Village to include Extra Care, Affordable Retirement Homes in partnership with BDHT, Nursing Home and Dementia Centre
TC9	Recreation Ground	<ul style="list-style-type: none"> • Developer will display indicative proposals for upgrade of Recreation Ground as part of public consultation on Recreation Road development
TC8	Hanover Street	<ul style="list-style-type: none"> • Cabinet gave approval in March 2014 for Opus to develop Hanover Street Car Park • OPUS have recently advised that they are no longer able to deliver the scheme as originally agreed • Officers are in the process of considering the options for the site going forward • Based on comments received officers believe that there is still a high level of interest on the part of the potential tenants for the development

Agenda Item 3

TC 4 -Public Realm:	Completed Works
High Street (Stratford Road to New Street)	Drainage repair and redesign to alleviate long standing flooding issues. Complete excavation and reconstruction of High Street, finished with York Stone and Granite Setts, complete with ambient lighting, granite planters and ornamental trees.
High Street South (West Side – New Rd to Hanover St)	Repair of collapsed storm drain and redesign and reinstall of surface drainage to alleviate long standing flooding issues. Lifting old worn setts, laying new sub-base to pavement, finished with new 'Saxon' paving slabs and bollards
Worcester Road (Market Place to Hanover Street)	Lifting old and worn setts, redefining kerb lines to provide additional street parking. New proud kerbs together with removal of raised carriageway section and new drains to alleviate long standing flooding issues. Laying new sub-base to pavement, finished with new 'Perfecta' paving slabs and bollards
Cleggs Entry	Lifting old and worn out paving slabs and replacing with new 'Saxon' paving slabs. Cleaned out contaminated tarmac area. Installing new fence to prevent access to recess to eliminate anti-social behaviour, installing additional lighting fittings, upgrading lighting.
Crown Close	Reconstruction of carriageway and footway to Amphlett Hall and St. John's Church. Installation of new Burma Star memorial. New benches. Soft landscaping and specimen tree planting.
Market Street	Digging out unsafe terrain outside ASDA Store along Market Street to remove mud and roots. Reconstitution of area with hard landscaping to provide safe pedestrian route. Tree enhancement works. Benches.
ASDA / Market Street Plaza	Removal of old unsafe planters and hard landscaping of area to provide open plaza paved with York Stone to improve disabled and general access and line of sight to ASDA, Churchfields Car Pak and Shop Mobility. Installation of Benches and ornamental trees. Landscaping to Car Park boundary wall.
Bus Station	Landscaping and installation of benches to bus station area. Tree/shrub & bulb planting. Brook enhancements. Drop kerbs.
School Drive	Complete reconstruction of pavements from Dolphin Centre to North Bromsgrove High School. Carriageway improvements.
School Drive Cycle Path	To improve public safety, removal of hedges and undergrowth, raising of tree canopy. Resurfacing. New LED lighting. Improved signage.
Spadesbourne Brook	Brook clearance/dredging of water course to enhance habitat, improve water flow and mitigate flooding issues Burcot Lane to rear of B'ham Rd Retail Park
Churchfields	New black top and drop kerbs
Rock Hill	New black top and reconstructed pavements
New Road	New black top and drop kerbs
Strand/Stourbridge Road	New black top. Removal of trip hazard broken paving and installation of grassed area with tree planting.
Old Market Street	New black top
TC 4 -Public Realm:	Works yet to be done
High Street South	Reconstruction of High Street South (East Side) pavements
High Street Side Streets	Reconstruction / resurfacing of streets adjoining High Street – Mill Lane, Church Street, Chapel Walk
Soft landscaping & Public Art	In conjunction with Environmental Services identify small areas across town for soft/hard landscaping to create new or enhanced mini green and/or garden areas for seating and tree planting. Seek opportunities to install public art pieces across the Town Centre as part of new Public Art policy; to be drafted as part of Townscape Heritage Initiative.

Richard Savory 25/09/2014

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

13TH OCTOBER 2014 AT 6.00 P.M.

PRESENT: Councillors H. J. Jones (Vice-Chairman, in the Chair), C. J. Bloore (from Minute No. 57/14), J. S. Brogan, R. A. Clarke, S. R. Colella, B. T. Cooper, R. J. Laight, P. Lammas, R. J. Shannon and C. J. Tidmarsh

Invitees: Councillors D. W. P. Booth, R. L. Dent and M. A. Sherrey.

Officers: Mr. K. Dicks, Ms. S. Morgan, Ms. A. Scarce and Ms. J. Bayley

54/14 **APOLOGIES**

Apologies for absence were received on behalf of Councillors L. C. R. Mallett, S. P. Shannon and C. J. Spencer.

55/14 **DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS**

There were no declarations of interest or whipping arrangements.

56/14 **MINUTES**

The minutes of the Overview and Scrutiny Board held on 15th September 2014 were submitted.

RESOLVED that the minutes of the meeting held on 15th September be approved as a correct record.

57/14 **TOWN CENTRE**

The Chairman welcomed the Leader of the Council, Councillor M. A. Sherrey, and the Portfolio Holder for the Town Centre and Regulatory Services, Councillor R. L. Dent, to the meeting together with Councillor D. W. P. Booth, as the former Portfolio Holder with responsibility for the town centre. Following the delivery of a detailed presentation by Officers on the subject of the town centre redevelopment process at the previous meeting of the Board the Chairman explained that Members were now invited to consider the contents of the relevant minute from the meeting of the Board on 25th September, which were tabled at the meeting, and to ask the Portfolio Holders a series of questions.

The following points were discussed during the course of a question and answer session:

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- After receiving formal notice from Opus that the company would no longer be able to proceed with the scheme Officers had been working through the alternative options for the redevelopment.
- The Council needed to review the options available in the context of the current market.
- Officers had been working with the town centre redevelopment team, the legal team and marketing experts to identify the options for the site. A meeting was due to take place in November to discuss the outcomes of this work.
- The withdrawal of Opus would not place the redevelopment back at the initial stage of the process as the investigative works, particularly in relation to the geography of the site, would be transferable to any scheme.
- Officers were aware that there also remained considerable interest in the site.
- The former Leader of the Council, the Deputy Leader and the previous Portfolio Holder responsible for the town centre had been involved in the original negotiations for the site and it was anticipated that this would happen again for the current negotiations.
- Officers would need to report back to Cabinet in due course as the original decision that had been made by Members on the subject related to the development of the scheme by Opus. A special meeting of Cabinet would be called, if necessary, to ensure there were no unnecessary delays.
- Until all of the options had been properly investigated Officers were unable to provide more details for the consideration of the Board as this could potentially undermine the Council's negotiating position.
- Briefings would be provided to the group leaders in the forthcoming weeks to ensure that Members were as fully briefed as possible on progress with this matter.
- Members discussed the potential to enter into confidential session in order to discuss a number of key issues in further detail but took the decision for the meeting to remain open to the public.
- The Chief Executive and the Leader of the Council had been notified on the same day of the decision by Opus to withdraw from the scheme.
- The strategic plans for the redevelopment remained on track. This phase of the redevelopment process would form one part of a 15 year plan to redevelop the town.
- There was continuing commitment to retaining a cinema in the redevelopment of the town centre if at all possible.
- The deadline for the Recreation Road development was also discussed. Members were advised that the planning application for this development was due to be submitted shortly.
- The development of the Sainsbury's site was also considered. Members were advised that the supermarket remained committed to the town in the medium-term.

RESOLVED that the content of the discussion be noted.

58/14

OVERVIEW OF BUDGET REPORT

The Financial Services Manager presented a report which provided an initial overview of the projected budget for the Council from 2015/16 – 2017/18. During the course of the presentation the following matters were highlighted for Members' consideration:

- The report was designed to form part of a new robust approach to budget scrutiny at the Council.
- Officers were estimating that there would be a shortfall of £613,000 in 2015/16 and a shortfall of £884,000 in 2016/17.
- The Council would continue to identify savings within a framework of three financial principles: reducing waste in the system, designing a new system to reduce waste and costs, and reducing the costs associated with enabling service provision.
- Budgets had been listed in the report in relation to the Council's strategic purposes. Some services had been listed in more than one appendix because the service had links to multiple strategic purposes rather than as a result of double counting.

Following the presentation of the report Members discussed a number of areas in further detail:

- Officers had accounted for both the predicted 1% pay increase as well as for pay increments. The bandings for pay increments were set in accordance with national pay levels.
- The Board had an important role to play in scrutinising the Council's budget for the year ahead.
- The anticipated amount that the Council would derive from the New Homes Bonus was discussed. Members commented that there was no guarantee that this bonus would continue to be provided in future years and it was therefore suggested that the Council needed to recognise the risks involved when calculating the potential contribution of the bonus to the overall budget.
- Officers confirmed that they had recognised the risks involved and had been cautious when calculating the likely figure for the New Homes Bonus.
- The level of Council reserves and how these funds should be used was considered.
- Members were advised that the 3% increase in fees and charges was applied generally to services in line with inflation levels and market forces.
- Some fees and charges were set at a statutory level. In addition it was considered prudent to vary the charges for other services by a different amount, depending on the demand for that service and the needs of the customer.
- The number of staff who were employed directly by Bromsgrove District Council rather than through a shared service was discussed and Officers agreed to provide Members with further detail on this outside of the meeting.

- There was a deficit in the Council's pension fund for staff who had already retired and were drawing their pensions, which was comparable to the situation at other local authorities.
- The Council had agreed with the actuary to reduce the pension fund deficit over 21 years, a practice which was similarly being applied at a number of local authorities in the country.
- Officers were in the process of reviewing Section 106 agreements and the use of Section 106 monies. Members requested that the list of agreements be circulated for their consideration.

The Overview and Scrutiny Board had a role to play in reviewing the strategic direction of the budget and was responsible for holding the Cabinet to account for decisions made in respect of the budget. Officers suggested that the Board could also make a useful contribution to the Council's budget setting process by reviewing particular elements of it in more detail.

Members commented that for future budget updates it would be useful to receive further information clarifying which services were statutory and which were discretionary alongside the expenditure for each type of service. This would enable the Board to identify whether there were any opportunities to reduce expenditure.

Following recent debates Members concurred that it would also be useful for more information about the town centre redevelopment and off street parking costs to be provided for Members' consideration.

Finally, the Board agreed that they would appreciate further information about which services the Council delivered on behalf of Worcestershire County Council as part of the budget scrutiny process. Members requested that any updates on this subject should detail the extent to which Worcestershire County Council covered the costs of delivering those services.

RESOLVED that further information about the following matters be provided to support the budget scrutiny process:

- (a) the costs of the town centre redevelopment
- (b) off street parking costs
- (c) the costs of services delivered on behalf of Worcestershire County Council; and
- (d) a clear outline of which services were statutory and which were discretionary services and the Council's expenditure on both types of service.

59/14

QUARTERLY RECOMMENDATION TRACKER

Members considered the content of the quarterly recommendation tracker report which detailed the progress that had been made with the implementation of scrutiny recommendations.

Officers advised that the Chairman of the former Artrix Outreach Task Group, Councillor S. P. Shannon, and relevant Officers had met with the new Director

of Artrix. This had been a constructive meeting as the Director had been receptive to and appeared to be willing to implement many of the group's proposals.

Members expressed concerns that the Board had not received enough information about the implementation of recommendations made by the Planning Policy Task Group in September 2012. For this reason Members commented that it would not be appropriate to remove the item from the report. Further information was therefore requested from Officers regarding the action that had been taken in response to the group's proposals.

The Board had not yet requested an update from Worcestershire Regulatory Services in respect of the progress that had been made in issuing regular reminders to taxi drivers at taxi ranks about leaving their car engines running whilst waiting for their next customer. Officers suggested that this could be considered for inclusion in the Board's Work Programme when the tracker was next presented for the consideration of Members.

RESOLVED that the report be noted.

60/14

ACTION LIST

The Board considered the latest version of the Overview and Scrutiny Action List.

In respect of the further information that had been requested by the Board on 15th September in respect of the transformation of Development Control, Members noted that a list of contact details for all Planning Case Officers had been circulated by email. However, further details about the removal of overtime payments and the car allowance scheme remained outstanding.

Information had also not yet been provided to clarify whether the Environmental Services team had access to appropriate equipment to clean the High Street, as requested at the previous meeting of the Board on 25th September.

Members discussed how long non-executive Councillors should reasonably expect to wait for information requested following an Overview and Scrutiny Board meeting. Officers confirmed that a response should ideally be provided within a week.

RESOLVED that the Action List be noted.

61/14

WCC HEALTH OVERVIEW AND SCRUTINY COMMITTEE

Councillor B. T. Cooper, Bromsgrove District Council's representative on the Worcestershire Health Overview and Scrutiny Committee (HOSC), provided an update on the latest meeting of the Committee.

Members were advised that during the meeting, on 8th October, the Committee had received an update on the Community Service Development

programme. The Worcestershire Health and Care Trust had reviewed community health services and concluded that the centralisation of services was required in order to respond to the needs of local people. This conclusion had been mainly reached as a result of considering information about local demographics. However, services would continue to be made available to people in their own homes in cases where they were likely to struggle to access services at a central location.

The Committee had also considered further information about Personal Health Budgets, which were provided to patients with long-term health conditions and disabilities. Patients with Personal Health Budgets could choose which services they wanted to access in order to meet their needs. The scheme had originally been piloted but was due to be extended to all eligible patients.

There had been a discussion of Redditch and Bromsgrove Clinical Commissioning Group's response to the Acute Hospital Services Review, which was currently the subject of a consultation process. It had been reported during the meeting that there were some concerns that changes would be made to service provision locally during the course of the consultation. For this reason a working Committee had been established to assess action at the local level and to ensure that changes were not made to services during the consultation period.

Incontinence pads had been raised by Councillor Cooper as requested by the Board. There had been concerns during the summer that there were plans for patients to be charged for incontinence pads. However, no decision appeared to have been made as to whether to charge for incontinence pads and therefore it no further action appeared to be required.

Councillor Copper also clarified the role of HOSC. Members were advised that HOSC was one of Worcestershire County Council's scrutiny Committees. In the early 2000s the Government had required local authorities (the county Council in a two-tier authority area) to establish a HOSC in order to scrutinise changes to the local health environment and the potential impact of any proposed changes in the local community. The Worcestershire HOSC also was responsible for ensuring that any significant changes to services were subject to public consultation. In extreme circumstances where HOSC had major reservations about a particular issue they could refer the matter to the Secretary of State for Health. The HOSC had no direct working relationship with NHS England, though the role of HOSCs was due to change in response to the changing health environment.

62/14

CABINET WORK PROGRAMME

Members considered the content of the Cabinet Work Programme for the period 1st October 2014 to 28th February 2015.

Officers confirmed that the Board was scheduled to receive the Fees and Charges review at their following meeting. The Board would also be provided with a summary of the Finance Monitoring Report Quarter 2, though it was

unlikely that Members would be considering the same level of detail that would subsequently be reported to the Cabinet.

The appropriate timing of meetings of the Board was briefly debated. Members commented that in previous years there had been a discussion of the impact of the timing of the meetings on the potential for the Board to make a constructive contribution to policy development work through pre-decision scrutiny. Officers confirmed that the timing of the meeting of the Board was being considered and there was the possibility that meetings would take place the week prior to Cabinet in future in order to enable the Board to pre-scrutinise reports and policies more effectively.

63/14

OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME

Members considered the latest edition of the Overview and Scrutiny Work Programme.

Officers explained that an additional report would be presented for Members' consideration in November which had not been recorded on the Work Programme in time for publication. This report would outline the response of the Worcestershire Shared Services Joint Committee to the recommendations that had been made by the Joint Worcestershire Regulatory Services Scrutiny Task Group.

The Recreation Road South Car Park Task Group had been reconvened to undertake a Short, Sharp Review of car parking arrangements in the town as agreed at the previous meeting of the Board. Unfortunately only 2 original members of the group had responded to confirm that they would be interested in participating in the exercise. The Board agreed that other Members should be offered an opportunity to participate in the review if the original members of the Task Group were not available to do so.

Councillor C. J. Bloore apologised for not responding to Officers on this subject and explained that this had partly been due to problems accessing his email account using his Council Ipad. Officers urged Members to contact Democratic Services if they experienced any problems accessing their emails on their Ipads so that any such problems could be resolved as quickly as possible.

Councillor R. J. Shannon commented that he had received correspondence from a local constituent about the future of the farmers' markets in Bromsgrove town centre. Due to the potential relevance of this subject to the ongoing redevelopment of the town centre, which would be the subject of further budget scrutiny, he requested further information from Officers clarifying whether the farmers' market had permanently relocated to Webbs of Wychbold.

RESOLVED that membership of the reconvened Recreation Road South Car Park Task Group be extended to Members who were not involved in the previous review if the original membership is not all available.

Agenda Item 4

Overview and Scrutiny Board
13th October 2014

The meeting closed at 7.16 p.m.

Chairman

Overview & Scrutiny Board

17th November 2014

QUARTERLY MONITORING OF WRITE OFFS - 1ST JULY 2014 – 30TH SEPTEMBER 2014

Relevant Portfolio Holder	Councillor Mike Webb
Portfolio Holder Consulted	Yes
Relevant Head of Service	Amanda de Warr, Head of Customer Access and Financial Support
Wards Affected	All

1. SUMMARY OF PROPOSALS

- 1.1 This report summarises the write off of debts during the second quarter of 2014/15 along with the profile and level of outstanding debt.

