



## **BROMSGROVE DISTRICT COUNCIL**

### **MEETING OF THE CABINET**

**WEDNESDAY 4TH NOVEMBER 2015 AT 6.00 P.M.**

**THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE**

**MEMBERS:** Councillors M. A. Sherrey (Leader), C. B. Taylor (Deputy Leader), G. N. Denaro, R. L. Dent, R. J. Laight and P. J. Whittaker

### **AGENDA**

1. To receive apologies for absence
2. Declarations of Interest  
  
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 Cabinet held on 7th October 2015 (Pages 1 - 4)
4. Minutes of the meeting of the Overview and Scrutiny Board held on 28th September 2015 (Pages 5 - 14)
  - (a) To receive and note the minutes
  - (b) To consider any recommendations contained within the minutes
5. Minutes of the meeting of the Worcestershire Shared Services Joint Committee held on 8th October 2015 (Pages 15 - 22)
  - (a) To receive and note the minutes
  - (b) To consider any recommendations contained within the minutes
6. Bromsgrove Centres Management (Pages 23 - 32)
7. Bleak House Farm Section 106 Funding Allocation (Pages 33 - 38)

8. Medium Term Financial Plan 2016/17 - 2018/19 - Budget Assumptions (Pages 39 - 44)
9. Medium Term Financial Plan 2016/17 - 2018/19 - Update/Presentation
10. Nomination of and Asset of Community Value - The Hop Pole Inn, Bromsgrove (Pages 45 - 56)
11. 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
12. To consider, and if considered appropriate, to pass the following resolution to exclude the public from the meeting during the consideration of item(s) of business containing exempt information:-

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

<u>Item No.</u>	<u>Paragraph</u>	
13	3	"

13. Confidential Minutes - Cabinet 7th October 2015 (Pages 57 - 60)

K. DICKS  
Chief Executive

The Council House  
 Burcot Lane  
 BROMSGROVE  
 Worcestershire  
 B60 1AA

27th October 2015

## BROMSGROVE DISTRICT COUNCIL

### MEETING OF THE CABINET

7TH OCTOBER 2015 AT 4.00 P.M.

PRESENT: Councillors M. A. Sherrey (Leader), C. B. Taylor (Deputy Leader),  
G. N. Denaro, R. L. Dent and P. J. Whittaker

Observers: Councillor P. L. Thomas

Officers: Mr. K. Dicks, Ms S. Hanley, Ms. J. Pickering, Mrs. C Felton, Ms.  
J. Willis, Mrs. S. Sellers, Ms. A. Scarce and Ms. R. Cole

Invitees: Mr. J. Dillon, Ms. E. Deeley

39/15 **APOLOGIES**

An apology for absence was received from Councillor R. J. Laight.

40/15 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

41/15 **MINUTES**

The minutes of the meetings of the Cabinet held on 2nd September 2015 and  
23rd September 2015 were submitted.

**RESOLVED** that the minutes of the meetings of the Cabinet held on 2nd  
September 2015 and 23rd September 2015 be approved as a correct record  
in each case.

42/15 **OVERVIEW AND SCRUTINY BOARD**

The minutes of the meeting of the Overview and Scrutiny Board held on 24th  
August 2015 were submitted.

**RESOLVED** that the minutes of the meeting of the Overview and Scrutiny  
Board held on 24th August 2015 be noted.

43/15 **NEW HOMES BONUS - CONSIDERATION OF THE  
RECOMMENDATIONS FROM THE NEW HOMES BONUS GRANTS  
PANEL**

The Cabinet considered a report which contained the recommendations of the  
New Homes Bonus Grants Panel in respect of the award of grants to a variety  
of organisations and projects throughout the District.

Members were reminded of the process which had been followed by the Grants Panel. This had included detailed application forms and interviews during which the applicants had been given the opportunity to make further representations to the Panel and Panel members had been able to seek any necessary clarification.

It was noted that the New Homes Bonus Panel had recommended that a total of £63,160 of the original sum available of £87,000 be allocated to the various applicants. It was noted that as well as informing the Parish Councils, the scheme had been well publicised including the use of public forums, press releases and the web site.

The Portfolio Holder for Finance suggested that it may be appropriate to reconsider the application process for any future rounds of grants with a view to simplifying the procedure. It was noted that in some cases, funding had been sought from alternative sources such as County Councillors Divisional funding.

**RESOLVED:**

- (a) that the recommendations of the New Homes Bonus Grants Panel as detailed in the Summary document (Appendix 1 to the report) be approved;
- (b) that the remaining balance of 23,840 from the original sum of £87,000 earmarked for the Grants Panel, be carried over and utilised in respect of the 2016/17 New Homes Bonus Grants process; and
- (c) that as part of the budget process, consideration be given to earmarking funds for the 2016/17 New Homes Bonus Community Grants Scheme with a view to a further round of New Homes Bonus Community Grants to take place in 2016.

44/15

**WORCESTERSHIRE SAFEGUARDING CHILDREN'S BOARD CHILD SEXUAL EXPLOITATION STRATEGY AND ACTION PLAN**

The Cabinet considered a report on the County wide Child Sexual Exploitation (CSE) Strategy 2015-2017 which set out the Worcestershire Children's Safeguarding Board's strategic commitment to tackle child sexual exploitation.

It was reported that the CSE Strategy incorporated a multi agency action plan which had been developed by the Worcestershire Children's Safeguarding Board.

The Head of Community Services explained some of the joint work which had been undertaken within the County. Members noted in particular section 3.12 of the report which set out how this Council would be fulfilling its duty to contribute towards the prevention of and response to CSE.

**RESOLVED** that the Worcestershire Child Sexual Exploitation Strategy 2015-2017, together with this Council's contribution towards meeting the Strategy as outlined in section 3.12 of the report be approved.

45/15 **DISPOSAL OF COUNCIL OWNED ASSETS AT HANOVER STREET/GEORGE HOUSE**

It was noted that whilst a version of the report on this matter had been published, full discussion and consideration of the proposals was an exempt matter and therefore there was no discussion in public on this occasion.

46/15 **LOCAL GOVERNMENT ACT 1972**

That under Section 100 I of the Local Government Act 1972, as amended, the public be excluded from the meeting during the consideration of the item of business the subject of the following minute on the grounds that it involves the disclosure of "Exempt Information" as defined in Part 1 of Schedule 12A to the Act, the relevant part being as set out below and that it is in the public interest to do so.

<u>Minute No</u>	<u>Paragraph</u>
46 /15	3

47/15 **DISPOSAL OF COUNCIL OWNED ASSETS AT HANOVER STREET/GEORGE HOUSE**

The following resolutions/recommendation were included in the Public version of the Cabinet report and are therefore included here for the purposes of accuracy of the Minutes.

**RESOLVED:**

- 2.1 That Members note the contents of this report.
- 2.2 That Members confirm the approval of the freehold disposal of the Site to Hinton Properties as the preferred developer.
- 2.3 That subject to Council approving the inclusion of the phased capital receipt and consequential impact on the Medium Term Financial Plan, members approve the revised delivery programme proposed by Hinton Properties consisting of a two phased approach for the capital sum to be paid and for the land to be drawn down as set out in this report
- 2.4 That Members note that the revised delivery programme provides for the car park to be operated by the Council.
- 2.5 That Members agree to the Council taking on the operation of the car park and give approval to the Council entering into a lease back arrangement for the car park with the preferred developer ( or any successor body to which the preferred developer disposes their interest in the land)
- 2.6 That Cabinet recommend to Council that the capital receipt be approved for inclusion in the Medium Term Financial Plan on the phased basis as outlined in paragraph 3.1

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7th October 2015

- 2.7 That delegated authority be granted to the Executive Director for Finance and Resources to agree the final terms for the disposal of the Site, the lease back of the car park with the preferred developer and any resulting changes in fees and charges for car parking on this site
- 2.8 That delegated authority be granted to Head of Legal Equalities and Democratic Services to enter into the legal documents required for the purposes of implementing the recommendations 2.2 to 2.7
- 2.9 That Cabinet recommend to Council that the potential shortfall in car park income of approximately £16,000 be released from balances and that the future impact on income during the redevelopment be addressed as part of the Medium Term Financial Plan consideration for 2016/17.

The meeting closed at 4.45 p.m.

Chairman

## BROMSGROVE DISTRICT COUNCIL

### MEETING OF THE OVERVIEW AND SCRUTINY BOARD

28TH SEPTEMBER 2015 AT 6.00 P.M.

PRESENT: Councillors L. C. R. Mallett (Chairman), K.J. May (Vice-Chairman), C. Allen-Jones, S. J. Baxter, S. R. Colella, M. Glass, J. M. L. A. Griffiths, R. D. Smith, P.L. Thomas and M. Thompson (Substitute)

Observers: Councillor G. N. Denaro, Councillor R. L. Dent, Councillor S. P. Shannon, Councillor M. A. Sherrey and Councillor C. B. Taylor

Officers: Ms. J. Pickering, Mrs. C. Felton, Mr. G. Revans, Mr. I. Roberts, Mrs. S. Sellers, Ms. A. Scarce and Ms. J. Bayley

#### 40/15 APOLOGIES FOR ABSENCE AND NAMES SUBSTITUTES

Apologies for absence were received on behalf of Councillors C. J. Bloore and B. T. Cooper and it was confirmed that Councillor M. Thompson was attending as a substitute for Councillor Bloore.

#### 41/15 DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS

There were no declarations of interest or whipping arrangements.

#### 42/15 MINUTES

The minutes of the meeting of the Overview and Scrutiny Board held on 24th August 2015 were submitted.

