



BROMSGROVE DISTRICT COUNCIL

YOU ARE HEREBY SUMMONED to attend a MEETING of BROMSGROVE DISTRICT COUNCIL to be held in the Council Chamber at Parkside Suite - Parkside at 6.00 p.m. on Wednesday 24th February 2016, when the business referred to below will be brought under consideration:-

The formal business will be preceded by a prayer.

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 Council held on 20th January 2016 (Pages 1 - 12)

4. To receive any announcements from the Chairman and/or Head of Paid Service

5. To receive any announcements from the Leader

6. To receive comments, questions or petitions from members of the public

A period of up to 15 minutes is allowed for members of the public to make a comment, ask questions or present petitions. A councillor may also present a petition on behalf of a member of the public.

7. Recommendations from the Cabinet held on 3rd February 2016 and 24th February 2016 (Pages 13 - 14)

To consider the recommendations from the meeting of the Cabinet on 3rd February 2016 (attached) relating to:

- Burcot Lane Homelessness Hostel – Future Options
- Medium Term Financial Plan 2016/17 – 2018/19
- New Homes Bonus 2016/17

To consider the recommendations from the meeting of the Cabinet held on 24th February 2016 (to be tabled at the meeting) relating to:

- Medium Term Financial Plan 2016/17 – 2018/19

(The full Cabinet reports are enclosed for information at the back of the Council Agenda Book)

Note: that under the Local Authorities (Standing Orders) (England) (Amendment Regulations 2014, the Council is required to take a named vote when a decision is made on the budget calculation or precept at a budget decision meeting of the Council.

Note: that under Section 106 of the Local Government Finance Act 1992, any Councillor who is 2 or more months in arrears with their Council Tax payments cannot participate in any item at the Council meeting concerning the budget.

8. To set the Council Tax for 2016/17 (The Proposed Statutory Resolutions will follow)

Note: that under the Local Authorities (Standing Orders) (England) (Amendment Regulations 2014, the Council is required to take a named vote when a decision is made on the budget calculation or precept at a budget decision meeting of the Council.

Note: that under Section 106 of the Local Government Finance Act 1992, any Councillor who is 2 or more months in arrears with their Council Tax payments cannot participate in any item at the Council meeting concerning the budget.

9. To receive the minutes of the meeting of the Cabinet held on 3rd February 2016 (Pages 15 - 20)

10. To receive and consider a report from the Portfolio Holder for Leisure and Cultural Services (Pages 21 - 30)

11. Questions on Notice

A period of up to 15 minutes is allocated for the asking and answering of questions.

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

12. Motions on Notice (To Follow)

A period of up to one hour is allocated to consider the motions on notice. This may only be extended with the agreement of the Council.

Background Information on Recommendations from the Cabinet on 3rd February 2016 - Burcot Lane Hostel - Future Options (Pages 31 - 36)

Background Information on Recommendations from the Cabinet on 3rd February 2016 - Medium Term Financial Plan 2016/17 - 2018/19 (Pages 37 - 92)

Background Information on Recommendations from the Cabinet on 3rd February 2016 - New Homes Bonus 2016/17 (Pages 93 - 106)

Background Information on Recommendations from the Cabinet on 24th February 2016 - Independent Remuneration Panel (Pages 107 - 120)

Background Information on Recommendations from the Cabinet on 24th February 2016 - Medium Term Financial Plan 2016/17 - 2018/19 (Pages 121 - 134)

K. DICKS
Chief Executive

Parkside
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TO ALL MEMBERS OF THE BROMSGROVE DISTRICT COUNCIL

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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE COUNCIL

20TH JANUARY 2016 AT 6.00 P.M.

PRESENT: Councillors C. J. Spencer (Chairman), H. J. Jones (Vice-Chairman), C. Allen-Jones, S. J. Baxter, C. J. Bloore, S. R. Colella, B. T. Cooper, R. J. Deeming, G. N. Denaro, R. L. Dent, M. Glass, J. M. L. A. Griffiths, C.A. Hotham, R. E. Jenkins, R. J. Laight, P. Lammas, L. C. R. Mallett, K.J. May, C. M. McDonald, P. M. McDonald, S. R. Peters, S. P. Shannon, M. A. Sherrey, R. D. Smith, C. B. Taylor, P.L. Thomas, M. Thompson, S. A. Webb and P. J. Whittaker

81\15 **MR. M. P. JARRETT**

The Chairman referred to the recent death of Mr M. P. Jarrett a former Leader of the Council. Members stood in silence in tribute to his memory.

82\15 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors M. T. Buxton and L. J. Turner.

83\15 **DECLARATIONS OF INTEREST**

The following declarations of interest were made:

Item 6 - Time to Change Pledge Update

Item 15 - Motion on Notice – Trade Unions

Councillor L. C. R. Mallett declared an other disclosable interest in respect of these items as a UNISON Member. The interest was subject to a dispensation and therefore Councillor Mallett stated he intended to remain in the meeting.

84\15 **MINUTES**

The minutes of the meeting of the Council held on 18th November 2015 were submitted.

RESOLVED that the minutes of the meeting of the Council held on 18th November 2015 be approved as a correct record.

85\15 **ANNOUNCEMENTS FROM THE CHAIRMAN**

The Chairman referred to two forthcoming events and invited all Members to support the events;

- Holocaust Memorial Day Service on 27th January 2016
- Civic Supper to celebrate Robbie Burns Night on 29th January 2016

86\15 **TO RECEIVE ANY ANNOUNCEMENTS FROM THE LEADER**

The Leader informed Members of:

a meeting between Jeremy Hunt MP Secretary of State for Health with the local MPs to discuss local NHS improvements. Recommendations were expected within six weeks ; and

a meeting to discuss progress with the Devolution Deal with Greg Clarke MP Secretary of State for Communities and Local Government which had been postponed and would be re-arranged.

Councillor L. C. R. Mallett referred to:

the anticipated budget gap of approximately £3.5m by 2019/20 and queried whether the expenditure by this Council and Worcestershire County Council on the move to Parkside constituted Value for Money.

the Leader's comments quoted in the local press that she was "disgusted" with the likely financial Settlement from the Government. It was queried whether the Leader had conveyed this view to the Government.

The Leader confirmed that whilst she had been misquoted in the press she had spoken to the MP expressing her disappointment regarding the settlement.

With regard to the Parkside building it was important that staff and Members had the opportunity to settle into the new offices and to make improvements where required.

87\15 **TIME TO CHANGE PLEDGE**

Members were reminded of the decision of the Council to support the "Time to Change" pledge in January 2015.

A number of members of the officer group co-ordinating the Council's actions in this regard gave a short presentation updating members on actions taken so far. This included:

- a survey of the mental health of employees leading to the development of an action plan;
- training for managers, supervisors and front line staff;

- “time to talk” events to provide support to staff and help reduce the stigma around mental health issues;
- A wellbeing pilot event;
- Upgrading the council’s Employee Assistance Programme to provide one-to-one counselling sessions;
- An event about volunteering which attracted support from 20 local voluntary sector organisations.

Members thanked the Group for the work undertaken to date and expressed support for the plans to develop the work in the next few years.

88\15 **TO RECEIVE COMMENTS, QUESTIONS OR PETITIONS FROM MEMBERS OF THE PUBLIC**

There were no public comments or questions on this occasion.

89\15 **RECOMMENDATIONS FROM THE CABINET HELD ON 2ND DECEMBER 2015**

Fees and Charges 2016/17

Councillor G. N. Denaro referred to the recommendations from the Cabinet in respect of proposed Fees and Charges. Councillor Denaro referred to the previous decision resolved by Cabinet on 2nd December 2015 not to increase non-statutory fees and charges unless there was a specific reason for doing so supported with appropriate evidence. These items were at present recommended to Council for increase as set out in the report.

Councillor Denaro referred to the information received subsequent to that Cabinet meeting in respect of the proposed Government Settlement, which was more unfavourable than anticipated. Comments had also been received from the Overview and Scrutiny Board. It was felt therefore that there was merit in the recommendations being deferred and the issue of fees and charges being reconsidered at the next meeting of the Cabinet.

During the discussion Members referred to several discrepancies in the appendix setting out fees and charges and requested that these be addressed prior to any reconsideration of fees and charges .

RESOLVED that consideration of the recommendations be deferred and that these be reconsidered by the Cabinet, together with all other fees and charges.

90\15

RECOMMENDATIONS FROM THE CABINET HELD ON 6TH JANUARY 2016

Overview and Scrutiny Board Recommendation – Draft Joint Health and Well Being Strategy 2016 - 2019

The recommendation from Cabinet to support the recommendation from the Overview and Scrutiny Board on this matter was proposed by Councillor M. A. Sherrey and seconded by Councillor B. T. Cooper.

RESOLVED that air quality be proposed as an additional priority for inclusion in the Joint Health and Well Being Strategy 2016 – 2019.

Dolphin Centre Replacement – Sport England Grant Funding and Project Update

The recommendations from Cabinet were proposed by Councillor R. J. Laight and seconded by Councillor M. Glass.

As an amendment it was proposed by Councillor C. J. Bloore and seconded by Councillor M. Thompson that the remainder of the wording following “Sport England” in recommendation (c) be deleted and that the following additional recommendation (d) be added:

“That the relevant Cabinet member instructs officers to evaluate and present to Councillors a scheme to withdraw a piece of land big enough to build a sports hall out of any future land sale on School Drive so that when funds are available a sports hall can be built.”

Councillor Bloore requested that consideration be given to making provision for the construction of a sports hall as part of the development at a future stage. There was an opportunity to allow this to happen.

Reference was made to the support for the inclusion of a sports hall as demonstrated by the petition presented at the last Council meeting.

During the debate the view was expressed that Sport England were in support of the replacement Leisure Centre proposed without a sports hall and that this would provide Bromsgrove with a new and financially sustainable leisure facility.

On a requisition under Council Procedure Rule 18.3 the following details of the voting on the amendment were recorded:

For the Amendment: Councillors C. B. Bloore, R. E. Jenkins, L. C. R. Mallett, P. M. McDonald, C. M. McDonald, S. P. Shannon and M. Thompson (7)

Against the Amendment: Councillors C. Allen-Jones, S. J. Baxter, S. R. Colella, B. T. Cooper, R. J. Deeming, G. N. Denaro, R. L. Dent, M. Glass, J. M. L. A. Griffiths, H. J. Jones, R. L. Laight, P. Lammass, K. J. May, S. R.

Peters, M. A. Sherrey, R. D. Smith, C. B. Taylor, P. L. Thomas, S. A. Webb and P. J. Whittaker (20)

Abstentions: Councillor C. A. Hotham (1)

During the debate on the substantive motion reference was made to the availability of swimming pools within the district.

RESOLVED:

- (a) that the funding offer from Sport England be approved and the Capital Programme in respect of the replacement leisure centre be increased by £1.5million to £13million;
- (b) that the revised facility mix for the centre as set out in section 3.6 of the report be approved, based upon the increased funding available; and
- (c) that authority be delegated to the Head of Legal, Equalities and Democratic Services and the Head of Leisure and Cultural Services to enter into the required Lottery Funding Agreement in order to draw down the funding from Sport England and that any performance criteria stipulated be passed on to the future operator of the site.

91\15 **TO RECEIVE THE MINUTES OF THE MEETINGS OF THE CABINET HELD ON 2ND DECEMBER 2015 AND 6TH JANUARY 2016**

The minutes of the meetings of the Cabinet held on 2nd December 2015 and 6th January 2016 were received for information.

92\15 **REPORT FROM THE PORTFOLIO HOLDER FOR PLANNING SERVICES AND HOUSING**

Councillor L.C.R. Mallett declared a Disclosable Pecuniary Interest in the British Heart Foundation. The organisation was referred to in the report and he would leave the room if it was discussed or debated. In the event this was not discussed and Councillor Mallett remained in the meeting..

As the Portfolio Holder for Planning Services and Housing, Councillor C. B. Taylor presented a report on the areas covered by his Portfolio.

Members considered the report and raised a number of issues including the Council's policy on affordable housing and the numbers of homes which could be achieved as part of planning applications. The view was expressed that whilst the Council's policy was to seek "up to 40%" affordable dwellings, in practice the percentage achieved in a particular development was sometimes less. There was also discussion on homelessness figures and how these compared with other Authorities. Councillor Taylor undertook to provide comparative figures in writing.

The following issues were also raised:

- Impact of any Duty to Co-operate with Birmingham City Council;
- The potential benefits of a Community Infrastructure Levy;
- Planning Enforcement role;

- Volume of work/application backlog within Development Control and the potential to improve. It was noted that there were now no outstanding major applications and 25 minor applications waiting to be processed;
- Working with other agencies to improve Highways within the District;
- Action Plan to ensure the “Designation” of Planning Services was addressed. It was noted that the action plan had been submitted to the Minister and details of performance were being submitted to the Overview and Scrutiny Board;
- Success of the Townscape Heritage Initiative in assisting in the regeneration of the High Street.

93\15 **RECOMMENDATION FROM LICENSING COMMITTEE - STATEMENT OF GAMBLING PRINCIPLES**

The recommendation from the Licensing Committee held on 9th November 2015 as contained in Minute No 21/15 was proposed by Councillor B. T. Cooper and seconded by Councillor J. M. L. A. Griffiths.

Attention was drawn to the draft Statement of Principles under the Gambling Act 2005 and to the changes to the previous Statement of Principles relating to the development of a “Local Area Profile” and guidance on considerations to be taken into account by operators when drawing up their risk assessments.

RESOLVED

- (a) that the Statement of principles as detailed at Appendix 2 to the report be approved; and
- (b) that the Statement of Principles be published by 31st January 2016.

94\15 **REQUEST TO CHANGE THE NAME OF THE PARISH OF BELBROUGHTON**

The Council considered a request from Belbroughton Parish Council to change its name from Belbroughton to Belbroughton and Fairfield Parish Council.

RESOLVED

That in accordance with section 75 of the Local Government Act 1972, and with immediate effect, the name of Belbroughton Parish Council be changed to Belbroughton and Fairfield Parish Council.

95\15 **URGENT DECISION - CHUCHFIELDS CAR PARK**

The report of an urgent decision relating to improvements to Churchfields car park was received and noted.

96\15

QUESTIONS ON NOTICE

Question submitted by Councillor M Thompson

The Leader, like me, was probably shocked by the hundreds of motorists arrested for drink driving over the Christmas period. It is important that community leaders set a good example and I am sure the Leader agrees with me that the arrest and subsequent resignation of the Conservative Leader of Worcestershire County Council for drink driving has not helped the image of local politicians. Personally, I do not share the point of view of local Conservative Pam Davey, that Adrian Hardman's generation "would barely think about the consequences". It is not, as she says, "easy" to breach the drink driving limit - particularly when one remembers the deaths of the children who have suffered on our roads at the hands of drink drivers. In view of this, will the Leader take a moral stance and set an example by insisting that, for Councillors, these premises are an alcohol – free zone and that those who wish to use them for functions, should they choose, supply their own drinks?

The Leader responded that she did not share the views of Councillor Davey. The Council provided alcoholic drinks following the annual meeting of the Council and at civic events and would not become alcohol free.

Question submitted by Councillor P. M. McDonald

In the light of the Controlling Group being unaware of its own Government reducing the Revenue Support Grant and crying poverty. When only a few years ago it had in the bank in excess of £22m. However, it now finds itself in debt to millions of pounds and the Planning Department in Special Measures: Does the Leader not agree with me that there is an urgency to set up a Monitoring Board to monitor the performance of this Council, before it finds itself back in Special Measures?

The Leader replied that the changes to the settlement grant came as a complete surprise to her and to the Local Government Association. She believed that the calculations were incorrect. The Council's reserves had been over £9.6m for the last 6 years and the Cabinet would bring forward proposals for adjustments to the budget position shortly.

Question submitted by Councillor C. M. McDonald

Would the Leader of the Council please inform me of the total costs over the last two years of engaging consultants, temporary and casual workers?

The Leader responded that the Council had spent £586k in 2013-14 and £395k in 2014-15.

Question submitted by Councillor S. J. Baxter

Would the Leader say what the energy efficiency rating is for our new Council Building at Parkside relative to our old Council premises?

The Leader replied that the certificate stating the energy rating for Parkside had not yet been received.

97\15

NOTICE OF MOTION - ANIMAL WELFARE

The Council considered the following motion submitted by Councillor M Thompson and deferred for consideration from the previous meeting of the Council:

“Whilst humans and animals often enjoy a harmonious and mutually beneficial relationship, there are numerous examples of animals suffering extreme and unnecessary cruelty at the hands of humans; sadly and often in the name of entertainment. Bromsgrove District Council should be a Council that promotes animal welfare and as such be a compassionate beacon to other Districts. This motion, therefore, proposes that on its land and premises the Council:

- (i) Does not allow circuses that use animals;
- (ii) Does not allow the use of animals as prizes (for example: goldfish in fairs)
- (iii) Uses only environmentally cleaning products and products that have not been tested on animals.

The motion was proposed by Councillor M Thompson and seconded by Councillor S. P. Shannon.

In proposing the motion, Councillor Thompson suggested that if it was agreed by the Council it would set an example to others, especially young people, about taking steps to protect animals and the planet.

During debate, Councillor B. T Cooper referred to the licensing situation regarding travelling circuses and the role of DEFRA in enforcing this. The Council could impose restrictions on circuses on its own land. Currently the terms and conditions of hire for circuses and fairs using Council-owned land forbade the use of animals and the use of animals as prizes.

With reference to the use of environmentally friendly cleaning and other products, Councillor Cooper reported that where this information was available on the product or COSHH Data sheets, the use of more potentially damaging products was avoided. However, officers could not guarantee that all the cleaning products in use by the Council had been ethically tested due to the nature of the data available.

In the light of this information, Councillor Cooper suggested that the motion was unnecessary and that current practice achieved what was being proposed. Councillors then debated whether the motion should be agreed in order to confirm as policy what was being practised.

On a requisition under procedure rule 18.3 the following details of voting were recorded:

For the motion: Councillors C. J. Bloore, C. A. Hotham, L.C.R Mallett, P. M. McDonald, C. M. McDonald, S. R. Peters, S. P. Shannon and M. Thompson (8)

Against the motion: Councillors R. J. Deeming, G. N. Denaro, R. L. Dent, M. Glass, J. M. L. A. Griffiths, H. J. Jones, R. J. Laight, P. Lammas, K. J. May, M. A. Sherrey, R. D. Smith, C.B. Taylor, P. L. Thomas, S. A. Webb and P. J. Whittaker (15)

Abstentions: Councillors S. J. Baxter, S. R. Colella, B. T. Cooper and R.E Jenkins (4)

The Chairman declared the motion to be LOST.

98\15

NOTICE OF MOTION - TRADE UNION BILL

The Council considered the following motion submitted by Councillor P. McDonald:

This council notes:

- In July 2015 the government announced its trade union bill - a wide-ranging set of proposals which, taken as a package, will undermine the basic right to strike and make it harder for workers to organise effectively in trade unions.
- The proposals include ending the ban on employers bringing in agency workers to cover for permanent staff during industrial action- which fundamentally undermines the right to strike.
- The proposals will also bring in new restrictions on pickets and protests during strikes. Unions will have to give the details of a lead picketer on every picket line to the police and employers - and the government have even floated the idea of making all picketers give their details to the police. They may even be required to submit a campaign plan to the police and employers two weeks in advance - setting out what they intend to do, whether they will use a loudspeaker or carry a banner and even what strikers intend to put on social media, such as Facebook or twitter.
- The government have also proposed new thresholds for turnout in strike ballots, plus additional thresholds for those working in "important public services".
- The government want to grant ministers the power to unilaterally cut so-called "facilities time" in the public sector. This is paid time-off mutually agreed between employers and unions for union reps to represent their members and negotiate with their employer.
- The government also proposes to prohibit public sector employers assisting unions to collect their membership subscriptions through payrolls - even though this is used for a variety of other staff benefits such as cycle-to-work schemes and childcare vouchers, and even though unions often meet the costs of this.