2. RECOMMENDATIONS

That, subject to any comments, the Overview & Scrutiny Board NOTE the contents of the report.

3. KEY ISSUES

- 3.1. The current Write Off Policy requires officers to report to members the actual level of write offs and the profile of outstanding debt.

- 3.2. The current bad debts provisions are as follows:

	£
NDR	224,907
Council Tax	214,937
Sundry Debtors	<u>31,493</u>
Total	471,337

Financial Implications

- 3.3 Details of written off debts during the period for Council Tax, Non Domestic Rates, and Sundry Debts, including a break down of the number of debtors, and Overpaid Housing Benefit are attached at Appendix 1.
- 3.4 A total of £46,935.71 of unrecoverable debt was written off during this quarter, which is within the bad debt provision.

The following table shows the quarterly write off to date this financial year, and for the same period last year.

Overview & Scrutiny Board

17th November 2014

	2013/14				2014/15	
Quarter	1	2	3	4	1	2
Total Write off	*265,102		55,353	117,036	62,966	46,935

* Quarters 1 and 2, 2013/14 were reported jointly.

- 3.5 An age profile of the outstanding sundry debts at the end of each quarter is attached at Appendix 2. The data for the same periods in 2013/14 are provided for comparative purposes.

- 3.6 An analysis of Council Tax and Non Domestic Rates arrears is attached at Appendix 3. This shows the current outstanding debt against each of those years which we continue to pursue. As shown the debt for this financial year is significant. This is because all Council Tax and NDR becomes due on 1st April but is brought down by each month as instalments are paid. Arrangements are in place for much of the outstanding debt from recent previous years. Older debt tends to be in varying stages of recovery. We do not write off any debt until we have exhausted all possible avenues to recover.

- 3.7 Comparative data showing the level of write off's to date in 2014/15 compared with the total in 2013/13, are attached at Appendix 4. The true picture will not emerge until the end of the financial year as write off tend to increase as the financial year progresses.

- 3.8 Changes to housing benefits as a result of the introduction of Universal Credit is likely to have an impact on our ability to collect overpayment of housing benefits debts. It has been confirmed that outstanding overpayments will not transfer to DWP. The Council can continue to recover the debts but in reality the ability to do so will be reduced. Currently any overpayment recovered retained by the Council and not repaid to DWP. The amounts received each month tend to be small and overpayments can often take a very long time to recover, especially if the debt is being repaid through a reduction to on-going benefits.

Legal Implications

- 3.9 There are no legal implications.

Service / Operational Implications

- 3.10 Every option is explored to recover outstanding debts and staff work with individuals to try to find suitable solutions. In some cases pursuing a debt is going to lead to such hardship that a write off is the only option. However, cases are re-opened if circumstances change.

Overview & Scrutiny Board

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Customer / Equalities and Diversity Implications

3.11. No direct implications.

4. RISK MANAGEMENT

4.1 Poor management of debt recovery can lead to failure to recover money owed to the authority. Aggressive recovery action can cause severe financial hardship and lead to a poor reputation. A balance must be struck to ensure a proportionate and supportive approach.

5. APPENDICES

Appendix 1- Write offs 1st July – 30th September 2014

Appendix 2- Aged Debt Profile for Sundry Debts Arrears as at 30th September 2014

Appendix 3 - Council Tax and Non Domestic Rates Arrears Analysis

Appendix 4 – Write off trends data

6. BACKGROUND PAPERS

There are no background papers to this report.

AUTHORS OF REPORT

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Overview & Scrutiny Board

17th November 2014

Appendix 1

Write Offs 1st July 2014 – 30th September 2014

Council Tax	Amount (£)	Number of Accounts
Gone away	3,466.81	4
Deceased no funds in estate	737.12	1
Bankruptcy	4,089.20	4
Write Of Credit	-738.95	6
Statue Barred	9,099.31	8
Uneconomical to pursue	5,027.47	7
Other	3,361.43	4
Costs written off	1,863.71	21
Write off Under £10.00	13.57	3
Auto Balance Write Off (archived)	1,602.09	3
Conversion Error	0	0
Total	28,521.76	61

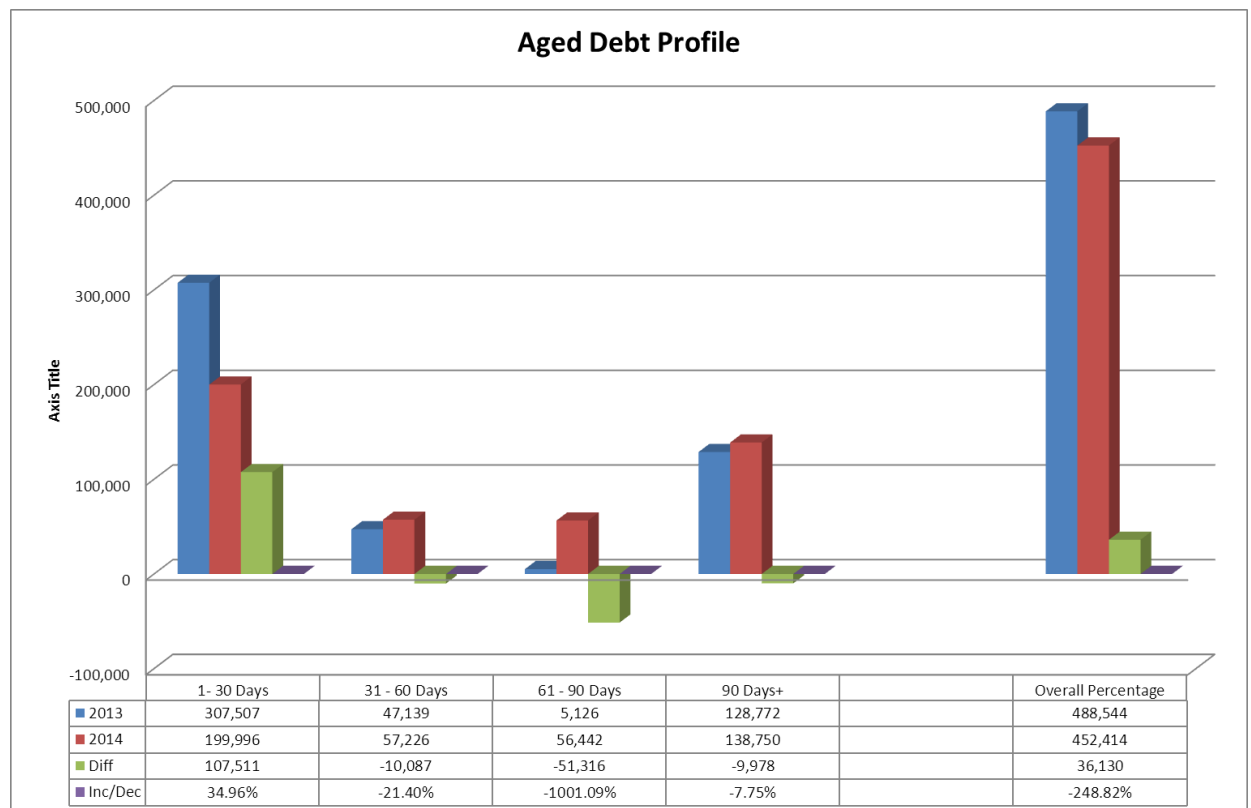
NDR	Amount (£)	Number of Accounts
Gone away	1,663.00	2
Liquidation	6,486.87	2
Small Balance	23.10	6
Other	437.14	1
Costs written off	264.00	3
Total	8,874.11	14

Sundry Debts	Amount (£)	Number of Invoices
No further Action due to value	255	6
Auto write off under £5.00	2	6
Deceased	249	1
Gone Away	188	2
Total	664	15

Housing Benefit Write Offs	Amount	No. of cases
Debt Relief Order	£1,055.86	1
Uneconomical to recover	£229.09	3
Cannot trace	£6,765.94	7
Old debt-recovery options ex	£824.95	1
TOTAL	£8,875.84	12

Aged Debt profile for Sundry Debts -

Age	As at 30 th September 2014	As at 30 th September 2013
1 – 30 days	199,996	307,507
31 - 60 days	57,226	47,139
61 – 90 days	56,442	5,126
90 days +	138,750	128,772
Total	452,495	488,543



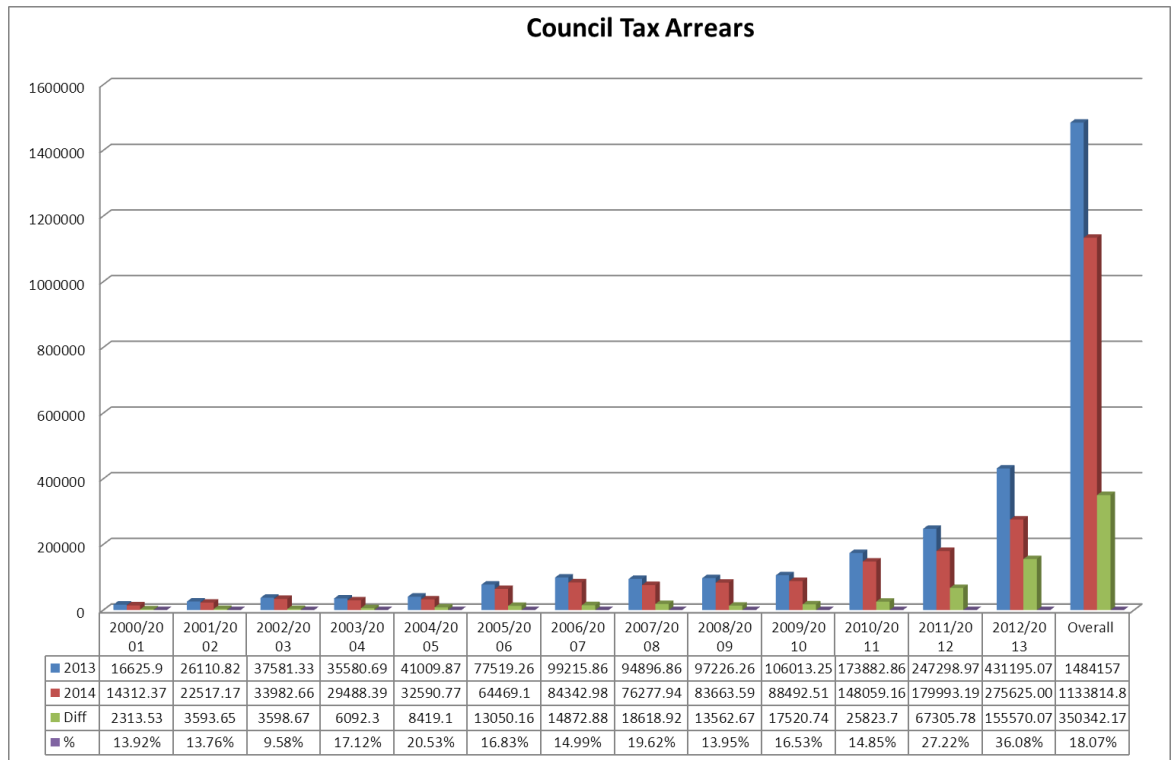
Overview & Scrutiny Board

17th November 2014

Appendix 3

Council Tax Arrears

Council Tax Arrears Analysis					
	Q1	Q2	Q3	Q4	
	Total	Total	Total	Total	Annual debit
Year	£	£			£
1999/00	9,869.03	8,847.90			25,836,407
2000/01	14,722.72	14,312.37			26,419,700
2001/02	23,350.36	22,517.17			29,487,929
2002/03	35,427.20	33,982.66			35,962,692
2003/04	32,054.31	29,488.39			40,922,548
2004/05	34,384.86	32,590.77			41,770,011
2005/06	68,403.58	64,469.10			44,059,868
2006/07	88,198.00	84,342.98			46,683,333
2007/08	79,731.62	76,277.94			49,061,780
2008/09	87,063.83	83,663.59			51,592,006
2009/10	92,186.06	88,492.51			53,577,097
2010/11	149,444.01	148,059.16			55,298,276
2011/12	187,955.74	179,993.19			55,399,069
2012/13	291,776.21	275,625.00			55,882,474
2013/14	636,847.28	570,750.95			56,565,040
2014/15	37,372,725.49	19,574,863.11			57,832,715
Total	39,200,023.54	19,578,686.25			