The Chairman explained that, as requested at the previous meeting of the Board, a letter had been sent from the Chief Executive to the Medical Director and Chief Executive of NHS Arden Herefordshire and Worcestershire. A response had already been received confirming receipt of the letter.

Officers noted that at the previous meeting of the Board reference had been made to the financial costs involved in launching a Task Group review. Unfortunately the costs quoted in the minutes appeared to relate to the previous year's figures. In 2015/16 Task Group Members would receive a single £130 payment and the Chairman of the Task Group a single £260 payment.

**RESOLVED** that the minutes of the Overview and Scrutiny Board held on 24th August 2015 be approved as a correct record.

43/15

## **TOPIC PROPOSAL REPORT - PARTNERS ROLE IN THE PLANNING PROCESS**

Councillor S. R. Colella presented a topic proposal detailing the terms of reference for a proposed review of the role of partners in the Development Control and strategic planning process. He explained that this topic proposal form had been drafted taking on board feedback provided in response to another proposal that he had presented at the previous meeting of the Board. The review, if approved, would investigate the role of statutory partners in the planning process and their influence over planning outcomes and their legal obligations.

The proposal form was discussed by Members of the Board. On the one hand it was suggested that a review of this subject would provide useful clarification for the benefit of elected Members. On the other hand concerns were expressed that it would be difficult to undertake this review without addressing specific planning applications, which was not within the remit of Overview and Scrutiny. Furthermore, questions were raised about the potential for a review of this subject to result in any measurable outcomes.

At Members' request the following details of the voting were recorded in respect of the Board's decision as to whether to launch the proposed review of the role of partners in the Development Control and strategic planning process.

For the launch of the review: Councillors S. J. Baxter, S. R. Colella and M. Thompson.

Against the launch of the review: Councillors C. Allen-Jones, M. Glass, J. M. L. A. Griffiths, K. J. May, R. D. Smith and P. L. Thomas.

The Board subsequently

**RESOLVED** to take no further action on this matter.

44/15

## **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.**

The Chair explained that, in consultation with the Monitoring Officer in advance, he had agreed for the meeting to receive an update on the Hanover Street / George House site as a matter of urgent business.

*(During consideration of this item Members discussed matters that necessitated the disclosure of exempt information. It was therefore agreed to exclude the press and public prior to any debate on the grounds that information would be revealed relating to financial and business affairs).*



45/15

## **PRESENTATION ON THE WORK OF THE PLACE TEAM**

The Head of Environmental Services delivered a presentation on the subject of the work of the place team for the consideration of the Board. During this presentation the following points were highlighted for Members' consideration:

- The work of the place team was aligned to a number of key operational principles.
- The restructure of the Environmental Services team had been completed.
- Staff in the new structure were expected to work holistically as part of a multi-skilled workforce.
- It had taken time for some members of the team to learn the new ways of working. Training and support was being provided.
- Some posts remained vacant though it was anticipated that these would be filled shortly.
- The Council was working closely with key partners, such as Bromsgrove District Housing Trust (BDHT), to meet the needs of residents.
- Staff were being encouraged to develop links with ward and parish Councillors and to participate in estate walkabouts with elected Members.
- Contact information for lead operational officers in Environmental Services was circulated for Members' consideration.
- Key lessons had been learned from the restructure. The recruitment process had coincided with the main growing season and this had meant that in some cases staff had been distracted from core tasks at a busy time of the year.
- It would take time to embed the new ways of working as culture change could be a time consuming process.
- Route optimisation had enabled the Council to develop efficient waste and recycling collection services. However, these might need to be reviewed at a future date as and when larger housing developments emerged.

Following the presentation a number of key points were discussed in further detail by the Board:

- An increased emphasis on team working in order to encourage staff to take ownership of their work.
- Continuing use of schedules for services such as litter picking. These would be adapted to meet the needs of local areas as staff became familiar with their localities.
- Provision of staff contact details to the public and the most appropriate ways to report environmental concerns to the place teams.
- Communication between staff and the public, including Parish Councillors. Members were advised that there were standard timeframes within which staff should be responding to customers, including sending acknowledgements in complicated cases which would take time to resolve.

- The trial of the new working arrangements that had taken place in Winyates, Redditch and subsequently in Wythall.
- The success of the trial in Wythall and the extent to which ward and Parish Councillors in the area had appreciated the outcomes of this way of working.
- The enhanced role of ward Councillors in areas where there were no Parish Councils.
- The need to change the ways in which the Environmental Services teams had been working as these had been shaped by compulsory competitive tendering some time ago.
- The potential for Place team representatives to attend PACT meetings.
- The option for Place team representatives to participate in estate walkabouts at the weekends. This would be particularly helpful for Councillors with working responsibilities.
- Arrangements for gritting Council land and the responsibility of Worcestershire County Council for gritting the main highways during periods of inclement weather.

**RESOLVED** that the presentation be noted.

46/15

## **GARDEN WASTE COLLECTION CHARGES 2016/17**

The Environmental Services Manager presented a report on the subject of garden waste collection service charges for 2016/17. Members were advised that there were two key proposals in the report:

- For the Council to establish direct debit payments as the primary method for customers to pay for the garden waste service from 2017.
- A proposal for the Cabinet to increase the charge for the garden waste collection service to £40 with effect from 1st February 2016.

Members were advised that a trial had already been undertaken with new customers to encourage payment for the service via direct debit. 80 per cent of new customers had indicated that they were willing to pay for the service using this method. The advantage of the direct debit payment process for the Council was that it was the cheapest way in which payments could be processed. The Board was advised that there would remain the potential for customers to pay using other payment methods where direct debit was not feasible or appropriate.

The potential for an incentive scheme to be offered to encourage existing customers to pay for the garden waste collection service via direct debit was briefly discussed. Members were advised that this option had been considered and it was possible that incentives such as raffle prizes for customers who arranged to pay by direct debit would be appealing.

**RESOLVED** that the report be noted.

47/15 **QUARTER 1 FINANCE MONITORING REPORT**

The Chairman advised the Board that the Finance Monitoring report for the period 1st April to 30th June 2015 had already been presented for the consideration of Cabinet and Council. This was the only time when the report would be presented to the Board at such a late stage and in future the Chairman had been assured that Members would have an opportunity to pre-scrutinise the content in advance of any decisions being taken.

The Executive Director of Finance and Corporate Resources presented the report for Members' consideration. She explained that the report had been produced in a new format which had taken into account a number of suggestions that had been made by the Board at previous meetings. Figures had also been presented in line with the Council's strategic purposes to enable Members to consider how Council spending was allocated in relation to corporate priorities.

The Board briefly discussed the strategic purposes. Members were advised that the strategic purposes had been agreed by Members. Each Director had assumed responsibility for a particular set of strategic purposes and Members discussed the potential for each Head of Service's role to be aligned to the strategic purposes.

The provision of disabled facilities grants to residents was also considered by the Board. Members noted that in previous years some residents had struggled to access this funding which had undermined their ability to live their lives independently. The Board was advised that to an extent delays occurred due to the time it usually took for Worcestershire County Council's occupational health advisers to assess the resident's needs. However, In order to provide further clarification in respect of this matter it was agreed that information on this subject should be requested from the relevant Head of Service for inclusion in the next edition of the report.

**RESOLVED** that the report be noted.

48/15 **EVENING CAR PARKING TASK GROUP - MEMBERSHIP**

The board was advised that five Members had been appointed to serve on the Evening Car Parking Task Group and the first meeting of the group would take place on Wednesday 30th September.

49/15 **INCREASING PHYSICAL ACTIVITY IN WORCESTERSHIRE JOINT SCRUTINY TASK GROUP - VERBAL UPDATE**

Councillor J. M. L. A. Griffiths, the Council's representative on the Joint Increasing Physical Activity in Worcestershire Task Group, explained that she had been unable to attend the group's health walk in Worcester as she had been invited to attend another urgent meeting at County Hall. No further meetings had taken place since the walk took place, though dates were in the process of being discussed.

50/15

## **FINANCE BRIEFING - BUDGET SCRUTINY (PRESENTATION)**

The Executive Director of Finance and Corporate Resources delivered a presentation regarding the Council's budget. During the delivery of this presentation she highlighted the following points for Members' consideration:

- As of September 2015 it was anticipated that there would be a shortfall in the budget of £196,000 in 2016/17 and a shortfall of £718,000 in 2017/18.
- The figures did not take account of the government grant settlement which was unlikely to be announced until December 2015.
- An assumption was being made that fees and charges would increase by 3 per cent.
- There would be use of £1.979 million from balances on a number of projects including the new leisure centre.
- Savings achieved in any given year were returned to balances.
- Reserves were allocated to particular projects such as new infrastructure.
- There was the potential for Overview and Scrutiny to undertake short, sharp scrutiny reviews to investigate particular budgets in cases where Members had any concerns.
- Over the course of the next few months, until the Council's budget was set in February 2016, scrutiny Members were also encouraged to speak to Heads of Service about any particular areas of the budget where they felt further information would be useful. Members did not need to wait until a Board meeting to raise any concerns.
- The Council's external auditors, Grant Thornton, had recommended that the Council improve its monitoring process in order to enhance the accuracy of end of year projections.
- The external auditors had also recommended that the Council needed to make its budget setting and financial monitoring process more transparent.
- Overview and Scrutiny had a role to play in questioning why certain savings achieved in a given year had occurred in cases where these had not been planned for.
- Members also needed to consider, when scrutinising the budget, whether the Council's strategic purposes continued to reflect customer concerns.
- A detailed schedule of the proposed budgets for the following three year period would be presented for the consideration of the Board in October.
- Officers were hoping to provide further information about the use of budgets to enable Members to assess the budget in context.
- There was the potential that an extra meeting of the Board would need to take place in January or February 2016 to consider the budget, depending on the outcome of the government grant settlement.
- There was the possibility that in 2017/18 the Council would need to take into account the potential impact of new housing developments on service delivery costs.