Council further notes:

- The human rights organisations Liberty, Amnesty International and the British Institute of Human Rights have said that the government's proposals "would hamper people's basic rights to protest and shift even more power from the employee to the employer".
- The government refuses to allow trade unions to ballot their members electronically, which could help increase engagement.
- Trade unions take industrial action for a wide range of reasons including defending wages and pensions, conditions at work and safety.
- Strikes in the UK are at historically low levels.

Council believes:

- No worker ever wants to go on strike - but it is a crucial last resort for workers when their employer refuses to listen to their views, negotiate with them or compromise.
- The right to strike and protest are fundamental rights which should be valued and respected in a free and democratic society.
- Without the right to strike, workers will be unable to defend their jobs or pay, stand up for decent services and achieve fairness and safety at work.
- The government's proposals will undermine constructive employment relations in Bromsgrove District Council. We believe harmonious industrial relations are achieved by meaningful engagement with trade unions and their members.
- That, in the spirit of localism, councils should be free to build positive industrial relations that work for their communities without central government interference.

Council resolves:

- To support the UNISON, GMB and the TUC's campaign to protect the right to strike.
- To write to the Secretary of State for Business, Innovation and Skills and MP for Bromsgrove, Sajid Javid, stating the council's opposition to the government's proposals on trade unions.
- To write to the Secretary of State for Communities and Local Government stating the opposition to the interference of central government in local industrial relations as it is against the spirit of localism.
- Continue to value the importance of meaningful workforce engagement and representation through UNISON and GMB, the trade unions in Bromsgrove District Council.
- In the event that the government's proposals become law, in so far as is lawful for the council as an employer:

- to continue to allow recognised trade unions to use subscriptions through payroll, or otherwise support trade unions' efforts to move members onto direct debit subscriptions, through allowing access to workers and as much notice as possible of any changed arrangements.
- to maintain current arrangements on "facility time" for trade union reps to represent their members.
- to commit not to use agency workers to break strikes.

The motion was proposed by Councillor P. McDonald and seconded by Councillor C. McDonald.

In proposing the motion Councillor McDonald referred to the many successes achieved by trades unions, including equal pay.

During debate the view was expressed that the Council enjoyed a positive working relationship with the trade unions whose representatives were allowed reasonable time to carry out their duties. The Council would seek to maintain this relationship as it supported employees.

On a requisition under Council procedure rule 18.3 the following details of voting were recorded:

For the motion: Councillors C. J. Bloore, L.C.R Mallett, C. M. McDonald, P. M. McDonald, S. P. Shannon and M. Thompson (6)

Against the motion: Councillors B. T. Cooper, R. J. Deeming, G. N. Denaro, R. L. Dent, M. Glass, J. M. L. A. Griffiths, H. J. Jones, R. J. Laight, P. Lammass, K. J. May, M. A. Sherrey, R. D. Smith, C.B. Taylor, P.L. Thomas, S. A. Webb and P. J. Whittaker.(16)

Abstentions: Councillors S. Baxter, S. Colella, C. Hotham and R. Jenkins (4)

The Chairman declared the motion to be LOST.

99\15

NOTICE OF MOTION - FOOD HYGIENE RATING

The Council considered the following motion submitted by Councillor C.M McDonald:

"That this Council urges the Government to make it compulsory for restaurants, pubs and takeaways to display their food hygiene rating. Such a measure would encourage outlets to achieve and maintain the highest of standards."

The motion was proposed by Councillor C.M McDonald and seconded by Councillor M. Thompson.

In proposing the motion Councillor C.M McDonald suggested that requiring establishments to display their scores would encourage all to aim for the highest scores. This would then support improvement in food hygiene in a

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constructive way. There was precedent for this in that Wales (2013) and Northern Ireland (this year) were requiring compulsory display.

During debate on the motion, the following were the main points raised:

- That the introduction of “scores on the doors” in 2010 had led to positive working relationships between environmental health officers and food providers. Over 95% of food providers in the District had scores of 3 and above;
- The current approach enabled environmental health officers to concentrate efforts on premises with low scores;
- It was suggested that inspections had not been taking place as regularly as they might and that some had been conducted over the telephone;
- The scheme was currently voluntary and the public could ask about a premises’ score if it was not displayed; a website was also available for the public to check the scores for premises, although it was pointed out that not all members of the public would have internet access;
- How effective an approach to the government was likely to be.

On a requisition under Council procedure rule 18.3, the following details of voting were recorded:

For the motion: Councillors S. J. Baxter, C. J. Bloore, S. R. Colella, C. A. Hotham, R. E. Jenkins, L.C.R. Mallett, C. M. McDonald, P. M. McDonald, S. P. Shannon, M. Thompson (10)

Against the motion: Councillors C. Allen-Jones, B. T. Cooper, R. J. Deeming, G. N. Denaro, R. L. Dent, M. Glass, J. M. L. A. Griffiths, H. J. Jones, R. J. Laight, P. Lammas, K. J. May, M. A. Sherrey, R. D. Smith, C.B. Taylor, P. L. Thomas, S. A. Webb and P. J. Whittaker (17)

The Chairman declared the motion to be LOST.

The meeting closed at 9.30 p.m.

Chairman

CABINET

RECOMMENDATIONS TO THE COUNCIL

3RD FEBRUARY 2016

1. BURCOT LANE HOMELESSNESS HOSTEL – FUTURE OPTIONS

The Cabinet has considered a report detailing the replacement of the Burcot Lodge Homelessness Hostel, Bromsgrove.

It is RECOMMENDED

that the cost of the alternative option for the provision of temporary accommodation, as set out in proposal one in the report be released from balances.:

2. MEDIUM TERM FINANCIAL PLAN 2016/17 – 2018/19

The Cabinet has considered a report on the Medium Term Financial Plan

It is RECOMMENDED:

- a) that the Fees and Charges for 2016/17 (and garden waste for 2017/18) as detailed in Appendix 1 be approved;
- b) that the savings and additional income for 2016/17 of £401k as detailed in Appendix 3 be approved;
- c) that the unavoidable pressures for 2016/17 of £507k as detailed in Appendix 4 be approved;
- d) that the Capital bids for 2016/17 of £280k as detailed in Appendix 5 be approved;
- e) that the payment of Parish Council Grant for 2016/17 of £13,800 be approved;
- f) that the increase in Council Tax for 2016/17 of 1.9% be approved, and
- g) that, as detailed in the preamble above, the surplus shortfall figure for 2016/17 be used to reduce the 'Release of reserves to fund shortfall' figure for 2016/17 be approved.

3. NEW HOMES BONUS 2016/17

The Cabinet has considered a report on the revised New Homes Bonus Community Grants Scheme for 2016/17.

It is RECOMMENDED:

- a) that the revised New Homes Bonus Community Grants Scheme 2016/2017, as attached at Appendix 1 be approved;

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- b) that 25% of the additional New Homes Bonus grant received in 2016/2017 to be used to calculate the amount of £101k to be allocated to the scheme be approved; and
- c) that an additional amount of £23,840 to be added to the total allocation in respect of funds carried forward from the previous year's scheme be approved.

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE CABINET

WEDNESDAY, 3RD FEBRUARY 2016 AT 6.02 P.M.

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

Invitees: Councillors L. C. R. Mallett and K. J. May

Observers: Councillors B. T. Cooper, C. A. Hotham and P. L. Thomas

Officers: Mr. K. Dicks, Ms. J. Pickering, Mrs. C. Felton, Ms J. Willis,
Mr. D. Allen, Ms. R. McAndrews and Mrs P. Ross

The Chairman announced that she had been advised by the Executive Director Finance and Resources that Members would be asked to consider a revised Recommendation with regard to the Medium Term Financial Plan. In light of the revised Recommendation the consideration of the allocation of funding towards the Member Capital Locality Bids would be deferred.

76/15 **APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor P.J. Whittaker.

77/15 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

Councillor G. N. Denaro commented that, he would have declared an interest on Agenda Item No. 5, but as this item was to be deferred to a later meeting it would no longer be necessary for him to make a declaration.

78/15 **MINUTES**

The minutes of the meeting of the Cabinet held on 6th January 2016 were submitted.

RESOLVED that the minutes of the meeting of the Cabinet held on 6th January 2016 be approved as a correct record.

79/15 **OVERVIEW AND SCRUTINY BOARD**

The minutes of the meeting of the Overview and Scrutiny Board held on 23rd January 2016 were submitted.

At the invitation of the Chairman Councillor L. C. R. Mallett, Overview and Scrutiny Board Chairman presented the minutes and highlighted the Recommendations as detailed within the minutes to the Chairman.

The Chairman thanked Councillor L. C. R. Mallett and clarified that the Recommendations, as detailed within the minutes and highlighted by Councillor L. C. R. Mallett, would be considered during the course of the meeting under the relevant agenda items; Medium Term Financial Plan and Burcot Lane Homelessness Hostel – Future Options.

With the agreement of the Chairman, Councillor C. B. Taylor asked when the Short, Sharp Review of homelessness in Bromsgrove District would commence. He was keen to be kept informed as Portfolio Holder for Planning Services and Housing.

In response Councillor L. C. R. Mallett informed Members that he was unsure as to the progress of the Short Sharp Review of homelessness in Bromsgrove District. He would however liaise with Councillor C. J. Bloore and the Democratic Services Officer and would endeavour to keep Councillor C. B. Taylor informed as the Portfolio Holder for Planning Services and Housing.

RESOLVED that the minutes of the Overview and Scrutiny Board meeting held on 23rd January 2016 be noted and that the Recommendations, as detailed within the minutes, be considered during the course of the meeting under the relevant agenda items as detailed in the preamble above.

80/15

BURCOT LANE HOMELESSNESS HOSTEL - FUTURE OPTIONS

Members considered a report which detailed the replacement of Burcot Lodge Homeless Hostel, Bromsgrove.

Councillor C. B. Taylor, Portfolio Holder for Planning Services and Housing introduced the report and in doing so informed Members that he had had several discussions with officers on the replacement of Burcot Lodge Homeless Hostel and it had been brought to the attention of the Overview and Scrutiny Board. Councillor C. B. Taylor referred the Members to the two proposed options from Bromsgrove District Housing Trust (BDHT) to replace the hostel, as detailed at paragraph 3.8 in the report. He also referred to the Recommendation in the Overview and Scrutiny Board Minutes, which he felt would be the most suitable way forward of addressing the need for hostel provision as it would allow for the position to be kept under review.

Accordingly, Councillor C. B. Taylor proposed that Recommendation 2.3 be amended to reflect the Recommendation as detailed in the Overview and Scrutiny Board minutes, as highlighted earlier in the meeting by Councillor L. C. R. Mallett.

Having been put to the vote it was

RESOLVED:-

- a) that, it be noted, that the sale of the former Council House and surrounding land would eventually lead to the closure of Burcot Lodge Homeless Hostel,
- b) that the Head of Community Services in consultation with the Portfolio Holder for Strategic Housing be granted delegated authority to organise the replacement of the hostel with alternative temporary accommodation, as set out in Proposal one, to be provided by BDHT, and
- c) that the Council would remain open to reconsidering Proposal 2, as detailed in the report, at a later date should demand for temporary accommodation from residents at risk of homelessness be increased.

RECOMMENDED that the cost of the alternative option for the provision of temporary accommodation, as set out in Proposal one, be released from balances.

81/15

CCTV CODE OF PRACTICE

Members considered a report detailing the adoption of the CCTV Code of Practice.

At the invitation of the Chairman, the CCTV and Lifeline Manager presented the report.

The CCTV and Lifeline Manager informed Members that the new Code of Practice was very similar in principle to the previous CCTV Code of Practice. The original objectives of the scheme had not been altered. The changes made were primarily to meet the requirements of new legislation, the Protection of Freedom Act and to adopt the Surveillance Camera Commissioner's Code of Practice. The CCTV Code of Practice, as detailed at Appendix 1 to the report, had been issued by the Secretary of State under Section 30 of the 2012 Act.

The CCTV Code of Practice was written to ensure that the scheme was operated legally, fit for purpose and followed the 12 guiding principles as detailed in the report.

The Chairman thanked the CCTV and Lifeline Manager.

RESOLVED:-

- a) that the CCTV Code of Practice, as detailed at Appendix 1 to the report, be approved; and
- b) that authority be delegated to the CCTV and Lifeline Manager to make minor changes to the CCTV Code of Practice to comply with legal requirements and advice from the Surveillance Commissioner.

82/15

MEDIUM TERM FINANCIAL PLAN

The Cabinet considered the report on the Medium Term Financial Plan 2016/17 – 2018/19.

The Executive Director Finance and Corporate Resources reminded Members, that as stated by the Chairman at the commencement of the meeting, Recommendation 2.1.7 in the report had been revised. The revised Recommendation was provided for Members consideration.

In light of the revised Recommendation 2.1.7; the Overview and Scrutiny Board Minutes of the meeting held on 23rd June 2016, with regard to the Member Capital Locality Bids from elected Members was acknowledged and noted as requested.

The Portfolio Holder for Finance expressed his sincere thanks to the directors and officers for their assistance with the preparation of the Medium Term Financial Plan. Directors and officers had been challenged with working towards achieving the delivery of a balanced budget, whilst taking into account the unexpected announcement from Central Government on the proposed changes and cuts to be implemented.

The Executive Director Finance and Corporate Resources acknowledged the Recommendation as detailed in the minutes of the Overview and Scrutiny Board meeting held on 23rd January 2016 with regard to the Fees and Charges for 2016/17; and informed Members that, as detailed in her report, it was proposed that the Fees and Charges for 2016/17 be increased by 3%, with charges outside of the 3% including a proposed 5% increase in 2017/18 for the garden waste collection service, presented in detail in the main report.

The Executive Director Finance and Corporate Resources referred to the background to the Medium Term Financial Plan and the Government proposed changes to the allocation of central government funding to the Council going forward.

A new calculation called 'Core Funding' would be used as the basis for reducing the funding given to the Council from Central Government. The Core Funding now included the Council Tax Requirement (Council Tax Revenue) from 2015/16 together with the Settlement Funding Assessment, as detailed in paragraph 3.4. The Core Funding for Bromsgrove was worth £9.879m in 2015/16, including Council Tax Requirement of £6.990m.

It was proposed that between 2015/16 and 2019/20, uniform annual cuts would be applied to each tier of local authorities' Core Funding. Over this four year period, the cumulative cut to lower tier services (District) would be 19.2%. This would result in the new Core Funding Assessment to be £7.981m, as detailed in section 3.6 in the report.

The Executive Director Finance and Corporate Resources drew Members' attention to paragraphs 3.7 and 3.8 in the report, highlighting the table at paragraph 3.10 which reflected the reductions to the Revenue Support Grant (RSG) funding for Bromsgrove based on the Grant received in 2015/16 and the table at paragraph 3.11 which illustrated the impact of the settlement on the Council, the loss of RSG over the next four years up to and including 2019/20 compared to previous forecasts.

The other element of significant income to the Council was New Homes Bonus. This fund would continue on the current basis for 2016/17. The position beyond 2016/2017 had not been confirmed. The financial plan assumed that the Community New Homes Bonus Scheme continued with 25% of the new funding from the grant allocated to schemes in communities affected by growth.

As part of the budget projections the grant attributed to Parish Councils had been reduced by the same percentage (54%) as the Revenue Support Grant (RSG) and therefore £13,800 was recommended to be paid to the Parishes with the remaining £7,000 to be utilised for projects in non-parished areas.

The table at paragraph 3.31 in the report detailed the three year financial summary and included the reductions in grant and the proposed pressures and savings.

Due to the current surplus of £154k in the overall budget for 2016/17, the Executive Director Finance and Corporate Resources drew Members' attention to the figure shown for the 'Release of reserves to fund shortfall' for 2016/17 (£-551k). The current surplus would be used to reduce the amount required from reserves and the 'Release of reserves to fund shortfall' for 2016/17 would reduce to £397k.

RESOLVED:-

- a) that the Member Capital Locality Bids as detailed at Appendix 6 (i – v) to the report, be deferred as Cabinet recognised that currently there was not a robust mechanism in place for processing and evaluating proposed projects; and
- b) that officers bring a comprehensive process and evaluation scheme to Members in due course for consideration.

RECOMMENDED:-

- a) that the Fees and Charges for 2016/17 (and garden waste for 2017/18) as detailed in Appendix 1 be approved;
- b) that the savings and additional income for 2016/17 of £401k as detailed in Appendix 3 be approved;
- c) that the unavoidable pressures for 2016/17 of £507k as detailed in Appendix 4 be approved;
- d) that the Capital bids for 2016/17 of £280k as detailed in Appendix 5 be approved;
- e) that the payment of Parish Council Grant for 2016/17 of £13,800 be approved;
- f) that the increase in Council Tax for 2016/17 of 1.9% be approved, and
- g) that, as detailed in the preamble above, the surplus shortfall figure for 2016/17 be used to reduce the 'Release of reserves to fund shortfall' figure for 2016/17 be approved.

83/15

NEW HOMES BONUS 2016/17

Members considered a report on the revised New Homes Bonus (NHB) Community Grants Scheme which enabled community groups to apply for funding from the New Homes Bonus Grant received by the Council.

Councillor G. N. Denaro, Portfolio Holder for Finance presented the report and in doing so informed Members that a scheme was introduced and funds made available for 2015/2016. A fund of £87,000 was allocated based on 25% of new grant received during the year and a number of groups had secured £63,000 of that funding, as detailed in the report.

For 2016/2017 the Council had agreed to make part of the New Homes Bonus available for a New Homes Bonus Community Grants Scheme. The template on page 163 of the report detailed the total number of new houses completed in 2014/2015 in each ward, totalling 228, giving a figure of £547.54 per house. The unallocated amount of £23,840 from the 2015/2016 scheme would be added to the 2016/2017 allocation, giving a total of £124,840.

RECOMMENDED:-

- a) that the revised New Homes Bonus Community Grants Scheme 2016/2017, as attached at Appendix 1 be approved;
- b) that 25% of the additional New Homes Bonus grant received in 2016/2017 to be used to calculate the amount of £101k to be allocated to the scheme be approved; and
- c) that an additional amount of £23,840 to be added to the total allocation in respect of funds carried forward from the previous year's scheme be approved.

The meeting closed at 6.44 p.m.

Chairman

Bromsgrove District Council

Report of the Portfolio Holder for Leisure and Cultural Services

Aligned to Provide Good Things for me to See, Do and Visit

24th February 2016

I am pleased to present an update report to the Council about the areas covered by my portfolio.

In doing so I would like both to look back over recent events and forward to emerging issues.

As you will be aware it has been a very busy year for the Leisure & Cultural Services Team with many key projects and schemes being progressed to improve infrastructure which impacts the quality of people lives.

Play Areas

Throughout the year the Team have managed the Districts Council's play portfolio effectively to reduce the risk of avoidable accidents, and to ensure that there is a range of sustainable and safe play provision across the District.

The Team have recently undertaken a significant training programme for the whole of the Environmental Operational Teams, in the "Basic Level" of play area inspections. This will enable the Team a much faster turn-a-round time for faults and repairs to improve the service to the children and young people of the District

During the year we have undertaken number of play area refurbishment and replacements including the following:

Hagley Teen Play provision: Skate Park and Risky Play areas installed in partnership with the Parish Council at the recreation ground.