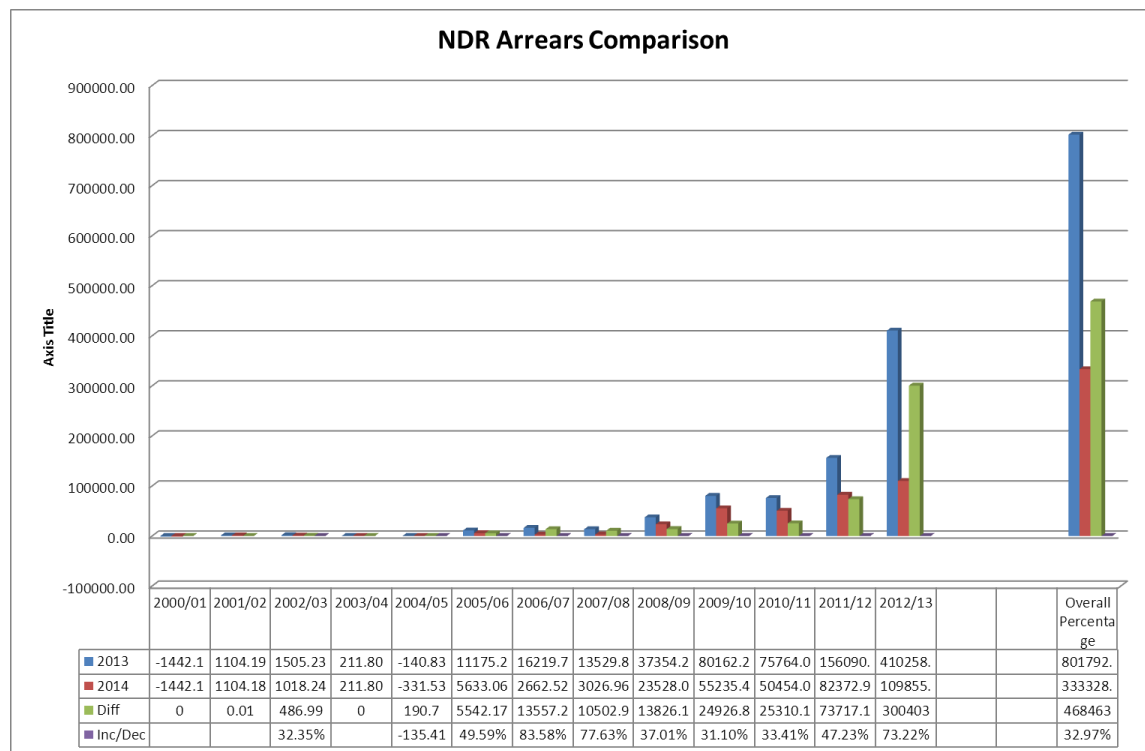


Overview & Scrutiny Board

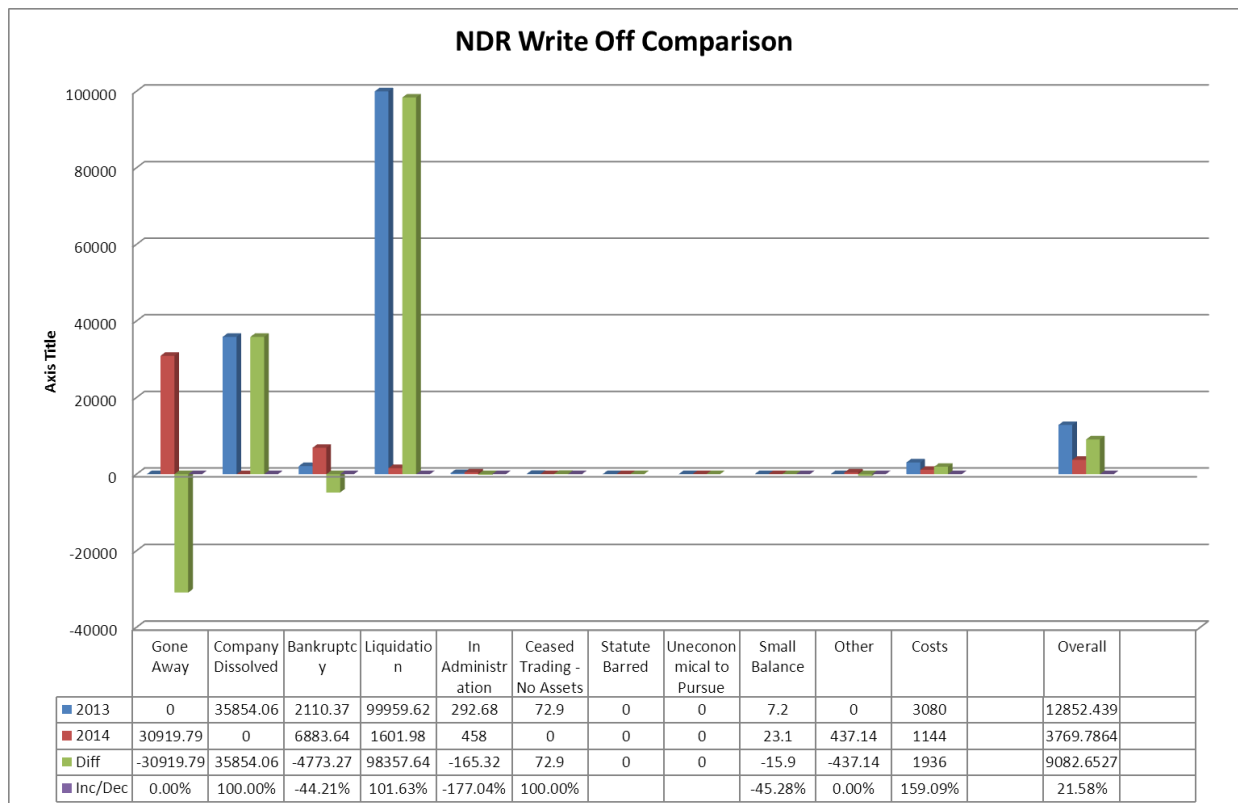
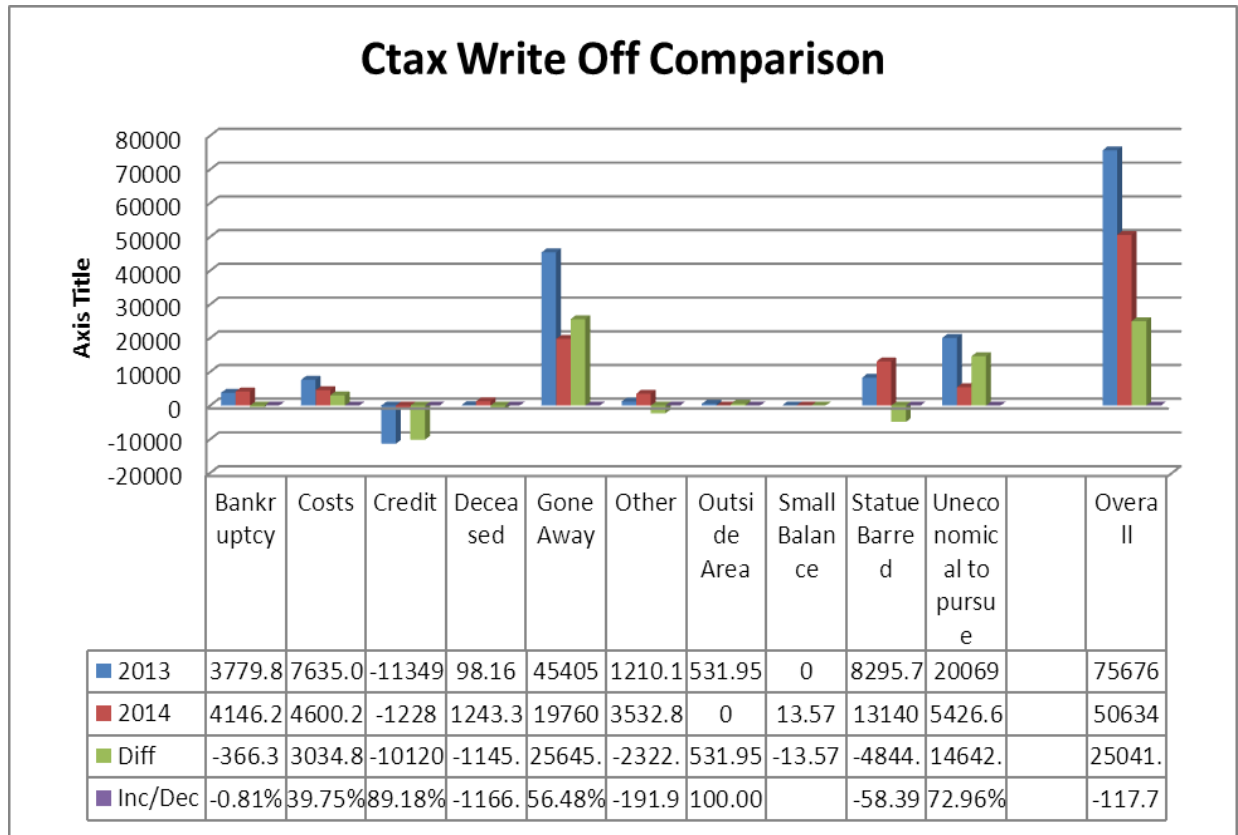
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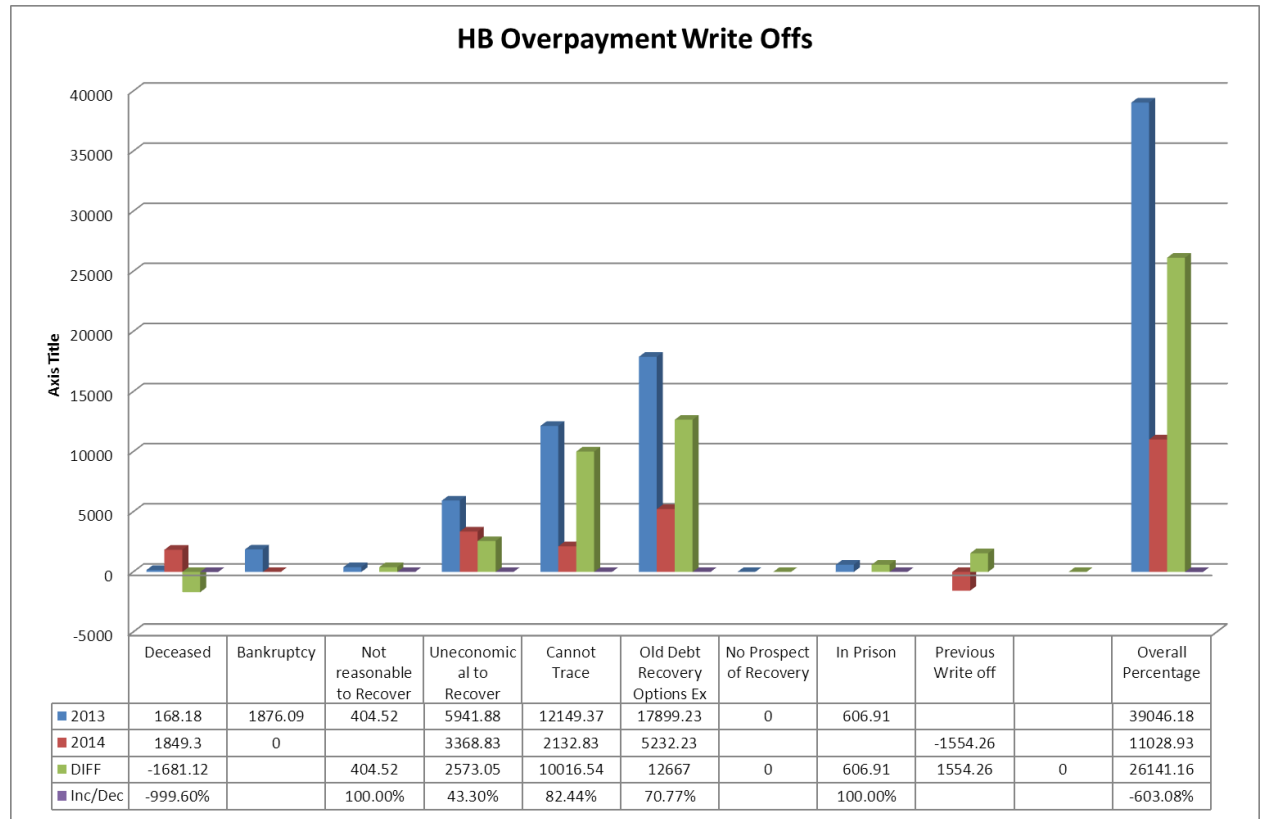
Non Domestic Rates Arrears

Non Domestic Rates Arrears Analysis					
	Q1	Q2	Q3	Q4	
	Total	Total	Total	Total	Annual Debit
Year	£	£			£
2000/01	-1,442.12	-1,442.12			17,415,978
2001/02	656.81	1,018.24			17,232,868
2002/03	-1,665.72	1,018.24			17,175,162
2003/04	211.80	211.80			17,345,890
2004/05	-331.53	-331.53			17,854,642
2005/06	5,633.06	5,633.06			18,803,202
2006/07	3,562.52	2,662.52			19,823,744
2007/08	3,026.97	3,026.96			20,822,010
2008/09	23,528.11	23,528.11			23,586,234
2009/10	56,573.05	55,235.46			23,829,603
2010/11	55,886.01	50,454.00			23,233,864
2011/12	88,683.27	82,372.98			25,205,206
2012/13	131,380.32	109,855.14			26,984,821
2013/14	208,162.79	167,014.16			27,558,863
2014/15	18,890,661.55	10,764,819.27			28,185,165
Totals	19,464,526.89	11,265,076.29			



Write Off Trends





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OVERVIEW AND SCRUTINY BOARD

17th November 2014

LEISURE PROVISION TASK GROUP

Relevant Portfolio Holder	Councillor Mark Bullivant
Portfolio Holder Consulted	Yes
Relevant Head of Service for Overview and Scrutiny	Claire Felton – Head of Legal, Equalities and Democratic Services
Wards Affected	All
Ward Councillor Consulted	All Ward Councillors were invited to join the Task Group
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 To consider the findings and recommendations from the Scrutiny investigation undertaken by the Leisure Provision Task Group.

2. RECOMMENDATIONS

2.1 Members are requested to:

- (a) consider and approve the report and the recommendations attached at Appendix 1; and
- (b) submit the report and recommendations to the Cabinet for approval.

3. KEY ISSUES

Financial Implications

- 3.1 These are detailed within the attached report.

Legal Implications

- 3.2 These are detailed within the attached report.

Service/Operation Implications

- 3.3 Overview and scrutiny is a key part of the Council's democratic decision making process and enables non-executive Members of the Council to put forward recommendations for policy development, policy review and service improvement.

OVERVIEW AND SCRUTINY BOARD

17th November 2014

Customer / Equalities and Diversity Implications

3.4 N/A

4. RISK MANAGEMENT

4.1 N/A

5. APPENDICES

Appendix 1 – Leisure Provision Task Group Report

6. BACKGROUND PAPERS

See attached report for details.

7. KEY

None

AUTHOR OF REPORT

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LEISURE PROVISION TASK GROUP



September 2014



Bromsgrove
District Council
www.bromsgrove.gov.uk

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MEMBERSHIP OF THE TASK GROUP



Councillor Caroline Spencer (Chairman)



Councillors June Griffiths, Helen Jones, Luke Mallett



Councillors Chris Scurrrell, Elaine Shannon, Sean Shannon

SUPPORTING OFFICER DETAILS

Amanda Scarce – Democratic Services Officer
a.scarce@bromsgroveandredditch.gov.uk

Foreword from the Chairman

The Leisure Provision Task Group had been asked by the Overview and Scrutiny Board to consider the proposed new Dolphin Centre Business Case Report as part of the Task Group's investigations and to ascertain a greater understanding of the make up of the budget of Leisure Services and the activities both provided by and facilitated by the Council.

Six meetings of the Leisure Provision Task Group have been held and the specific areas which have been investigated and reviewed by members have been:

- Terms of Reference/agreement to any specific areas where more detail required
- The new Dolphin Leisure Centre and the Business Case including budget breakdown and key risks
- Value for money and activities provided by BDC meeting the needs of residents throughout the District
- Provision for the disabled
- Sports and Arts Development
- Events Team
- Parks and Open Spaces
- Playing Pitches and Allotments
- The Council's statutory duty to provide any of these activities
- Promotion of activities provided by Bromsgrove District Council

Much of the background information was already available for members of the Leisure Provision Task Group from the recent Youth Provision, Artrix Outreach Provision and Older Peoples Task Group Final Reports.

Robust discussion has been held by members at all meetings and on behalf of the Leisure Provision Task Group, I would like to thank the Head of Leisure and Cultural Services, John Godwin, Sport and Physical Activity Development Manager, Laura Kerrigan for providing so much information and feedback which has been tremendously useful towards the recommendations put forward by the Leisure Provision Task Group for consideration of the Cabinet.

I know I speak again on behalf of the Leisure Provision Task Group in sincerely thanking our Democratic Services Officer, Amanda Scarce for all her support and efficiency throughout the Task Group's investigations.

Following the evidence made available and interviewing witnesses, the Leisure Provision Task Group have proposed 4 Recommendations for consideration by the Cabinet.

Councillor Caroline Spencer
Chairman of the Leisure Provision Task Group

Summary of Recommendations

After consideration of the evidence available and interviewing witnesses the Task Group have proposed the following recommendations:

Recommendation 1
(a) That charges for leisure facilities & services, such as the Dolphin Centre, should be used to promote usage and participation in leisure activities; and (b) That the Council's concession scheme should be publicised where appropriate to ensure price is not a barrier to participation in leisure activities.
Financial Implications: No additional costs/within existing budgets
Resource Implications: Within existing resources/officer time

Recommendation 2
That Members should familiarise themselves with the leisure activities available within their Wards via the information provided by the Sports Development Team and visit activities as appropriate.
Financial Implications: No additional costs
Resource Implications: Within existing resources

Recommendation 3

- (a) The noticeboard situated adjacent to Blockbuster by utilised;
- (b) A noticeboard be included in the list of requirements for the Phase 2 Works of the Town Centre; and
- (c) Whilst it was acknowledged that there were often problems with noticeboards being maintained and information displayed kept up to date, to minimise this it is recommended that these be maintained by the local ward councillor.

Financial Implications:

An estimated cost of £400 for the noticeboard plus installation costs.

Resource Implications:

Ward Member time in maintaining the noticeboards.

Recommendation 4

Sports Hall Facility at the new Dolphin Centre

- (a) Officers to continue negotiations with BAM and look for alternative funding sources to fund a Sports Hall moving forward; and
- (b) If the negotiations with BAM are unsuccessful, then Cabinet reconsider and make recommendations to full Council for the facility to include a Sports Hall.

Financial Implications:

- (a) - Within existing budgets
- (b) –The estimated additional cost associated with including a Sports Hall into the construction of the new centre would be approximately £1.6m inclusive of professional fees. This would incur additional borrowing and due to the limitations of the prudential borrowing code, sufficient income would have to be generated to enable the additional funds to be borrowed.

Resource Implications:

- (a) Within existing project plan
- (b) Officer time

Background Information

A topic proposal completed by Councillor Rita Dent was submitted to the Overview and Scrutiny Board meeting held on 24th March 2014.

The aim of Councillor Dent's proposal was to ensure that the Leisure Provision provided by the Council was what the residents wanted and met their needs, together with identifying any possible duplication of activities and any possible savings that could be made.

Following discussion it was agreed by the Overview and Scrutiny Board that a Task Group would be established to scrutinise the Leisure Provision and that Councillor Caroline Spencer would be appointed Chairman.

At the Board meeting held on 14th April 2014 Members agreed both the Membership of the Task Group and its Terms of Reference and set a timescale for completion of the work of within 6 months of the date of its first meeting.

It should be noted that, although not within the terms of reference of the Task Group, but due to the fact that there was no Overview and Scrutiny Board meeting during May 2014, the Board asked Task Group Members to pre-scrutinise the Dolphin Centre Business Case which was due to be presented to Cabinet, on its behalf.

The Group held its first meeting on 19th May and at the following meeting duly considered the Business Case report and the Chairman of the Task Group provided a short report containing its findings and a number of suggested recommendations at the Overview and Scrutiny Board meeting held on 16th June 2014. Further information on this is provided in Chapter 3 of this report.

The Task Group held 6 meetings in total.

Chapter 1

Value for Money and Meeting the Needs of Residents

At an early stage of its investigations, the Task Group became aware that a great deal of work had already been carried out through various other task groups and that this work could be used as background and supporting information for its investigation. Members were keen to ensure that work was not duplicated in anyway and therefore wished to make reference to the work of the following previous task groups within this report. It was however acknowledged by the Task Group that some of the activities covered by these investigations were not provided by the Council.

Older Peoples' Task Group

Whilst it was appreciated that this work was carried out in December 2009 it provided Members with some useful background information in respect of activities both available and provided by the Council, for Older People within the District. This investigation had culminated in the production on an Older People's Directory which contained useful information and details of various activities available. This had been included within the issue of the Together Bromsgrove magazine and launched at one of the events organised for Older People's Day in 2010.

It was also noted that the Bromsgrove Partnership were planning to introduce a leaflet signposting services available to Bromsgrove Over 50's in time for this year's Older People's Day on 1st October.

Youth Provision Task Group

The Leisure Provision Task Group had agreed that the work of this Task Group was most useful to them as an in depth investigation had been carried out over a number of months and had culminated in a number of recommendations. The final report had been considered at the Overview and Scrutiny Board's meeting in June 2013. It was noted that this Task Group's final report and recommendations were due to be reviewed in the near future.

This investigation had a number of key objectives:

- 1) To consider current arrangements for providing services to young people in the district.
- 2) To analyse opportunities for young people to participate in youth activities and how these opportunities might be extended.
- 3) To scrutinise the accessibility of current Bromsgrove District Council Services to young people and to identify any actions that could be taken to improve accessibility.
- 4) To assess the barriers to participating in youth activities facing young people living in the district and how these barriers could be overcome.

- 5) To assess actions that could be taken by the Council and others to improve marketing of local youth related events.
- 6) To investigate the potential for Bromsgrove District Council services and other service providers to address any current gaps in youth service provision.