The costs of delivering enabling services were briefly discussed following the presentation. Members were advised that in the long-term the Council was aiming to change the balance of funding between frontline services and enabling services to place a greater emphasis on the operational level.

Members noted that there were a significant number of budget items due to be considered at the meeting of the Board in November alongside reports on other subjects. Concerns were expressed that the Board would not have sufficient time to review these items constructively and that further consideration of the Overview and Scrutiny Board's Work Programme might, therefore, be desirable.

**RESOLVED** that the contents of the finance briefing presentation be noted.

51/15 **WORCESTERSHIRE HEALTH OVERVIEW AND SCRUTINY COMMITTEE - UPDATE**

Members considered an update that had been provided by Councillor B. T. Cooper, the Council's representative on the Health Overview and Scrutiny Committee (HOSC), in advance of the meeting.

The following two items had been considered at the latest meeting of the HOSC on 16th September:

- The future of acute hospital services in Worcestershire.
- The quality of existing acute hospital services.

52/15 **ACTION LIST**

Officers explained that the action listed in respect of the Write Off of Debts report had been completed at the previous meeting of the Board. This item would therefore be removed prior to the next meeting. Reference was also made to a typographical error concerning the date by which officers had been asked to provide clarification about licensing charges for street cafes. This action remained to be completed.

53/15 **CABINET WORK PROGRAMME**

The Board noted that a number of items listed on the Cabinet Work Programme were scheduled for pre-scrutiny or had already been considered including:

- Hanover Street / George House site update.
- Green waste collection charges.
- High Street refurbishment – Phase II.
- Fees and charges.
- Burcot Lodge Hostel

Officers confirmed that the fees and charges report, listed on the Cabinet Work Programme for consideration in November, would in fact be presented in

December. Arrangements would be made for the report to be pre-scrutinised by the Board prior to a Cabinet decision being made on the subject.

54/15

## **OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME**

Members discussed the Board's Work Programme and noted that a significant number of items were scheduled for their consideration in October and November. To ensure that the Board could give sufficient time to scrutinise items in a constructive manner it was agreed that the Chairman and Vice Chairman should review the Work Programme and determine whether an additional meeting might be required.

The meeting closed at 8.20 p.m.

Chairman

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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## WORCESTERHSIRE DISTRICT COUNCILS AND COUNTY COUNCIL

### WORCESTERSHIRE REGULATORY SERVICES

#### MEETING OF THE WORCESTERSHIRE SHARED SERVICES JOINT COMMITTEE

8TH OCTOBER 2015 AT 4.54 P.M.

PRESENT: Councillors B. Behan (Chairman), E. Stokes (Vice-Chairman)  
P. Whittaker, J. Fisher, B. Clayton, M. Johnson, A. N. Blagg,  
S. Chambers and J. Hart

Observers: Mr. D. Sutton, Worcester City Council, Mr. N. Anderson,  
Worcestershire County Council, Mrs. S. Garratt, Worcestershire  
Regulatory Services, Mr. D. Mellors, Worcestershire Regulatory Services  
and Mr. M. Cox, Worcestershire Regulatory Services

Officers: Mr. S. Wilkes, Mr. I. Pumfrey, Ms. C. Flanagan, Ms. S. Morgan  
and Mrs. P. Ross

#### 12/15 **APOLOGIES**

The Chairman apologised for the late start of the meeting.

Apologies for absence were received from Councillors R. Laight, Bromsgrove District Council, D. Chambers, Malvern Hills District Council, A. Roberts, Worcester City Council, L. Hodgson, Worcestershire County Council and M. King, Wychavon District Council.

#### 13/15 **DECLARATIONS OF INTEREST**

No declarations of interest were received.

#### 14/15 **MINUTES**

The minutes of the meeting of the Worcestershire Shared Services Joint Committee held on 25th June 2015 were submitted.

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

#### 15/15 **PROGRESS ON RECONSTRUCTION OF WORCESTERSHIRE SHARED SERVICES PARTNERSHIP AND MANAGEMENT RESTRUCTURING OF WORCESTERSHIRE REGULATORY SERVICES**

Following on from the Worcestershire Shared Services Joint Committee meeting on 25th June 2015, where Members approved recommendations to partner authorities for the dissolution and reconstitution of the Joint

Committee; Members were provided with an update on the progress of the approval of those recommendations.

The Chairman, Worcestershire Regulatory Services (WRS) Management Board introduced the report and in doing so informed Members that partner authorities were progressing with the approval of the recommendations, as agreed by the Joint Committee in June 2015. Bromsgrove District Council, Redditch Borough Council, Wyre Forest District Council and Wychavon District Council have completed the approval process, with the recommendations being resolved. Malvern Hills District Council would present the recommendations to their Council meeting by the end of October 2015.

Members were further informed that Worcestershire County Council had not yet confirmed a date when the recommendations would be considered by its Cabinet, as it was considering other possible arrangements for provision of their trading standards services. Worcester City Council (WCC) had made a decision to defer consideration of this matter until the position with WCC was clear.

The WRS Senior Management Team had been appointed and in post as of 28th September 2015. The Business and Relationship Manager's position would be advertised externally within the forthcoming weeks.

At this point in the meeting, the Chairman took the opportunity to welcome and congratulate Mr. Simon Wilkes on his new role as Head of WRS. The Chairman also welcomed the WRS Senior Management Team to the meeting.

The Chairman, (WRS) Management Board responded to the concerns raised by Members with regard to the fact that the reconstitution of the shared services partnership required the unanimous agreement of all current and future partners.

He informed Members that the rationale behind the dissolution and reconstitution of the Joint Committee was to create an environment whereby licensing and environmental health were sustainable, with WCC having an agreed Service Level Agreement (SLA) for trading standards. It was agreed that delegation would be given to the Head of WRS to agree the terms of reference for this SLA.

As highlighted at the June 2015 Joint Committee meeting, the extant partnership agreement as of 1st June 2010 contained provisions enabling partners to leave the partnership following the required notice period given and the terms of exit agreed by all partners.

The Chairman emphasised that assumptions were being made as to what WCC aspired to and therefore there were currently no specific answers.

Councillor J. Fisher, Redditch Borough Council stated that one of the key drivers for changing the partnership was to enable WCC to become a customer of WRS, with an agreed SLA, there was never any mention of WCC taking trading standards back 'in house'.

The Chairman, (WRS) Management Board highlighted that the revised working model would give the partnership a means of managing change; more so than the current model. If one partner authority decided to leave the current partnership, the whole thing would drop. A partner authority who decided to leave the partnership was required to follow an exit strategy. There was a requirement that the partner authority would give twelve months exit notice at the annual meeting of the Joint Committee.

Councillor A. Blagg, WCC, informed the Committee that all partner authorities had voted for the change to the partnership in June 2015. The changes had highlighted that WCC would not be a partner, but a customer of the service. WCC wanted the best trading standards service for the County. No decision had been made and WCC were moving as fast as possible. The appointment of the new Head of WRS would enable discussions to continue with regard to a SLA. He was not in a position to clarify everything, but with regards to the questions and concerns raised regarding timescales, WCC were looking at their Council meeting cycle.

Councillor M. Johnson, Worcester City Council, stated that Worcester City Council would look to see what WCC would do and at their exit strategy. Worcester City Council would also look at the SLA, as a council looking to outsource more services. He would, however, reiterate that they were still part of the current partnership.

**RESOLVED:**

- (a) that the contents of the report be noted, and
- (b) that the contribution to the success of Worcestershire Regulatory Services made by Mark Kay, Business Manager and Chris Philips, Trading Standards and Animal Health Manager, be acknowledged.

16/15

**ENDORSEMENT OF WORCESTERSHIRE SAFEGUARDING CHILDREN BOARD CHILD SEXUAL EXPLOITATION ACTION PLAN**

The Committee considered a report on Worcestershire Regulatory Services participation in Worcestershire County Council's Child Sexual Exploitation (CSE) Strategy Action Plan.

The Head of Worcestershire Regulatory Services (WRS) introduced the report and informed Members that the action plan had been prepared for the Worcestershire Safeguarding Children Board and drawn up by the Child Sexual Exploitation (CSE) Strategic Group. The action plan identified the actions to be undertaken in order to achieve the key priorities and target areas as detailed in the Strategy.

Members were further informed that all Local Authorities and other relevant bodies had been asked to endorse the action plan. WRS were keen to show support and to play a key role in raising awareness with licensed premises and hackney carriage and private hire licensed drivers.

The key responsibilities within the Strategic Plan for WRS were detailed at section 3.3.4 to 3.3.6 in the action plan. In line with its responsibilities under the action plan, WRS had incorporated guidance leaflets (as included with the report) within its application processes. This was to raise awareness of CSE amongst the licensed trade, both for premises licence holders and the taxi trade. The guidance leaflets would be routinely added to outgoing granted licence packs.

The Head of WRS further informed Members that there were approximately 2,500 licensed taxi drivers within Worcestershire, therefore a phased approach to CSE awareness raising would be taken by WRS licensing officers.

CSE awareness raising had been included as an agenda item at recent Tax Forum meetings so that trade representatives could pass the relevant information onto their members (the majority of districts had active tax forums).

The action plan detailed and highlighted the complexity of Child Sexual Exploitation. The action plan would be actively monitored and revised over time to reflect any new issues or particular actions that emerged and needed to be addressed.

The Head of WRS responded to Members' questions with regard to the issuing and dissemination of information to licensed premises with a focus on 'hotspot' areas. He explained that 'hotspot' areas would be sensitive information provided by West Mercia Police and other relevant partners. He would, as suggested by Members, include the 999 emergency number in the WRS guidance leaflets; but would highlight that calls to the 999 emergency number should only be made if there was any immanent risk or immediate danger.