Wythall Park: Silver Street play area completed using 106 contributions from Selsdon Close Development in partnership with the Community Association.

Lickey End Outdoor Fitness: equipment and enhancements of play tunnels scheduled for installation w/c 8th February using 106 funding for play within the District.

Future work planned in the next 12mths:

Bromsgrove Town Centre Recreation Ground programmed for complete new installation of the play area and removal of existing to provide a high profile town centre scheme. This will form first phase of the overall improvements to the town centre rec with future landscape improvements being funded by the new development at Recreation Road.

Wythall Park, Silver Street sports improvement works will continue using the Selsdon 106 as per Agreement and this will include improvement to the Cricket Club Pavillion and changing areas.

Bleakhouse Farm Development 106 funding phase 1 received for the Wythall Community Gym. The 2nd phase funding will be released for improvements to Woodrush Rugby Club and pathway improvements to Beaudesert POS.

Artrix Football Pitch restoration will be completed during the Spring 2016 using Section 106 funding from Fire and Police development.

Parks and Open Space General

Key works under taken within the Parks and Open Spaces Team include:

Unauthorised Access Measures: A total of fourteen unauthorised access measures have been installed across the District on District Council land to ensure that sites are secured to prevent disruption to local residents and minimise ongoing costs to the Council.

Parks Transformation Team: The Parks Intervention group is now established and applies the Systems thinking method to transform the way of working at Lickey End and Sanders Park. The trial team have completed its first full year and involves all aspects of the delivery from the strategic provision, biodiversity, litter and refuse through to events and all aspects of the service delivery. As we progress into the New Year we will be rolling the service into new ways of working with a view to increasing usage and satisfaction rating from customers and ensuring the transformation principles are used to remove waste from the system.

Sanders Park Habitat creation WWT (40K): In partnership with Worcester Wildlife Trust and The Environment Agency, we have been developing an exciting project to enhance the Battlefield Brook at Sanders Park, as part of the Love Your River – Bromsgrove project. This will help improve the bio-diversity of the river corridor and help to improve the EA's water carrying capacity of the water course.

The Overspill Car Park: Sanders Park will have funding from the Worcestershire Wildlife Trust to create a large French Drain to eliminate the on-going issue with standing rain water. This works is valued at circa 7K and will be completed by March 2016 and will mean that the current issues faced where we lose some spaces will be removed and allow more users to park on site at peak times.

Battlefield Brook: BDC have carried out repair works to the crumbling section of the brook near to Watt Close to increase safety aspects and ensure the long term appearance of this key feature.

Sanders Park Toilets refurbishment: Extensive toilet and pavilion building alterations and enhancements have been undertaken to provide a better visitor experience, whilst facilitating easier maintenance of the toilet provision, and an improved Café offer which has the ability to be expanded in the near future.

Catering Contract: Sanders Park catering franchise has been re let through a tender process. The lease is for ten-year period and will include the caterers

investing in the building to extend the inside spaces, refresh the catering offer and increase the number of lines provided to the customers. It will also include some transfer of off peak booking arrangements to allow the services on site to be run out side of core office hours.

Planning Negotiations: The Team are actively working with the Planning Department and Developers in the District on pre-applications and live applications. The aim is to achieve the highest quality of Public Open Space, Sports Pitch and Play Provision throughout the District.

The team have been negotiating with developers to provide the most sustainable Open Spaces which will enhance these future developments and provide the essential elements of Sports Pitches, Green Space and Play that help these developments become communities. A good example of this is the work on the proposed Perry Field Development.

Arts & Events Team

The Arts and Events Team have worked in the following areas:

Mercian March: The Events team delivered a series of public events to the wider community of Bromsgrove. A highlight in the calendar was the Mercian March. The 2nd Battalion, The Mercian Regiment exercised their Freedom rights and marched through Bromsgrove on Monday 16 February 2015.

Attendance 2000

Street Theatre: 6 Street Theatre Events were delivered across the District, bringing professional street artists of all kinds to perform and to encourage local community engagement.

Bandstand Events: A full “Bandstand” programme of entertainment was enjoyed at Sanders Park throughout May - Sept. With a number of key events provided by the team working with providers and partners: Austin's in the park, Summer Fun in the park, Choirs in the park.

Bonfire: the annual Bonfire and Firework event was well attended and went smoothly without any significant issues

Attendance: 7000

Artrix: a new 3 year funding agreement 2015 – 2018 with Artrix was agreed and were finalised following the end of the original 10 year funding agreement. The Council also supported and worked with Artrix as part of their 10 years anniversary celebrations.

St George's Day: A celebration in the town centre in partnership with Artrix, How College and Dancefest to create a dance performance 'Quiet Revolution', celebrating the changing role of women in the First World War.

Attendance: 1200

Bromsgrove Festival BF: The Team worked in partnership with Bromsgrove Festival to support them to deliver a series of new events in the town centre events space. The festival took place across Bromsgrove district with many local arts organisations participating, as part of the council's funding an economic and social impact study was commissioned demonstrating the value of the festival.

Summer Jam BF: As part of Bromsgrove Festival Officers worked in partnership with them and organised Summer Jam music and arts in Sanders Park in June.

Film YMCA: The Teamed worked in partnership with the YMCA with young people from Charford to create a film, which was premiered at Artrix in June.

Town Centre: October - as part of the town centre new events calendar, the Team hosted the White Hart Morris, Chester Morris and Cardiff Morris Men to perform an array of Morris dancing in the High Street.

Artrix: October - in partnership with Forthright Productions, after their successful Arts Council England grant, to deliver their production 'The Gary and Robert Blues'. The production concentrated on the journey through one man's mental health issues.

Council House: October - organised an 'Arts, Culture and Heritage Day' as part of the '5 Ways to Well Being' event.

Christmas:

- November - with the Friends of St John's to deliver the first Christmas Market on Friday 20th and Saturday 21st November in Bromsgrove town centre, as part of the Christmas lights switch on event and the normal market. As part of the council's funding an economic and social impact study was commissioned demonstrating the value of the Christmas Market.
- December - to extend the Bromsgrove town centre Christmas offer, the Team organised performances on 2 Saturday's by Blackwell Concert Band.
- December - with the YMCA a 'Winter Solstice and Christmas Celebration' event, alongside 'make and give' Christmas workshops, for young people at Starlight Café in Charford.

Next year's programme remains stable with no new sessions planned, however we will continue to look at ways to improve the sessions and use of funds available, to make sure the services are well regarded by residents. We will also look at external funding sources where possible to continue to offer a wide and diverse range of sessions.

Business Development Team

The Business Development Team have had a very busy period since the Autumn overseeing the move to Parkside and addressing the challenges that moving to a new building presents. Key areas of work include:

Parkside: The BDC Facility Management Team have now commenced work at Parkside to ensure facilities management is provided to the new joint building, efficiently, economically, and to a standard that enables quality services to be delivered by all of the occupants.

Clearly this has presented some challenges and officers are working hard with the Project Management Team for the works and the construction contractor to address any areas of concern as smoothly and as quickly as possible. Moving forward we are positive that the issues faced will be addressed proactively with the key challenge in 2016 to make sure that the wider benefits of the new building are not over looked, whilst ensuring the aspirations of all partnerships are realised as soon as possible.

Toilet Cleansing Team: under the Facility Management team, the toilet cleansing operatives work to ensure that the public toilets in the Town Centre, Sanders Park, Alvechurch and Rubery are clean, safe and available 7 days a week. 2015 has seen an increase in the quality of the services provided at a reduced cost to BDC whilst also taking on additional duties such as Football changing rooms cleaning to support the wider Council budget position.

Sponsorship: currently the main 4 roundabouts on the A38 are sponsored along with the site at Fairfield. 'Advertise here' signs are in place on the other 5 sites and although lots of interest has been received, some of these are smaller businesses that find the prices for full sites too high. As a result we will start to look at our current agreements and policy documents to see if there are options around joint sponsorship/shared sites.

Christmas Lights: another successful year last year for Christmas lights – giving the town a lift throughout the festive period. The 3 year contract arrangement has now ended and new specification will be written to look at future years to ensure that we maintain the current standards provided whilst maximising the opportunities the new contract offers.

Sports Facilities

During 2015 a number of key sports facility projects have been supported and delivered including:

Barnsley Hall Playing Fields: Completion of this project scheduled by end of the current financial year which has created 4 football pitches and 4 changing room blocks, these are leased to a local junior football club with up to 20 teams playing each week.

Bromsgrove Sports & Leisure Centre: The replacement leisure centre for the Dolphin Centre has progressed well from a design, cost, funding and planning perspective. As members will be aware there has been a lot of debate around this project with the agreed facility mix receiving a number of comments and stimulating a lot of healthy debate both within the Council and outside it.

Currently the project is on track for starting on site in May 2016 with an opening in Sept 2017. The Lottery Funding Agreement with Sport England is being finalised

and negotiations with BAM FM for the access to the Sport Hall at peak times remain positive and will be concluded within the next month or 6 weeks.

As part of the project officers have commenced the procurement for a new operator for the site and this will be concluded in the early part of spring 2017.

South Bromsgrove High School: The Council has played a key role in the creation of the first 3G Astro Turf Playing Pitch (ATP) at the School through initially supporting the FA and the school with this scheme and in autumn 2015 providing the final piece of the funding jigsaw. The pitch is due to open in the near future and through our efforts and funding we will have a new community facility available very soon.

Bromsgrove Hockey Club: There will be a new sand dressed ATP shortly following funding and support from BDC in line with the above comments. The investment will allow the club to become self-sufficient and sustainable and to continue to offer opportunities for adult and junior to play sport regularly to a high standard.

Victoria Ground: The Council continues to work with Bromsgrove Sporting and support their efforts to improve the ground and climb the football league structure. This year we have assisted the club in achieving additional funding for new floodlights and undertaken landlord works on the main electrical supply to support the new lights installation.

Woodrush High School: Through the availability of section 106 funds we have supported WHS and ensured that the facilities on site both old and new will be available for a 15 year period through a community use agreement. The funding agreed in 2015 will provide the fit out costs of the recently completed Woodrush Hub and is the final package that includes a new library, youth centre, fitness suite, dance studio and ancillary facilities.

Key piece of work moving forward in this area will be to link the Council's Playing Pitch Strategy and Infrastructure Plans to the aspirations of local sports club and organisations with key piece of work being around the use of section 106 funding to support local rugby, cricket and bowls clubs in areas such as Central Bromsgrove, Wythall, Hagley and Woodrush.

All these schemes will be designed to increase participation, improve access and infrastructure or make a club, school facilities and organisations sustainable so their benefits can be felt for years to come.

Sports & Physical Activity Development

The following 4 keys areas are where the team have focused their attention this year.

Health Intervention

Bromsgrove shows a middle-high level of excess weight which is 0.8% higher than the national average; however levels of activity across the district are middle-high. The Active People's Survey shows an increase in people exercising 3 x or more per

week but a decrease in lower level activity such as 1 x week. Bromsgrove are retaining active people but not engaging as many inactive people as previous years.

Sports Development identifies areas for intervention. The following have been a focus over the last year:

Activity Referral: A scheme that works with local medical professionals where they signpost/refer people into an activity programme at the Dolphin Centre. Participants who have completed the programme have experienced reduced blood pressure, improved mental health, better weight management as well as improving strength, mobility and the ability to carry out everyday tasks. It is our intention to review the programme to ensure that participants receive one to one appointments with a trained instructor who will review their progress through the intervention. We hope this will attract more participants to the programme and improve retention rates.

PSI (Postural Stability Intervention): This is a national scheme which helps people who may be at risk of falling. People can self-refer into this scheme or be referred through a medical professional. This scheme is run in partnership with Public Health and the County Sports Partnership. The intervention helps to improve strength and mobility as well as improving confidence as many of the participant's lives alone so are socially isolated.

Couch 2 5k: This scheme has been hugely successful in getting inactive residents engaged in physical activity. The programme encourages people to walk/run their way up to 5km over a 9 week period. It is all inclusive and the age range is vast. There have been a total of 218 new runners since January with many people who have previously finished a course continuing to run in running groups.

50+ classes: Aimed at people over the age of 50, but welcome all ages. These sessions are targeted to improve physical activity in the older age group. Activities provided include yoga, pilates, tai chi, aerobics.

Barriers to Health Interventions: The main barrier here is finding venues to host activity programmes as Bromsgrove District Council don't have any council run facilities, facility hire, with no jurisdiction on how long it can be booked for. This makes it difficult to plan effectively and programme new initiatives. Certain areas suffer more from this than others, and this is usually in the areas of highest need e.g. Sidemoor and Charford. The lack of transport around Bromsgrove is also an issue, as there is a reliance on Burt's Bus but demand for this is high. To get around these activities need to be planned on days when Burt's Bus is available. Sessions have been put on in the past and the main reason they fail is lack of transport.

Disability

One of our aims is to make physical activity inclusive for all disabilities. Partnerships with schools like Chadsgrove have proved popular and successful. Successful funding bids from Make It like Mandeville (Inclusive Sport Fund) and Sportivate (Sport England) have enabled more disability delivery using sports such as Bowls, Climbing, Boccia and Badminton. These sessions have now become sustainable so will continue to be delivered.

Positive Activities: Sports Development working with the Arts & Events Team put together projects to provide free activities for young people in areas of highest need throughout the Bromsgrove District. Over 40 young people attended the programme with the aim to reduce anti-social behaviour in the area. The main challenge going forward will be trying to sustain this beyond the funding period which ends in March 2016. Discussions are taking place in a couple of weeks with coaches to see what options we have going forward.

Children and Young People

We are currently working with providing Primary Sports Project which is a coaching service delivered to the schools as part of their provision for curriculum and after school club physical education. As part of this we partner with the All Active Academy, delivering the Change for Life clubs, which target the inactive children in each school.

One of our priorities for the forthcoming year is to strengthen the school to club links by partnering with more schools and local sports clubs. We successfully received £7000 Sportivate funding through the County Sports Partnership to help resource this.

Current projects being run for young people include:

- Flashmobs in schools
- Bumps to Babies for young mums.
- Couch to 2k/ X Box 2 2k
- Dolphin Centre Gym 6 week programme
- Martial Arts
- Youth Inclusion Activities

Club and Coach Development

Sports Clubs are a key driver in increasing participation within sport, whether it's playing, officiating, coaching or volunteering. The development of players can ensure a clubs sustainability and drive it forward, attracting new members and reinvesting in facilities. Our role is to advise clubs on how to submit funding bids, gain club mark quality accreditation, train/ grow their volunteer structure, deliver taster programmes and signpost participants to the club to help improve membership.

The role of Club and Coach was vacant for 12 months until November 2015. Since November, clubs have been systematically met with to assess their needs and ideas on how they want to develop their club. The first Club Forum was held on 26th January, 24 sports clubs attending from both Redditch and Bromsgrove and the feedback has been really positive. Key partners in driving these plans forward are National Governing Bodies, and now that the Whole Sport Plans for each sport have been drafted, we will get a clearer picture of sport priorities over the coming weeks.

Future Work Plans

Health Intervention

Building on year 1 of the PSI Programme we are required to double the amount of referrals into the programme and the amount of participants that are retained on the course at strategic points.

The team will look to remodel the Activity Referral programme to engage more GP Surgeries, provide more one to one advice and guidance to participants and obtain data to evidence the impact of this intervention programme on people's health and well-being.

We will also look to target our resources into rural areas where residents are often socially isolated. This will be an opportunity to use current programmes which are successful such as Couch 2 5k, Walking for Health and Mobility classes.

Due to the success of running activity we will be looking to piggy back on the success and popularity of cycling nationally to encourage inactive residents to participate in a physical activity, which is affordable and can be done anywhere at any time.

Disability / Inclusion

We will switch our attentions to providing activities for hard to reach groups such as those from BME (black, minority and ethnic) groups and clusters of residents living in rural areas. Working alongside partners such as Worcestershire County Cricket Board, we will be providing activities to include Street Cricket, Handball, and Walking for Health and Beginners Running. These activities will work to engage all age ranges, and abilities from children through to adults.

To continue the success of the Make It Like Mandeville funded projects we are continuing to expand the sailing sessions at Upton Warren; investing in specially adapted boats to cater for a wide range of disabilities.

Working with the Health and Intervention Officer and Health Partners we will look to provide activities for residents and their carers suffering with mental health illnesses. This will be an opportunity to help them with rehabilitation as well as giving carers the opportunity to get much needed rest bite as well socialise with other carers working under similar challenging circumstances.

Children and Young People

Working closely with the School Sports Partnership we will look to provide an exciting range of activities for children and young people to encourage them to participate in Sport and Physical Activity. In particular we will target girls as nationally

this is seen as a high priority by Sport England the DCMS. We have submitted plans to the Worcestershire CSP to obtain Sportivate funding for this purpose for projects such as Girls Can Dance, Girls Swim and Sportivate Cricket. All of these projects work to break down the barriers which traditionally prevent young people staying active such as cost, stereo-types and locality.

We will be working closely with local schools, School Games Organisers and community sports clubs to increase opportunities for participation. Part of this plan will be to provide tournaments in schools covering activities such as Hockey, Rugby and Netball all of which will provide CPD for teachers, volunteer opportunities and community club links. Working alongside the All Active Academy we will provide free Change4Life clubs which target inactive children who would not normally access sports clubs.

In partnership with the Community Safety Team we will look to provide activities for young people in hotspot areas in an attempt to reduce ASB. This will be an opportunity to apply for grant funding to run short intervention programmes to stimulate demand.

Club and Coach Development

Our top priority in this area is to create a coaching pathway programme so that we can identify a network of volunteers to work in schools, colleges and in local sports club sessions.

We will look to support clubs to increase their volunteer workforce, increase membership, link more effectively with schools and obtain quality accreditation status.

Finally, we will look to offer a range of taster sessions in our parks during spring and summer periods to encourage families to take part in a range of sports and activities. We will work in liaison with local Sports Club and Regional NGB's so that there is an exit route to go to should participants want to participate in activities after the initial taster programme has finished.

CABINET

3 February 2016

Replacement of Burcot Lodge Homeless Hostel, Bromsgrove

| | |
|----------------------------|--|
| Relevant Portfolio Holder | Cllr Kit Taylor |
| Portfolio Holder Consulted | Yes |
| Relevant Head of Service | Judith Willis – Head of Community Services |
| Wards Affected | All |
| Ward Councillor Consulted | No |
| Non-Key Decision | |
| | |

1. SUMMARY OF PROPOSALS

- 1.1 Burcot Lodge Homeless Hostel is owned by Bromsgrove District Council and provides temporary accommodation for up to eight homeless households in Bromsgrove. The hostel is managed on a day-to-day basis by Bromsgrove District Housing Trust (BDHT).
- 1.2 The council is planning to sell the former Council House and surrounding land, so at some stage in the future, Burcot Lodge homeless hostel will need to close down.
- 1.3 This report proposes to immediately begin the process of replacing Burcot Lodge Homeless Hostel with alternative temporary accommodation, to be provided in partnership with BDHT.

2. RECOMMENDATIONS

- 2.1 That Cabinet notes the sale of the former Council House and surrounding land will eventually lead to the closure of Burcot Lodge Homeless Hostel
- 2.2 That the Head of Community Services in consultation with the Portfolio Holder for Strategic Housing be granted delegated authority to organise the replacement of the hostel with alternative temporary accommodation to be provided by BDHT.
- 2.3 That the cost of the alternative option for the provision of temporary accommodation be released from balances.