There had also been a number of areas which the Youth Provision Task Group Members had wished to highlight, as although those groups referred to were not strictly “council” run they had received funding to support them and had shown areas of good practice. Members had also been of the opinion that they were of exceptional value to the communities they served. Those groups included the Bromsgrove Rugby Club, Stoke Parish Youth Club, Woodrush Youth Centre and the Lounge at Alvechurch.

By providing support (both financial and practical) to groups within the community it was clear that a large proportion of the work carried out provided value for money and again, by supporting groups within the community, they were not only meeting the needs of the residents but was able to be focused on what those residents wanted.

Artrix Outreach Provision Task Group

This more recent task group had completed its investigations and presented the results to the Board in March 2014. The Outreach Work was provided as part of the funding from the Council and it had a number of performance measures which needed to be met as part of the agreement between the Council and the Artrix. That performance information had been useful in ensuring that the work being carried out was both value for money and met the needs of the residents it focused on. The Members of the Task Group had been pleasantly surprised at the amount of Outreach Work which was carried out and the variety of activities available, through out the District. With its limited funds the Artrix tried to reach those that would benefit from the activities available the most and not making them cost restrictive if possible. The Artrix took the opportunity to apply for additional funding and provided specific activities aimed at particular groups within the community using that funding.

Members were keen to ensure that not only were the activities provided by the Council value for money but also met the needs of the residents. At one of its earliest meetings the Task Group therefore asked the Head of Service to provide it with details of the budget for Leisure Services, broken down into a number of specific areas; this included the Dolphin Centre, Sports Development, Recreation Grounds and Open Spaces, Football Pitches, Allotments, Arts & Culture (including the Bandstand, street theatre and other specific projects) and annual events such as the Christmas Light switch on and the Civic Bonfire.

The Head of Leisure and Cultural Services explained to Members that for him, the key was to strengthen delivery in local areas by facilitating and enabling groups within the community, whilst being mindful that the groups/activities

were ones which the Council would want to be associated with. Good examples of where this had been successful were both the Rugby and Hockey Clubs and Bromsgrove Sporting; the Council had supported them in applying for funding whilst also meeting the wider agenda of health and wellbeing of residents. Details were also provided to the Task Group of a number of events which had been set up and which were run entirely by volunteers, this included the Couch to 5K run which took place at various venues throughout the District together with the Junior Park Run (this had been set up with funding from a County Councillors divisional funds) and had been a great success. Approximately 200 young people had taken part, with an average of around 60 per week. Members were informed that these activities were run entirely by volunteers who the Council had supported and trained as “run leaders”.

From interviews with the Sports Development Team it was clear to Members that the Team tried to reach out to all areas of the District and the Task Group was informed that when this proved difficult the team would, wherever possible bring them together in one place, for example this often applied to the activities organised for older people. From the information provided it was also clear to Members that the activities were all well attended. Some of the activities were of a developmental nature and had a limited shelf life, but often lead to clubs/groups being formed and in these circumstances the Council would help support those clubs/groups by providing for example a small pot of money or support in applying for funding, in other words the tools to help them progress. The aim was to provide something for everyone and to ensure that there was no duplication of activities.

During discussions with Officers Members raised concerned that, although they should be aware of what was taking place within their own Wards, that it would be useful for Sports Development to contact the local Ward Councillor where possible, as they may have useful local knowledge and be able to support the work of the Team in some way. The Task Group were informed that the Sports Development Team regularly provided all Members with details of the activities it provided and were also sent a top 3 of things which were happening together with the results of the county school games or information on any new projects which had been awarded funding. Where appropriate Sports Development also worked closely with the relevant Parish Council and found their support useful.

A previous recommendation from the Youth Provision Task Group had been *“That Bromsgrove District Councillors familiarise themselves with all facilities for young people within their Ward and build relationships with local providers where appropriate.”* The Task Group Members agreed that this should once again be reiterated to Members as it was clear from the information provided by the Sports Development Team that Members received the information and should therefore perhaps be more aware of what was available in their Ward and take the time to visit some of the activities in order to show support to Officers of the good work which was being carried out.

Members were mindful that, whilst it was useful providing information via leaflets and having specific websites, information could quickly become out of date and maintenance of these, particularly of websites, could be both costly and time consuming. This led Members to discuss more generally how the activities could be promoted more particularly to those who did not have access to the internet and suggested that an old fashioned noticeboard would be useful within the town centre for example. Members recalled that at one time there had been a number of noticeboards within the town centre, there had been one in the Mill Lane area, which was not only a busy cut through to other shops and the bus station, but also an area where the seating was well used. It was also brought to Members' attention that there was a noticeboard at the far end of the town centre, near to the old market hall site, which was currently not in use. It was felt that this could be utilized and whilst it was appreciated that noticeboards were also difficult to maintain and the information on them kept up to date, this could be done by the local Ward Councillor. Members further suggested that other noticeboards, which were not maintained by Parish Councils, such as the one in Sanders Park, could also be maintained by the local Ward Councillor –the relevant Ward Councillor and a member of the Task Group was happy to undertake this task at Sanders Park.

The noticeboard located by the old Market Hall site.



The Task Group received information on a wide range of activities provided by Leisure Services, which not only included organised or sports based activities but also details of the parks and open spaces available throughout the District, which were available for residents to enjoy all year round, together with details of the allotments which were available to rent. Members were pleased to note that for some allotment sites there was the option to rent a smaller plot in order for residents to get a taster before progressing to a full sized plot. The Task Group was also provided with information on BRAVO (Bromsgrove and Redditch Active Volunteering Opportunities) which had a wealth of sports clubs and organisations which played a key role in providing leisure activities for the people of both Redditch and Bromsgrove. This was a flexible programme and there was a wide variety of placements for volunteers to choose from ranging from IT support fro clubs to assistant coaches and health intervention for older people.

From the information provided and from the background information referred to in the previous task group reports Members were satisfied that not only was the Leisure Provision within the district value for money but also was focused on both meeting the needs and requirements of the residents wherever possible. It was acknowledged that there were a number of small suggestions which could be made to both support and promote the work of the Sports Development Team throughout the District. Members were also keen to ensure that any charges which were made for leisure activities, whether it be at the Dolphin Centre for a swimming session or an activity held out in the community, were not to the detriment of residents and did not mean that they were price restrictive in any way to those residents who might otherwise be in most need of the opportunity to participate in that activity.

The Task Group therefore recommends the following:

Recommendation 1

- (a) The noticeboard situated adjacent to Blockbuster by utilised;
- (b) A noticeboard be included in the list of requirements for the Phase 2 Works of the Town Centre; and
- (c) Whilst it was acknowledged that there were often problems with noticeboards being maintained and information displayed kept up to date, to minimise this it is recommended that these be maintained by the local ward councillor.

Recommendation 2

That Members should familiarise themselves with the leisure activities available within their Wards via the information provided by the Sports Development Team and visit activities as appropriate.

Recommendation 3

- (a) A noticeboard be installed in a prominent position in the Town Centre to promote activities; and
- (b) Whilst it was acknowledged that there were often problems with noticeboards being maintained and information displayed kept up to date, to minimise this it is recommended that these be maintained by the local ward councillor.

Chapter 2

Statutory Duty

Members were informed that local authorities had a central role to play when it comes to the provision of community sport and recreation facilities. From local parks to leisure centres, they allow a huge range of leisure activities to be performed locally. Authorities also now had a duty of care for the health and wellbeing of residents within its area. However, despite their duty to promote healthy lifestyles, there is no statutory provision for sport – meaning there is no legal requirement for local authorities to provide facilities.

Bromsgrove District Council is no different to any other Council, whilst providing an array of opportunities to participate in various leisure activities; it is not under any statutory duty to provide those facilities/activities.

The Council does however have a statutory duty in respect of allotments. There is a requirement, under the Allotments Act 1950 that if land owned by the Council was used as allotments then it became a statutory duty for it to remain as such.

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Chapter 3

Dolphin Centre Business Case

Whilst not within the terms of reference of the Task Group, it was asked by the Board to “pre scrutinise” the Dolphin Centre Business Plan and bring forward any suggested recommendations for the Board to refer on to Cabinet for its consideration. Therefore at the Task Group meeting on 12th June the Head of Leisure and Cultural Services, together with the Portfolio Holder for Leisure presented the Business Plan and responded to numerous questions from Members.

The Report contained an overview of the current position with the Dolphin Centre including background history of the building, the site selection process for the new centre and the findings from the Bromsgrove Leisure Consultation Analysis Report which took place during summer 2010. This covered participating in physical leisure activities, swimming pools, fitness suites/gyms, café/restaurants, team and racquet sports which were perceived as providing good value for money. From the public’s responses to the survey it suggested that there was a demand for a small to medium sized Leisure Centre located in the Town Centre and which should consist of – Main Swimming Pool, Teaching Pool, Gymnasium, Sports Hall, Dance Studio, Cycle (Spinning) Room, Changing rooms, Café, Reception and Back Offices. It was highlighted that the data had recently been refreshed to ensure that the requirements remained the same. However, it was highlighted that the Sport England’s facility planning model had identified that there was currently an adequate supply of Sports Halls in the area.

The Task Group received further information from the Head of Leisure and Cultural Services, at a later meeting, in respect of the inclusion of a sports hall and the alternative arrangements that were at the early stages of negotiation. It was anticipated that there would be an annual rental figure and the overall situation had been discussed with Sports England who were happy with it. Further discussions took place around whether there would be an opportunity to add a sports hall at a later date. The very latest this could happen was at the detailed design stage, which was anticipated to be autumn 2015.

Members were keen to ensure that facilities were available for those with a disability and the Head of Leisure and Cultural Services informed the Task Group that the Council worked with many organisations and galvanised partnerships with key local providers in order to provide positive activities for disabled people. These groups would welcome increased access to the centre and the flexibility a new site would offer. The Task Group asked that the Board be regularly updated on the more detailed plans for the new Centre in order to ensure that consideration was given to the needs of this section of the community.

The main concerns raised by the Task Group were the financial implications to the Council and the increased membership that was required to support the

new Centre, no sports hall being included and the apparent lack of facilities for young people. As the Chairman of the Task Group was unable to attend the meeting of the Board on 16th June, when the Task Group's views would be considered, she provided a detailed written update.

Following discussion the Board put forward a number of recommendations for Cabinet to consider – these are detailed below, together with Cabinet's response. The Task Group were also keen for the Board to be involved in scrutinising the more detailed plans for the new Centre in some way in order to ensure that they included the disabilities issues that it had discussed during consideration of the Business Case.

Recommendation 1

Financial concerns around the increased membership that will be needed to ensure good annual revenue should be addressed through an Audit Board investigation of the figures

Cabinet were aware of the importance of increasing the membership of the new centre, but it was felt that the membership figures included in the report were reasonably conservative. Officers had advised after investigation that they were achievable given that the facilities would be of a high quality.

It was therefore felt not to be necessary to refer the figures to the Audit Board but Cabinet recognised that the Board could call for further investigation if it felt this was required.

Recommendation 2

The Overview and Scrutiny Board should be involved in scrutinising more detailed plans to ensure that they address the needs of customers with disabilities.

Cabinet recognised that a great deal of work had been undertaken to date to ensure that the new facilities would be fully accessible to customers with disabilities. Cabinet were aware however that members of the Overview and Scrutiny Board had an interest in this area and were welcome to call for the opportunity to scrutinise more detailed plans.

Recommendation 3

Cabinet note the Board's disappointment that the Sports hall has not been included within the plan for the new Dolphin Centre.

Cabinet took note of the Board's comment but drew attention to the Sports England report on the provision of Sports Halls in Bromsgrove which had demonstrated a more than sufficient supply of Sports Hall facilities. It was intended that public access to existing or new Sports Hall facilities would be increased through hire or dual use agreements. It was part of the role of the

Council to promote the use of alternative facilities and to make the best use of public funds.

Recommendation 4

Cabinet note the Board's concern that insufficient facilities have been planned for the Centre, especially for young people (i.e. No climbing wall as has been installed in other leisure centres).

Cabinet took note of the Board's concern but did not agree that insufficient facilities had been planned. The mix of facilities had been carefully considered with a view to providing the best opportunities for all age groups. The installation of a climbing wall had been looked at but after investigating the experience of other providers was not felt to be the best use of public money.

Following discussion of the responses at the next Board meeting, it was agreed that Recommendation 1 would be amended as follows:

***“Recommended** to the Audit Board that financial concerns around the increased membership that will be needed to ensure good annual revenue should be addressed through an Audit Board investigation of the figures.”*

This was considered at the Audit Board meeting held on 18th September 2014.

The Task Group continued to be concerned, throughout the investigation, about the lack of a sports hall facility being included in the business case and that the negotiations, in respect of the use of the sports hall outside of school hours, with BAM, the contractor responsible for North Bromsgrove High School, had not been completed and therefore it was not a given that this facility would be available.

The Task Group therefore wish to make the following recommendation:

Recommendation 5
<u>Sports Hall Facility at the new Dolphin Centre</u>
(a) Officers to continue negotiations with BAM and look for alternative funding sources to fund a Sports Hall moving forward; and (b) If the negotiations with BAM are unsuccessful, then Cabinet reconsider and make recommendations to full Council for the facility to include a Sports Hall.

Appendix 1



Bromsgrove
District Council
www.bromsgrove.gov.uk

OVERVIEW AND SCRUTINY TOPIC PROPOSAL

<p>Name of Proposer: Cllr Rita Dent Tel No: 01527 835635 Email: bromcon@yahoo.com Date: 3rd February 2014</p>	
Title of Proposed Topic:	Leisure Activities throughout the Bromsgrove District
Specific subject areas to be investigated:	<ul style="list-style-type: none"> • Activities that are provided throughout the district by the Council (including such areas as the Dolphin Centre, Street Theatre and the role of Sports Development) • Do the Council have a statutory duty to provide any of these activities? • Including accessibility and availability to all parts of the District. • The cost to the Council of providing any activities and to establish whether these are value for money
Reasons why this subject should be considered:	<ul style="list-style-type: none"> • To find out what is provided and whether the activities are what the residents want and to ensure we are meeting their needs. • To identify any possible duplication of activities • To identify any possible savings which could be made
Evidence to support the need for this particular investigation:	Leisure and Cultural Services have a considerable budget and in these times of economic difficulty it is important to ensure that the Council is receiving value for money and the activities provided are meeting the needs of residents and are evenly distributed throughout the District.
Council priorities it links to:	Provide good things for me to see and do in my locality & help me live life independently.
Possible key outcomes: (i.e. what do you anticipate could be achieved?)	<ul style="list-style-type: none"> • Ensuring the Council receives value for money from the service • Ensure the activities provided are meeting the needs of residents

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Please indicate if any of the following apply to the proposed subject area:

CRITERIA	NO	YES	Why?
Is it a priority issue for the Council or the Local Strategic Partnership?		Y	Health and wellbeing
Is it an important issue for local residents?			This will be established through the investigation.
Is it a topic where Overview and Scrutiny could feasibly and constructively make recommendations?		Y	In order to ensure that the right services are being provided and the Council receives value for money.
Is it a topic where external review would be helpful?			A comparison of what is provided in other authorities may be useful.
Is it a topic where a review could be made in time to make recommendations for the executive decision making process?			N/A
Is it a poorly performing service?			This will be established from the investigations.
Is it a review that could render significant savings or value for money?		Y	This will be established through the investigation, with a potential for savings to be made.
Is the topic strategic in scope?	N		

Appendix 2

Declarations of Interest

It was agreed by Members at the initial meeting of the Task Group that a general declaration would be included within the report advising that all Members had some sort of involvement/connection with leisure provision throughout the District.

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Appendix 3

ACKNOWLEDGEMENTS

The Task Group wishes to thank the Democratic Services Officer, Amanda Scarce for her support throughout the Task Group's investigations, together with the Head of Leisure and Cultural Services and his team who attended numerous meetings.

WITNESSES

The Task Group considered evidence from the following sources before making its recommendations:

Internal Witnesses:

John Godwin – Head of Leisure and Cultural Services

Laura Kerrigan – Sport and Physical Activity Development Manager

Councillors:

Councillor Mike Webb – Portfolio Holder for Leisure and Cultural Services (at the time of the investigation)

KEY DOCUMENTS

Artrix Outreach Provision Task Group Report (March 2014)

Youth Provision Task Group Report (June 2013)

Older Peoples Task Group Report (December 2009)

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Legal, Equalities and Democratic Services
Bromsgrove District Council, The Council House, Burcot Lane,
Bromsgrove, Worcestershire B60 1AA
Telephone: 901527) 881288
Email: scrutiny@bromsgrove.gov.uk

Overview & Scrutiny Board 17th November 2014

FEES AND CHARGES 2014/15

Relevant Portfolio Holder	Councillor Mike Webb
Portfolio Holder Consulted	Yes
Relevant Head of Service	Jayne Pickering , Director of Finance and Resources
Wards Affected	All
Ward Councillor Consulted	No
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 The purpose of this report is to provide the Overview and Scrutiny Board with a summary of the fees and charges as agreed by Cabinet on 5th November 2014.

2. RECOMMENDATIONS

- 2.1 To note the fees and charges as presented in Appendix 1.