The Head of WRS reassured Members that whilst focusing on CSE awareness raising, that older and vulnerable people would still remain a priority for WRS officers.

Members stated that they had welcomed the report and the involvement of WRS in awareness raising of CSE. Following on from the recent high profile independent inquiries into CSE, whilst Worcestershire had not had any high profile cases or incidents identified and reported on, it should still be an overarching priority to increase the knowledge and understanding of CSE within the Worcestershire area.

**RESOLVED** that Worcestershire Regulatory Services participation in Worcestershire's Child Sexual Exploitation Strategy Action Plan be endorsed.

17/15

## **WRS REVENUE MONITORING APRIL - JUNE 2015 AND AUDITED ANNUAL RETURN**

The Committee considered a report which detailed the financial position for the period April to June 2015.

The Finance Manager, Bromsgrove District Council introduced the report and in doing so informed the Committee that the report presented the final financial position for Worcestershire Regulatory Services for the period April to June 2015.

The Finance Manager, Bromsgrove District Council drew Members' attention to Appendix 1 to the report which highlighted a projected outturn underspend of £29,000. Members were asked to note that this was an estimate to the year-end, based on the current level of expenditure. The underspend was mainly due to:-

- Vacant posts within the service together with savings resulting from maternity leave, long term sick etc. Part of the underspend was offset by the costs associated with additional agency staff being used to cover the vacancies.
- There was a projected overspend on IT, this was due to the uncertainty with the ICT transfer. This may be reduced when arrangements are finalised.
- Income includes £72,000 worth of Disturbance Allowance, 50% to be recharged to Worcestershire County Council, with the remaining 50% to be split equally between the Districts. Contracts on Nuisance Work, Contaminated Land and Stray Dogs projected to generate £55,000 and Feed Grant received from CEnTSA £45,000.
- Any grant funded expenditure was shown separate to the core service costs as this was not funded by the participating Councils.

Members were further informed that should the service fund the pension deficit of £119,000 for 2015/2016 there would be a resulting overspend of £89,000. Appendix 1 to the report detailed the apportioned charge that would be attributed to each partner authority based on the percentage as agreed by the Joint Committee at the meeting held on 27th November 2014.

The ICT system implementation / mobile working budget was £179,000. There was no expenditure to June 2015 due to the move to Wyre Forest. Further consideration would be made with regard to the requirements of the team in relation to mobile working.

The Finance Manager drew Members' attention to the revised Annual Return as detailed at Appendix 2 to the report. Members were informed that the books and records maintained by the Joint Committee had treated finance leases and fixed assets consistently as per the host authority, Bromsgrove District Council. However External Audit had recommended that figures on the Annual Return should be in accordance with their Practitioners' Guide. Therefore finance leases had not been classed as borrowings and fixed assets were reported at cost price, as shown in the revised Annual Return at Appendix 2 to the report.

**RESOLVED:**

- (a) that the final financial position for the period April to June 2015, be noted;

- (b) that the funding from partner authorities for the 2015/2016 pension deficit as detailed below, be approved, and

<b>Council</b>	<b>2015-16 Pension Deficit £'000</b>
Bromsgrove	14
Malvern Hills	12
Redditch	16
City of Worcester	16
Wychavon	21
Wyre Forest	15
Worcestershire County Council	25
	119

- (c) that the revised Annual Return 2014/2015, as detailed at Appendix 2 to the report be approved.

18/15

## **ACTIVITY AND PERFORMANCE DATA QUARTER 1**

The Committee considered a report that covered both district and county functionality and the wide range of each local authorities corporate priorities to which regulatory services contributed. The report detailed Worcestershire Regulatory Services Activity Data for Quarters 1, 2015/2016.

The Head of Worcestershire Regulatory Services (WRS) informed the Committee that he had asked the WRS Senior Management Team to attend the meeting today to be introduced to Joint Committee Members.

The Chairman welcomed Mrs S. Garratt, Licensing and Support Manager, Mr. D. Mellors, Environmental Health and Trading Standards Manager and Mr. M. Cox, Technical Services Manager to the meeting.

The Head of WRS introduced the report and in doing so informed Members that the activity report, as detailed at Appendix A to the report, showed that consumer complaints in respect of Trading Standards functions remained at the same level as the last quarter, but were lower than quarter 1 in 2014/2015 and at a similar level to quarter 1 in 2013/2014. It was felt that this was due to the low level of promotion undertaken by Citizens Advice Consumer Service of their 0345 number to the public.

The two top areas were, as ever, second hand cars and home improvements however, for this quarter clothing had exceeded furniture as the third most complained about product. The report further detailed the reasons why this had occurred. The reduction in infectious disease notification related to a change in protocol, the recording of some issues being logged but not

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actioned (effectively duplicating what Public Health England recorded) had ceased being recorded, only issues dealt with by WRS were now recorded.

The Technical Services Manager, WRS, responded to questions from Members and in doing so, highlighted that the bar chart, as detailed on page 71 of the agenda, showed an upward trend in demand for planning requests for both support and discharge of conditions. This was linked to the increasing levels of development in various parts of the County. With regard to the information detailed for contaminated land, this was not purely contaminated land, but also included land with contamination issues, e.g. former industrial sites or contaminated as a result of natural occurrence, such as methane.

Questions were raised by Members with regard to the format of the information presented. The Chairman briefly explained that the current format had been agreed following the requests and suggestions made by Members at previous Joint Committee meetings. The Head of WRS agreed to liaise with the relevant officers to see if the data for the previous year could be produced in the same format. If possible he would provide Members with the information.

**RESOLVED** that the Activity Data Report, Quarter 1, 2015/2016, be noted.

The meeting closed at 5.42 p.m.

Chairman

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#### BROMSGROVE CENTRES MANAGEMENT

Relevant Portfolio Holder	Cllr Rita Dent – Portfolio Holder for Economic Development, Regeneration and Town Centre
Portfolio Holder Consulted	✓
Relevant Head of Service	Dean Piper – Head of Economic Development & Regeneration – North Worcestershire
Ward(s) Affected	All
Ward Councillor(s) Consulted	N/A
Key Decision / Non-Key Decision	Key decision

#### 1. SUMMARY OF PROPOSALS

- 1.1 This report sets out a proposal for the North Worcestershire Economic Development and Regeneration (NWEDR) service to host a new Bromsgrove Centres Management function on behalf of the Council that will cover the Town Centre and outlying centres and villages including; Alvechurch, Barnt Green, Catshill, Hagley, Rubery and Wythall.

#### 2. RECOMMENDATION(S)

The Cabinet is requested to recommend that:

- 1) The funding of a unavoidable budget pressure is approved to be included in the Medium Term Financial Plan assumptions :
- 2016/17 £16k
  - 2017/18 £41k
  - 2018/19 £43k

The Cabinet resolve that:

- 2) The proposed model for Bromsgrove Centres Management is endorsed;
- 3) The new function is hosted by the North Worcestershire Economic Development & Regeneration (NWEDR) service on behalf of Bromsgrove District Council;
- 4) That delegation for the Centres Management function is added to the existing NWEDR Collaboration Agreement relating to the provision of Economic Development and Regeneration Services, to reflect the decision at 2) and 3);

- 5) That delegated authority is granted to the Head of Legal, Equalities and Democratic Services to amend the Collaboration Agreement referred to at 4).
- 6) The associated pension and redundancy costs of approximately £31k to be released from reserves set aside for restructuring the organisation.

### 3. KEY ISSUES

#### Financial Implications

- 3.1 The creation of the new function will require the recruitment of a new post, a new dedicated operational budget for delivery of activities and initiatives in each of the centres and additional capacity within NWEDR to deliver economic regeneration projects in each of the centres as appropriate. Should Members agree the proposed approach, the funding required for the new function will be included as a budget pressure from 2016/17 as part of the current review of the Medium Term Financial Plan.
- 3.2 An analysis of existing revenue budgets has identified the available funding that could be re-allocated to support the cost of the new function and achieved improved outcomes for the centres. However, there will be financial implications for the Council as set out below:

Expenditure	2016/17 £'000	2017/18 £'000	2018/19 £'000
<b>Centres management function (hosted by NWEDR)</b>	<b>91</b>	<b>94</b>	<b>97</b>
<b>Funded from:</b>			
Savings from existing posts	52	53	54
Business rate pool money earmarked for economic development activities	23	-	-
<b>Budget Pressure</b>	<b>16</b>	<b>41</b>	<b>43</b>

- 3.3 The proposal would involve the Council increasing its financial contribution to the NWEDR service from its current baseline position to cover the costs of the new function. As a result of this financial increase, the percentage contribution that the Council makes to the shared service would increase, whilst Redditch and Wyre Forest Councils would see their percentage contributions (not financial contributions) reduce slightly.

Council	% contribution to NWEDR shared service 2016-17 as per current budget	% contribution to NWEDR shared service 2016-17 (as an effect of this proposal)
Wyre Forest	36.0	32.6

Redditch	38.2	34.5
Bromsgrove	25.8	32.9

#### **Legal Implications**

- 3.4 The original collaboration agreement relating to Wyre Forest District Council hosting the NWEDR service and providing economic development and regeneration services to the Council, made reference to town centre management arrangements eventually being extended to Bromsgrove (subject to funding), therefore an amendment to the agreement will be required. It is proposed that a 'Memorandum of Understanding' between the Council and Wyre Forest District Council as host authority for NWEDR be developed setting out the exact remit of the Centres Management function.