3. KEY ISSUES

- 3.1 It is important for members to note that the hostel will remain available for use until the completion of any sale for the Council House site (to include the land where the hostel is sited) . It is anticipated that

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completion of a sale would generally take approximately 12 months from a successful offer being accepted.

- 3.2 Given that these processes can take up to 12 months, the hostel would continue to operate during this period, and given there are costs associated with replacing the hostel, it should be noted that:

- It is not possible to accurately predict when the capital receipt will be received
- Any potential sale could experience delays and/or not result in a completion
- The hostel could continue to remain operational during the course of the sale of the land
- As the Council receives rental income from the hostel it's use is effectively cost-neutral – future replacement options will not be cost neutral as the Council would no longer receive the rent

- 3.3 As a result, replacing the hostel with other facilities in advance of the sale of the land will potentially create a position where:

- The hostel is no longer used when it could have continued to operate as a hostel
- Start-up and on-going costs of new replacement facilities are spent whilst an existing cost neutral facility remained available to the Council

- 3.4 However, should the Council decide to demolish the buildings on the site in advance of any sale, the hostel would effectively no longer be available from that point onwards, as it would be financially prudent to demolish all the buildings on site at the same time.

- 3.5 Given the current position, although it is not entirely clear how long the hostel will remain available for use for homeless households, pending the matter of sale with or without demolition, there is agreement between Council and BDHT officers that replacement facilities need to be created when the hostel is no longer available. For the last eighteen months, Council officers have explored and ruled out a range of possibilities in terms of replacing the hostel with private providers and other Councils.

- 3.6 Officers from the Council's Strategic Housing Service and BDHT have met to discuss the best options for replacing the hostel, analysing data concerning usage over the last few years. The Council's Overview and Scrutiny Board have also been looking at options for replacing the hostel and two written reports have been provided to them about progress in relation to this matter.

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3.7 It is clear from the data that the hostel plays a role in providing a temporary address for homeless households in Bromsgrove. However, there are several things to note:

- In four of the last five years, a small number of households have been placed in bed and breakfast in Bromsgrove, despite the hostel being less than fully occupied.
- Although the hostel has played a role in addressing homelessness in Bromsgrove, over the last few years it has regularly been occupied at less than full capacity indicating that there is no need to replace like for like going forwards.

3.8 As a result of these discussions, BDHT have proposed two options to replace the hostel as below:

| Proposal 1 | Proposal 2 |
|--|--|
| 2 x 1bed =£45k conversion cost plus rent cost while conversion takes place average 2 bed cost (average 2 bed £86.95 per week). We would ongoing require rent to be guaranteed through rent loss and void loss. | 4x1 bed = £90k conversion cost plus rent cost while conversion takes place average 2 bed cost (average 2 bed £86.95) We would ongoing require rent to be guaranteed through rent loss and void loss. |
| 1 x 2 bed = No conversion cost but would require rent to be guaranteed through rent loss and void loss. | 1 x 2 bed = No conversion cost but would require rent to be guaranteed through rent and void loss. |
| 1 x 3 bed = No conversion cost but would require rent to be guaranteed through rent loss and void loss. | 1 x 3 bed = No conversion cost but would require rent to be guaranteed through rent and void loss. |

3.9 On balance, given the higher conversion costs associated with proposal two, it is proposed to pursue proposal one in the first instance, and monitor demand for and use of temporary accommodation in the following twelve months after closure of the hostel.

3.10 If it becomes clear during the course of this activity that further one bed temporary accommodation is required, another property can be converted by BDHT, funded by the Council, thereby providing a further temporary accommodation resource.

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Financial Implications

- 3.11 The Council will be required to fund the conversion costs, rent loss and any future void losses associated with proposal one. It is proposed that once the final option is agreed through the delegations as recommended, the cost will be met from from balances.

Legal Implications

- 3.12 The Council has a statutory duty to provide temporary accommodation to homeless households under the provisions of the Housing Act 1996, and the requirements of the Homelessness Act 2002.

Service / Operational Implications

- 3.13 Being able to provide temporary accommodation to homeless households when necessary is a fundamental part of the housing agency service provided by BDHT. As a result, it is important to ensure that a replacement for the hostel is available as soon as it is required to minimise the risks of less suitable and more costly temporary accommodation being sought, such as bed and breakfast accommodation, in Bromsgrove.
- 3.14 Taking the necessary steps to replace the hostel now minimises the risks that a replacement for the hostel will not be ready before it closes, and it also allows the Council to demolish the building should it wish to do so in the future.

Customer / Equalities and Diversity Implications

- 3.15 Homeless households face considerable disadvantages at a time of crisis and providing temporary accommodation offers them the opportunity to address these. The provision of temporary accommodation can also play a role in meeting the Council's Strategic Purposes:
- Help me live my life independently
 - Help me find somewhere to live in my locality
 - Help me to be financially independent

4. RISK MANAGEMENT

- 4.1 If the hostel is not replaced the following risks may arise:

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- Increased B&B placements and costs
- Increased rough sleeping in the District
- Negative impacts on health, education and similar through increased homelessness

5. APPENDICES

None

6. BACKGROUND PAPERS

Two written updates for Overview and Scrutiny Board on 26th October 2015 and 18th January 2016

7. KEY

AUTHOR OF REPORT

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MEDIUM TERM FINANCIAL PLAN 2016/17 – 2018/19

| | |
|----------------------------|----------------------------------|
| Relevant Portfolio Holder | Geoff Denaro |
| Portfolio Holder Consulted | Yes |
| Relevant Head of Service | Jayne Pickering (Exec Director) |
| Wards Affected | All |
| Ward Councillor Consulted | None specific |

1. SUMMARY OF PROPOSALS

- 1.1 To enable Members to recommend the proposed budget for 2016/17 and to consider the impact of the financial settlement on the medium Term Financial Plan to 2018/19. .

2. RECOMMENDATIONS

2.1 The Cabinet is asked to RECOMMEND ;

- 2.1.1 The fees and charges for 2016/17 (and garden waste for 2017/18) as detailed in Appendix 1
- 2.1.2 the savings and additional income for 2016/17 of £401k as detailed in Appendix 3
- 2.1.3 the unavoidable pressures for 2016/17 of £507k as detailed in Appendix 4
- 2.1.4 the Capital bids for 2016/17 of £280k as detailed in Appendix 5
- 2.1.5 the payment of Parish Council Grant for 2016/17 of £13,800
- 2.1.6 the increase in Council Tax for 2016/17 of 1.9%
- 2.1.7 the allocation of funding towards the Member Capital Locality Bids as detailed at Appendix 6

- 2.2 The Cabinet is asked to consider and comment on the future years Medium Term Financial Plan and approve the steps proposed to ensure the funding available meets the needs of the District over the next 3 years.

3. KEY ISSUES

Financial Implications

- 3.1 The Council receives a proposed financial settlement on an annual basis from Central Government. Over the last few years the element of the funding allocated that relates to the Revenue Support Grant (RSG) has been reducing and the grant for 2015/16 is £1.304m.
- 3.2 Following announcements made in the Autumn Statement the Council was expecting this RSG to reduce to zero by the end of the Parliament ie 2019/20. Officers were considering plans to address this shortfall in revenue to ensure that a sustainable approach to the delivery of services was in place.
- 3.3 The Provisional Settlement was received in late December and contained more detail on funding allocations. The funding allocations have changed from 2016/17 and the Revenue Support Grant is completely withdrawn in 2016/17 for Bromsgrove and the Council moves to returning funding to Central Government (negative grant) in 2017/18. By 2019/20 this refund is £740k.
- 3.4 In previous years the funding reductions have been calculated on the Business Rates Baseline together with the Revenue Support Grant. The Baseline Funding Level is the amount the Council retains from the £27m collected from Business Rates within the Borough. The following table shows the total funding received from Government in 2015/16.

| 2015/16 | £m |
|---|--------------|
| Baseline Funding Level | 1.585 |
| Revenue Support Grant | 1.304 |
| TOTAL FUNDING RECEIVED (Settlement Funding Assessment) | 2.889 |

- 3.5 From 2016/17, the Government has proposed changes to the way cuts are implemented. A new calculation called 'Core Funding' is to be used as the basis for reducing the funding given to the Council from Central Government. The Core Funding now includes the Council Tax Requirement (Council Tax Revenue) from 2015/16 together with the Settlement Funding Assessment (as detailed in 3.4) .For Bromsgrove, the Core Funding was worth £9.879m in 2015/16.

| 2015/16 | £m |
|-------------------------------|--------------|
| Settlement Funding Assessment | 2.889 |
| Council Tax Requirement | 6.990 |
| CORE FUNDING | 9.879 |

- 3.6 It is proposed that between 2015/16 and 2019/20, uniform annual cuts are to be applied to each tier of local authorities' Core Funding. Over this four year period, the cumulative cut to lower tier services (District) will be 19.2%. This results in the new Core Funding Assessment to be £7.981.

| | £m |
|---------------------------------------|--------------|
| Settlement Funding Assessment 2015/16 | 2.889 |
| Council Tax Requirement 2015/16 | 6.990 |
| Core Funding 2015/16 | 9.879 |
| Cumulative Reduction | -19.2% |
| CORE FUNDING 2019/20 | 7.981 |

- 3.7 If Core funding for 2019/20 is £7.981m the Settlement Funding Assessment for Bromsgrove (funding to be received from Government) is £0.991m. This is due to the income from Council Tax being taken as part of the Core Funding.

| | £m |
|--------------------------------------|--------------|
| Core Funding 2019/20 | 7.981 |
| Less - Council Tax Requirement | -6.990 |
| SETTLEMENT FUNDING ASSESSMENT | 0.991 |

- 3.8 Once the Settlement Funding Assessment falls below the amount the Council retains from Business Rates, which would equate to £1.731m in 2019/20, the Council is then in the position to return funding to Government. In 2019/20 this is assessed to be £740k.

| | £m |
|---------------------------------------|--------------|
| Business Rates Baseline 2019/20 | 1.731 |
| Settlement Funding Assessment 2019/20 | 0.991 |
| PAYMENT TO GOVERNMENT | 0.740 |

- 3.9 It is clear that this new methodology for determining authorities' Revenue Support Grant (RSG) allocations takes into account individual authorities' council tax raising ability and the type of services provided. This is a significant change in the methodology and would appear to favour social services authorities, with significantly larger funding reductions for district councils. It reduces government funding assuming optimistic increases in housing growth and council tax increases and may prove to be unrealistic. Central government intend for local government to be able to spend the same level by the end of this Parliament in cash terms as it does today – therefore a real terms reduction.

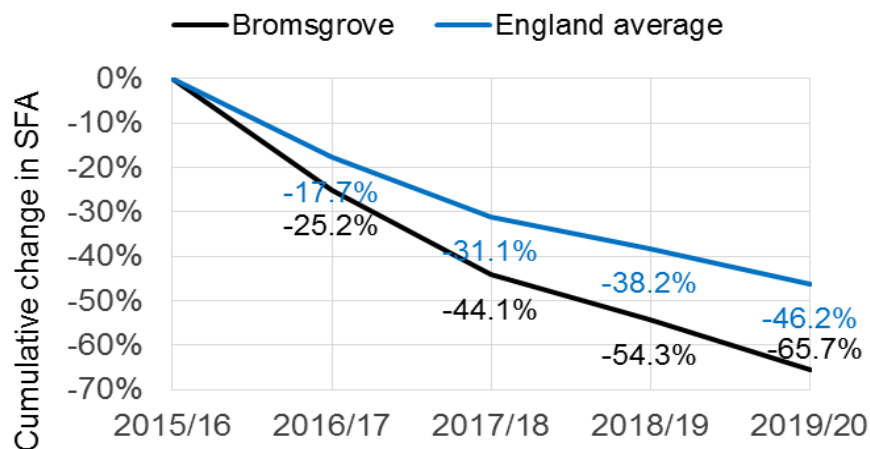
3.10 The table below reflects the reductions to RSG funding for Bromsgrove based on the Grant received in 2015/16 .

| £000's | 2015/16 | 2016/17 | 2017/18 | 2018/19 | 2019/20 |
|------------|---------|---------|---------|---------|---------|
| Bromsgrove | 1,229 | 560 | -20 | -360 | -740 |
| | | (-54%) | (-101%) | (-129%) | (-162%) |

3.11 As Members are aware there were indications in the Summer that the RSG would be withdrawn in full over the next 4 years. An assessment had been made of this loss within the financial planning however the front loading of the grant had not been anticipated. The following illustrates the impact of the settlement on council, the loss of RSG over the next 4 years up to and including 2019/20 compared to previous forecasts.

| Revenue Support Grant | Medium Term Financial Plan Assumption £'000 | Settlement December 2015 £'000 | Reduction £'000 |
|-----------------------|--|-----------------------------------|--------------------|
| 2016/17 | 1,058 | 560 | -498 |
| 2017/18 | 947 | -20 | -967 |
| 2018/19 | 450 | -360 | -810 |
| 2019/20 | 200 | -740 | -940 |
| Total | | | 3,215 |

3.12 The £3.2m shortfall in funding relates to that compared with the original budget assumptions. The graph below shows the impact of the significant funding reductions over the 4 year period for Bromsgrove compared to other Councils. Bromsgrove loses 65.7% of funding over the 4 year period and is one of only 15 Councils in the Country who lose the Revenue Support Grant in its entirety in 2016/17. The consultation responses sent to Government have raised significant concerns about this impact on the Councils financial position.



- 3.13 The Council Tax Discount Scheme funding which was included into the Revenue Support Grant in 2013/14 will also disappear and therefore all funding for Council Tax Support will have to be met by the District.
- 3.14 The other element of significant income to the Council is New Home Bonus. The Government have stated that this fund will continue on the current basis for 2016-17. The position beyond 2016-17 is not yet confirmed as it is subject to consultation although it will continue albeit on a reformed basis. The financial plan assumes that the Community New Homes Bonus Scheme continues with 25% of new funding from the grant allocated to schemes in communities affected by growth. The allocation for 2016/17 is £101k (this increases to £124k when the current years underspend is included).
- 3.15 The level of New Homes Bonus for 2016/17 is £1.7m. Based on projections included within the consultation paper the following table shows the impact of the reductions in New Homes Bonus that may face the Council depending on the final scheme implemented.

| £000's | 2017/18 | 2018/19 | 2019/20 | 2020/21 | Total |
|------------|---------|---------|---------|---------|-------|
| Bromsgrove | 542 | 531 | 523 | 663 | 2,259 |

- 3.16 The consultation also includes proposals to reduce New Homes Bonus (NHB) where there is no local plan, where homes have been allowed on appeal or where the growth would have occurred anyway.
- 3.17 The consultation on what proposals for the move to 100% business rates retention may look like is expected to be issued in June 2016. This may be of benefit to Bromsgrove but with anticipated appeals on Business Rates and limited information available on the proposals it is difficult to assess the impact of the financial plan.

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3.18 As part of the financial statement information there was confirmation that Councils could take up a four year deal to ensure stability across the financial plan. There was indication that an efficiency statement would have to be provided to secure this agreement but the details of format or monitoring arrangements of the efficiency arrangements have not yet been released. Further reports will be brought to members for consideration once the details are available.

3.19 Other key elements of the Provisional Settlement and Autumn Statement so far as it relates to local government are:

- **A social care council tax ‘precept’** of 2% will allow councils responsible for delivering adult social care such as Worcestershire County Council to raise up to £2 billion a year by 2019-20. Local authorities will be given this additional 2% flexibility on their current council tax referendum threshold to be used entirely for adult social care. This is a new power for relevant councils to increase council tax to specifically pay towards social care in their areas;
- **An extra £1.5bn for the Better Care Fund** by the end of the Parliament – more information needed to understand the impact of this;
- The extension of **Small Business Rate Relief** to continue for another year – this is good news for local businesses and for our Business Rates Accounts;
- “Local authorities running education to become a thing of the past, delivering £600m savings to Education Services Grant”;
- Plans to build an additional 400,000 affordable homes by the end of the decade.
- An apprenticeship levy will be introduced in April 2017 at a rate of 0.5% of an employer’s pay bill, to deliver 3 million apprenticeship starts by 2020. This is estimated to cost this Council around £30k.
- Over £500 million by 2019-20 for the Disabled Facilities Grant to fund up to 85,000 housing adaptations pa. More detail on this proposal is needed to fully understand the impact of this change;
- **Homelessness** - increased funding of £10m available to invest in innovative ways of preventing and reducing homelessness. More detail on this proposal is needed to fully gauge the impact;
- Restrictions on **shared ownership** to be removed and planning system reformed to deliver more homes;
- Real-terms protection for the police budget.

3.20 Some further interesting points were included:

- Proposal to reform services and make them more efficient. A package of new flexibilities will be introduced to encourage local authorities to **release surplus assets**. Local authorities will be able to spend 100% of their fixed asset receipts investing in making services more efficient (local authorities currently hold £225 billion in assets). Under this

guidance councils will be able to use new capital receipts from April 2016 to March 2019 to pay for the revenue set up costs of projects that are designed to make revenue savings. It will be for individual local authorities to decide if a project qualifies. In order to qualify, councils will be required to prepare an annual efficiency strategy listing all qualifying projects and this strategy, and any variations to it, will need to be approved by full council.

- It is proposed that the regime of referenda for “excessive” council tax increases will continue at the current rate of 2 percent. Council’s are asked to be mindful of prevailing inflation rates when considering increases and the DCLG have confirmed that there is no council tax freeze grant offer for 2016-17. This does not affect past allocations which are locked into the revenue settlement.

3.21 The impact of the settlement and in particular the speed that the RSG is reducing compared to that originally anticipated, together with the uncertainties around the New Homes Bonus funding will make it difficult to identify all the savings required to balance the financial position over the medium term.

3.22 A response to the proposed settlement has been sent by the Council and is attached at Appendix 2.

3.23 In light of the financial pressures facing the Council a full review of all expenditure and income generated has been undertaken by officers to ensure that only essential spend in delivering services is incurred which will give the Council the ability to increase balances to support the pressures over the next 4 years.

3.24 As part of this exercise officers have identified a number of financial unavoidable pressures that they have raised as impacting on their ability to deliver their service against the proposed budgets for 2016/17. In addition they have proposed savings or additional income generated and capital bids for projects and replacement of equipment.

3.25 The identified unavoidable pressures include:

- The financial cost associated with the increase in properties in the District and therefore the additional refuse staffing required
- Increases in costs of Microsoft licenses
- Shortfalls in income from garden waste from anticipated rural customers that have not materialised
- The cost associated with retaining the fraud team within the Council to support identification and prosecution of fraud for the remaining services to be undertaken by the

Council following the housing benefit fraud work being transferred to the DWP

- Increases in bank charges

3.26 The savings and additional income include:

- Additional income from planning applications anticipated to increase over the next 3 years
- General review by managers of all budgets to identify where expenditure budgets can be released to support the financial plan
- Removal of vacant posts where there is no impact on service delivery
- Funding from earmarked reserves of associated expenditure

3.27 The Capital bids proposed include:

- Purchase of a new refuse vehicle to address the additional demand on the service from the new properties in the District
- Replacement CCTV Cameras
- Continuation of the 10 year fleet replacement programme
- Funding to support economic regeneration of Rubery Centre

3.28 Following discussions at previous Council meetings an opportunity to propose Capital Bids was offered to Members and a number of projects have been put forward by Councillors. These are included at Appendix 5 and include:

- **Hagley Community Hub - £600k**

Extract from bid - *“The Community Hub (Chub) is a project to re-build Hagley Community centre to meet an urgent need to replace an out of date and deteriorating community building that is no longer fit for purpose and can only operate to a limited capacity. There is an opportunity to bring about a dynamic change to Hagley and its wider community and neighbourhood. The proposed Chub project aims to bring together the public and voluntary sectors under one roof; maintaining the popular Hagley playgroup, Hagley Theatre Group and well as the meeting hall, café and toilet facilities.”*

- **Hagley Scout Hut - £100k**

Extract from bid – *“This project is for the essential rebuild of the Hagley Scout hut to meet existing waiting lists and to build a capacity in which significant growth from new development in Hagley and surrounding areas can be accommodated.*

Without the rebuild and alterations the existing hut will continue to face extensive repair and maintenance costs particularly in view of the critical nature of the roof and the urgent need for it to be replaced. A vast number of children are already unlikely to find a vacant position when needed and will not have access to the Scouts or Guides; a situation which cannot be acceptable and will only lead to disengaged youths and lost opportunities for positive engagement.”