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 The revised fees and charges will be advertised to the public within approved deadlines with a start date of 1st April 2015, where an invoice has not already been raised covering the last quarter of the financial year, or as soon as practicable thereafter, dependant upon the notice period required prior to implementation.

Garden Waste Charges

- 3.3 The original fee for the garden waste service was £45 for the period March 15 – November 15. A revised proposal is included in the appendix to this report that states £38 as the charge due to officers' consideration of the current demand and level of fee that could be met by customers. £38 reflects a £3 increase on the 2014/14 charge for the service provided. There are a significant number of additional customers who have taken up the service and the current level is 19,700 which represents a 2,400 increase on previous years. As a

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consequence of the reduction to £38 and taking into account the additional customers, there is a shortfall in estimated income of £7k projected for 2014 which will be met from existing budgets within Environmental Services.

The full year effect of the reduction in 2015/16 is estimated at £63k. It is proposed that officers include this shortfall in the savings to be delivered during the budget process for 2015/16.

Legal Implications

- 3.4 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.

Service / Operational Implications

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

Customer / Equalities and Diversity Implications

- 3.6 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

- 4.1 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 1 – Fees and Charges

6. BACKGROUND PAPERS

None.

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7. **KEY**

None

AUTHOR OF REPORT

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Community Services

SERVICE CATEGORY	charge 1st April 2014 £	Proposed charge from 2015 £	Comments
STRATEGIC HOUSING			
Homeless persons' hostels			
- Single room	8.49	8.75	
- Heating	0.59	0.60	
- Two single rooms	13.10	13.50	
- Heating	1.38	1.40	
- Double room	13.10	13.50	
- Heating	1.38	1.40	
- More than one double room	17.88	18.40	
- Heating	1.97	2.05	
Bed and breakfast			
- Single room	14.00	14.40	
- Two single rooms	28.00	28.85	
- Double room	14.00	14.40	
- More than one double room	18.00	18.55	
- Breakfast			
- adult	2.07	2.15	
- child	1.70	1.75	
- Storage of effects (per night)	2.12	2.20	
- RTB Plan Preparation for BDHT	106.36	109.55	
Private Sector Housing			
Housing Fitness Inspections	105.00	108.00	
<u>Registration of housing in multiple occupation:</u>			
per occupant - first property	86.00	89.00	
per occupant - subsequent property	75.00	77.00	
Service and Administration of Improvement	24.00	25.00	
Prohibition, Hazard Awareness or Emergency Measures Notices under Housing Act 2004	per hour + 10% Admin charge per Notice	per hour + 10% Admin charge per Notice	
Enforcement of Statutory Notices, Supervision of Work in Default etc	Actual + 10% Admin charge	Actual + 10% Admin charge	
- Valuation Fee (relating to properties of 30% ownership)	130.00	130.00	
LIFELINE			
- Installation Fee	25.80	26.57	
- Hire of equipment (per week)	2.52	3.06	
- Monitoring charge (per week)	1.68	1.26	
HIRE PRODUCTS			
Hire of smoke alarm per week	1.32	1.38	
CO2 Detector per week	1.32	1.38	
Bogus Caller Panic Button	1.32	1.38	
Flood Detector	1.32	1.38	
Falls Detector	1.32	1.38	
Additional pedndant	1.32	1.38	
Temperature extreme sensor	1.32	1.38	

Customer Access & Financial Support

SERVICE CATEGORY	charge 1st April 2014 £	Proposed charge from 2015 £	Comments
Customer Services			
Interview Rooms (based at Service Centre Max 6 persons in room)			
- Per full day (9am - 5pm)	40.00	41.20	
- Per half day 9am-1pm/1pm-5pm)	25.00	25.75	
- Per hour (1full hour only)	8.50	8.75	

Environmental Services

SERVICE CATEGORY	charge 1st April 2014 £	Proposed charge from 2015 £	Comments
CAR PARKS			
Bromsgrove Station			
All day	3.00	3.00	
Churchfields Multistorey			
Not exceeding 30 minutes	0.40	0.40	
Not exceeding one hour	0.80	0.80	
Not exceeding two hours	1.60	1.60	
Not exceeding three hours	2.40	2.40	
All day	3.00	3.00	
Hanover Street			
Not exceeding 30 minutes	0.40	0.40	

Agenda Item 7

SERVICE CATEGORY	charge 1st April 2014 £	Proposed charge from 2015 £	Comments
Not exceeding one hour	0.80	0.80	
Not exceeding two hours	1.60	1.60	
Not exceeding three hours	2.40	2.40	
All day	5.00	5.00	
New Road			
Not exceeding 30 minutes	0.40	0.40	
Not exceeding one hour	0.80	0.80	
Not exceeding two hours	1.60	1.60	
Not exceeding three hours	2.40	2.40	
Not exceeding four hours	3.20	3.20	
Not exceeding five hours	4.00	4.00	
Parkside			
Not exceeding 30 minutes	0.40	0.40	
Not exceeding one hour	0.80	0.80	
Not exceeding two hours	1.60	1.60	
Not exceeding three hours	2.40	2.40	
Not exceeding four hours	3.20	3.20	
Not exceeding five hours	4.00	4.00	
Recreation Road North			
Not exceeding 30 minutes	0.40	0.40	
Not exceeding one hour	0.80	0.80	
Not exceeding two hours	1.60	1.60	
Not exceeding three hours	2.40	2.40	
All day	5.00	5.00	
Recreation Road South			
Not exceeding 30 minutes	0.40	0.40	
Not exceeding one hour	0.80	0.80	
Not exceeding two hours	1.60	1.60	
Not exceeding three hours	2.40	2.40	
Not exceeding four hours	3.20	3.20	
Not exceeding five hours	4.00	4.00	
School Drive			
Not exceeding 30 minutes	0.40	0.40	
Not exceeding one hour	0.80	0.80	
Not exceeding two hours	1.60	1.60	
Not exceeding three hours	2.40	2.40	
All day	5.00	5.00	
Stourbridge Road			
Not exceeding 30 minutes	0.40	0.40	
Not exceeding one hour	0.80	0.80	
Not exceeding two hours	1.60	1.60	
Not exceeding three hours	2.40	2.40	
All day	5.00	5.00	
Windsor Street			
Not exceeding 30 minutes	0.50	0.50	
Not exceeding one hour	1.00	1.00	
Not exceeding two hours	2.00	2.00	
Season Tickets (valid at long stay car parks only)			
Annual	320.00	320.00	
Quarterly	80.00	80.00	
Season Tickets (valid at Stourbridge Road car park only)			
Annual	215.00	215.00	
Quarterly	53.75	53.75	
Season Tickets (valid at Churchfields Road car park only)			
Annual	215.00	215.00	
Quarterly	53.75	53.75	
Season Tickets (valid at Alvechurch Sports and Social club car park only)			
Annual	250.00	250.00	
Quarterly	62.50	62.50	
Parking Fines PCN's On Street			
Certain Contraventions	70.00	70.00	
If paid within fourteen days	35.00	35.00	
Other contraventions	50.00	50.00	
If paid within fourteen days	25.00	25.00	
<i>These charges will increase if the charge remains unpaid after the 28 days given on the NTO (Notice to Owner)</i>			
Parking Fines PCN's Off Street			
Certain Contraventions	70.00	72.10	
If paid within fourteen days	35.00	36.05	
Other contraventions	50.00	51.50	
If paid within fourteen days	25.00	25.75	
<i>These charges will increase if the charge remains unpaid after the 28 days given on the NTO (Notice to Owner)</i>			
Car Park charges only apply between 8.00am to 10.00pm everyday			
CEMETERY			
Interments in a grave			
- children aged under 1 year	FREE	FREE	
- children aged under 1 year (non resident)	95.00	100.00	
- children aged 1 year - 16 years	FREE	FREE	
- children aged 1 year - 16 years (non resident)	135.00	145.00	
- persons aged 17 and over	435.00	450.00	
- extra charge for burials at 7ft.	60.00	450.00	
- extra charge for burials at 9ft.	500.00	515.00	

Agenda Item 7

SERVICE CATEGORY	charge 1st April 2014 £	Proposed charge from 2015 £	Comments
- extra charge for grave longer than 6'6" or wider than 2'0".	105.00	110.00	
Interment in a bricked grave			
Interment of cremated remains	180.00	185.00	
Exclusive rights of burial (75-year grants)			
- adult grave space	1,160.00	1,200.00	
- child grave space	255.00	255.00	
- cremated remains plot	450.00	460.00	
Renewal of expired deed (single fee charged in all cases)			
-Burial	390.00	400.00	
-Cremated remains	150.00	155.00	
-Adult sized grave purchased in reserve	1,500.00	N/A	
-Ashes grave purchased in reserve	530.00	550.00	
-Assignment of the Exclusive Right of a full earth reserved grave from resident to non-resident	2,320.00	2,400.00	
-Assignment of the Exclusive Right of a cremated remains reserved grave from resident to non-resident	900.00	920.00	
- Disinterment of Remains - Cremated Remains	220.00	250.00	
- Wooden cremated remains casket	90.00	90.00	
Memorials			
- Memorial application administration fee	90.00	90.00	
- Memorial trees and plaque	300.00	350.00	
- Memorial benches (maintenance charge)			
-Assignment / Transfer of Exclusive Right of Burial	40.00	40.00	
-Plaque only on existing BDC Bench (time limited to 15 years)	125.00	125.00	
Certified copy of entry	20.00	20.00	
Bird bath memorial (new memorial option)			
5 Year Lease			
- size 1 (small)	180.00	180.00	
- size 2	200.00	200.00	
- size 3	220.00	220.00	
- size 4	240.00	240.00	
- size 5 (large)	260.00	260.00	
10 Year Lease			
- size 1 (small)	280.00	280.00	
- size 2	300.00	300.00	
- size 3	320.00	320.00	
- size 4	340.00	340.00	
- size 5 (large)	360.00	360.00	
20 Year Lease			
- size 1 (small)	380.00	380.00	
- size 2	400.00	400.00	
- size 3	420.00	420.00	
- size 4	440.00	440.00	
- size 5 (large)	460.00	460.00	
Motif	100.00	100.00	
The option to purchase a full adult plot in reserve has been withdrawn to allow the burial of those who wish to bury their loved one because they have died due to lack of spaces available.			
<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-Loakble Containers - Purchase of Containers			
- 240 litre eurobins (per bin, per year)	114.50	118.00	
- 660 litre eurobins (per bin, per year)	231.50	238.00	
- 770 litre eurobins (per bin, per year)	233.00	240.00	
- 1100 litre eurobins (per bin, per year)	255.50	263.00	
- 1280 litre eurobins (per bin, per year)	307.00	316.00	
- Extra trade waste collection (per visit)	62.00	64.00	
Trade refuse - Locakble Containers - Purchase of Containers			
- 660 litre eurobins (per bin, per year)	269.00	277.00	
- 770 litre eurobins (per bin, per year)	270.50	279.00	
- 1100 litre eurobins (per bin, per year)	293.50	302.00	
Emptying of Eurobins			
- 240 litre eurobins (per bin, per year)	168.50	174.00	
- 660 litre eurobins (per bin, per year)	286.00	295.00	
- 770 litre eurobins (per bin, per year)	300.50	310.00	
- 1100 litre eurobins (per bin, per year)	381.00	494.00	
- 1280 litre eurobins (per bin, per year)	570.50	588.00	

Agenda Item 7

SERVICE CATEGORY	charge 1st April 2014 £	Proposed charge from 2015 £	Comments
- orange sacks per roll (52 sacks per roll)	76.50	79.00	
Special collections - domestic * - for up to 10 bags or equivalent	19.00	19.50	
Special collections - commercial - for up to 1 tonne of waste	126.50	130.50	
<u>Bulky Household Waste (NEW)</u>			
Proposed Charges It is proposed that the following charges are trialled for the next year more about the customers' nominal value whilst continuing to improve charges would be the same across Bromsgrove and /Redditch.			
Bulky collection - single item*	7.50	7.75	New
Bulky collection - two items*	15.00	15.50	New
Bulky collection - three items* (reduced rate for 3 items)	20.00	20.50	New
or 10 black bags	20.00	20.50	New
Bulky collection - three items or more	Quotation	Quotation	New
Item inside house or garage	Quotation	Quotation	New
*Large item (all the items below to be quoted for independently depending on size, and weight and position of collection point).			New
- Garden Shed	Quotation	Quotation	New
- Piano	Quotation	Quotation	New
- Chest Freezer	Quotation	Quotation	New
- Large Cookers (Ranges)	Quotation	Quotation	New
- Green houses	Quotation	Quotation	New
- Hazardous oils (Special Collections) because of the distance to dispose of them correctly.	Quotation	Quotation	New
- Over 10 x black bags	Quotation	Quotation	New
- Wheels, Tyres and other car parts	Quotation	Quotation	New
Litter and Dog Bins			
- 1st bin	18.85	19.40	
- additional bin in the same geographical location	8.03	8.25	
Garden Waste Collection Service	35.00	38.00	
* 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			
<u>CESSPOOL EMPTYING</u>			
Per 4,500 litres or part thereof			
- domestic premises (for a contract period of 18 months)	128.50	132.40	
- business premises (non-industrial) (for a contract period of 18 months)	128.50	132.40	
Additional charges for laying pipes			
- 0 - 15 pipes	0.00	0.00	
- 16 - 30 pipes (for a contract period of 18 months)	44.34	45.70	
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)			

Finance and Resources

SERVICE CATEGORY	charge 1st April 2014 £	Proposed charge from 2015 £	Comments
<u>LOCAL TAX COLLECTION</u>			
- Council Tax Court Costs	60.77	62.60	
- NNDR Court Costs	87.55	90.20	
- Magistrates' court fee (added to both council tax and NNDR Summons)	3.09	3.00	Statutory Fixed Fees and not subject to any change

Legal and Democratic

SERVICE CATEGORY	charge 1st April 2014 £	Proposed charge from 2015 £	Comments
<u>ELECTORAL REGISTRATION</u>			
<u>Register Sales*</u>			
In data form			
- basic fee	20.00	20.00	Statutory Fixed Fees and not subject to any change
- for each 1,000 names or part thereof	1.50	1.50	Statutory Fixed Fees and not subject to any change
In printed form			
- basic fee	10.00	10.00	Statutory Fixed Fees and not subject to any change
- for each 1,000 names or part thereof	5.00	5.00	Statutory Fixed Fees and not subject to any change
<u>Marked Election Register Sales*</u>			

Agenda Item 7

SERVICE CATEGORY	charge 1st April 2014 £	Proposed charge from 2015 £	Comments
In data form			
- basic fee	10.00	10.00	Statutory Fixed Fees and not subject to any change
- for each 1,000 names or part thereof	1.00	1.00	Statutory Fixed Fees and not subject to any change
In printed form			
- basic fee	10.00	10.00	Statutory Fixed Fees and not subject to any change
- for each 1,000 names or part thereof	2.00	2.00	Statutory Fixed Fees and not subject to any change
Copy of return of Election expenses plus 20p per sheet, per side.	5.00	5.00	Statutory Fixed Fees and not subject to any change
Miscellaneous Charges			
* Address labels printed	11.95	12.30	
* - for each 1,000 properties or part thereof	6.00	6.20	
- street list	11.95	12.30	
* - Data Property Addresses	21.75	22.40	
* - For each 1,000 properties or part thereof	1.60	1.65	
- Confirmation letter of registration	16.30	16.80	
* Plus Postage & Packaging at cost.			
*This charge is determined by the Representation of the People Regulations 2001			
LEGAL			
- Legal work (per hour)	120.00	125.00	Contractual with BDHT 180 plus vat
- RTB	180.00	180.00	
- Consent for proposed works	111.20	137.50	
- Retrospective Consent	117.00	144.50	
Section 106:			
- Private Owner	454.00	467.50	
- Each additional unit added (up to a maximum of £1,500) *	57.00	58.50	
- Affordable housing schemes	852.00	877.50	
- Deed of Variation**	0.00	333.50	
- Fee for agreeing a unilateral undertaking	324.00	333.50	
<i>* 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</i>			
<i>**This new head of charge is required as variations to S106 agreements were rare but are becoming more frequent and this enables the charge to be published. The rate is the same as that for a similar type of planning agreement, for consistency.</i>			
Other Fees			
- Fees for sale of property under Low Cost Housing Scheme	222.50	230.00	
- Fees for purchase of additional 30% Share	111.20	150.00	
- Fees for preparation of Deed of postponement	94.60	98.00	
- Administration fee for the grant of licences for more than 12 months	53.00	55.00	
- Issuing of consents (transfer of mortgage)	61.30	65.00	
- Diversion of footpath under section 257 of the Town and Country Planning Act	1,823.10	1,880.00	
LAND SEARCHES			
Single Con29 Question			
Official Certificate of Search (LLC1) only	25.00	26.00	
CON29R Enquiries of Local Authority (2007)			
- Residential	83.00	85.00	
- Commercial	122.00	126.00	
Standard Search Fee: LLC1 and CON 29R combined			
- Residential	108.00	111.00	
- Commercial	147.00	152.00	
CON 29O Optional enquiries of Local Authority (2007)			
(Questions 4,5,6,8,9,11,15) per question	11.50	12.00	
(Questions 7,10,12,13,14,16-21) per question	6.00	6.00	
(Question 22)	23.00	24.00	
Extra written enquiries (Refer to Worcestershire County Council for Highways enquiries)	45.50	47.00	
Each additional parcel of land (LLC1 and CON29R)	21.00	22.00	
Refresher Search	37.00	38.00	
Expedited (within 48 hrs)	N/A	30.00	