#### **Service / Operational Implications**

##### **Background**

- 3.5 In July 2015, Cabinet approved a new set of economic priorities for the district, which provide a focus to the economic activities of the Council, its partners and to NWEDR, which the Council supports financially. One of the priorities is to 'create a more vibrant Bromsgrove Town Centre by enhancing the current retail and leisure offer'. Delivery of this priority is supported by a number of deliverables and measures.
- 3.6 The selection of this as a priority is supported by recent CACI industry data profiling, which shows that Bromsgrove town centre has a retail expenditure of £53.2m (this includes spend in all retailers and traders within the town centre), with 90% of expenditure accounted by local residents. The profile also identifies that Bromsgrove lacks a 'premium' retail offer and is suffering from leakage of expenditure, as residents have to travel elsewhere if they want to shop from a premium retailer.
- 3.7 The Council's aspiration is to uplift the current offer and to retain as much spend from local residents as possible, whilst attracting in more shoppers from adjacent areas.
- 3.8 Meanwhile, other centres and villages within the district have their own specific needs and requirements. For example, a recent public meeting in Rubery identified concerns from local residents regarding a number of local issues such as on-street car parking, signage, empty properties, potholes etc.

##### **Current context**

- 3.9 The completion of the £2m Bromsgrove High Street Regeneration Programme has helped to create a more modern and welcoming town centre environment and other projects within the town centre are now starting to come to fruition,

which will drive new investment and growth into the town and bring forward further residential, employment and retail opportunities.

- 3.10 The regeneration work has been wrapped into a wider branding exercise, with the 'Better Bromsgrove' brand launched and used as a way of promoting the changes that are taking place to local residents.

#### **Rationale for change**

- 3.11 There is still some residual work outstanding on certain town centre regeneration schemes, most notably on securing the re-development of the Hanover Street site, where a preferred developer has been appointed but development delivery is yet to commence.
- 3.12 The needs of other centres has also come into sharp focus, with each individual centre requiring specific support around various issues such as the state of shop frontages, repairs to footpaths and roads, empty shops, ASB and lack of vibrancy and footfall.
- 3.13 It is clear that the focus now needs to be extended to include regeneration and the on-going 'management' of Bromsgrove Town Centre and the outlying centres and villages across the district including Alvechurch, Barnt Green, Catshill, Hagley, Rubery and Wythall. This will ensure that they remain vibrant, provide a quality offer and continue to provide vital services and facilities to residents.
- 3.14 The Council already plays a critical role in supporting the on-going development of the centres in Bromsgrove, through the delivery of various services and functions including planning, street scene, environment, leisure and events.
- 3.15 However, there is an opportunity to work more pro-actively with each of the centres, by creating a more 'hands-on' role which is able to deal with all of the issues that may arise within a town centre or a smaller centre. The proposed mechanism to achieve this is to create a 'Town Centre Manager' (TCM) role.
- 3.16 A TCM role involves delivering town centre strategies, initiatives and projects aimed at ensuring that centres remain competitive and vibrant. TCMs have in recent times become a more visible presence in the UK in town and city centres of various sizes and TCMs now have their own recognised membership association, the Association of Town Centre Management (ATCM). Often, the role of a TCM is not confined to supporting the development of a single town centre, but can cover a number of centres in a particular locality.
- 3.17 It is considered that the creation of a TCM role would provide the Council with additional capacity to tackle a variety of issues in the main centres in Bromsgrove including:

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- Working with traders, businesses, community groups, partners and Councillors to ensure effective communication and co-ordination of activities;
- Identifying strategic priorities and improvements for the centres;
- Working towards safer centres;
- Better promotion and marketing;
- Organising events, promotions and markets to increase footfall and vibrancy;
- Working in partnership to ensure that the centres remain clean and benefit from high quality streetscene.
- Ensuring each centre is distinctive and can play its own role in the wider prosperity of the district.

3.18 Bromsgrove is presently the only North Worcestershire district not to have some form of TCM arrangement in place. Members are advised that a 'Town Team' for Bromsgrove Town Centre has recently been formed which consists of representatives from the Council, key public sector stakeholders and several local traders and has undertaken a number of initiatives, including the submission of a bid to the Great British High Street competition

3.19 NWEDR already has experience of hosting a successful Town Centre Management function for Wyre Forest and is currently supporting the delivery of a number of high profile regeneration schemes in Kidderminster Town Centre.

3.20 To date, NWEDR has not had a mandate to support the delivery of the Bromsgrove Town Centre Regeneration Programme. When the shared service was created in 2011, the Council transferred an existing Economic Development Manager and Assistant role to Wyre Forest District Council; however these roles did not have an explicit remit to deliver town centre management or regeneration activity, but were more focused on general economic development activities such as business support and attracting investment. Also at that time, the Council decided to progress delivery of the High Street regeneration programme via a seconded role from Worcestershire County Council, however that arrangement has now lapsed.

3.21 The time does now seem right for the NWEDR service to play a lead role in the delivery of town centre management and regeneration activities in Bromsgrove, utilising the skills and experience that the service has acquired managing similar activities in Wyre Forest.

#### **Developing an effective model for Bromsgrove –proposal**

3.22 It is proposed that a new Bromsgrove Centres Function hosted by the NWEDR service is created to take forward the future workload around the management and regeneration of Bromsgrove town centre and the various centres within Bromsgrove district. The diagram at Appendix 1 sets out the remit of the new function.

#### Required resources

3.23 To ensure that NWEDR has the appropriate capacity and skills base to host the function, the following resources are required:

- (i) Creation of a new full time Centres Management role to provide a dedicated resource to assist in the development and implementation of plans for Bromsgrove town centre and the outlying centres.

The Centres Manager role will support Bromsgrove Town Centre and key centres across the district including Alvechurch, Barnt Green, Catshill, Hagley, Rubery and Wythall i.e. centres that serve a population of between 2,500 and 10,000.

The post holder will work closely with local businesses and traders to identify and support their needs. They will also be responsible for pro-active engagement work with the various public and private stakeholders and the development of town centre partnership, promotion and marketing initiatives and campaigns to drive footfall into the centres, projects to improve the environment and quality of the centres.

One of the key outputs will be to deliver long term sustainability for the post and ultimately the wider town centre partnership. This will involve the preparation of a business plan that will need to consider various funding opportunities including sponsorship together with the scope for introducing a Business Improvement District.

- (ii) An operational budget for the Centres Manager will be required to provide the capacity to start up new initiatives to promote and develop the centres. Past experience in Wyre Forest has proved that a budget of £30k per annum has proved to be effective in supporting project activity across 3 town centres.
- (iii) Additional capacity within NWEDR to facilitate delivery of identified regeneration schemes and projects within Bromsgrove town centre and other centres as appropriate. Specific activities that will be progressed include:
  - Working pro-actively with developers to bring forward development delivery on key development sites i.e. Hanover Street, Birmingham Road / Stourbridge Road junction site, Bromsgrove Enterprise Park;
  - Redditch Eastern Gateway; working with the land owners and developer to promote the site and secure early delivery of the required infrastructure;
  - Working with the County Council and Bromsgrove District Council to develop the business case for investment on the A38 corridor to improve capacity at key bottlenecks;

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- Identifying relevant LEP funding opportunities that could support the delivery of regeneration schemes across Bromsgrove;
- Identifying regeneration priorities in centres and villages across Bromsgrove district and working with land owners, developers and partners to draw up re-development plans.

#### **Priorities**

3.24 Initial priorities for NWEDR will include:

- In each centre working with partners, local residents, resident groups, business associations and other stakeholders i.e. the Economic Development Theme Group to identify local priorities and action areas, transferring good practice from the 'Town Team' approach that is being developed in Bromsgrove Town Centre and NWEDR experience in Wyre Forest;
- Develop a Strategic Action Plan for each of the identified centres;
- In line with the agreed Action Plan, bringing forward identified priority projects and initiatives, ensuring that there are effective delivery mechanisms in place to support activity on the ground in each of the centres;
- Further development of an effective Bromsgrove Town Centre partnership or 'town team' involving the public and private sector (building on the emerging 'Town Team') and the Economic Development Theme Group.

#### **Management and monitoring arrangements**

3.25 It is proposed that the management of the new function would be encompassed within the NWEDR shared service collaboration agreement. Priorities and activities for the function would be added to the NWEDR Work Programme and regular reports would be provided to the NWEDR Client Management Group and the Portfolio Holder for Economic Development and Town Centre.

3.26 The proposed new Centres post would be integrated within the existing NWEDR structure, with a direct reporting line to the Head of Service and that additional support around delivery of complex regeneration projects across Bromsgrove would be provided to the Council by NWEDR.

#### **Key benefits of the proposal**

3.27 The specific benefits to Bromsgrove district is that there will be a formal resource to support the long term strategic vision of the Town Centre and outlying centres and to identify potential growth opportunities and to plan/deliver activities on the ground that promote and market the centres to a wider audience. The Council will also be able to make further use of the existing regeneration capacity and expertise held by NWEDR, to help accelerate the delivery of key development sites and regeneration schemes.

3.28 The outcomes that the new function will generate are as follows:

- Increased footfall into Bromsgrove Town Centre and other centres within Bromsgrove district through effective marketing and promotional activities;
- Reduced shop vacancy rates in centres;
- Bring forward key development / regeneration schemes identified in Bromsgrove to create new retail, residential and commercial development opportunities;
- Support the Council's aspiration to attract 'big names' to the High Street to complement the existing offer and vibrant independent sector
- Increased confidence in Bromsgrove as a place to invest and potential increase in the 'premium' offer to the town centre;
- Increased public and private sector investment;
- Improved engagement with local communities and key stakeholders;
- Opportunity to increase retail expenditure from visitors outside of the area;
- Build pride in Bromsgrove's key centres and address negative perceptions that exist about Bromsgrove.