- **Wythall Park – car park improvements - £75k**

Extract from bid – *“Wythall Park is the main recreational open space available to the residents of Wythall. The main car park is in desperate need of resurfacing. The surface is uneven and causes a potential health and safety risk. The markings are worn in places which makes management of the space difficult. The designated disabled spaces need to be increased and improved to allow easier access to the park and buildings. Lighting is poor”*

- **Barnt Green – new toilet facilities £52k**

Extract from bid – *“ To install public toilets at Barnt Green Millennium Park. A unisex pod toilet being fully automatic and disability compliant. Toilet to be free and open from 8am-6pm”*

There is further detailed information available to members in relation to the 2 Hagley bids. It is proposed that Members consider the bids and recommend any financial allocation as part of the final budget decisions.

3.29 As part of the budget projections the grant attributable to Parish Councils has been reduced by the same percentage as the Revenue Support Grant and therefore £13,800 is recommended to be paid to the Parishes with the remaining £7k to be utilised for projects in non-parished areas.

3.30 A further exercise has been undertaken on the potential to increase fees and charges following a previous decision that there would be no increase in 2016/17. Officers have reviewed the charges and the proposed increases are included at Appendix 1. It is worth noting that the fees and charges are rounded, in general, to the nearest 10p.

There are a number of increases that require further explanation as detailed below:

- Car Parking – the charges have not been increased to ensure that the economic development of the town does not have any detrimental impact from an increase in charges
- Garden Waste – the increase for 2017 requires approval during this budget round. The proposed increase for 2017 is £2 which equates to 5% increase on the current price of £40. The new charge will therefore be £42. This will take into account all associated increases in costs to the service including staffing and vehicle costs and will ensure the service continues to contribute to the financial position of the Council.
- Lifeline - installation charges have been increased to more accurately reflect the true cost of the service. The proposed fee of £35.00 is a reflection nearer to the true cost in officer time that it takes to complete an installation visit. There is more emphasis in that visit to profile our customers and find a holistic solution that meets their needs and sign post and refer on residents to other services where appropriate. This takes time and care and the charge remains up to 20% less than some other providers in the region. Officers will consider cases of hardship and utilise the Essential Living Fund to support anticipated shortfalls in funding required by customers.
- Council Tax Court Costs – there is specific guidance in relation to the charge that can be applied in relation to court costs. This has been followed and the associated increases are as a result of complying with the guidance.
- Taxi Licensing – new regulations are in place whereby a 3 and 5 year option has to be made available to drivers. The charge has to reflect one administration charge which is 30% of the current annual fee. Therefore the 3 and 5 year prices are calculated on this basis.
- Building Control - Improving on efforts to maintain and increase market share, a further reduction in the number of published building control fees is proposed. Increasing numbers of rival private sector firms have used the publication of local authority fees as a vehicle to increase their own market share. In 2014 / 2015 a number of more mainstream work categories had their published fees withdrawn in favour of providing site specific quotations. This revised way of working has now bedded in amongst both officers and

customers, many of whom are repeat customers and has proven to be beneficial. With the exception of the publication of archiving charges and the optional consultancy based hourly charge, it is now proposed to remove all the remaining published fees. The invitation to the customer to seek a site specific quotation is within the provisions of the Building (Local Authority Charges) Regulations 2010 and allows early contact with the customer to ensure the best possible chance of receiving a building regulations application. These final few work categories amount to around just 5% of fee earning applications. The increase in archiving and optional consultancy is to reflect the true cost to the Council of the administration time in delivering this service.

- 3.29 Clearly the impact of the reduction in RSG and the proposed unavoidable pressures have resulted in a financial position that is worse than that originally anticipated and officers have therefore considered all elements of funding to achieve a balanced budget for 2016/17. It is proposed that a number of actions are undertaken to achieve a balanced financial position over the financial plan period and reports will be presented to members during 2016/17 to identify how the shortfalls in future years can be met.
- 3.30 It is proposed that officers undertake a comprehensive exercise of mapping all demand that is met by the Council. This will involve an full analysis of the associated costs and the value to our residents and community in how we achieve the demand. This will enable the Council to address services across a matrix of cost / demand and value and to focus on those areas whereby high cost / low value/ low demand can be explored further. This would provide opportunities to work with other stakeholders or to enable the Council to decide if a service provided really gives value to both the Council and the community. It is anticipated that further savings and reductions in costs can be realised from this exercise.

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3.31 The 3 year financial summary, including the reductions in grant and the proposed pressures and savings is shown below;

| BROMSGROVE 2016/17-2018/19 | | | | |
|--|-----------------------------|----------------|----------------|----------------|
| | Original 2016-17 | 2016-17 | 2017-18 | 2018-19 |
| | £'000 | £000 | £000 | £000 |
| Departmental Expenditure (Starting Position) | 11,367 | 11,381 | 11,582 | 11,582 |
| Incremental Progression/Inflation on Utilities | | 281 | 383 | 595 |
| Unavoidables | | 507 | 525 | 531 |
| Savings and Additional income | | -401 | -395 | -393 |
| Release of reserves no longer required | | -553 | -421 | -222 |
| Release of reserves to fund shortfall | | -551 | | |
| Net Service Expenditure | 11,367 | 10,663 | 11,674 | 12,092 |
| Investment Income | -24 | 30 | 122 | 169 |
| Cost of Borrowing | 750 | 274 | 388 | 445 |
| Recharge to Capital Programme | -25 | -25 | -25 | -25 |
| Net Operating Expenditure | 12,068 | 10,942 | 12,158 | 12,682 |
| Revenue Support Grant | -1,103 | -560 | 20 | 360 |
| Changes to Government Grant - Admin Subsidy | | 35 | 66 | 94 |
| RSG to Parishes & Non Parished | 45 | 21 | 0 | 0 |
| Business Rates Retention (Baseline Funding) | -1,598 | -1,600 | -1,630 | -1,680 |
| Funding from Business Rate Growth | -174 | 0 | -150 | -150 |
| New Homes Bonus | -1,554 | -1,703 | -1,703 | -1,103 |
| New Homes Bonus Community Scheme | 0 | 101 | 79 | 83 |
| Collection Fund Surplus (Council Tax) | | -167 | 0 | 0 |
| Council Tax | -7,157 | -7,224 | -7,426 | -7,674 |
| Proposed Funding from Balances | -331 | 0 | -500 | -500 |
| Funding Total | -11,872 | -11,096 | -11,243 | -10,570 |
| Shortfall | 196 | -154 | 914 | 2,111 |

3.32 Subject to Members approval of any funding towards the locality bids that have been presented as included at Appendix 6 the position of balances will be an estimated £2.8m which is £1.7m above the minimum level as agreed by Council. Officers are continuing to work through the borrowing position for 2017/18-2019/20 and the potential business rates growth and will report any changes to the Cabinet meeting later in February.

Service / Operational Implications

- 3.33 The pressures as identified will ensure that services are delivered to the community. The additional cuts to RSG will need to be addressed to ensure that quality of service provision is maintained in the District.

Customer / Equalities and Diversity Implications

- 3.34 Undertaking a comprehensive review of the financial cost and the value of the demand on all the Councils services will ensure that all customers needs will be identified to enable members to make informed and considered judgements about the budget over the financial plan.

4. RISK MANAGEMENT

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

5. APPENDICES

Appendix 1 – Proposed Fees and Charges 2016/17
Appendix 2 - Response to Settlement
Appendix 3 – Proposed Savings
Appendix 4 – Proposed Unavoidable pressures
Appendix 5 – Capital Bids
Appendix 6 (i-v) – Member Locality Capital Bids

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Community Services

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|---|-------------------------------|--------------------------------|--------------------------------------|----------|
| STRATEGIC HOUSING | | 3.00% | | |
| Homeless persons' hostels | | | | |
| - Single room | 8.75 | 0.26 | 9.00 | |
| - Heating | 0.60 | 0.02 | 0.60 | |
| - Two single rooms | 13.50 | 0.40 | 13.90 | |
| - Heating | 1.40 | 0.04 | 1.40 | |
| - Double room | 13.50 | 0.41 | 13.90 | |
| - Heating | 1.40 | 0.04 | 1.40 | |
| - More than one double room | 18.40 | 0.55 | 19.00 | |
| - Heating | 2.05 | 0.06 | 2.10 | |
| Bed and breakfast | | | | |
| - Single room | 14.40 | 0.43 | 14.80 | |
| - Two single rooms | 28.85 | 0.87 | 29.70 | |
| - Double room | 14.40 | 0.43 | 14.80 | |
| - More than one double room | 18.55 | 0.56 | 19.10 | |
| Breakfast | | | | |
| - adult | 2.15 | 0.06 | 2.20 | |
| - child | 1.75 | 0.05 | 1.80 | |
| - Storage of effects (per night) | 2.20 | 0.07 | 2.30 | |
| - RTB Plan Preparation for BDHT | 109.55 | 3.29 | 112.80 | |
| Private Sector Housing | | 3.00% | | |
| Housing Fitness Inspections | 108.00 | 3.24 | 111.20 | |
| Registration of housing in multiple occupation: | | | | |
| per occupant - first property | 89.00 | 2.67 | 91.70 | |
| per occupant - subsequent property | 77.00 | 2.31 | 79.30 | |
| Service and Administration of Improvement | 25.00 | 0.75 | 25.80 | |
| Prohibition, Hazard Awareness or Emergency Measures Notices * | per hour + 10% | | per hour + 10% | |
| under Housing Act 2004 | Admin charge | | Admin charge | |
| | per Notice | | per Notice | |
| Enforcement of Statutory Notices, Supervision of Work in Default etc. | Actual + 10% | | Actual + 10% | |
| | Admin charge | | Admin charge | |
| - Valuation Fee (relating to properties of 30% ownership) | 130.00 | 3.90 | 133.90 | |
| *Based on salary of employee | | | | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|------------------------------|----------------------------|--------------------------------|--------------------------------|---|
| <u>LIFELINE</u> | | | | |
| - Installation Fee | 22.15 | 12.85 | 35.00 | Lifeline installation charges have been increased by 58% to more accurately reflect the true cost of the service to reflect a new way of working with Officer time spent on understanding the holistic needs of the customer. This revised charge is still 20% lower than neighbouring providers. |
| - Lifeline (per week) | 4.32 | 0.12 | 4.40 | |
| <u>HIRE PRODUCTS</u> | | 3.00% | | The charge reflects the costs associated with the monitoring of the service |
| Hire of smoke alarm per week | 1.38 | 0.04 | 1.40 | |
| CO2 Detector per week | 1.38 | 0.04 | 1.40 | |
| Bogus Caller Panic Button | 1.38 | 0.04 | 1.40 | |
| Flood Detector | 1.38 | 0.04 | 1.40 | |
| Falls Detector | 1.38 | 0.04 | 1.40 | |
| Additional pendant | 1.38 | 0.04 | 1.40 | |
| Temperature extreme sensor | 1.38 | 0.04 | 1.40 | |

Customer Access & Financial Support

| Page 52 | SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|---------|--|----------------------------|--------------------------------|--------------------------------|----------|
| | <u>Customer Services</u> | | 3.00% | | |
| | Interview Rooms (based at Service Centre Max 6 persons in room) | | | | |
| | - Per full day (9am - 5pm) | 41.20 | 1.24 | 42.40 | |
| | - Per half day 9am-1pm/1pm-5pm) | 25.75 | 0.77 | 26.50 | |
| | - Per hour (1full hour only) | 8.75 | 0.26 | 9.00 | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|------------------|-------------------------------|--------------------------------|--------------------------------------|----------|
|------------------|-------------------------------|--------------------------------|--------------------------------------|----------|