Leisure Services

SERVICE CATEGORY	charge 1st April 2014 £	Proposed charge from 2015 £	Comments
SPORTS DEVELOPMENT			
Community exercise class	2.60	2.60	Not increased to try and encourage greater participation in these sessions as above
Specialised health class	3.00	3.00	

Agenda Item 7

SERVICE CATEGORY	charge 1st April 2014 £	Proposed charge from 2015 £	Comments
Primary Sports Project	19.00	19.00	
After school session	2.00	2.00	
Sports Specific Coaching (Adults)	4.60	4.75	
Inclusive activities	2.60	2.70	
Adult Coach Session (requires facility hire)	3.40	3.50	
Holiday club rate	2.10	2.15	
Consessionary holiday club rate (school dinners)	1.00	1.00	
Junior Sport Specific Holiday club / sport session	2.30	2.40	
Multi Skills clubs	2.10	2.15	
PSI Falls Prevention	2.50	2.50	relates to grant funding and is a fixed charge set by NHS Worcs cant be changed
Activity referral	25.00	25.00	no change as the potential yield wouldn't cover the additional marketing
SANDERS PARK			
Tennis Courts (per court per Hour)			
- Adult	6.25	6.85	New charge to encourage greater usage
- Adult & Junior	N/A	6.00	
- Junior/Senior Citizen	4.95	5.45	
Tennis Courts (per court per 1/2 Hour)			
- Adult	3.12	3.45	New charge to encourage greater usage
- Adult & Junior	N/A	3.00	
- Junior/Senior Citizen	2.48	2.75	
Bowls			
- Adult (per hour)	6.80	7.15	
- Adult (season ticket)	58.00	61.15	
- Junior (per hour)	3.70	3.90	
- Junior (season ticket)	31.50	33.10	
- Senior Citizen (per hour)	4.70	4.95	
- Senior Citizen (season ticket)	42.50	44.60	
Bromsgrove Town Bowling Club			
- for season (exclusive use on present basis)	2,782.00	2,920.60	
- additional use, other days (per rink)	25.20	26.45	
OTHER RECREATION GROUNDS AND OPEN SPACES			
Football Pitch (without changing facilities)			
- adult (per game)	28.80	29.70	
- junior (per game)	17.50	18.05	
Changing Facilities			
- adult	41.40	42.65	
- junior	21.20	21.85	
Boleyn Road, Frankley			
- fairs (per day)	433.60	446.60	
- deposit	1,982.80	2,042.30	
Market Street Recreation Ground			
- fairs (per day)	432.60	445.60	
- deposit	1,982.80	2,042.30	
<i>One free day is allowed for each of the above bookings by fairs/circuses. Other hirings – charge to be decided at the time of application.</i>			
ALLOTMENTS (Charge is for October 2014 - September 2015)			
- Rent per acre equivalent to 0.404685 hectares	978.50	1,007.85	
- Rent per 3/4 acre equivalent to 0.303514 hectares	657.10	676.80	
- Rent per 1/2 acre equivalent to 0.202342 hectares	389.90	401.60	
- Rent per 1/4 acre equivalent to 0.101171 hectares	179.20	184.55	
- Rent per 1/16 acre equivalent to 0.25529 hectares	41.20	42.45	
- Rent per 1/32 acre equivalent to 0.01264 hectares	28.85	29.75	
SPADESBOURNE SUITE			
For charges applicable from 1st April 2015, see separate tab Spadesbourne Suite.			

Planning and Regeneration

SERVICE CATEGORY	charge 1st April 2014 £	Proposed charge from 2015 £	Comments
PRODUCE AND RETAIL MARKET			
Farmers Market	29.87	31.00	
High Street Market - pitches 3 x 3 metres *			
- Tuesday	27.81	28.50	
- Friday	27.81	28.50	
- Saturday	32.96	34.00	
- All 3 days	84.40	85.00	
High Street Market - pitches 4.5 x 3 metres *			
- Tuesday	38.11	39.50	

Agenda Item 7

SERVICE CATEGORY	charge 1st April 2014 £	Proposed charge from 2015 £	Comments
- Friday	38.11	39.50	
- Saturday	43.78	45.00	
- All 3 days	115.36	119.00	
National Brand Promotions (per day)			
- Per day	51.50	53.00	
- Per 6 day week	206.00	212.00	
Market Street Sites			
- Small:			
- Per day	51.50	53.00	
- Per 6 day week	206.00	212.00	
- Large:			
- Per day	92.70	95.50	
- Per 6 day week	515.00	530.50	

* 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

DEVELOPMENT CONTROL			
A0/A1 size print	13.62	14.00	
A2 size print	6.85	7.00	
Development Management			
High Hedge Complaints	544.24	561.00	
High Hedge Complaints - reduced for people on benefits	217.48	224.00	
Residential Development/ Development Site Area/Proposed Gross Floor Area			
1-4 dwellings / less than 0.5 ha	281.00	289.00	
- Additional Meetings (after first three)	112.00	115.00	
5-9 dwellings / 0.6-0.99ha	564.00	581.00	
- Additional Meetings (after first three)	112.00	115.00	
10-49 dwellings / 1.0-1.25ha	1,126.00	1,160.00	
- Additional Meetings (after first three)	563.00	580.00	
50-199 dwellings / 1.26 - 2.0ha	2,252.00	2,320.00	
- Additional Meetings (after first three)	833.00	858.00	
200+ dwellings / more than 2ha	3,378.00	3,479.00	
- Additional Meetings (after first three)	1,126.00	1,160.00	
BUILDING CONTROL			
For charges applicable from 1st April 2015, see separate tab			

Regulatory Services

SERVICE CATEGORY	Agreed new charge 1st April 2014 £	Proposed charge from 2015 £	Comments
TAXI LICENSING			
- Hackney Carriage - excluding vehicle testing	307.00	243.00	Reduced, due to vehicle testing being charge separately
- Hackney Carriage vehicle tests		64.00	
- Private Hire - excludes vehicle testing	280.00	225.00	Reduced, due to vehicle testing being charge separately
- Private Hire vehicle tests		54.85	
- Private Hire Operator	290.00	290.00	
- HC/PH Drivers Licence	92.00	92.00	
- Meter Test	23.00	23.00	
- Hackney Carriage mid-term vehicle test	57.00	64.00	In line with recharge from depot
- Private Hire mid-term vehicle test	57.00	54.85	In line with recharge from depot
- Re-Test Fee		28.00	
- Knowledge test		20.00	
- Administration charge - new applications		35.00	
- Conversion of vehicle licence to P/H or H/C	42.00	0.00	Not used
- Replacement vehicle plate	11.50	15.00	
- Replacement Driver's Licence	7.00	10.00	
- Trailer Test	20.00	20.00	
- Transfer of ownership of licensed vehicle	23.00	25.00	
- Amendment to paper licence - eg change of address		10.50	
- Criminal Bureau Check	50.00	50.00	
- DVLA Check - Electronic	5.50	5.50	
- DVLA Check	10.50	10.50	
GENERAL LICENSING			
Licensing Act 2003			
- Gambling Act Fees - see separate tab - Gambling Fees 13-14			
- Premises/Club Registration - see separate tab - Fee Licensing 13-14			
- Misc Licensing Act Fees - see separate tab - Fee Licensing 13-14			
- Annual Street Trading Consent - Food - Initial - per annum	1,418.00	1,418.00	
- Annual Street Trading Consent - Food - Renewal - per annum	1,301.00	1,301.00	

Agenda Item 7

SERVICE CATEGORY	charge 1st April 2014 £	Proposed charge from 2015 £	Comments
<ul style="list-style-type: none"> - Annual Street Trading Consent - Non Food - Initial - per annum - Annual Street Trading Consent - Non Food - Renewal - per annum - Animal Boarding - Vet fees / animal welfare visit costs if applicable charged at cost - Dog Breeding establishments - Vet fees / animal welfare visit costs if applicable charged at cost - Dangerous wild animals - Vet fees / animal welfare visit costs if applicable charged at cost - Pet Shops - Vet fees / animal welfare visit costs if applicable charged at cost - Riding Est - Vet fees / animal welfare visit costs if applicable charged at cost - Sex Establishments - Vet fees / animal welfare visit costs if applicable charged at cost - Zoo - Vet fees / animal welfare visit costs if applicable charged at cost 	<ul style="list-style-type: none"> 1,183.00 1,064.00 225.00 225.00 225.00 225.00 225.00 974.00 97.00 	<ul style="list-style-type: none"> 1,183.00 1,064.00 225.00 225.00 225.00 225.00 225.00 979.00 97.00 	
<u>Tattooing/ ear piercing/ electolosis/ acupuncture</u>			
<ul style="list-style-type: none"> - Premises - Practitioners 	<ul style="list-style-type: none"> 121.54 74.16 	<ul style="list-style-type: none"> 125.00 82.00 	
<u>Scrap Metal Dealers Act 2013</u>			
<ul style="list-style-type: none"> - Site Licence (New) <li style="padding-left: 20px;">Per Additional Site - Collectors Licence (New) - Site Licence (Renewal) <li style="padding-left: 20px;">Per Additional Site - Collectors Licence (Renewal) - Variation of Licence - Copy of Licence (if lost or stolen) 	<ul style="list-style-type: none"> 290.00 150.00 145.00 240.00 150.00 95.00 65.00 25.00 	<ul style="list-style-type: none"> 290.00 150.00 145.00 240.00 150.00 95.00 65.00 25.00 	
<u>ENVIRONMENTAL HEALTH</u>			
<u>Dog Warden</u>			
<ul style="list-style-type: none"> Penalty* (statutory fee) Kennelling Fee - £12 per day or part day Admin charge Out of hours fee Repeat offenders fee 	<ul style="list-style-type: none"> 25.00 12.00 10.00 30.00 25.00 	<ul style="list-style-type: none"> 25.00 12.00 10.00 30.00 25.00 	Legislation since 1992
*No charge for a first offence to those on income related means tested benefits			
<u>Other Environmental Health Fees</u>			
ISS Certs Condemned Food*	67.00	67.00	
Food Hygiene Basic Course fee	62.00	62.00	

Scale of Charges from 1st April 2014 - VAT Exempt

Daytime Rates	Mon-Fri £	Saturday £	Sunday £	% Increase
Hourly Rate	28.00	N/A	N/A	2%
Half Day (max 4 hrs)	92.00	143.00	174.00	2%
Full Day (max 8 hrs)	153.00	255.00	281.00	2%
Children's Parties (max 3 hrs) (Daytime and early evenings only)	70.00	92.00	133.00	2%

Scale of Charges from 2015 - VAT Exempt

Daytime Rates	Mon-Fri £	Saturday £	Sunday £
Hourly Rate	29.00	N/A	N/A
Half Day (max 4 hrs)	94.00	146.00	178.00
Full Day (max 8 hrs)	157.00	261.00	287.00
Children's Parties (max 3 hrs) (Daytime and early evenings only)	72.00	94.00	136.00

Friday & Saturday Function and Party Rates		% Increase
	£	
Friday & Saturday Evenings (inc bar)	215.00	2%
Saturday All Day (inc bar)	408.00	2%
Sunday Hire	by negotiation	
All evening functions must finish by 11.30pm and the Function Suite cleared and closed by midnight.		

Friday & Saturday Function and Party Rates	
	£
Friday & Saturday Evenings (inc bar)	220.00
Saturday All Day (inc bar)	417.00
Sunday Hire	by negotiation
All evening functions must finish by 11.30pm and the Function Suite cleared and closed by midnight.	

Council Chamber		% Increase
	£	
Half Day max(4 hours)	71.00	3%
Full day max (8 hours)	114.00	3%
Limited availability, week days only		

Council Chamber	
	£
Half Day max(4 hours)	74.00
Full day max (8 hours)	118.00
Limited availability, week days only	

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

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

Bromsgrove Outdoor Events & Outdoor Fitness– Hire of Parks and Open Spaces

Outdoor Event Space	Commercial Rates				Community Rates				Charities / Not For Profit Organisations				Fairs & Circuses Min of 3 day Hire	Fairs & Circuses Min of 3 day Hire
	2014/15		Proposed 2015/16		2014/15		Proposed 2015/16		2014/15		Proposed 2015/16		2014/15	Proposed 2015/16
	Per Hour £	Per Day £	Per Hour £	Per Day £	Per Hour £	Per Day £	Per Hour £	Per Day £	Per Hour £	Per Day £	Per Hour £	Per Day £	Per Day £	Per Day £
Small Attendance = 0 to 99	47.00	232.00	49.00	239.00	19.00	91.00	20.00	94.00	13.00	65.00	14.00	67.00	361.00	372.00
Medium Attendance = 100 to 499	62.00	309.00	64.00	319.00	24.00	116.00	25.00	120.00	16.00	78.00	17.00	81.00	N/A	N/A
Large Attendance = 500 to 1999 £250 - £1500 Bond Payable	78.00	387.00	81.00	399.00	29.00	142.00	30.00	147.00	21.00	103.00	22.00	107.00	N/A	N/A
Outdoor Fitness Session - Commercial														
Summer Fee (Apr to Sept)	N/A	361.00	N/A	372.00	N/A	258.00	N/A	266.00	N/A	N/A	N/A	N/A	N/A	N/A
Winter Fee (Oct to Mar)	N/A	155.00	N/A	160.00	N/A	78.00	N/A	81.00	N/A	N/A	N/A	N/A	N/A	N/A
Annual Fee	N/A	440.00	N/A	454.00	N/A	309.00	N/A	319.00	N/A	N/A	N/A	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 - PARKSIDE SUITE

Scale of Charges from 2015 - VAT Exempt

Per Hour (Suggest min. hire of 2 hrs.)	Community Group £	Regular Hire £	Commercial Hire £
Main Room	20.00	30.00	40.00
Side Room	10.00	15.00	20.00
Combined	25.00	40.00	55.00

Half Day up to 5pm (max. 4 hrs)	Community Group £	Regular Hire £	Commercial Hire £
Main Room	75.00	90.00	150.00
Side Room	30.00	40.00	50.00
Combined	90.00	125.00	180.00

Full Day Up to 5pm	Community Group £	Regular Hire £	Commercial Hire £
Main Room	140.00	175.00	250.00
Side Room	50.00	60.00	75.00
Combined	180.00	225.00	300.00

Evening up to Xpm	Community Group - £ (Up to 9pm) Weekdays only	Regular Hire - £ (Up to 9pm) Weekdays only	Commercial Hire £ Fridays and Saturdays Approx.5pm - midnight
Main Room	Same as daytime	Same as daytime	
Side Room	Same as daytime	Same as daytime	
Combined	Same as daytime	Same as daytime	£400.00**

Only half day and full day rates allowed for weekends. No hourly rates.

All day rate for weddings £600** (day and evening to include kitchen and set up) 9am – 12 midnight

Sunday hire rates by negotiation.