#### **Timescales for implementation**

3.29 The proposal will be progressed in line with the following timetable:

- Handover of current town centre regeneration work to NWEDR and put in place transition arrangements – December 2015 to March 2016
- Recruitment process for Bromsgrove Centres Manager post – January / February 2016
- New officer in post – April 2016
- Refreshed Bromsgrove Town Centre Strategic Action Plan – summer 2016
- Identify local priorities for other centres – September 2016

3.30 As a result of the proposed approach to centre management the post of Town Centre Regeneration Officer will be deleted as the current post relates to the negotiations and delivery of the new developments in the town. The costs associated with the resulting redundancy and pension strain are approximately £31k and will be met from existing reserves set aside to fund restructuring costs.

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

3.31 An impact assessment will need to be undertaken to ensure that the new function meets the needs of diverse customers across the district.

#### **4. RISK MANAGEMENT**

4.1 Risks associated with the delivery of the individual activities will be added to the NWEDR Risk Register and monitored and managed by the Head of Service.



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5. **APPENDICES**

Appendix 1 - Proposed remit of new Bromsgrove Centres Function.

6. **BACKGROUND PAPERS**

Cabinet Report 1<sup>st</sup> July 2015: Bromsgrove Economic Priorities and Action Plan

### **AUTHOR OF REPORT**

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#### Appendix 1 – Proposed remit of new Bromsgrove Centres Function.



### Cabinet

**2<sup>nd</sup> November 2015**

#### **Bleak House Farm Section 106 Funding Allocation**

Relevant Portfolio Holder	Cllr Rod Laight
Portfolio Holder Consulted	Yes
Relevant Head of Service	John Godwin
Wards Affected	Drakes Cross
Ward Councillor Consulted	Yes

#### **1. SUMMARY OF PROPOSALS**

The report outlines the proposed use of the Section 106 funding from the Bleak House Farm development and seeks Cabinet's approval for recommendations to be made to Council to increase the capital programme accordingly.

#### **2. RECOMMENDATIONS**

**The Cabinet is asked to RECOMMEND to the Council that:**

- 2.1 That the Council's 2015/16 capital programme is increased by £133k to fund the fit out of new Health & Fitness facilities at Woodrush High School Academy to be funded by the S106 payments applicable to the Bleak House Farm site
- 2.2 That the S106 funds are only released to the school when they are received from the developer.
- 2.3 That authority is delegated to the Head of Leisure & Cultural Services to enter into a suitable legal arrangement and contract management process to protect the Council's funding in this matter.
- 2.4 That the Head of Legal, Equalities and Democratic Services be authorised to prepare and complete the necessary documentation for the agreements in recommendation 2.3 above.

#### **3. KEY ISSUES**

##### **Financial Implications**

- 3.1 There are no direct financial implications for the Council from this report as all funds under discussion relate to Section 106 agreements.
- 3.2 The total cost of the funding that will be available subject to Member approval and completion of the legal documents is £133k.

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### **Legal Implications**

- 3.3 The legal document relating to the Bleak House Farm development sets out the calculation, trigger points and for what purpose the Section 106 funding can be used. This document is available as background information as required from the committee services team.
- 3.4 One of the key priorities included in the Section 106 agreement under the off-site adult and youth play purposes is a scheme at Woodrush High School, details of which are set out below. This scheme is fully compliant with this agreement and its intended outcomes as it contributes to meeting strategic need in the local area. At this stage the first trigger point for release of the funding from the developer has yet to be reached as occupation of the first dwelling has not occurred. However it is understood from discussions with the developer that this point is anticipated prior to Christmas 2015.
- 3.5 The provision included in the Section 106 is for:
- New fitness suites
  - Enhancement of the existing astro turf pitch
  - A new dance studio
  - Additional changing rooms and/or
  - Improvements to the existing playing pitches
- 3.6 In order to protect the Council's investment in this project and to ensure that the wider community benefits are realised over the next 15 years, officers are in negotiation with the school and have agreed the heads of terms that will be the basis of the funding documentation. This will include:
- A Community Use Agreement;
  - Establishment of repairs and renewals fund;
  - Limitation on what the funding can be used for;
  - A set of key measures and outcomes;
  - Reporting mechanism and meeting schedule to monitor the agreement;
  - Requiring the school to make all sport and leisure facilities available to the public for the duration of this agreement;
  - A claw back and repayment process should the school fail to meet the expected standards in this matter.
- 3.7 The offer from BDC will remain conditional and no funding will be awarded until the funding is drawn down from the developer, this

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document, associated information and its requirements are signed and all aspects discharged to officers' satisfaction.

#### **Service / Operational Implications**

- 3.8 In partnership with the County Council and the High School, the District Council operated a dual use agreement for community access at Woodrush for a number of years. During this time expansion and refurbishment plans were prepared including external funding bids for consideration by the partners which were ultimately unsuccessful and led to the School taking over the running of the site in 2006.
- 3.9 The facilities on site have been successfully operated on a hire and lettings basis since this time with some refurbishment work being undertaken to enhance the facilities.
- 3.10 This includes most notably the resurfacing of the sand dressed Astro Turf Pitch (ATP), the refurbishment of the gymnasium to increase usage and enhancement to ancillary facilities including changing rooms etc. to support the community usage programme.
- 3.11 Since transferring to Academy status the school has undertaken a large capital investment and expansion project to increase its community involvement/influence and to take forward the extended services agenda.
- 3.12 As part of this work discussions were held with Leisure & Cultural Services officers regarding the sports facilities on site and what options could be explored to improve the local offer.
- 3.13 Based on this conversation and the professional advice given a number of changes to the delivery model site have been made to increase participation and usage, improve income generation and make the delivery model more sustainable and outward facing.
- 3.14 During these discussions it was also raised that the area itself had a shortage of suitable venues for hire to support wider social objectives such as Postural Stability Instruction, Mobility sessions and exercise on referral. Due to these limitations the full range of development services that could be delivered (with and through partners) including access to local social prescribing sessions and other activities such as group exercise classes, were not available.
- 3.15 Given what we know from national research and best practice guidance this would at best reduce local residents' access to physical activity based sessions but at worst negatively impact on people's health and wellbeing and increase costs for other agencies.

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- 3.16 As part of the capital investment programme the schools team reviewed this position and undertook some feasibility work assisted by the Council officers, to look at the possibility of implementing a fitness and group exercise offer into a large capital investment scheme that was planned.
- 3.17 The fitness gym and studio is part of a larger development scheme, Woodrush Community Hub, consisting of a range of community facilities. The £2.1 million capital development scheme has been funded via the EFA, Woodrush High School and WCC Libraries and Learning.
- 3.18 This has resulted in the following facilities being developed with key partners including the County Council:
- 40 Station Fitness Suite Space
  - 30 person Dance Studio Space
  - New Youth and Community Centre
  - New public and school Library
  - Conference facilities
  - Meeting and Classroom space
  - Ancillary Facilities Inc. Café and soft play area.
- 3.19 Due to the configuration and access arrangements of this site, the new facility offers community access during the school day to ensure that a robust programme can be developed to support all aspects of the local community.
- 3.20 This will also allow development services access to suitable facilities, working in partnership with Woodrush Youth, Sport and Community, to widen the local offer and ensure that key groups can be targeted based on demographic data sets, health profiles and the Joint Strategic Needs Assessment for the area.
- 3.21 The funding requested from Council is towards the fitness equipment fit out and associated costs within the gym and studio.
- 3.22 As highlighted above when negotiating the Bleak House Farm Section 106 agreement, officers were aware of this scheme and the key role it would play in addressing the shortage of facilities and activities within the local area.
- 3.23 As such the funding agreement was drafted to allow the funds available to be used subject to Member approval to support the overall cost of the project, as it was understood at the time that the external funding

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stream being accessed for the building works could not be used to fund the fit out as they were not directly educational based.

- 3.24 The school has continued its dialogue with the Council over the Section 106 funding, with the new facilities expected to achieve practical completion later this year. The school has also undertaken a procurement exercise for the fit out costs including health and fitness equipment and selecting its preferred supplier.
- 3.25 Officers have reviewed the specifications prepared and have no concerns on its content and have been invited to overview the submission from prospective contractors in order to assist with selecting the preferred contractor.
- 3.26 The proposed cost of this are £127,044.87 with the remainder of the budget being required for additional items such as stretching mats, AV systems, group cycling bikes and exercise equipment to support group exercise programmes.
- 3.27 Based upon the above information and the knowledge of the scheme it is considered that for a relatively small investment the Council will achieve a large improvement in the provision of public sector facilities and create a positive impact on the health and wellbeing of local residents. This will allow us to continue to ensure that we deliver against our Strategic Purposes of Give Me Good Things to Do See and Visit and Help Me to Live my Life Independently.

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

- 3.28 There are no direct Customer, Equality or Diversity Implications contained within this report. However the above section highlights the benefit the funding will provide to local residents and within the Heads of Terms (that will form the basis of the funding agreement) the school are required and have agreed to ensure that all facilities will support Equality and Diversity agendas, improve access arrangements and that Inclusive Fitness Initiative equipment is provided where possible.

#### **4. RISK MANAGEMENT**

- 4.1 The risks associated with this project relate to the use of Council funding to support an outside body to facilitate improved services within a locality.
- 4.2 The funding agreement will be supported by a detailed legal framework and ongoing monitoring from Leisure & Cultural Services to ensure that all aspirations during the course of the agreement are met and that where any issues arise they are proactively addressed in the best

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interests of both parties. As such the risk to the Council is considered to be minimal when considered against the benefit it will deliver and should the school fail to perform in line with expectations the Council has the right of claw back at its disposal.