Environmental Services

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|----------------------------------|-------------------------------|--------------------------------|--------------------------------------|--|
| CAR PARKS | | 0.00% | | |
| Bromsgrove Station | | | | |
| All day | 3.00 | 0.00 | 3.00 | |
| Churchfields Multi-storey | | | | |
| Not exceeding 30 minutes | 0.40 | 0.00 | 0.40 | |
| Not exceeding one hour | 0.80 | 0.00 | 0.80 | |
| Not exceeding two hours | 1.60 | 0.00 | 1.60 | |
| Not exceeding three hours | 2.40 | 0.00 | 2.40 | |
| All day | 3.00 | 0.00 | 3.00 | |
| Hanover Street | | | | |
| Not exceeding 30 minutes | 0.40 | 0.00 | 0.40 | |
| Not exceeding one hour | 0.80 | 0.00 | 0.80 | |
| Not exceeding two hours | 1.60 | 0.00 | 1.60 | |
| Not exceeding three hours | 2.40 | 0.00 | 2.40 | |
| All day | 5.00 | 0.00 | 5.00 | |
| New Road | | | | |
| Not exceeding 30 minutes | 0.40 | 0.00 | 0.40 | |
| Not exceeding one hour | 0.80 | 0.00 | 0.80 | |
| Not exceeding two hours | 1.60 | 0.00 | 1.60 | |
| Not exceeding three hours | 2.40 | 0.00 | 2.40 | |
| Not exceeding four hours | 3.20 | 0.00 | 3.20 | |
| Not exceeding five hours | 4.00 | 0.00 | 4.00 | |
| Parkside | | | | |
| Not exceeding 30 minutes | 0.40 | 0.00 | 0.40 | |
| Not exceeding one hour | 0.80 | 0.00 | 0.80 | |
| Not exceeding two hours | 1.60 | 0.00 | 1.60 | |
| Not exceeding three hours | 2.40 | 0.00 | 2.40 | |
| Not exceeding four hours | 3.20 | 0.00 | 3.20 | |
| Not exceeding five hours | 4.00 | 0.00 | 4.00 | |
| Recreation Road North | | | | |
| Not exceeding 30 minutes | 0.40 | 0.00 | | Future Charges for this car park have been removed and currently closed pending disposal through sale. |
| Not exceeding one hour | 0.80 | 0.00 | | |
| Not exceeding two hours | 1.60 | 0.00 | | |
| Not exceeding three hours | 2.40 | 0.00 | | |
| All day | 5.00 | 0.00 | | |
| Recreation Road South | | | | |
| Not exceeding 30 minutes | 0.40 | 0.00 | 0.40 | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|--|-------------------------------|--------------------------------|--------------------------------------|----------|
| Not exceeding one hour | 0.80 | 0.00 | 0.80 | |
| Not exceeding two hours | 1.60 | 0.00 | 1.60 | |
| Not exceeding three hours | 2.40 | 0.00 | 2.40 | |
| Not exceeding four hours | 3.20 | 0.00 | 3.20 | |
| Not exceeding five hours | 4.00 | 0.00 | 4.00 | |
| School Drive | | | | |
| Not exceeding 30 minutes | 0.40 | 0.00 | 0.40 | |
| Not exceeding one hour | 0.80 | 0.00 | 0.80 | |
| Not exceeding two hours | 1.60 | 0.00 | 1.60 | |
| Not exceeding three hours | 2.40 | 0.00 | 2.40 | |
| All day | 5.00 | 0.00 | 5.00 | |
| Stourbridge Road | | | | |
| Not exceeding 30 minutes | 0.40 | 0.00 | 0.40 | |
| Not exceeding one hour | 0.80 | 0.00 | 0.80 | |
| Not exceeding two hours | 1.60 | 0.00 | 1.60 | |
| Not exceeding three hours | 2.40 | 0.00 | 2.40 | |
| All day | 5.00 | 0.00 | 5.00 | |
| Windsor Street | | | | |
| Not exceeding 30 minutes | 0.50 | 0.00 | 0.50 | |
| Not exceeding one hour | 1.00 | 0.00 | 1.00 | |
| Not exceeding two hours | 2.00 | 0.00 | 2.00 | |
| Season Tickets (valid at long stay car parks only) | | | | |
| Annual | 320.00 | 0.00 | 320.00 | |
| Quarterly | 80.00 | 0.00 | 80.00 | |
| Season Tickets (valid at Stourbridge Road car park only) | | | | |
| Annual | 215.00 | 0.00 | 215.00 | |
| Quarterly | 53.75 | 0.00 | 53.80 | |
| Season Tickets (valid at Churchfields Road car park only) | | | | |
| Annual | 215.00 | 0.00 | 215.00 | |
| Quarterly | 53.75 | 0.00 | 53.80 | |
| Season Tickets (valid at Alvechurch Sports and Social club car park only) | | | | |
| Annual | 250.00 | 0.00 | 250.00 | |
| Quarterly | 62.50 | 0.00 | 62.50 | |
| Parking Fines PCN's On Street | | | | |
| Certain Contraventions | 70.00 | 0.00% | 70.00 | |
| If paid within fourteen days | 35.00 | 0.00% | 35.00 | |
| Other contraventions | 50.00 | 0.00% | 50.00 | |
| If paid within fourteen days | 25.00 | 0.00% | 25.00 | |
| <i>These charges will increase if the charge remains unpaid after the 28 days given on the NTO (Notice to Owner)</i> | | | | |
| Parking Fines PCN's Off Street | | | | |
| Certain Contraventions | 70.00 | 0.00% | 70.00 | |
| If paid within fourteen days | 35.00 | 0.00% | 35.00 | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|--|----------------------------|-----------------------------|--------------------------------|------------|
| Other contraventions | 50.00 | 0.00% | 50.00 | |
| If paid within fourteen days | 25.00 | 0.00% | 25.00 | |
| <i>These charges will increase if the charge remains unpaid after the 28 days given on the NTO (Notice to Owner)</i> | | | | |
| Car Park charges only apply between 8.00am to 10.00pm everyday | | | | |
| CEMETERY | | 3.00% | | |
| Interments in a grave | | | | |
| - children aged under 1 year | FREE | | FREE | |
| - children aged under 1 year (non resident) | 100.00 | 3.00 | 103.00 | |
| - children aged 1 year - 16 years | FREE | | FREE | |
| - children aged 1 year - 16 years (non resident) | 145.00 | 4.35 | 149.40 | |
| - persons aged 17 and over | 450.00 | 13.50 | 463.50 | |
| - extra charge for grave longer than 6'6" or wider than 2'0". | 110.00 | 3.30 | 113.30 | |
| Interment in a bricked grave | | | | |
| Interment of cremated remains | 185.00 | 5.55 | 190.60 | |
| Interment of Cremated Remains (under 16 years no residents only) | | | 70.00 | New charge |
| Scattering cremated remains in grave or in rose/memorial garden (roll back turf) | | | 80.00 | New charge |
| Exclusive rights of burial (75-year grants) | | | | |
| - adult grave space | 1,200.00 | 36.00 | 1,236.00 | |
| - child grave space | 255.00 | 7.65 | 262.60 | |
| - cremated remains plot | 460.00 | 13.80 | 473.80 | |
| Renewal of expired deed (single fee charged in all cases) | | | | |
| -Burial | 400.00 | 12.00 | 412.00 | |
| -Cremated remains | 155.00 | 4.65 | 159.70 | |
| -Adult sized grave purchased in reserve | N/A | | N/A | |
| -Ashes grave purchased in reserve | 550.00 | 16.50 | 566.50 | |
| -Assignment of the Exclusive Right of a full earth reserved grave from resident to non-resident | 2,400.00 | 72.00 | 2,472.00 | |
| -Assignment of the Exclusive Right of a cremated remains reserved grave from resident to non-resident | 920.00 | 27.60 | 947.60 | |
| - Disinterment of Remains - Cremated Remains | 250.00 | 7.50 | 257.50 | |
| - Wooden cremated remains casket | 90.00 | 2.70 | 92.70 | |
| Memorials | | | | |
| - Memorial application administration fee | 90.00 | 2.70 | 92.70 | |
| - Memorial trees and plaque | 350.00 | 10.50 | 360.50 | |
| - Memorial benches (maintenance charge) | | | | |
| -Assignment / Transfer of Exclusive Right of Burial | 40.00 | 1.20 | 41.20 | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|---|----------------------------|-----------------------------|--------------------------------|----------|
| -Plaque only on existing BDC Bench (time limited to 15 years) | 125.00 | 3.75 | 128.80 | |
| Certified copy of entry | 20.00 | 0.60 | 20.60 | |
| Bird bath memorial (new memorial option) | | | | |
| 5 Year Lease | | | | |
| - size 1 (small) | 180.00 | 5.40 | 185.40 | |
| - size 2 | 200.00 | 6.00 | 206.00 | |
| - size 3 | 220.00 | 6.60 | 226.60 | |
| - size 4 | 240.00 | 7.20 | 247.20 | |
| - size 5 (large) | 260.00 | 7.80 | 267.80 | |
| 10 Year Lease | | | | |
| - size 1 (small) | 280.00 | 8.40 | 288.40 | |
| - size 2 | 300.00 | 9.00 | 309.00 | |
| - size 3 | 320.00 | 9.60 | 329.60 | |
| - size 4 | 340.00 | 10.20 | 350.20 | |
| - size 5 (large) | 360.00 | 10.80 | 370.80 | |
| 20 Year Lease | | | | |
| - size 1 (small) | 380.00 | 11.40 | 391.40 | |
| - size 2 | 400.00 | 12.00 | 412.00 | |
| - size 3 | 420.00 | 12.60 | 432.60 | |
| - size 4 | 440.00 | 13.20 | 453.20 | |
| - size 5 (large) | 460.00 | 13.80 | 473.80 | |
| Motif | 100.00 | 3.00 | 103.00 | |
| The option to purchase a full adult plot in reserve has been withdrawn to allow the burial of those who wish to bury their loved one because they have died due to lack of spaces available. | | | | |
| The interment and exclusive right fee is trebled* in all cases where the deceased does not have a Bromsgrove address, unless the grave was purchased by the deceased whilst living in Bromsgrove and Redditch | | | | |
| Where there is a dispute Bromsgrove District Council may require the family to provide proof of residence of the deceased | | | | |
| <u>REFUSE COLLECTION</u> | | 3.00% | | |
| Trade refuse - Non-Lockable Containers - Purchase of Containers | | | | |
| - 240 litre euro bins (per bin, per year) | 118.00 | 3.54 | 121.50 | |
| - 660 litre euro bins (per bin, per year) | 238.00 | 7.14 | 245.10 | |
| - 770 litre euro bins (per bin, per year) | 240.00 | 7.20 | 247.20 | |
| - 1100 litre euro bins (per bin, per year) | 263.00 | 7.89 | 270.90 | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|---|----------------------------|--------------------------------|--------------------------------|----------|
| - 1280 litre euro bins (per bin, per year) | 263.50 | 7.90 | 271.40 | |
| - Extra trade waste collection (per visit) | 64.00 | 1.92 | 65.90 | |
| Trade refuse - Lockable Containers - Purchase of Containers | | | | |
| - 660 litre euro bins (per bin, per year) | 277.00 | 8.31 | 285.30 | |
| - 770 litre euro bins (per bin, per year) | 279.00 | 8.37 | 287.40 | |
| - 1100 litre euro bins (per bin, per year) | 302.00 | 9.06 | 311.10 | |
| Emptying of Euro bins | | | | |
| - 240 litre euro bins (per bin, per year) | 174.00 | 5.22 | 179.20 | |
| - 660 litre euro bins (per bin, per year) | 295.00 | 8.85 | 303.90 | |
| - 770 litre euro bins (per bin, per year) | 310.00 | 9.30 | 319.30 | |
| - 1100 litre euro bins (per bin, per year) | 494.00 | 14.82 | 508.80 | |
| - 1280 litre euro bins (per bin, per year) | 588.00 | 17.64 | 605.60 | |
| - orange sacks per roll (52 sacks per roll) | 79.00 | 2.37 | 81.40 | |
| Special collections - domestic * | | | | |
| - for up to 10 bags or equivalent | 19.57 | 0.59 | 20.20 | |
| Special collections - commercial | | | | |
| - for up to 1 tonne of waste | 130.50 | 3.92 | 134.40 | |
| Bulk Household Waste | | | | |
| Proposed Charges | | | | |
| It is proposed that the following charges are trialled for the next year whilst we continue to learn more about the customers' nominal value whilst continuing to improve operational efficiency. The charges would be the same across Bromsgrove and /Redditch. | | | | |
| Bulky collection - single item* | 7.75 | 0.23 | 8.00 | |
| Bulky collection - two items* | 15.50 | 0.47 | 16.00 | |
| Bulky collection - three items* (reduced rate for 3 items) | 20.50 | 0.62 | 21.10 | |
| or 10 black bags | 20.50 | 0.62 | 21.10 | |
| Bulky collection - three items or more | Quotation | | Quotation | |
| Item inside house or garage | Quotation | | Quotation | |
| *Large item (all the items below to be quoted for independently depending on size, and weight and position of collection point). | | | | |
| - Garden Shed | Quotation | | Quotation | |
| - Piano | Quotation | | Quotation | |
| - Chest Freezer | Quotation | | Quotation | |
| - Large Cookers (Ranges) | Quotation | | Quotation | |
| - Green houses | Quotation | | Quotation | |
| - Hazardous oils (Special Collections) because of the distance to dispose of them correctly. | Quotation | | Quotation | |
| - Over 10 x black bags | Quotation | | Quotation | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|--|----------------------------|--------------------------------|--------------------------------|---|
| - Wheels, Tyres and other car parts | Quotation | | Quotation | |
| Litter and Dog Bins | | | | |
| - 1st bin | 19.40 | 0.58 | 20.00 | |
| - additional bin in the same geographical location | 8.25 | 0.25 | 8.50 | |
| | | 5.20% | | |
| Garden Waste Collection Service | 38.00 | 2.00 | 40.00 | See report for proposed 2017/18 charge. Proposed charge 2017/18 £42 (5% increase) to be approved. |
| * For larger bulky items such as garden sheds please contact us regarding the charge for this as prices may vary depending on size and quantity | | | | |
| CESSPOOL EMPTYING | | 3.00% | | |
| Per 4,500 litres or part thereof | | | | |
| - domestic premises (for a contract period of 18 months) | 132.40 | 3.97 | 136.40 | |
| +Extra Charge for Emergency Call Out | | | 60.00 | |
| - business premises (non-industrial) (for a contract period of 18 months) | 132.40 | 3.97 | 136.40 | |
| Additional charges for laying pipes | | | | |
| - 15 pipes | 0.00 | 0.00 | 0.00 | |
| - 30 pipes (for a contract period of 18 months) | 45.70 | 1.37 | 47.10 | |
| Persons in receipt of housing benefit pay only 25% of the above charge for emptying after their second in the same financial year (1st April - 31st March) | | | | |

Finance and Resources

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|---|----------------------------|--------------------------------|--------------------------------|--|
| LOCAL TAX COLLECTION | | | | Costs must be based on actual costs and worked out in accordance with guidance provided. |
| - Council Tax Court Costs | 62.60 | 3.00 | 65.60 | (4.8%) See report for proposed increase |
| - NNDR Court Costs | 90.20 | 3.00 | 93.20 | (3.3%) See report for proposed increase |
| - Magistrates' court fee (added to both council tax and NNDR Summons) | 3.00 | 0.00 | 3.00 | (0%) Statutory Fixed Fees and not subject to any change |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|------------------|-------------------------------|--------------------------------|--------------------------------------|----------|
|------------------|-------------------------------|--------------------------------|--------------------------------------|----------|

Legal and Democratic

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|---|-------------------------------|--------------------------------|--------------------------------------|--|
| <u>ELECTORAL REGISTRATION</u> | | | | |
| <u>Register Sales*</u> | | | | |
| In data form | | | | |
| - basic fee | 20.00 | | 20.00 | Statutory Fixed Fees and not subject to any change |
| - for each 1,000 names or part thereof | 1.50 | | 1.50 | Statutory Fixed Fees and not subject to any change |
| In printed form | | | | |
| - basic fee | 10.00 | | 10.00 | Statutory Fixed Fees and not subject to any change |
| - for each 1,000 names or part thereof | 5.00 | | 5.00 | Statutory Fixed Fees and not subject to any change |
| <u>Marked Election Register Sales*</u> | | | | |
| In data form | | | | |
| - basic fee | 10.00 | | 10.00 | Statutory Fixed Fees and not subject to any change |
| - for each 1,000 names or part thereof | 1.00 | | 1.00 | Statutory Fixed Fees and not subject to any change |
| In printed form | | | | |
| - basic fee | 10.00 | | 10.00 | Statutory Fixed Fees and not subject to any change |
| - for each 1,000 names or part thereof | 2.00 | | 2.00 | Statutory Fixed Fees and not subject to any change |
| Copy of return of Election expenses plus 20p per sheet, per side. | 5.00 | | 5.00 | Statutory Fixed Fees and not subject to any change |
| <u>Miscellaneous Charges</u> | | | | |
| * Address labels printed | 12.30 | 3.00% | 12.70 | |
| * - for each 1,000 properties or part thereof | 6.20 | 0.19 | 6.40 | |
| - street list | 12.30 | 0.37 | 12.70 | |
| * - Data Property Addresses | 22.40 | 0.67 | 23.10 | |
| * - For each 1,000 properties or part thereof | 1.65 | 0.05 | 1.70 | |
| - Confirmation letter of registration | 16.80 | 0.50 | 17.30 | |
| * Plus Postage & Packaging at cost. | | | | |
| <i>*This charge is determined by the Representation of the People Regulations 2001</i> | | | | |
| <u>LEGAL</u> | | | | |
| - Legal work (per hour) | 125.00 | 3.75 | 128.80 | Contractual with BDHT £180 plus vat |
| - RTB | 180.00 | 0.00 | 180.00 | |
| - Consent for proposed works | 137.40 | 4.12 | 141.50 | |
| - Retrospective Consent | 144.50 | 4.34 | 148.80 | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|---|--|---|--|---|
| Section 106: - Private Owner - Each additional unit added (up to a maximum of £1,500) * - Affordable housing schemes - Deed of Variation** - Fee for agreeing a unilateral undertaking <i>* Please note that for complex 106 agreements charges may be calculated based at the current hourly rate for legal work to reflect the time taken to complete the negotiations and drafting. Fees calculated under this provision may exceed £1,500</i> <i>**This new head of charge is required as variations to S106 agreements were rare but are becoming more frequent and this enables the charge to be published. The rate is the same as that for a similar type of planning agreement, for consistency.</i> | 467.50 58.50 877.50 333.50 333.50 | 14.03 1.76 26.33 10.01 10.01 | 481.50 60.30 903.80 343.50 343.50 | |
| Other Fees - Fees for sale of property under Low Cost Housing Scheme - Fees for purchase of additional 30% Share - Fees for preparation of Deed of postponement - Administration fee for the grant of licences for more than 12 months - Issuing of consents (transfer of mortgage) - Diversion of footpath under section 257 of the Town and Country Planning Act | 230.00 150.00 98.00 55.00 65.00 1,880.00 | 6.90 4.50 2.94 1.65 1.95 56.40 | 236.90 154.50 100.90 56.70 67.00 1,936.40 | |
| LAND SEARCHES Single Con29 Question Official Certificate of Search (LLC1) only CON29R Enquiries of Local Authority (2007) - Residential - Commercial Standard Search Fee: LLC1 and CON 29R combined - Residential - Commercial CON 29O Optional enquiries of Local Authority (2007) (Questions 4,5,6,8,9,11,15) per question (Questions 7,10,12,13,14,16-21) per question (Question 22) Extra written enquiries (Refer to Worcestershire County Council for Highways enquiries) Each additional parcel of land (LLC1 and CON29R) | 26.00 85.00 126.00 111.00 152.00 12.00 6.00 24.00 47.00 22.00 | 0.00% 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 | 26.00 85.10 126.00 111.00 152.00 12.00 6.00 24.00 47.00 22.00 | It is proposed that the search fees will not be increased on an overall general % increase as it would breach the charging regulations 2008, made under the LLC Act 1975, under which all charges have to be calculated |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|---------------------------|----------------------------|-----------------------------|--------------------------------|----------|
| Refresher Search | 38.00 | 0.00 | 38.00 | |
| Expedited (within 48 hrs) | 30.00 | 0.00 | 30.00 | |

Leisure Services

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|--|----------------------------|-----------------------------|--------------------------------|---|
| <u>SPORTS DEVELOPMENT</u> | | 3.00% | | |
| Community exercise class | 2.60 | | 2.60 | No increase will aim to encourage greater participation in these sessions |
| Specialised health class | 3.00 | | 3.00 | No increase will aim to encourage greater participation in these sessions |
| Primary Sports Project | 19.00 | 0.57 | 19.60 | |
| After school session | 2.00 | 0.06 | 2.10 | |
| Sports Specific Coaching (Adults) | 4.75 | 0.14 | 4.90 | |
| Inclusive activities | 2.70 | 0.08 | 2.80 | |
| Adult Coach Session (requires facility hire) | 3.50 | 0.11 | 3.60 | |
| Holiday club rate | 2.15 | 0.06 | 2.20 | |
| Concessionary holiday club rate (school dinners) | 1.00 | 0.03 | 1.00 | |
| Junior Sport Specific Holiday club / sport session | 2.40 | 0.07 | 2.50 | |
| Multi Skills clubs | 2.15 | 0.06 | 2.20 | |
| PSA Falls Prevention | 2.50 | | 3.00 | relates to grant funding and is a fixed charge set by NHS Worcs |
| Activity referral | 25.00 | 0.75 | 25.80 | |
| <u>SANDERS PARK</u> | | 3.00% | | |
| Tennis Courts (per court per Hour) | | | | |
| - Adult | 6.85 | 0.21 | 7.10 | |
| - Adult & Junior | 6.00 | 0.18 | 6.20 | |
| - Junior/Senior Citizen | 5.45 | 0.16 | 5.60 | |
| Tennis Courts (per court per 1/2 Hour) | | | | |
| - Adult | 3.45 | 0.10 | 3.60 | |
| - Adult & Junior | 3.00 | 0.09 | 3.10 | |
| - Junior/Senior Citizen | 2.75 | 0.08 | 2.80 | |
| Bowls | | | | |
| - Adult (per hour) | 7.15 | 0.21 | 7.40 | |
| - Adult (season ticket) | 61.15 | 1.83 | 63.00 | |
| - Junior (per hour) | 3.90 | 0.12 | 4.00 | |
| - Junior (season ticket) | 33.10 | 0.99 | 34.10 | |
| - Senior Citizen (per hour) | 4.95 | 0.15 | 5.10 | |
| - Senior Citizen (season ticket) | 44.60 | 1.34 | 45.90 | |
| Bromsgrove Town Bowling Club | | | | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|--|----------------------------|-----------------------------|--------------------------------|----------|
| - for season (exclusive use on present basis) - additional use, other days (per rink) | 2,920.60 26.45 | 87.62 0.79 | 3,008.20 27.20 | |
| OTHER RECREATION GROUNDS AND OPEN SPACES | | 3.00% | | |
| Football Pitch (without changing facilities) | | | | |
| - adult (per game) | 29.70 | 0.89 | 30.60 | |
| - junior (per game) | 18.05 | 0.54 | 18.60 | |
| Changing Facilities | | | | |
| - adult | 42.65 | 1.28 | 43.90 | |
| - junior | 21.85 | 0.66 | 22.50 | |
| Boleyn Road, Frankley | | | | |
| - fairs (per day) | 446.60 | 13.40 | 460.00 | |
| - deposit | 2,042.30 | 61.27 | 2,103.60 | |
| Market Street Recreation Ground | | | | |
| - fairs (per day) | 445.60 | 13.37 | 459.00 | |
| - deposit | 2,042.30 | 61.27 | 2,103.60 | |
| One free day is allowed for each of the above bookings by fairs/circuses. Other hiring's – charge to be decided at the time of application. | | | | |
| ALL PLACEMENTS (Charge is for October 2014 - September 2015) | | 3.00% | | |
| - Rent per acre equivalent to 0.404685 hectares | 1,007.85 | 30.24 | 1,038.10 | |
| - Rent per 3/4 acre equivalent to 0.303514 hectares | 676.80 | 20.30 | 697.10 | |
| - Rent per 1/2 acre equivalent to 0.202342 hectares | 401.60 | 12.05 | 413.70 | |
| - Rent per 1/4 acre equivalent to 0.101171 hectares | 184.55 | 5.54 | 190.10 | |
| - Rent per 1/16 acre equivalent to 0.25529 hectares | 42.45 | 1.27 | 43.70 | |
| - Rent per 1/32 acre equivalent to 0.01264 hectares | 29.75 | 0.89 | 30.60 | |
| Bromsgrove Outdoor Events & Outdoor Fitness– Hire of Parks and Open Spaces £250 - £1500 Bond Payable Events Commercial Rates Small Attendance = 0 to 99 | | 3.00% | | |
| Per Hour | 49.00 | 1.47 | 50.50 | |
| Per Day | 239.00 | 7.17 | 246.20 | |
| Medium Attendance = 100 to 499 | | | | |
| Per Hour | 64.00 | 1.92 | 65.90 | |
| Per Day | 319.00 | 9.57 | 328.60 | |
| Large Attendance = 500 to 1999 | | | | |
| Per Hour | 81.00 | 2.43 | 83.40 | |
| Per Day | 399.00 | 11.97 | 411.00 | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|---|-------------------------------|--------------------------------|--------------------------------------|----------|
| <u>Community Rates</u> Small Attendance = 0 to 99 Per Hour 20.00 0.60 20.60 Per Day 94.00 2.82 96.80 Medium Attendance = 100 to 499 Per Hour 25.00 0.75 25.80 Per Day 120.00 3.60 123.60 Large Attendance = 500 to 1999 Per Hour 30.00 0.90 30.90 Per Day 147.00 4.41 151.40 <u>Charities / Not For Profit Organisations</u> Small Attendance = 0 to 99 Per Hour 14.00 0.42 14.40 Per Day 67.00 2.01 69.00 Medium Attendance = 100 to 499 Per Hour 17.00 0.51 17.50 Per Day 81.00 2.43 83.40 Large Attendance = 500 to 1999 Per Hour 22.00 0.66 22.70 Per Day 107.00 3.21 110.20 <u>Fairs & Circuses Min of 3 day Hire</u> Small Attendance = 0 to 99 Per Day 372.00 11.16 383.20 | | | | |
| <u>Outdoor Fitness Session</u> Commercial Rates (Per Day) Summer Fee (Apr to Sept) 372.00 11.16 383.20 Winter Fee (Oct to Mar) 160.00 4.80 164.80 Annual Fee 454.00 13.62 467.60 Community Rates (Per Day) Summer Fee (Apr to Sept) 266.00 7.98 274.00 Winter Fee (Oct to Mar) 81.00 2.43 83.40 Annual Fee 319.00 9.57 328.60 Additional Costs for Outdoor Event Space: Ø Set up and Clearance charged @ 50% of applicable rate Ø Any event in excess of 1999 attendees is STN Additional Costs for Outdoor Fitness Space: Ø Set up and Clearance charged @ 50% of applicable rate | | 3.00% | | |
| <u>BROMSGROVE DISTRICT COUNCIL - PARKSIDE SUITE</u> <u>Scale of Charges from 2015</u> | | 0.00% | | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|--|-------------------------------|--------------------------------|--------------------------------------|------------|
| <u>Per Hour (Suggest min Hire of 2hrs)</u> | | | | |
| Main Room | | | | |
| Community Group | | | 20.00 | New Charge |
| Regular Hire | | | 30.00 | |
| Commercial Hire | | | 40.00 | |
| Side Room | | | | |
| Community Group | | | 10.00 | |
| Regular Hire | | | 15.00 | |
| Commercial Hire | | | 20.00 | |
| Combined | | | | |
| Community Group | | | 25.00 | |
| Regular Hire | | | 40.00 | |
| Commercial Hire | | | 55.00 | |
| <u>Half Day up to 5pm (max 4hrs)</u> | | | | |
| Main Room | | | | |
| Community Group | | | 75.00 | |
| Regular Hire | | | 90.00 | |
| Commercial Hire | | | 150.00 | |
| Side Room | | | | |
| Community Group | | | 30.00 | |
| Regular Hire | | | 40.00 | |
| Commercial Hire | | | 50.00 | |
| Combined | | | | |
| Community Group | | | 90.00 | |
| Regular Hire | | | 125.00 | |
| Commercial Hire | | | 180.00 | |
| <u>Full Day Up to 5pm</u> | | | | |
| Main Room | | | | |
| Community Group | | | 140.00 | |
| Regular Hire | | | 175.00 | |
| Commercial Hire | | | 250.00 | |
| Side Room | | | | |
| Community Group | | | 50.00 | |
| Regular Hire | | | 60.00 | |
| Commercial Hire | | | 75.00 | |
| Combined | | | | |
| Community Group | | | 180.00 | |
| Regular Hire | | | 225.00 | |
| Commercial Hire | | | 300.00 | |
| <u>Combined Evening Commercial Hire, Fridays and Saturday's, 5pm - Midnight</u> | | | 400.00 | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase | Proposed charge from 2016 £ | Comments |
|--|----------------------------|------------------------|--------------------------------|----------|
| <p>Only half day and full day rates allowed for weekends. No hourly rates.</p> <p>All day rate for weddings £720** (day and evening to include kitchen and set up) 9am – 12 midnight</p> <p>Sunday hire rates by negotiation.</p> <p>Prices for current users of the Spadesbourne Suite will be held for 12mths as part of the transition arrangements</p> <p>Room 54(Training Room) - Any internal county organisations whom wish to use this room will be charged £25.00 per hour.</p> | | | | |