Prices for current users of the Spadesbourne Suite will be held for 12mths as part of the transition arrangements

BROMSGROVE DISTRICT COUNCIL

Planning and Regeneration

Scale of Proposed Charges 2015

BUILDING CONTROL - APRIL 2015 - VAT AT 20%

<p>Explanatory notes</p> <p>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 call us.</p> <p>2 The charges are as follows.</p> <p>Category A: New domestic homes, flats or conversions etc</p> <p>Category B: Extending or altering existing homes</p> <p>Category C: Any other project including commercial or industrial projects etc.</p> <p>Individually determined fees are available for most projects. We would be happy to discuss these with you if you require.</p> <p>In certain cases, we may agree that you can pay charges in instalments. Please contact us for further discussions.</p>	<p>3 Exemptions and reductions in charges.</p> <p>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 with 3 years of the original application date.</p> <p>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).</p> <p>4 You have to pay VAT for all local authority Building Regulation charges, except for the regularisation charge. VAT is included in the attached fees.</p> <p>5. Regularisation applications are available for cases where unauthorised building work was undertaken without an application. Such work can only be regularised where the work was undertaken after October 1985 and not within the last 6 months. The Authority is not obliged to accept Regularisation applications. Regularisation application fees are individually determined. Please contact us to discuss regularisation application fees.</p> <p>6. Reversion applications. Where the control of a building project passes from a third party to the Council a reversion application will be required. Reversion application fees are individually determined.</p>
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<p>Other information</p> <p>1 These notes are for guidance only and do not replace Statutory Instrument 2010 number 0404 which contains the full statement of the law, and the Scheme of Recovery of Fees dated April 2014.</p> <p>2 These guidance notes refer to the charges that you have to pay for building control services within North Worcestershire.</p> <p>Telephone payments are accepted. Please contact the relevant payment centre with your address and card details: Bromsgrove 01527 881402 Redditch 01527 64252</p>

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

Number of Properties	Application charge from 1 April 2015 £	Regularisation charge from 1 April 2015 £	Regularisation charge from 1 April 2015 £
1	Please ring for quote	Please ring for quote	Please ring for quote
2	Please ring for quote	Please ring for quote	Please ring for quote
3 or more	Please ring for quote	Please ring for quote	Please ring for quote

TABLE B: DOMESTIC EXTENSIONS TO A SINGLE BUILDING

	Application Charge		Regularisation Charge		Additional Charge	
	Agreed charge 1st April 2014 (incl VAT)	Proposed charge from 1 April 2015 (Incl VAT)	Agreed charge 1st April 2014 (No VAT payable)	Proposed charge from 1 April 2015 (No VAT Payable)	Agreed charge 1st April 2014 (incl VAT)	Proposed charge from 1 April 2015 (Incl VAT)
	£	£	£	£	£	£
Garage Conversion to habitable room	300.00	310.00	Please contact us	Please contact us	120.00	230.00
Extension project up to 10sq.m floor area	415.00	Please contact us	Please contact us	Please contact us	120.00	230.00
All other extensions	Please contact us	Please contact us	Please contact us	Please contact us	within provided quote	within provided quote
Loft Conversions	Please contact us	Please contact us	Please contact us	Please contact us	within provided quote	within provided quote
Detached garage over 30sq.m floor area	Please contact us	Please contact us	Please contact us	Please contact us	within provided quote	within provided quote
Electrical works by non-qualified electrician	295.00	305.00	Please contact us	Please contact us	N/A	N/A
Renovation of thermal element	165.00	170.00	Please contact us	Please contact us	N/A	N/A
Installing steel beam(s) within an existing house	165.00	145.00	Please contact us	Please contact us	N/A	N/A
Window replacment	165.00	170.00	Please contact us	Please contact us	N/A	N/A
installing a new boiler or wood burner etc.	230.00	240.00	Please contact us	Please contact us	N/A	N/A

TABLE C: ALL OTHER WORKS - ALTERATIONS

Estimated cost of work	Application Charge		Regularisation Charge	
	Agreed charge 1st April 2014 (incl VAT)	Proposed charge from 1 April 2015	Agreed charge 1st April 2014 (No VAT payable)	Proposed charge from 1 April 2015
	£	£	£	£
£0 to £5,000	please contact us	please contact us	please contact us	please contact us
£5,001 to £15,000	please contact us	please contact us	please contact us	please contact us
£15,000 and above	please contact us	please contact us	please contact us	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

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	Agreed charge 1st April 2014 (inc 20% vat)	Proposed charge from 1 April 2015 (inc 20% vat)
ARCHIVED APPLICATIONS Process request to re-open archived building control file, resolve Each visit to site in connection with resolving archived building	£40 administration fee £62 per site visit	£49 administration fee £64 per site visit
WITHDRAWN APPLICATIONS Process request With additional fees of..... Withdraw Building Notice application where no inspections have Withdraw Building Notice application where inspections have Withdrawn Full Plans application without plans being checked or Withdraw Full Plans application after plan check but before any Withdraw Full Plans application after plan check and after site	£40 administration fee refund submitted fee less admin fee refund submitted fee less admin fee, less £62 refund submitted fee less admin fee refund inspection fee (where paid up-front) refund any paid inspection fee less admin fee,	£49 administration fee refund submitted fee less admin fee refund submitted fee less admin fee, less £64 refund submitted fee less admin fee refund inspection fee (where paid up-front) refund any paid inspection fee less admin fee,
RE-DIRECT INSPECTION FEES / ISSUE COPY DOCUMENTS Process request to re-invoice inspection fee to new addressee Optional Consultancy Services	£40 administration fee £72.00 per hour	£49 administration fee Please contact us

Charges note

Under the Building (Local Authority Charges) Regulations 2010 local authority building control is not permitted to make a profit or loss. The service is to ensure full cost recovery and no more. Any surplus or loss made against expenditure budgets is to be offset against the following years fees and charges setting. This draft set of fees and charges reflects the surplus income projected to have arisen by the end of 14/15 across the shared service. In addition, the level of competition from the private sector needs to continually defended against therefore it is proposed to curtail both the extent of fee categories published and to make extensive use of the fact that legislation now allows local authorities to offer site specific quotations for building regulations applications. In addition expenditure of the service has reduced since the creation of a shared service resulting in a reduction in the hourly rate charged by the service.

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	1,017.00	694.00	2,029.50	580.00	26.70	54.00	676.50	2,029.50
Adult Gaming Centre	870.00	694.00	1,158.25	580.00	26.70	54.00	676.50	1,158.25
Family Entertainment Centre	672.50	550.50	1,158.25	436.00	26.70	54.00	540.00	1,158.25
Betting Premises (general)	870.00	694.00	1,691.50	348.50	26.70	54.00	676.50	1,691.50
Track	724.00	550.50	1,411.50	580.00	26.70	54.00	540.00	1,411.50
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	300.00	N/A	100.00	300.00	25.00	15.00	N/A	N/A	N/A
Small Society Lottery	40.00	20.00	N/A	20.00	N/A	N/A	N/A	N/A	N/A
Club Gaming	£100*	40.00	50.00	£100*	100.00	15.00	100.00	N/A	N/A
Club Gaming Machine	£100*	40.00	50.00	£100*	100.00	15.00	100.00	N/A	N/A
Licensed Premises gaming machine permit	150.00	N/A	50.00	N/A	25.00	15.00	100.00	25.00	N/A
Prize gaming	270.00	N/A	100.00	100.00	25.00	15.00	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	50.00

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

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	87,001 - 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'

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MEDIUM TERM FINANCIAL PLAN 2015/16 – 2017/18

Relevant Portfolio Holder	Michael Webb
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 review initial financial information as part of the budget scrutiny for 2015/16 – 2017/18.

2. RECOMMENDATIONS

- 2.1 **The Board is asked to review the information contained within the Appendix and to request any further information to support the Scrutiny process.**

3. KEY ISSUES

Financial Implications

- 3.1 As members are aware 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 process for 2015/16 – 2017/18 Overview and Scrutiny Board will receive relevant financial information to undertake a detailed review of the budget. This will ensure that the expenditure incurred by the Council meets its Strategic Purposes.
- 3.3 The current position for 2015/16 and 2016/17 is shown in the table below. The shortfalls to budget are mainly as a result of further cuts to Government funding together with additional demand on service provision.

	2015-16	2016-17
	£000	£000
Departmental Expenditure	11,504	11,271
Unavoidable Pressures	210	232
Bids		0
Savings identified	-400	0
Net Service Expenditure	11,314	11,503
Investment Income	-58	-58
Cost of Borrowing	726	1,008
Recharge to Capital Programme	-25	-25
Net Operating Expenditure	11,957	12,428
Funding from balances	-326	-518
Revenue Support Grant	-1,175	-893
Business Rates Retention	-1,598	-1,598
Business Rates Growth	-176	-176
Funding from Reserves (re Essential Living Fund)		
New Homes Bonus	-1,076	-1,202
Collection Fund Surplus (Council Tax)	0	0
Council Tax - based on 1.9%	-6,993	-7,157
Funding Total	-11,344	-11,544
Shortfall	613	884

3.4 The summary position above includes the following assumptions:

- 1% pay award estimate 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 2014/15 & 2015/16
- 3% increase in fees and charges (where appropriate)
- Potential costs of the development of Parkside with the County Council

- Increased pension contributions as agreed with the actuary to reduce the pension fund deficit over a 21 year period
- An estimation of the New Homes Bonus income for 2015/16 based on 108 properties being added to the current position
- Additional income estimated in relation to the Business Rates receivable by the Council

Transformation

- 3.5 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.
- 3.6 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.
- 3.7 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.

Strategic Purposes

- 3.8 The Council has 6 Strategic Purposes;
- Provide Good Things for me to See, Do and Visit
 - Keep my Place Safe and Looking Good

- Help me be Financially Independent
- Help me find Somewhere to Live in my Locality
- Help me live my life independently
- Help me Run a Successful Business

3.9 In addition costs associated with the enabling services (supporting the organisation) form part of the total costs of the Council.

3.10 Appendices 1 - 6 include the 2014/15 budgets for every service undertaken by the Council aligned with the Strategic Purposes. In addition the enabling costs are shown. It is worth noting that the service areas reflect statutory descriptions for service provision from the accounting system and may not always seem reflective of some of the services provided by the Council. In addition the allocation to the Strategic Purposes is based on the data we have available to best fit the service against the purpose.

3.11 The budgets are shown as gross expenditure less income. It is worth noting that any shared service budgets include both the cost and the income chargeable to Redditch Borough Council.

Measures

3.12 Measures show how the services we provide link to the purposes of the Council and reflect how we are meeting demand and customer expectation in those services. The aim is to clearly demonstrate that the measures drive the costs of the Council to ensure we are focusing our funds on those areas that require additional support. It is anticipated that measures will be reported to the Board shortly, however if Members wish they can discuss the measures with the relevant Heads of Service.

Service / Operational Implications

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

Customer / Equalities and Diversity Implications

3.14 Effective Budget Scrutiny will ensure all of the community are represented through the budget process.

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 – Enabling Services
- Appendix 2 – Help me be Financially Independent
- Appendix 3 – Help me to find somewhere to live in my Locality
- Appendix 4 – Help me live my life independently
- Appendix 5 – Help me run a successful business
- Appendix 6 – Keep my place safe and looking good
- Appendix 7 – Provide Good things for me to see, do and visit

AUTHOR OF REPORT

Name: Jayne Pickering – Exec Director Finance and Resources
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Tel: 01527-881400

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ENABLING SERVICES**Appendix 1**

Description	Expenditure	Income	Net Total
Accounts & Financial Management	489,412		489,412
Business Transformation	129,676	-64,374	65,302
Central Overheads (inc Pensions)	1,158,412	-1,499	1,156,913
Corporate Management Team	528,788	-189,277	339,511
Committee Services	361,194	-180,247	180,947
Communications	197,307	-95,172	102,135
Corporate	41,891	-375	41,516
Council House	701,064	-824	700,240
Customer Services	356,101	-72,748	283,353
Democratic Services & Member Support	302,463		302,463
Depot	1,144,352	-435,224	709,128
Election & Electoral Services	683,013	-508,318	174,695
Emergency planning	13,815		13,815
Equalities	56,129	-22,247	33,882
Human Resources & Welfare	303,500		303,500
ICT	2,473,698	-636,607	1,837,091
Land charges	88,566	-180,753	-92,187
Legal Services	518,462	-299,534	218,928
Leisure & Cultural Mgt	101,939		101,939
Policy	145,707	-64,230	81,477
Post Room	78,043		78,043
Printing & Reprographics	124,646	-29,219	95,427
Secretariats	138,602	-28,924	109,678
Strategic Management Team	374,285	-138,843	235,442
Transport	4,340	-19,188	-14,848
Treasury Management & Bank Charges	52,037		52,037
Town Centre Development	41,890		41,890
Net Total	10,609,332	-2,967,603	7,641,729

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HELP ME BE FINANCIALLY INDEPENDENT

APPENDIX 2

Description	Expenditure	Income	Net Total
Council tax collection	288,490	-146,843	141,647
Revenues & Benefits	16,537,789	-16,530,649	7,140
Net Total	16,826,279	-16,677,492	148,787

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HELP ME FIND SOMEWHERE TO LIVE IN MY LOCALITY**APPENDIX 3**

Description	Expenditure	Income	Net Total
Capital Charges for Housing Projects	200,000		200,000
Hostels	70,964		70,964
Housing Strategy & Enabling	585,456	-208,365	377,091
Other Council Property		-1,680	-1,680
Other temporary accomodation	31,712		31,712
Homelessness	368,041	-2,000	366,041
Other private sector housing renewal	106,590		106,590
Net Total	1,362,763	-212,045	1,150,718

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HELP ME LIVE MY LIFE INDEPENDENTLY

APPENDIX 4

Description	Expenditure	Net Total
Capital Charges for Disabled Facilities Grants	563,000	563,000
Community development	43,359	43,359
Net Total	606,359	606,359

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HELP ME RUN A SUCCESSFUL BUSINESS

APPENDIX 5

Description	Expenditure	Income	Net Total
Economic development	178,982		178,982
Environmental protection; noise and nuisance	13,972		13,972
Investment Property	17,660	-965	16,695
Licensing - Alcohol and entertainment licensing; taxi licensing		-111,787	-111,787
Off Street Parking	742,305	-1,364,884	-622,579
Waste Collection	222,598	-517,387	-294,789
Net Total	1,175,517	-1,995,023	-819,506

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KEEP MY PLACE SAFE AND LOOKING GOOD

APPENDIX 6

Description	Expenditure	Income	Net Total
Cleansing	103,314	-202,459	-99,145
Building Control	446,188	-574,166	-127,978
CCTV	488,869	-226,002	262,867
Cemetery	160,786	-128,846	31,940
Climate change costs	15,993		15,993
Community Safety - Crime reduction	182,740		182,740
Corporate & democratic core	47,205		47,205
Depot		-15,184	-15,184
Development control	506,391	-434,700	71,691
Environmental Enhancements	47	-10,769	-10,722
Environmental, safety and routine maintenance - other L/	311,895	-138,042	173,853
Grounds Maintenance	57,113	-54,510	2,603
Land drainage and related work	60,660		60,660
Licensing - Alcohol and entertainment licensing; taxi licensing		-74,205	-74,205
Open spaces	436,560	-39,563	396,997
Other planning policy	466,407	-286	466,121
Public conveniences	88,530	-128	88,402
Redditch Partnerships	45,679	-45,549	130
Refuse & Recycling	29,719	-28,170	1,549
Strategic Housing	11,280	-11,280	0
Street cleansing	917,121	-35,109	882,012
Transport	218,678	-243,777	-25,099
Waste Collection	1,915,739	-708,821	1,206,918
BDC Reg Client	650,680	-225,000	425,680
Net Total	7,161,594	-3,196,566	3,965,028

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PROVIDE FOOD THINGS FOR ME TO SEE, DO AND VISIT

APPENDIX 7

Description	Expenditure	Income	Net Total
Arts development & support	87,131	-10,334	76,797
Amphlett Hall	3,098		3,098
Community development	29,502		29,502
Economic & Tourism Development	74,178	-104,241	-30,063
Economic development	76,841	-65,277	11,564
Environmental, safety and routine maintenance - other LA	7,998		7,998
General grant, bequests & donations	107,732		107,732
Leisure & Cultural Mgt	-15,000		-15,000
Museum	10,025	-30,551	-20,526
Open spaces	261,609	-87,693	173,916
Sports and recreation facilities, including golf courses	768,363	-14,594	753,769
Sports development & community recreation	192,950	-27,671	165,279
Street lighting (including energy costs)	33,069		33,069
Public Entertainment	363,037	-63,915	299,122
Tourism	1,428		1,428
Net Total	2,001,961	-404,276	1,597,685

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OVERVIEW AND SCRUTINY BOARD

17th November 2014

JOINT WRS SCRUTINY TASK GROUP – UPDATE REPORT

Relevant Portfolio Holder	Councillor Kit Taylor (at the time of the investigation)
Portfolio Holder Consulted	The Portfolio Holder was consulted by the group during the review as an expert witness.
Relevant Head of Service	Steve Jordan, Head of Regulatory Services
Ward(s) Affected	No specific ward relevance.
Non-Key Decision	

1. SUMMARY OF PROPOSALS

This report provides an update on the Worcestershire Shared Services Joint Committee’s response to the recommendations made by the Joint Worcestershire Regulatory Service (WRS) Scrutiny Task Group.

2. RECOMMENDATIONS

The Committee is asked to RESOLVE that the report be noted.

3. KEY ISSUES

Background

- 3.1 The Joint WRS Scrutiny Task Group was originally proposed in summer 2012 by Wychavon District Council and was launched in September 2013. All authorities in Worcestershire agreed to participate in the review and two representatives, a lead and substitute member, were appointed per Council. Bromsgrove Overview and Scrutiny Board appointed Councillors Rod Laight and Pete Lammas respectively.
- 3.2 The review concluded in June 2014. The group’s recommendations were subsequently presented for the consideration at each Overview and Scrutiny Committee throughout the County, with all, except for Wyre Forest District Council’s Committee, endorsing the group’s recommendations.
- 3.3 The Joint WRS Scrutiny Task Group’s final report was presented, by Councillor Laight and Councillor Peter Tomlinson from Wychavon District Council, at the Worcestershire Shared Services Joint Committee on 2nd October. The Joint Committee has delegated powers to make some decisions in respect of WRS on behalf of partner authorities, in respect of others it is required to forward any recommendations that would require significant policy and budget changes or alterations to the partnership agreement onto the Executive/Cabinet of each partner

OVERVIEW AND SCRUTINY BOARD

17th November 2014

authority. Significant changes can only proceed if every partner agrees to the proposals.

- 3.4 A summary of the decisions made by the Joint Committee are attached at appendix 1.

Financial Implications

- 3.7 There are no direct financial implications relating to this report.

Legal Implications

- 3.8 There are no direct legal implications in respect of this report.

Service / Operational Implications

- 3.9 The group's recommendations have a number of service and operational implications which were detailed within the final report.

Customer / Equalities and Diversity Implications

- 3.10 No direct customer or equality and diversity implications have been identified for the purpose of this report.

4. RISK MANAGEMENT

No risks have been identified.

APPENDIX

5. Response from Joint Committee

AUTHOR OF REPORT

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JOINT WRS SCRUTINY TASK GROUP – FINAL REPORT

Outcome of Presentation to Worcestershire Shared Services Joint Committee

2nd October 2014

It was noted that Recommendation 6 had been addressed at the Joint Committee's previous meeting and that Recommendation 12 had been agreed and required action by partners' Overview and Scrutiny Committees.