### **5. BACKGROUND PAPERS**

Section 106 Agreement dated 5<sup>th</sup> Feb 2014 between Bromsgrove District Council, Worcestershire County Council and Gallagher Estates Ltd

Proposed heads of terms between Bromsgrove District Council and Woodrush High School for the funding of the fitting out of the Health and Fitness Suite at the school.

### **6. KEY**

#### **AUTHOR OF REPORT**

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**MEDIUM TERM FINANCIAL PLAN 2016/17-2018/19 – BUDGET ASSUMPTIONS**

Relevant Portfolio Holder	Geoff Denaro
Portfolio Holder Consulted	Yes
Relevant Head of Service	Jayne Pickering ( Exec Director)
Wards Affected	<b>All</b>
Ward Councillor Consulted	None specific

**1. SUMMARY OF PROPOSALS**

- 1.1 To recommend the budget assumptions to be used in preparing the detailed 2016/17 budget and provisional budgets for 2017/18 and 2018/19.

**2. RECOMMENDATIONS**

- 2.1 **That Cabinet recommend to Council that the revenue assumptions detailed in 3.7 be incorporated into the budget setting process.**

**3. KEY ISSUES**

**Financial Implications**

- 3.1 The Council is legally obliged to set a balanced budget. The budget setting process is complex and must be undertaken in a planned way. It is equally important that assumptions used in the preparation of the budget are agreed, reasonable and consistently applied by all services. A number of recommendations from the Councils External Auditors, Grant Thornton, are addressed by ensuring robust assumptions and a transparent planned approach is undertaken when agreeing the budget.
- 3.2 Officers are aiming to link the costs associated with delivering the Strategic Purposes of the Council across the whole organisation. This will enable Members to have a wider understanding of the whole costs with delivery rather than the departmental approach that has been seen in previous years. This new financial modelling will be trailed within specific areas to ensure a clear and transparent framework is in place for Members considerations.
- 3.3 In addition members have previously agreed that the following principles would be the focus of the Medium Term Financial plan :
- Reduce enabling costs
  - Identifying waste and removing this from the system and its associated costs

- Design new systems for delivery to meet customer demand

3.4 The budget forecast has been based on a number of assumptions, known levels of expenditure and anticipated levels of resources. Final confirmation of these assumptions will not be received/finalised until November/December this year. There are a number of areas of the Council's budget where risks to the projections contained in this report have been identified. The most significant of these are:-

- The new Government is to set out its spending plans early in the new parliament; this will have a significant impact on local government funding.
- The Finance Settlement for Bromsgrove District Council - the level of resources received from Central Government from the Revenue Support Grant may be different to those assumed. The decrease assumed for 2016/17- 2018/19 is 10% per year
- Monitoring of the 2015/16 budget will provide Cabinet with regular updates on any pressures/savings for the Council. Any associated on going implications will be incorporated into the budget projections for 2016/17 and future years.
- Savings – The level of savings required for 2016/17, 2017/18 are currently being considered. It is accepted that the savings require clear monitoring to ensure they are being delivered.
- Specific Grants and Contributions – The number and amount of specific grants received by the Council may be lower/higher than anticipated. The budget assumes no increase or reduction in specific grants. If the grant decreases, the associated expenditure must also be reduced to reflect the reduction in the grant received.
- Council Tax – Central Government provided a cap on the amount of Council Tax increase a Local Authority could make before a referendum of the local residents was required. The budget assumes a 1.9% increase in 2016/17, 2017/18 and 2018/19. This assumption will be reviewed as further announcements are made on both a Referendum and Council Tax Freeze Grants for the relevant years.
- Council Services- The impact of the economic climate on the residents of Bromsgrove and the increased demand this may have for Council Services could impact on cost of services as could general demographic changes.

- Inflation - Impact of changes in the price of goods and services used by the Council compared to the percentage assumed in the budget projections.
  - Fees and charges income – Impact of any economic slowdown on levels of usage of charged for Council services could lead to income levels not being achieved.
- 3.5 The Council while setting the budget is working within a time of significant financial uncertainty and risk. The potential implications to the Council of the Chancellor's budget statement on the 8th July, the consultation on the budget for 2016/17 over the summer and the proposed reduction in Central Government's departmental budgets, could be significant. The impact for individual Local Authorities will not be known until provisional figures are released in late November/December 2015. The Chancellor announced in his Spring Statement that the level of reduction would be at the same rate as over the previous parliament.
- 3.6 The timing of the Provisional Funding Settlement in late November/December 2015 means that this report is based on the available information at this point in time. Future reports will make Cabinet aware of any changes that impact on the current budget assumptions.
- 3.7 As part of the budget setting process the Council makes a number of assumptions in respect of the key elements of the Council's revenue budget. The following paragraphs in this section outline the areas where these assumptions are made.

#### **Council Tax**

The budget assumes an increase in Council Tax for 2016/17, 2017/18, and 2018/19 of 1.9%. Central Government has yet to announce plans to freeze Council Tax for 2016/17.

#### **Pay Inflation**

The budget assumes that the pay award will be 1% for 2016/17 to 2018/19.

#### **Superannuation Rates**

The employer superannuation contribution rates are 11.7% in 2016/17, 12.1% in 2017/18 and 12.5% in 2018/19. These are based on the advice by Worcestershire Pension Fund. The next valuation of the fund is due in 2016, therefore the rate of increase assumed for 2016/17 and 2018/19 are subject to change following this valuation.

#### **Price Inflation**

The budget assumes 0% inflation across the majority of the Council's non-pay expenditure budgets including grants that the Council gives out. Contractual arrangements and other significant inflation issues will be considered on a case by case basis.

#### **Discretionary Fees and Charges**

Fees and Charges are reviewed on an annual basis and officers assess the impact of increases in income charges on the demand on the services. It is recommended that, in line with the current Medium Term Financial Plan the increase for 2016/17 to 2018/19 be 3%. The total additional income generated from the 3% increase is approximately £150k and therefore any reduction on 3% would have to be included as a budget pressure for 2016/17-2018/19.

#### **3.8 Capital**

A review of the capital programme is currently being undertaken. This review will provide a three year capital programme for 2016/17 to 2018/19 taking into consideration the estimated reduction in capital resources and the limited revenue funding available for Capital Schemes in these years. A report to Cabinet in December / January will recommend a Capital Programme for 2016/17 to 2018/19 for consideration .

- 3.9 This is an initial report on the budget process which identifies the decision making, assumptions and principles. The forecasts will be refined over the coming months and further reports will be presented to Cabinet leading up to the approval of the budget and Council Tax in February 2016.

#### **Legal Implications**

- 3.10 The Council is under a duty to calculate the budget in accordance with Section 32 of the Local Government Finance Act 1992 and must make three calculations namely:
- An estimate of the Council's gross revenue expenditure; an estimate of anticipated income and a calculation of the difference between the two. The amount of the budget requirement must be sufficient to meet the Council's budget commitments and ensure a balanced budget. The amount of the budget requirement must leave the Council with adequate financial reserves. The level of budget requirement must not be unreasonable having regard to the Council's fiduciary duty to its Council Tax payers and non-domestic rate payers.

**Service / Operational Implications**

- 3.11 Budget Holders will prepare budgets to enable services to be delivered to meet the Councils Strategic Purposes. It is expected that officers will work across the organisation to establish financial projections that best meet the wider community needs and identify any savings or additional income to fund any budget shortfalls.

**Customer / Equalities and Diversity Implications**

- 3.12 Clarity on budget assumptions will ensure services are delivered to meet customer needs and expectations

**4. RISK MANAGEMENT**

- 4.1 The risks associated with the budget process and calculations mainly relate to the uncertainties around external funding and the resulting pressures on the budget. To mitigate this risk officer's will work on a number of scenarios to ensure all options can be reported to members in a timely fashion.

**AUTHOR OF REPORT**

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Tel: 01527-881400

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## CABINET

4<sup>th</sup> NOVEMBER 2014

### NOMINATION OF AN ASSET OF COMMUNITY VALUE

Relevant Portfolio Holder	Cllr Kit Taylor
Portfolio Holder Consulted	√
Relevant Head of Service	Ruth Bamford – Head of Planning & Regeneration
Wards Affected	Lowes Hill
Key Decision – N/A	

#### 1. SUMMARY OF PROPOSALS

To consider a request to list the Hop Pole, Bromsgrove as an Asset of Community Value

#### 2. RECOMMENDATIONS

**That Cabinet consider the contents of the report and decides to either:-**

- (a) Support the listing of the Hop Pole, Bromsgrove as an Asset of Community Value; or**
- (b) Not support the listing of the Hop Pole, Bromsgrove as an Asset of Community Value**

#### 3. KEY ISSUES

- 3.1 As Members are aware from previous reports the Localism Act included the 'Community Right to Bid' which gave communities a right to identify a building or other land that they believe to be of importance to their community's social well-being so that if it comes up for sale there is a six month period within which they can prepare their bid to buy the asset. The property in question can then be sold on the open market. Community groups have the same rights as any other bidders but there is no preference given to the local community bid.
- 3.2 Officers have received a nomination for the Hop Pole, Bromsgrove of which the freehold is owned by Punch Partnerships and currently tenanted. The nomination has been made by CAMRA ( Campaign for real Ale) , Bromsgrove and Redditch Branch. CAMRA has requested that the asset be nominated to give the ability for it to remain as a community asset in the future. The nomination is attached at Appendix 1.
- 3.3 Punch Partnerships and the local ward Councillors have been consulted as part of the process. There have been no responses received from the Brewery during the consultation period. As members are aware from a previous nomination the sale of the going concern business would be exempt from the legislation relating to assets of

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community value. Therefore if the pub was to be sold on as a going concern the 6 month moratorium would not apply.