Planning and Regeneration

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|--|----------------------------|-----------------------------|--------------------------------|---|
| PRODUCE AND RETAIL MARKET | | 0.00% | | |
| Farmers Market | 31.00 | | | |
| High Street Market - pitches 3 x 3 metres * | | | | Due to the changes to the market service the fees will no longer be set by the Council. The new contractor will liaise with Council to discuss any changes to the fee structure |
| - Tuesday | 28.50 | | | |
| - Friday | 28.50 | | | |
| - Saturday | 34.00 | | | |
| - All 3 days | 85.00 | | | |
| High Street Market - pitches 4.5 x 3 metres * | | | | |
| - Tuesday | 39.50 | | | |
| - Friday | 39.50 | | | |
| - Saturday | 45.00 | | | |
| - All 3 days | 119.00 | | | |
| National Brand Promotions (per day) | | | | |
| - Per day | 53.00 | | | |
| - Per 6 day week | 212.00 | | | |
| Market Street Sites | | | | |
| - Small: | | | | |
| - Per day | 53.00 | | | |
| - Per 6 day week | 212.00 | | | |
| - Large: | | | | |
| - Per day | 95.50 | | | |
| - Per 6 day week | 530.50 | | | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|---|-------------------------------|--------------------------------|--------------------------------------|----------|
| * Please note an additional charge may apply if electricity is required for the market stalls, for more information please contact the Town Centre and Economic Development Manager | | | | |
| <u>DEVELOPMENT CONTROL</u> | | 3.00% | | |
| A0/A1 size print | 14.00 | 0.42 | 14.40 | |
| A2 size print | 7.00 | 0.21 | 7.20 | |
| <u>Development Management</u> | | 3.00% | | |
| High Hedge Complaints | 561.00 | 16.83 | 577.80 | |
| High Hedge Complaints - reduced for people on benefits | 224.00 | 6.72 | 230.70 | |
| <u>Residential Development/ Development Site Area/Proposed Gross Floor Area</u> | | | | |
| 1-4 dwellings / less than 0.5 ha | 289.00 | 8.67 | 297.70 | |
| - Additional Meetings (after first three) | 115.00 | 3.45 | 118.50 | |
| 5-9 dwellings / 0.6-0.99ha | 581.00 | 17.43 | 598.40 | |
| - Additional Meetings (after first three) | 115.00 | 3.45 | 118.50 | |
| 10-49 dwellings / 1.0-1.25ha | 1,160.00 | 34.80 | 1,194.80 | |
| - Additional Meetings (after first three) | 580.00 | 17.40 | 597.40 | |
| 50-199 dwellings / 1.26 - 2.0ha | 2,320.00 | 69.60 | 2,389.60 | |
| - Additional Meetings (after first three) | 858.00 | 25.74 | 883.70 | |
| 200+ dwellings / more than 2ha | 3,479.00 | 104.37 | 3,583.40 | |
| - Additional Meetings (after first three) | 1,160.00 | 34.80 | 1,194.80 | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|------------------|----------------------------|-----------------------------|--------------------------------|----------|
|------------------|----------------------------|-----------------------------|--------------------------------|----------|

BUILDING CONTROL - APRIL 2015 - VAT AT 20% Explanatory notes

1 Before you build, extend or convert a building to which the building regulations apply, you or your agent must submit a Building regulations application. The charge you have to pay depends on the type of work, the number of separate properties, or the total floor area. You can use the following tables with the current charges regulations to work out the charges. If you have any difficulties, please do not hesitate to call us.

2 The charges are as follows.
Category A: New domestic homes, flats or conversions etc.
Category B: Extending or altering existing homes
Category C: Any other project including commercial or industrial projects etc.

Individually determined fees are available for most projects. We would be happy to discuss these with you if you require. In certain cases, we may agree that you can pay charges in instalments. Please contact us for further discussions.

3 Exemptions and reductions in charges.

a If your plans have been approved or rejected, you won't have to pay again if you resubmit plans for the same work which has not started, provided you resubmit with 3 years of the original application date.
b You don't have to pay charges if the work will provide access to a building or is an extension to store medical equipment or provide medical treatment facilities for a disabled person. In order to claim exemption, an application must be supported by appropriate evidence as to the nature of the disabled persons disability. In these regulations, a 'disabled person' is a person who is described under section 29(1) of the National Assistance Act 1948 (as extended by section 8(2) Mental Health Act 1959).

4 You have to pay VAT for all local authority Building Regulation charges, except for the regularisation charge. VAT is included in the attached fees.

5. Regularisation applications are available for cases where unauthorised building work was undertaken without an application. Such work can only be regularised where the work was undertaken after October 1985 and not within the last 6 months. The Authority is not obliged to accept Regularisation applications. Regularisation application fees are individually determined. Please contact us to discuss regularisation application fees.

6. Reversion applications. Where the control of a building project passes from a third party to the Council a reversion application will be required. Reversion application fees are individually determined.

Other information

- 1** These notes are for guidance only and do not replace Statutory Instrument 2010 number 0404 which contains the full statement of the law, and the Scheme of Recovery of Fees dated April 2014.
- 2** These guidance notes refer to the charges that you have to pay for building control services within North Worcestershire.

Telephone payments are accepted. Please contact the relevant payment centre with your address and card details:

Bromsgrove 01527 881402

TABLE A: Standard Charges for the Creation or Conversion to New Housing

| | | | |
|--|--|--|---|
| | | | An increasing number of customers are aware of the obligation |
|--|--|--|---|

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments | |
|--|----------------------------|-----------------------------|--------------------------------|---|--|
| Application Charge | Please Ring for Quote | | Please Ring for Quote | for local authority building control to provide project specific fees, which are now provided in virtually all cases. It is proposed to continue with provision of site specific fees in accordance with The Building (Local Authority Charges) Regulations 2010 as in previous years, however it is also now proposed to expand this to cover the remaining few fee categories where a fixed fee is currently published. | |
| Regularisation Charge | Please Ring for Quote | | Please Ring for Quote | | |
| Additional Charge | Please Ring for Quote | | Please Ring for Quote | | |
| TABLE B: Domestic Extensions to a Single Building | | | | | |
| Garage Conversion to habitable room | | | | | |
| Application Charge | 310.00 | | Please contact us | The number of applications received which fall within these final few categories amounts to around 5% of all applications. | |
| Regularisation Charge | Please contact us | | Please contact us | | |
| Additional Charge | 230.00 | | Please contact us | | |
| Extension project up to 10sq.m floor area | | | | | |
| Application Charge | Please contact us | | Please contact us | | |
| Regularisation Charge | Please contact us | | Please contact us | | |
| Additional Charge | 230.00 | | Please contact us | | |
| All other extensions | | | | | |
| Application Charge | Please contact us | | Please contact us | | |
| Regularisation Charge | Please contact us | | Please contact us | | |
| Additional Charge | Please contact us | | Please contact us | | |
| Loft Conversions | | | | | |
| Application Charge | Please contact us | | Please contact us | | |
| Regularisation Charge | Please contact us | | Please contact us | | |
| Additional Charge | Within provided quote | | within provided quote | | |
| Detached garage over 30sq.m floor area | | | | | |
| Application Charge | Please contact us | | Please contact us | | |
| Regularisation Charge | Please contact us | | Please contact us | | |
| Additional Charge | Please contact us | | Please contact us | | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|--|-------------------------------|--------------------------------|--------------------------------------|----------|
| Electrical works by non-qualified electrician | | | | |
| Application Charge | 305.00 | | Please contact us | |
| Regularisation Charge | Please contact us | | Please contact us | |
| Renovation of thermal element | | | | |
| Application Charge | 170.00 | | Please contact us | |
| Regularisation Charge | Please contact us | | Please contact us | |
| Installing steel beam(s) within an existing house | | | | |
| Application Charge | 145.00 | | Please contact us | |
| Regularisation Charge | Please contact us | | Please contact us | |
| Window replacement | | | | |
| Application Charge | 170.00 | | Please contact us | |
| Regularisation Charge | Please contact us | | Please contact us | |
| Installing a new boiler or wood burner etc. | | | | |
| Application Charge | 240.00 | | Please contact us | |
| Regularisation Charge | Please contact us | | Please contact us | |
| <u>TABLE C: All Other works - Alterations</u> | | | | |
| Application Charge | Please contact us | | Please Contact Us | |
| Regularisation Charge | Please contact us | | Please Contact Us | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|--|--|--------------------------------|--|----------|
| <p>For Office or shop fit outs, installation of a mezzanine floor and all other work where the estimated cost exceeds £50,000, please contact the Building Control Office on 01527 881402 for a competitive quote</p> <p><u>These charges have been set on the following basis:</u></p> <p>1. That the building work does not consist of, or include innovative or high risk construction techniques and / or duration of the building work from commencement to completion does not exceed 12 months</p> <p>2. That the design and building work is undertaken by a person or company that is competent to carry out the relevant design and building work. If they are not, the building control service may impose supplementary charges.</p> <p><u>Building Control – Supplementary Charges</u></p> <p>If you are selling a property that has been extended or altered, you need to provide evidence to prospective purchasers that any relevant building work has been inspected and approved by a Building Control Body. That evidence is in the form of a Building Regulations Completion / Final Certificate and / or an Approval or Initial Notice (called the 'authorised documents' in the Home Information Pack Regulations). Legal entitlement to a Completion Certificate is subject to conditions. In cases where the Council is not told that building work is completed, or the building is occupied without addressing outstanding Building Regulation matters, a certificate is not issued. Despite the best efforts of the Council's Building Control Surveyors, many home owners who undertake building works fail to obtain a Completion Certificate and their application is archived. A fee is payable to re-open archived building regulations applications for the purposes of issuing a completion certificate.</p> <p>Other charges are payable where we are asked to withdraw a Building Regulations application and refund fees, or asked to re-direct inspection fee invoices. Fees are payable in cleared funds before the release of any authorised documents or other actions listed below.</p> | | | | |
| <u>ARCHIVED APPLICATIONS</u> | | 3.00% | | |
| Process request to re-open archived building control file, resolve case and issue completion certificate (Administration Fee) | 49.00 | 1.47 | 50.50 | |
| Each visit to site in connection with resolving archived building control cases (Per Site Visit) | 64.00 | 1.92 | 65.90 | |
| <u>WITHDRAWN APPLICATIONS</u> | | | | |
| Process request | 49.00 | 1.47 | 50.50 | |
| <u>With additional fees of:</u> | | | | |
| Withdraw Building Notice application where no inspections have taken place | refund submitted fee less admin fee | 0.00 | refund submitted fee less admin fee | |
| Withdraw Building Notice application where inspections have taken place | refund submitted fee less admin fee, less £64 per site visit made | 1.90 | refund submitted fee less admin fee, less £65.90 per site visit made | |
| Withdrawn Full Plans application without plans being checked or any site inspections being made | refund submitted fee less admin fee | | refund submitted fee less admin fee | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|---|--|-----------------------------|---|----------|
| Withdraw Full Plans application after plan check but before any inspections on site | refund inspection fee (where paid up-front) less admin fee | | refund inspection fee (where paid up-front) less admin fee | |
| Withdraw Full Plans application after plan check and after site inspections made | refund any paid inspection fee less admin fee, less £64 per site inspection made | 1.90 | refund any paid inspection fee less admin fee, less £65.90 per site inspection made | |
| <u>RE-DIRECT INSPECTION FEES / ISSUE COPY DOCUMENTS</u> Process request to re-invoice inspection fee to new addressee | 49.00 | 1.47 | 50.50 | |
| Optional Consultancy Services | Please Contact Us | | Please Contact Us | |
| <u>*Charges Note*</u> Under the Building (Local Authority Charges) Regulations 2010 local authority building control is not permitted to make a profit or loss. The service is to ensure full cost recovery and no more. Any surplus or loss made against expenditure budgets is to be offset against the following years fees and charges setting. This draft set of fees and charges reflects the surplus income projected to have arisen by the end of 14/15 across the shared service. In addition, the level of competition from the private sector needs to continually defended against therefore it is proposed to curtail both the extent of fee categories published and to make extensive use of the fact that legislation now allows local authorities to offer site specific quotations for building regulations applications. In addition expenditure of the service has reduced since the creation of a shared service resulting in a reduction in the hourly rate charged by the service. | | | | |