Recommendation 6

In order to reduce the focus on financial considerations which currently play a major part in influencing partner participation, to the detriment of other equally important aspects of the service, the following should be addressed:

- (a) A new business model for WRS be developed through the Chief Executives' Panel, building on the proposals already being produced by the Panel.
- (b) Consideration be given to the option for partner authorities to purchase an "out of hours service".

Recommendation 12

- (a) The Joint Scrutiny Protocol should be reviewed in order to take on board the lessons learned during this review.
- (b) Consideration should be given to the reinstatement of the Worcestershire Overview and Scrutiny Chairs Group as a means of feeding back the monitoring of recommendations from Joint Scrutiny exercises, as and when required.

The following recommendations were resolved by the Joint Committee:

Recommendation 1

Performance Management Information should continue to be made available for Members' consideration at every meeting of the Joint Committee and be sufficiently high on the agenda to be discussed in detail.

Recommendation 2

Twelve months after the new contact centre arrangements for WRS have been introduced, replacing the use of the Worcestershire Hub; the Joint Committee should review the effectiveness of these arrangements for communicating with the public.

Recommendation 3

The web-pages of each partner authority should be regularly monitored to ensure they are kept up to date, with the inclusion of a prominent and obvious link to the WRS website.

Recommendation 4

The purpose, content and circulation of the WRS newsletter should be thoroughly reviewed, with a view to it providing a more systematic and comprehensive account of the work and performance of the shared service and with the content and format being agreed by the Joint Committee.

Recommendation 5

That WRS have a designated member of staff to act as a Member Liaison Officer and as a single point of contact to signpost Member enquiries.

Recommendation 11

The lessons learned from the WRS shared service experience, particularly as detailed in this report, should be heeded by elected members and senior officers when considering any future proposals for shared service arrangements involving multiple partners.

In respect of Recommendations 7, 8, 9 and 10 the Joint Committee requested Officers to bring forward alternative proposals to address the issues raised within these recommendations.

Recommendation 7

A new strategic decision making board for WRS should replace the Joint Committee, comprising one elected member per partner authority and supported by senior officers. This should be called the WRS Board.

- (a) Meetings of this Board should take place at the base of WRS.
- (b) Responsibility for attendance at Board meetings should lie with each authority's representative, and the quorum for meetings proceeding should be set at 5 representatives in attendance.
- (c) Meetings of the Board should take place bi-monthly.
- (d) Elected members appointed to the Board should be provided with an induction programme and sufficient ongoing training to enable them to fulfil their role effectively.
- (e) Members appointed to the Board be expected to serve a minimum of two years to ensure continuity.
- (f) The Chair of the WRS Board should be elected annually by the members of the Board.

Recommendation 8

The Management Board be disbanded, with the WRS Management Team taking the lead responsibility for operational decision making under the leadership of the Head of Regulatory Services.

Recommendation 9

- (a) The Head of WRS should be fully accountable to the WRS Board (as the strategic decision making body).
- (b) The Chief Executive of the host authority to act in a mentoring role as and when necessary.

Recommendation 10

- (a) All decisions made by the WRS Board be formally reported back to all elected members of the partner authorities in a timely manner.
- (b) Attention should be paid to communicating updates about any planned changes to WRS services to all elected members of partner authorities.
- (c) The agendas and minutes of all WRS Board meetings should also be uploaded on to the WRS website in a timely fashion.

***Amanda Scarce/Jess Bayley - Democratic Services Officers
Bromsgrove District and Redditch Borough Councils
3rd October 2014***

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- 1 - ACTION SHEET: BROMSGROVE OVERVIEW AND SCRUTINY BOARD 13th October 2014

ITEM	GENERAL COMMENTS	ACTION	OFFICER DEALING	DATE REQUIRED BY	RESPONSE PROVIDED AND DATE PROVIDED
Item 5 – Overview of Budget	Members considered a report on the Medium Term Financial Plan 2015/16 – 2017/18.	(a) Details of the split of the employees who were specifically for BDC and the number which were part of a shared service. (b) The amount of the Pension Deficit.	Financial Services Manager – email request 14/10/14	As soon as possible.	
Item 6 – Quarterly Recommendation Tracker	Members considered the Overview & Scrutiny Quarterly Recommendation Tracker.	A response to the outstanding Recommendations from the Planning Policy Task Group be requested.	Head of Planning. (email sent 14/10/14)	To be included in the next Quarterly Tracker.	
Outstanding Actions 25th September 2014					
Item 3 – Town Centre Update	The Board received an update on the work being carried out within the Town Centre from the Town Centre Regeneration Programme Manager.	(a) Clarify whether Environmental Services have the appropriate equipment to clean the High Street.	(a) Head of Environmental Services. (email request sent 14/10/14 and 30/10/14)	As soon as possible.	Response emailed to Members 30/10/14
Outstanding Actions 15th September 2014					
Item 6 – Development Control	The Head of Planning and Regeneration provided Members with an update on the Transformation work taking place	(a) The actual overspend figures for the service. (b) When the removal of overtime payments	Head of Planning and Regeneration. (a) Email request to	As soon as possible.	

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Agenda Item 12

- 2 - ACTION SHEET: BROMSGROVE OVERVIEW AND SCRUTINY BOARD 13th October 2014

ITEM	GENERAL COMMENTS	ACTION	OFFICER DEALING	DATE REQUIRED BY	RESPONSE PROVIDED AND DATE PROVIDED
	within the Development Control team.	and the car allowance scheme came into effect.	Finance sent 16/09/14, 7/10/14 and 30/10/14. (b) Email request set to HR 7/10/14 and 30/10/14.		
Outstanding Actions – 16th June 2014					
Item 6 – Summary of Results of Staff Survey page 102	Members received a presentation	(a) The Board to be provided with a timeline for implementation of the recommendations. (b) An update of progress being made at a future meeting. (c) Members to have input in any future staff survey.	Head of Business Transformation and Organisational Development.	Autumn 2014	
Item 8 – Write Off of Debts Quarter 4 Report	Members considered the Write Off of Debts Quarter 4 Report.	(a) Clarification on whether, under Data Protection legislation, the Council was able to publish the names and address of residents with outstanding debts owed to the Council. (b) The inclusion of	Executive Director, Finance and Resources.	Updates to be included within the Quarter 2 report.	Discussed at the Board meeting 25 th September.

- 3 - ACTION SHEET: BROMSGROVE OVERVIEW AND SCRUTINY BOARD 13th October 2014

ITEM	GENERAL COMMENTS	ACTION	OFFICER DEALING	DATE REQUIRED BY	RESPONSE PROVIDED AND DATE PROVIDED
		percentages in respect of unrecoverable debts within future reports. (c) A more detailed explanation and possible revision of the format in reporting outstanding arrears analysis.			
Outstanding Actions – 14th April 2014					
Item 10 – Cabinet Work Programme	Members considered the Cabinet Work Programme for the period 1 st May to 31 st August 2014.	(a) Key decision items to be marked clearly on the Work Programme. (b) The inclusion of a short narrative to be considered in respect of each item in order for the Board to be able to make a more considered decision as to whether its input would be appropriate.	Democratic Services Manager	As soon as possible. Verbal request made to Democratic Services Manager 15/04/14. Email follow up sent 17/06/14. Further email follow up sent 25/07/14.	

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CABINET LEADER'S WORK PROGRAMME

1 DECEMBER 2014 TO 31 MARCH 2015

(published as at 1 November 2014)

This Work Programme gives details of items on which key decisions are likely to be taken in the coming four months by the Council's Cabinet

(NB: There may be occasions when the Cabinet may make recommendations to Council for a final decision. E.g. to approve a new policy or variation to the approved budget.)

Whilst the majority of the Cabinet's business at the meetings listed in the Work Programme will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains confidential, commercially sensitive or personal information.. This is called exempt information. Members of the public and media may be asked to leave the meeting when such information is discussed.

If an item is likely to contain exempt information we show this on the Work Programme. You can make representations to us if you consider an item or any of the documents listed should be open to the public.

The Work Programme gives details of items on which key decisions are likely to be taken by the Council's Cabinet, or full Council, in the coming four months.

Key Decisions are those executive decisions which are likely to:

- (i) result in the Council incurring expenditure, foregoing income or the making of savings in excess of £50,000 or which are otherwise significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) be significant in terms of its effect on communities living or working in an area comprising two or more wards in the district;

Key Decisions will include:

1. A decision which would result in any expenditure or saving by way of a reduction in expenditure of £50,000 provided the expenditure or saving is specifically approved in the Medium Term Financial Plan.
2. A virement of any amount exceeding £50,000 provided it is within any virement limits approved by the Council;
3. Any proposal to dispose of any Council asset with a value of £50,000 or more or which is otherwise considered significant by the Corporate Property Officer;
4. Any proposal to cease to provide a Council service (other than a temporary cessation of service of not more than 6 months).
5. Any proposal which would discriminate for or against any minority group.

The Work Programme is available for inspection free of charge at The Council House, Burcot Lane, Bromsgrove, B60 1AA from 9am to 5pm Mondays to Fridays; or on the Council's web-site www.bromsgrove.gov.uk

If you wish to make representations on the proposed decision you are encouraged to get in touch with the relevant report author as soon as possible before the proposed date of the decision. Contact details are provided Alternatively, you may write to the Head of Legal, Equalities and Democratic Services, The Council House, Burcot Lane, Bromsgrove, B60 1AA or e-mail: democratic@bromsgroveandredditch.gov.uk

The Cabinet's meetings are normally held every four weeks at 6pm on Wednesday evenings at The Council House. They are open to the public, except when confidential information is being discussed. If you wish to attend for a particular matter, it is advisable to check with the Democratic Services Team on (01527 881409 to make sure it is going ahead as planned. If you have any queries Democratic Services Officers will be happy to advise you.

The full Council meets in accordance with the Councils Calendar of Meetings. Meetings commence at 6pm.

CABINET MEMBERSHIP

Councillor M. A. Sherrey	Leader of the Council and Portfolio Holder for Community Services, Partnerships and Governance
Councillor C. B. Taylor	Deputy Leader of the Council and Portfolio Holder for Planning Services and Housing
Councillor M. J. A. Webb	Portfolio Holder for Finance, Economic Development and Emergency Planning
Councillor D. W. P. Booth	Portfolio Holder for Enabling (excluding Finance and Governance)
Councillor R. L. Dent	Portfolio Holder for the Town Centre and Regulatory Services
Councillor M. A. Bullivant	Portfolio Holder for Environmental Services and Leisure Services

Decision Including Whether it is a Key Decision	Decision Taker including Details of Exempt Information (if any)	Date of Decision	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Mobile Homes Act 2013 – New Policy relating to Licensing Fees	Cabinet (<i>possible recommendations to Council</i>)	3 December 2014	Report of the Head of Community Services	Derek Allen Housing Strategy Manager 01527 64252 ext 1278 Councillor K. Taylor
Environmental Services Transformation and Shared Services Restructure	Cabinet <i>with possible recommendations to Council (may be some confidential parts to the report)</i>	3 December 2014	Report of the Head of Environmental Services	Guy Revans 01527 64252 ext 3292 Councillor M. Bullivant
Outcome of the Marketing Exercise for the Birmingham Road/Stourbridge Road Car Park Key Decision	Cabinet (<i>may be some confidential parts to the report</i>)	3 December 2014	Report of the Town Centre Regeneration Programme Manager	Richard Savory 01527 881281 Councillor R. Dent
Finance Monitoring Report Q2	Cabinet	3 December 2014	Report of the Executive Director (Finance and Resources)	Jayne Pickering 01527 881400 Councillor M. Webb
Leisure Provision Task Group Report	Cabinet	3 December 2014	Report of the Head of Legal, Equalities and Democratic Services	Sheena Jones/ Amanda Scarce 01527 881443 Councillor M. Bullivant

Decision Including Whether it is a Key Decision	Decision Taker including Details of Exempt Information (if any)	Date of Decision	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Medium Term Financial Plan Update (to include Capital Programme 2015/16 to 2017/18)	Cabinet (<i>with recommendation to Council</i>)	3 December 2014	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor M. Webb
Playing Pitch Strategy Review of the Council's approach to the provision of playing pitches	Cabinet	7 January 2015	Report of the Head of Leisure and Culture	Dave Wheeler Manager Councillor M. Bullivant
Medium Term Financial Plan Update Including Council Tax Base 2015/16	Cabinet	7 January 2015	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor M. Webb
Council Tax Support Scheme and Hardship Scheme Final Scheme	Cabinet (<i>with recommendations to Council</i>)	7 January 2015	Report of the Head of Customer Access and Financial Support	Amanda De Warr 01527 881241 Councillor M. Webb
Setting of Fees for a Street Café Policy	Cabinet (<i>possible recommendations to Council</i>)	4 February 2015	Town Centre Regeneration Programme Manager	Richard Savory 01527 881281 Councillor R. Dent/ Councillor M. Webb

Decision Including Whether it is a Key Decision	Decision Taker including Details of Exempt Information (if any)	Date of Decision	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Medium Term Financial Plan	Cabinet	4 February 2015	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor M. Webb
Homelessness Grant Update and Approval of Bids for 2015/16	Cabinet	4 February 2015	Report of the Head of Community Services	Derek Allen Housing Strategy Manager 01527 64252 x1278 Councillor K. Taylor
Medium Term Financial Plan 2015/16 – 2017/18 Budget Council Tax Setting Pay Policy	Cabinet (<i>with recommendations to Council</i>)	25 February 2015	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor M. Webb
Finance Monitoring Report Quarter 3	Cabinet	4 March 2015	Report of the Executive Director Finance and Resources	Jayne Pickering 01527 881400 Councillor M. Webb

OVERVIEW & SCRUTINY BOARD

WORK PROGRAMME

2014-15

RECOMMENDATION:

That the Board considers and agrees the work programme and updates it accordingly.

ITEMS FOR FUTURE MEETINGS

Date of Meeting	Subject	Additional Information
17th November 2014	<ul style="list-style-type: none"> • Budget Pressures/initial savings/additional scrutiny • Fees and Charges • Capital Budget 	
	Finance Monitoring Quarter 2 Report	
	Joint WRS Scrutiny Task Group – Final Report Update	
	Car Parking Short Sharp Review – Verbal Update	
	WCC Health Overview & Scrutiny Committee – Update	
	Leisure Provision Task Group Final Report	
	Cabinet Work Programme	
	Action List	
	O&S Work Programme	
15th December 2014	<ul style="list-style-type: none"> • Budget Position – pressures/savings • Areas for further Scrutiny 	
	WCC Health Overview & Scrutiny Committee – Update	
	Cabinet Work Programme	
	Action List	
	O&S Work Programme	
19th January 2015	Budget Scrutiny Report	
	Planning Applications – Quarterly Backlog Data	Requested at meeting held on 15/09/14
	Quarterly Recommendation Tracker	
	WCC Health Overview & Scrutiny Committee – Update	
	Cabinet Work Programme	
	Action List	

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Date of Meeting	Subject	Additional Information
	O&S Work Programme	
16 th February 2015	WCC Health Overview & Scrutiny Committee – Update	
	Cabinet Work Programme	
	Action List	
	O&S Work Programme	
16 th March 2015	Scrutiny of Crime and Disorder Partnerships – Update North Worcestershire Community Safety Partnership	
	Summary of Environmental Enforcement	
	WCC Health Overview & Scrutiny Committee – Update	
	Cabinet Work Programme	
	Action List	
	O&S Work Programme	
13 th April 2015	Planning Applications – Quarterly Backlog Data (to Review further need for this information.)	Requested at meeting held on 15/09/14
	Quarterly Recommendation Tracker	
	WCC Health Overview & Scrutiny Committee – Update	
	Cabinet Work Programme	
	Action List	
	O&S Work Programme	

Reports to be Received by the Board Quarterly – dates to be confirmed

Finance Monitoring - Quarterly
 Write Off of Debts - Quarterly
 Sickness Absence Performance - Annually
 Making Experiences Count - 6 monthly

Reports to be Received by the Board Annually

Summary of Environmental Enforcement (March 2015 meeting)

Scrutiny of Crime & Disorder Partnership

The Board must hold at least one meeting at which it considers the scrutiny of Crime and Disorder Partnership. This will be discussed at the meeting to be held on 16th March 2015.

Topics to be considered (as recommended by Task Groups)

The following topics were suggested by Task Group for further investigation. It is up to the Board to decide whether they wish these to be considered within its current Work Programme.

1. Provision of services available to disaffected young people and those not in education, employment or training within the District.
2. Review into CO2 emissions in the District.

OVERVIEW & SCRUTINY TASK GROUP/INQUIRY 12 MONTH REVIEWS 2014-15

Task Group	Date of Review
Air Quality Task Group	March 2015
Artrix Outreach Provision Task Group	July 2015

When considering topics for investigations Members may wish to take into account the Council's Strategic Purposes as detailed below:

Our Strategic Purposes for Bromsgrove



Help me to live my life independently

Help me to be financially independent

Keep my place safe & looking good

Help me find somewhere to live in my locality

Provide good things for me to see, do & visit

Help me run a successful business

Support services enable us to deliver our purposes

 **Bromsgrove District Council**
www.bromsgrove.gov.uk

For more information view the Council Plan at:
<http://www.bromsgrove.gov.uk/cms/council-and-democracy/council-plan.aspx>