3.4 The nomination from CAMRA supports the inclusion of the asset due to the fact that the Hop Pole provides a number of services that further the social wellbeing and interests of the local community. These are detailed in the nomination form attached at Appendix 1 and include:

- Live Music Events – the Hop Pole is one of the last pubs in Bromsgrove to showcase free, live entertainment with a mixture of both national and local acts
- Regular Quiz night
- Annual Cider festival
- Winner of the 2014 Cider Pub of the Year award

3.5 CAMRA have provided officers with the constitution of the organisation.

3.6 Members are reminded that under the new process for assets of community value introduced in November 2012 the final decision regarding whether to list an asset rests with the Head of Planning and Regeneration in consultation with the Portfolio Holder for Planning and Regeneration.

#### **Financial Implications**

3.7 Property owners who believe they have incurred costs as a result of complying with these procedures can apply for compensation from the Council. As previously reported to Council, Government recognises this as a potential risk to local authorities and will provide a safety net whereby any verified claims of over £20,000 will be met by Government. The owners also have a right to appeal the decision made by the Council in agreeing that the building be included on the Assets of Community Value.

#### **Legal Implications**

3.8 The Localism Act 2011 made provision for a new system of listing of assets of community value, giving community groups the right to make nominations, and requiring local authorities to maintain local registers. Further more detailed rules around the operation of assets of community value are set out in the Assets of Community Value Regulations 2012.

3.9 The test for listing an Asset of Community Value as set out in Section 88 (1) of the Localism Act 2011 is as follows:-



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“A building or other land in a Local Authority’s area is land of community value if in the opinion of the authority:-

- (a) an actual current use of the building or other land that is not an ancillary user furthers the social well-being or social interests of the local community, and
- (b) it is realistic to think that there can continue to be non-ancillary use of the building or other land which will further (whether or not in the same way) the social well-being or social interests of the local community.”

#### **Service/Operational Implications**

- 3.10 There are no specific operational implications for the District. The list of nominated assets will be maintained by Land Charges officers and will be available on the Councils Website.

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

- 3.11 The approval of the nomination of the Hop Pole will ensure that should the property be declared for sale any community group would be able to express an interest in purchasing the asset. This would result in up to 6 months of moratorium whereby any sale could only be to a community group. Following this the owner can sell to any purchaser. This excludes the sale as a going concern.

#### **4. RISK MANAGEMENT**

- 4.1 The register will be maintained to ensure that all assets nominated are included to mitigate any risks associated with assets not being included on the register. Consideration by officers and members will be undertaken at each nomination to ensure a consistent approach is taken.

#### **APPENDICES**

Appendix 1 – Nomination Form including plan of asset

#### **AUTHOR OF REPORT**

Name: Ruth Bamford  
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Tel: (01527) 881202

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## BROMSGROVE DISTRICT COUNCIL

### ASSETS OF COMMUNITY VALUE – THE COMMUNITY RIGHT TO BID

#### NOMINATION FORM

##### Section A: About your organisation

###### A1 Organisation's name and address

Name of organisation\* Redditch & Bromsgrove CAMRA (Campaign for Real Ale)

Address including postcode

4 Tilehouse, Redditch, B97 4PL

*\*full name as written in your constitution or rules (if appropriate)*

###### A2 Contact details

Name Mr Paul Richards

Position in organisation Chairman

Address including postcode

4 Tilehouse, Redditch, B97 4PL

Daytime telephone no. 07974 889553

Email address paul@rbcamra.org.uk

How and when can we contact you? Email is preferred owing to rotating working shifts

*\*by email or phone, and days of the week and/or times of day you would prefer*

## A3 Type of organisation

Description	Put a cross against all those that apply	Registration number of charity and/or company (if applicable)
Neighbourhood forum		
Parish Council		
Charity		
Community interest company		
Unincorporated body		
Company limited by guarantee	X	1270286
Industrial and provident society		

## A4 Number of members registered to vote locally (unincorporated bodies only)

In the case of an unincorporated body, at least 21 of its members must be registered to vote in the Bromsgrove District . If relevant, please confirm the number of such members. If they are registered to vote in the area of a neighbouring local authority, rather than in Bromsgrove , please confirm which area that is.

## A5 Local connection

Your organisation must have a local connection, which means that its activities are wholly or partly concerned with the administrative area of Bromsgrove District Council or a neighbouring local authority. In some cases this will be obvious, eg. a parish council in Bromsgrove, or an organisation whose activities are confined to the district. If your connection may not be obvious to us please explain what your organisation's local connection is.

The Redditch & Bromsgrove Branch of CAMRA has 1304 members and 242 within the B61 postcode area where the asset is located.

The Branch has the following connections to the local area:

- The CAMRA Branch hosts a beer festival in the local area
- The Branch hosts meetings in the local pub and the local area
- The Branch nominates a local pub of the year in this area
- The Branch presents awards to pubs in the area
- The Branch runs campaigns to save local pubs in the area
- The Branch writes a local newsletter about pubs and campaigns in the area

**A6 Distribution of surplus funds (certain types of organisation only)**

If your organisation is an unincorporated body, a company limited by guarantee, or an industrial and provident society, its rules must provide that surplus funds are not distributed to members, but are applied wholly or partly for the benefit of the local area (ie. within the administrative area of Bromsgrove or a neighbouring local authority). If relevant, please confirm that this is the case, and specifically which area this applies to.

Please see attached Articles of Association which prove that our surplus is non-distributing.

**A7 More about your organisation**

What are the main aims and activities of your organisation?

CAMRA, the Campaign for Real Ale is an independent, voluntary organisation campaigning for real ale, community pubs and consumer rights.

**A8 Your organisation's rules**

<b>Please send us a copy of the relevant type of document for your organisation, and put a cross in the next column to indicate which one this is</b>	<b>X</b>
Memorandum and Articles of Association (for a company)	X
Trust Deed (for a trust)	
Constitution and/or rules (for other organisations)	

## Part B: About the land or building(s) you are nominating

### B1 Description and address

What it is (eg. pub, local shop) Pub
Name of premises (eg. Post office , Community Centre) The Hop Pole
Address including postcode (if known) 78 Birmingham Road, Bromsgrove, B61 0DF

### B2 Sketch plan

Please include (here or on a separate sheet) a sketch plan of the land. This should show:-

- The boundaries of the land that you are nominating
- The approximate size and position of any building(s) on the land.
- Any roads bordering the site.

Please see attached Title Plan from the Land Registry.

**B3 Owners and others with an interest in the building or land**

*You should supply the following information, if possible. If any information is not known to you, please say so.*

	<b>Name(s)</b>	<b>Address(es)</b>
Names of all current occupants of the land	Unknown	Same as B1.
Names and current or last known addresses of all those owning the freehold of the land (ie. owner, head landlord, head lessor)	PUNCH PARTNERSHIPS (PTL) LIMITED (Co. Regn. No. 3512363)	Jubilee House, Second Avenue, Burton On Trent, Staffs DE14 2WF
Names and current or last known addresses of all those having a leasehold interest in the land (ie. tenant, intermediate landlord, intermediate lessor)	None Known	

## **B4 Why you think the building or land is of community value**

*Note that the following are not able to be assets of community value:-*

- *A building wholly used as a residence, together with land "connected with" that residence. This means adjoining land in the same ownership. Land is treated as adjoining if it is separated only by a road, railway, river or canal.*
- *A caravan site.*
- *Operational land. This is generally land belonging to the former utilities and other statutory operators.*

Does it currently further the social wellbeing or social interests\* of the local community, or has it done so in the recent past? If so, how?

The pub provides the following services to the local community which further the social wellbeing and interests of the local community:

- Live music events are often hosted at the pub
- The pub offers a dart board, a quiz machine and pool tables
- There is a beer garden attached to the pub which is used and enjoyed by local people
- The pub hosts regular quiz nights which bring the community together
- An annual cider festival offering a range of ciders is hosted at the pub

The pub has special value to local heritage and culture which should be protected. The Hop Pole is one of the last pubs in Bromsgrove to showcase free live entertainment; with a mixture of both local and national acts. The licensee, Pete Hedges, plays in a band himself; and Pete makes every effort to showcase a large variety of live entertainment from both local and international artists. There is live music three nights a week as well as special events and a regular pub quiz. The pub's website is updated regularly with its listings: [www.hop-pole.com](http://www.hop-pole.com)

The Hop Pole regularly features in the CAMRA Good Beer Guide; and last year won the Redditch & Bromsgrove CAMRA Cider Pub of the Year Award (2014). It is the only pub in the town that regularly sells O B Joyful, a beer which used to be brewed locally at the Red Cross brewery in Bournheath (it is now brewed by Worfield brewery in Shropshire). The pub also runs an annual cider festival which is well supported by its locals. There is an outside beer garden and the pub also caters to a residential area.



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Could it in future further the social wellbeing or social interests\* of the local community? If so, how? (This could be different from its current or past use.)

The pub will continue to serve the social interests of the community by offering the services outlined in the above section.

*\*These could be cultural, recreational and/or sporting interests, so please say which one(s) apply.*

## Section C: Submitting this nomination

### C1 What to include

- The rules of your organisation (question A8).
- Your sketch plan (question B2).

### C2 Signature

*By signing your name here (if submitting by post) or typing it (if submitting by email) you are confirming that the contents of this form are correct, to the best of your knowledge.*

Signature



### C3 Where to send this form

You can submit this nomination:-

- **By post to:** Jayne Pickering , Executive Director Finance and Resources, Bromsgrove District Council , Council House , Bromsgrove B60 1AA
- **By email to:** [j.pickering@bromsgroveandredditch.gov.uk](mailto:j.pickering@bromsgroveandredditch.gov.uk)

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