Regulatory Services

| SERVICE CATEGORY | Agreed new charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|--|---------------------------------------|-----------------------------|--------------------------------|---|
| | | 3.00% | | |
| <u>TAXI LICENSING</u> | | | | for payment purposes all charges have been rounded to the nearest £ |
| - Hackney Carriage - excluding vehicle testing | 243.00 | | 243.00 | |
| - Hackney Carriage vehicle tests | 64.00 | | 64.00 | In line with recharge from depot |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|---|----------------------------|--------------------------------|--------------------------------|---|
| - Private Hire - excludes vehicle testing | 225.00 | 6.75 | 232.00 | |
| - Private Hire vehicle tests | 54.85 | 0.05 | 54.90 | In line with recharge from depot |
| - Private Hire Operator 1 year | 290.00 | | 290.00 | |
| - Private Hire Operator 5 year | | | 1,102.00 | Changes to legislation to offer 5 year charge (specific calculation used) |
| - HC/PH Drivers Licence - 1 year | 92.00 | 2.76 | 95.00 | |
| - HC/PH Drivers Licence - 3 year | | | 228.00 | Changes to legislation to offer 3 year charge (specific calculation used) |
| - Private Hire Drivers Licence - 1 year | 92.00 | 2.76 | 95.00 | |
| - Private Hire Drivers Licence - 3 year | | | 228.00 | Changes to legislation to offer 3 year charge (specific calculation used) |
| - Meter Test | 23.00 | 0.69 | 24.00 | |
| - Hackney Carriage mid-term vehicle test | 64.00 | | 64.00 | In line with recharge from depot |
| - Private Hire mid-term vehicle test | 54.85 | 0.05 | 54.90 | In line with recharge from depot |
| - Re-Test Fee - Within 48 hours | 28.00 | | 28.00 | In line with recharge from depot |
| - Knowledge test | 20.00 | 0.60 | 21.00 | |
| - Administration charge - new applications | 35.00 | | 35.00 | In line with all County wide charges |
| - Replacement vehicle plate | 15.00 | 33.00% 4.95 | 20.00 | increase due to full cost recovery. |
| - Replacement Driver's Licence | 10.00 | 50.00% 5.00 | 15.00 | increase due to full cost recovery. |
| - Trailer Test | 20.00 | | 20.00 | In line with recharge from depot |
| - Transfer of ownership of licensed vehicle | 25.00 | 40.00% 10.00 | 35.00 | increase due to full cost recovery. |
| - Amendment to paper licence - e.g. change of address | 10.50 | 3.00% 0.32 | 11.00 | |
| - Criminal Bureau Check | 50.00 | | 50.00 | |
| - DVLA Check - Electronic | 5.50 | 0.17 | 6.00 | Officer proposed no increase as charge meets cost to Council |
| - DVLA Check | 10.50 | 0.32 | 11.00 | |
| GENERAL LICENSING Licensing Act 2003 | | 3.00% | | |
| - Annual Street Trading Consent - Food - Initial - per annum | 1,418.00 | | 1,418.00 | For a number of licensing fees officers are not proposing an increase to maintain charge comparable to neighbouring providers |
| - Annual Street Trading Consent - Food - Renewal - per annum | 1,301.00 | | 1,301.00 | |
| - Annual Street Trading Consent - Non Food - Initial - per annum | 1,183.00 | | 1,183.00 | |
| - Annual Street Trading Consent - Non Food - Renewal - per annum | 1,064.00 | | 1,064.00 | |
| - Animal Boarding - Vet fees / animal welfare visit costs if applicable charged at cost | 225.00 | | 225.00 | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|--|---|--------------------------------|---|---|
| <ul style="list-style-type: none"> - Dog Breeding establishments - Vet fees / animal welfare visit costs if applicable charged at cost - Dangerous wild animals - Vet fees / animal welfare visit costs if applicable charged at cost - Pet Shops - Vet fees / animal welfare visit costs if applicable charged at cost - Riding Est. - Vet fees / animal welfare visit costs if applicable charged at cost - Sex Establishments | 225.00 225.00 225.00 225.00 979.00 | 2.91 | 225.00 225.00 225.00 225.00 979.00 | for payment purposes charge has been rounded to the nearest £ |
| <ul style="list-style-type: none"> - Zoo - Vet fees / animal welfare visit costs if applicable charged at cost | 97.00 | | 100.00 | |
| Tattooing/ ear piercing/ electrolysis/ acupuncture <ul style="list-style-type: none"> - Premises - Practitioners | 125.00 82.00 | | 125.00 82.00 | |
| Scrap Metal Dealers Act 2013 <ul style="list-style-type: none"> - Site Licence (New) Per Additional Site - Collectors Licence (New) - Site Licence (Renewal) Per Additional Site - Collectors Licence (Renewal) - Variation of Licence - Copy of Licence (if lost or stolen) | 290.00 150.00 145.00 240.00 150.00 95.00 65.00 25.00 | | 290.00 150.00 145.00 240.00 150.00 95.00 65.00 25.00 | For a number of licensing fees officers are not proposing an increase to maintain charge comparable to neighbouring providers |
| ENVIRONMENTAL HEALTH Dog Warden <ul style="list-style-type: none"> Penalty* (statutory fee) Kennelling Fee - £12 per day or part day Admin charge Out of hours fee Repeat offenders fee *No charge for a first offence to those on income related means tested benefits Other Environmental Health Fees <ul style="list-style-type: none"> ISS Certs Condemned Food* Food Hygiene Basic Course fee | 25.00 12.00 10.00 30.00 25.00 67.00 62.00 | | 25.00 12.00 10.00 30.00 25.00 Full Cost Recovery Full Cost Recovery | Statutory Charge - Legislation since 1992 |
| Gambling Fees 16-17 Premises Licence Fees - Discretionary Bingo Premises <ul style="list-style-type: none"> Application to vary | 1,017.00 | | 1,017.00 | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|---|-------------------------------|--------------------------------|--------------------------------------|--|
| Application to transfer | 694.00 | | 694.00 | |
| New applications | 2,029.50 | | 2,029.50 | |
| Annual fee | 580.00 | | 580.00 | |
| Copy of licence | 25.00 | | 25.00 | Statutory charge - cannot be above £25 |
| Notification of change | 50.00 | | 50.00 | Statutory charge - cannot be above £50 |
| Reinstatement of licence | 676.50 | | 676.50 | |
| Provisional statement | 2,029.50 | | 2,029.50 | |
| Adult Gaming Centre | | | | |
| Application to vary | 870.00 | | 870.00 | |
| Application to transfer | 694.00 | | 694.00 | |
| New applications | 1,158.25 | | 1,158.30 | |
| Annual fee | 580.00 | | 580.00 | |
| Copy of licence | 25.00 | | 25.00 | Statutory charge - cannot be above £25 |
| Notification of change | 50.00 | | 50.00 | Statutory charge - cannot be above £50 |
| Reinstatement of licence | 676.50 | | 676.50 | |
| Provisional statement | 1,158.25 | | 1,158.30 | |
| Family Entertainment Centre | | | | |
| Application to vary | 672.50 | | 672.50 | |
| Application to transfer | 550.50 | | 550.50 | |
| New applications | 1,158.25 | | 1,158.30 | |
| Annual fee | 436.00 | | 436.00 | |
| Copy of licence | 25.00 | | 25.00 | Statutory charge - cannot be above £25 |
| Notification of change | 50.00 | | 50.00 | Statutory charge - cannot be above £50 |
| Reinstatement of licence | 540.00 | | 540.00 | |
| Provisional statement | 1,158.25 | | 1,158.30 | |
| Betting Premises (Excluding Track) | | | | |
| Application to vary | 870.00 | | 870.00 | |
| Application to transfer | 694.00 | | 694.00 | |
| New applications | 1,691.50 | | 1,691.50 | |
| Annual fee | 348.50 | | 348.50 | |
| Copy of licence | 25.00 | | 25.00 | Statutory charge - cannot be above £25 |
| Notification of change | 50.00 | | 50.00 | Statutory charge - cannot be above £50 |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|--|-------------------------------|--------------------------------|--------------------------------------|--|
| Reinstatement of licence | 676.50 | | 676.50 | |
| Provisional statement | 1,691.50 | | 1,691.50 | |
| Track | | | | |
| Application to vary | 724.00 | | 724.00 | |
| Application to transfer | 550.50 | | 550.50 | |
| New applications | 1,411.50 | | 1,411.50 | |
| Annual fee | 580.00 | | 580.00 | |
| Copy of licence | 25.00 | | 25.00 | Statutory charge - cannot be above £25 |
| Notification of change | 50.00 | | 50.00 | Statutory charge - cannot be above £50 |
| Reinstatement of licence | 540.00 | | 540.00 | |
| Provisional statement | 1,411.50 | | 1,411.50 | |
| Temporary use notices | | | | |
| New applications | 275.00 | | 275.00 | |
| Copy of licence | 26.70 | | 26.70 | |
| <u>Gambling Act Permit Fees - Statutory</u> | | | | |
| <u>Licensed Premises Gaming Machine Permit</u> | | | | |
| Grant | 150.00 | | 150.00 | Statutory charges |
| Existing operator grant | 100.00 | | 100.00 | |
| Variation | 100.00 | | 100.00 | |
| Transfer | 25.00 | | 25.00 | |
| Annual Fee | 50.00 | | 50.00 | |
| Change of name | 25.00 | | 25.00 | |
| Copy of Permit | 15.00 | | 15.00 | |
| <u>Licensed Premises Automatic Notification Process</u> | | | | |
| Grant | 50.00 | | 50.00 | |
| <u>Club Gaming Permits</u> | | | | |
| Grant | 200.00 | | 200.00 | |
| Grant (Club Premises Certificate holder) | 100.00 | | 100.00 | |
| Existing operator grant | 100.00 | | 100.00 | |
| Variation | 100.00 | | 100.00 | |
| Renewal | 200.00 | | 200.00 | |
| Renewal (Club Premises Certificate holder) | 100.00 | | 100.00 | |
| Annual Fee | 50.00 | | 50.00 | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|---|-------------------------------|--------------------------------|--------------------------------------|-------------------|
| Change of name | 100.00 | | 100.00 | |
| Copy of Permit | 15.00 | | 15.00 | |
| <u>Club Machine Permits</u> | | | | |
| Grant | 200.00 | | 200.00 | |
| Grant (Club Premises Certificate holder) | 100.00 | | 100.00 | |
| Existing operator grant | 100.00 | | 100.00 | |
| Variation | 100.00 | | 100.00 | |
| Renewal | 200.00 | | 200.00 | |
| Renewal (Club Premises Certificate holder) | 100.00 | | 100.00 | |
| Annual Fee | 50.00 | | 50.00 | |
| Copy of Permit | 15.00 | | 15.00 | |
| Change of Name | 25.00 | | 25.00 | |
| Transfer of Permit | 25.00 | | 25.00 | |
| <u>Family Entertainment Centre Gaming Machine Permit</u> | | | | |
| Grant | 300.00 | | 300.00 | |
| Existing operator grant | 100.00 | | 100.00 | |
| Change of name | 25.00 | | 25.00 | |
| Renewal | 300.00 | | 300.00 | |
| Copy of Permit | 15.00 | | 15.00 | |
| <u>Prize Gaming Permits</u> | | | | |
| Grant | 300.00 | | 300.00 | |
| Existing operator grant | 100.00 | | 100.00 | |
| Change of name | 25.00 | | 25.00 | |
| Renewal | 300.00 | | 300.00 | |
| Copy of Permit | 15.00 | | 15.00 | |
| Transitional Application Fee | 100.00 | | 100.00 | |
| <u>Small Lottery Registration (set by legislation)</u> | | | | |
| Grant | 40.00 | | 40.00 | |
| Annual fee | 20.00 | | 20.00 | |
| <u>Fee Licensing 2016/17- Statutory</u> <u>The fee for a Personal Licence is £37.00</u> | | | | |
| <u>Premises Licence and Club Premises Certificate</u> Non- Domestic rateable value of premises | | | | |
| BAND A | 0 - 4,300 | | 0 - 4,300 | Statutory charges |
| BAND B | 4,301 - 33,000 | | 4,301 - 33,000 | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|--|-------------------------------|--------------------------------|--------------------------------------|----------|
| BAND C | 33,001 - 87,000 | | 33,001 - 87,000 | |
| BAND D | 87,001 - 125,000 | | 87,001 - 125,000 | |
| BAND E | 125,001 and over | | 125,001 and over | |
| New applications and variations | | | | |
| BAND A | 100.00 | | 100.00 | |
| BAND B | 190.00 | | 190.00 | |
| BAND C | 315.00 | | 315.00 | |
| BAND D | 450.00 | | 450.00 | |
| BAND E | 635.00 | | 635.00 | |
| Annual Fee | | | | |
| BAND A | 70.00 | | 70.00 | |
| BAND B | 180.00 | | 180.00 | |
| BAND C | 295.00 | | 295.00 | |
| BAND D | 320.00 | | 320.00 | |
| BAND E | 350.00 | | 350.00 | |
| <p>Property not subject to non-domestic rates will fall into Band A. Properties, which have not yet been constructed will fall into band C.</p> <p>Those premises which fall into Band 'D' will be subject to two times the amount of fee payable as outlined above, whilst those premises which fall into Band 'E' will be subject to three times the amount of fee payable, if they are used exclusively or primarily for the carrying on of the retail of alcohol for consumption on the premises, i.e. large public houses.</p> <p>Large Events An additional fee will be charged where the maximum number of persons exceeds 5000 at a licensable event. Please contact the Licensing Section for further details.</p> <p>Exemptions Church Halls, Community Halls, Village Halls, or other similar building etc. are exempt from paying any fees for a premises licence authorising ONLY the provision of regulated entertainment. If the retail of alcohol is to be included in the Premises Licence, the full fee will be payable as outlined above.</p> <p>No fees are payable by an educational institution, such as a school or a college (whose pupils/students have not attained the age of 19) for a premises licence authorising ONLY the provision of regulated entertainment providing that is for and on behalf of the educational institution.</p> | | | | |

| SERVICE CATEGORY | charge 1st April 2015 £ | % increase/ £ increase £ | Proposed charge from 2016 £ | Comments |
|---|-------------------------------|--------------------------------|--------------------------------------|----------|
| Application for copy of licence or summary on theft, loss etc. | 10.50 | | 10.50 | |
| Notification of change of name or address (holder of premises licence) | 10.50 | | 10.50 | |
| Application to vary the Designated Premises Supervisor | 23.00 | | 23.00 | |
| Application to transfer a premises licence | 23.00 | | 23.00 | |
| Interim authority notice following death etc. of licence holder | 23.00 | | 23.00 | |
| Right of freeholder etc to be notified of licensing matters | 21.00 | | 21.00 | |
| Application for making of a provisional statement | 315.00 | | 315.00 | |
| Application for copy of certificate or summary on theft, loss etc. | 10.50 | | 10.50 | |
| Notification of change of name or alteration of club rules | 10.50 | | 10.50 | |
| Change of relevant registered address of club | 10.50 | | 10.50 | |
| Temporary Event Notices | 21.00 | | 21.00 | |
| Application for copy of licence on theft, loss etc. of temporary event notice | 10.50 | | 10.50 | |
| Application for copy of licence on theft, loss etc. of personal licence | 10.50 | | 10.50 | |
| Notification of change of name or address (Personal Licence) | 10.50 | | 10.50 | |
| Notice of interest in any premises | 21.00 | | 21.00 | |
| Minor variation application | 89.00 | | 89.00 | |
| Should you need assistance in determining which level of fee you are required to pay, please contact the Licensing Section on (01527) 881473 or (01527) 881626. Alternatively email - licensing@bromsgrove.gov.uk In all cases, cheques must be made payable to 'Bromsgrove District Council' | | | | |

Bromsgrove District Council response to consultation questions

Question 1: Do you agree with the methodology for allocating central funding in 2016-17, as set out in paragraphs 2.6 to 2.8?

No.

Council tax income should not be used in the formula for calculating the distribution of central resources. Local authorities are pursuing tax base growth and taking decisions on the level of council tax as a means of meeting cost pressures and offsetting reductions in central grant funding.

In addition it is clear that growth in housing (therefore an increase in tax base) results in additional residents to provide services for. Therefore a proportion of the tax base increase also needs to be used to address the resultant pressures associated with this growth, for instance demographic or volume changes in leisure, early help and environmental services eg. waste collection. To build assumed increases in council tax means this growth is required just to maintain a standstill position, and does not contribute to cost pressures over and above this. The Council therefore would have to meet this pressure elsewhere or not provide the services to our residents.

With regard to Council Tax, the calculation of core spending power is distorted by some questionable growth assumptions used in respect of the movement in the taxbase. The formula has used the average growth between 2013/14 and 2015/16, but this is a flawed. Those years saw changes to the tax base through 'one-off' items such as the uplift in the Council Tax Reduction scheme in many areas, and changes made to council tax discounts and exemptions; effectively these one-off items have distorted the calculations. In earlier years, when there was less distortion, the average increases are significantly lower.

As a result council tax income levels are ambitious and in turn dampen the potential 'real' reduction in core spending power. It is noted that government has chosen not to use the OBR forecast of taxbase growth, but instead calculated individual figures for each council using average growth between 2013/14 and 2015/16. This is a serious concern as it has produced some ambitious projected council tax levels; and as a result we believe it requires modification.

Question 2: Do you agree with the proposed methodology for calculation of the council tax requirement for 2016-17, as set out in paragraphs 2.10 and 2.11?

The calculation of council tax requirement for 2016/17 takes into account increases in the tax base that are due to one off growth as a result of changes to the councils Council Tax Support Scheme. These should not be part of the calculation moving forward as it is not a true reflection of the real growth in the District.

Appendix

Question 3: Do you agree with the proposed methodology in paragraph 2.12 for splitting the council tax requirement between sets of services?

No specific comments as this does not effect this Council.

Question 4: Do you wish to propose any transitional measures to be used?

Yes. To be faced with such a significant level of funding changes at such a late stage (weeks away from setting the budget) and will no previous indication results in a severe challenge in achieving a balanced budget. The severity of the cuts to Bromsgrove Council in losing RSG in 2016/17 and having negative RSG from 2017/18 the Council will not be able to make considered and informed decisions on savings within the current timeline. Therefore savings may carry a greater risk that they would not be fully realised in 2016/17. A transitional system which limits the percentage reduction in total funding and which ideally also takes account of cost pressures should be implemented.

The impact could also be reduced should there be continued funding for the Local Council Tax Support Scheme which is currently funded as part of the RSG.

The Council would also propose that negative RSG is withdrawn until the new Business Rates Retention Scheme is implemented to ensure that the Council can have a planned approach to addressing the cuts

Question 5: Do you agree with the Government's proposal to fund the New Homes Bonus in 2016-17 with £1.275 billion of funding held back from the settlement, on the basis of the methodology described in paragraph 2.15?

For Bromsgrove District Council the New Homes Bonus funding represents a significant source of income, however, raising the topslice will increase the impact to local authorities of reductions in overall RSG. Therefore the top slice should remain the same with any unused funds being returned to authorities as in previous years.

Question 6: Do you agree with the Government's proposal to hold back £50 million to fund the business rates safety net in 2016-17, on the basis of the methodology described in paragraph 2.19?

No. The intention was that the business rates safety net should be funded by income from the business rates levy. There has not been a change to this policy and the Council does not see the rationale as to why the Government would require this topslice. Releasing this topslice would provide resources for some transitional protection to those Councils most greatly affected.

Question 7: Do you agree with the Government's proposed approach in paragraph 2.24 to paying £20 million additional funding to the most rural areas in 2016-17, distributed to the upper quartile of local authorities based on the super-sparsity indicator?

Not applicable to this Council but the value does seem high in light of the significant cuts other Councils are facing

Question 8: Do you agree with the Government's proposal that local welfare provision funding of £129.6 million and other funding elements should be

Appendix

identified within core spending power in 2016-17, as described in paragraph 2.28?

As RSG is reduced to minimal or negative amounts by 2019/20: authorities will have to fund this spend from other sources, therefore it is misleading to imply that the funding is available. There needs to be greater transparency in the settlement to enable Councils to understand and explain the changes in funding allocations.

In addition, In previous years a Core Spending Power 'floor' has been set (6.4% in 2015/16) to dampen the effect of dramatic year on year reductions. This is no longer the case, as in and our Core Spending Power reduces by an excessive amount.

Question 9: Do you agree with the Government's proposal to include all of the grant funding for the Care Act 2014 (apart from that funded through the Better Care Fund) in the settlement, using the methodology set out in paragraph 3.2?

By including the funding in this way it attracts the same levels of reduction rather than protecting this grant element.

Question 10: Do you agree with the Government's proposal to include all 2015-16 Council Tax Freeze Grant in the 2016-17 settlement, using the methodology set out in paragraph 3.3?

Yes, all council tax freeze grant should be included in core funding. However once the negative RSG is applied this funding will no longer be paid and therefore does not provide certainty to Councils.

Question 11: Do you agree with the Government's proposal to include all 2015-16 Efficiency Support Grant funding in the settlement and with the methodology set out in paragraph 3.5?

See answer to question 10. Same applies.

Question 12: Do you agree with the Government's proposal to include funding for lead local flood authorities in the 2016-17 settlement, as described in paragraphs 3.6 and 3.7?

Not applicable – however as with the other grants being included will mean that they are also subject to the cuts and may no longer be paid once the Council is in negative RSG.

Question 13: Do you agree with the Government's proposal to pay a separate section 31 grant to lead local flood authorities to ensure funding for these activities increases in real terms in each year of the Parliament?

Yes

Question 14: Do you have any views on whether the grant for lead local flood authorities described in paragraph 3.8 should be ring-fenced for the Spending Review period?

It is better to give Councils greater flexibility and ringfencing may hinder this.

Question 15: Do you agree with the Government's proposal to adjust councils' tariffs / top ups where required to ensure that councils delivering the

Appendix

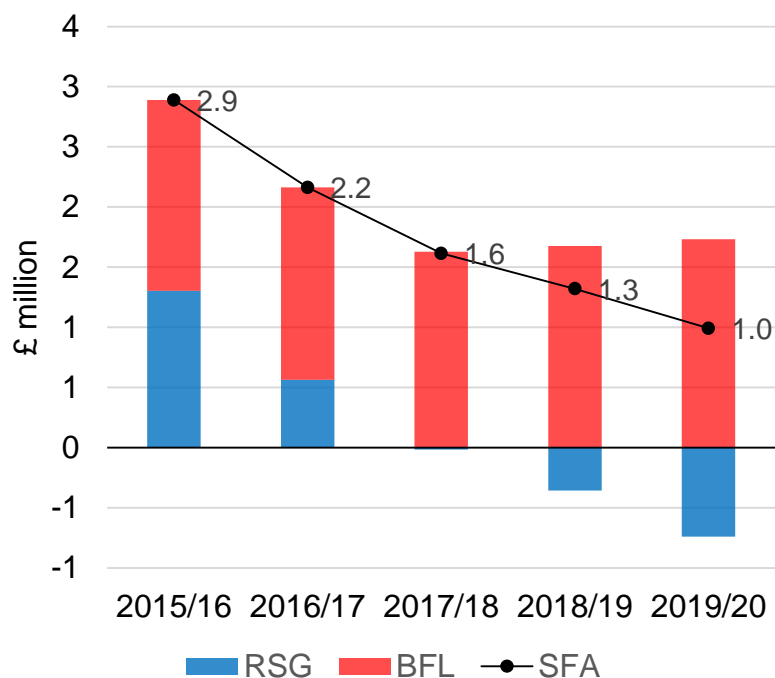
same set of services receive the same percentage change in settlement core funding for those sets of services?

I have attached to this consultation response the combined response that has been prepared by the 15 Councils who are affected by the complete reduction of RSG in 2016/17 and negative RSG from 2017/18.

In addition I would make the following points specifically in relation to Bromsgrove District Council.

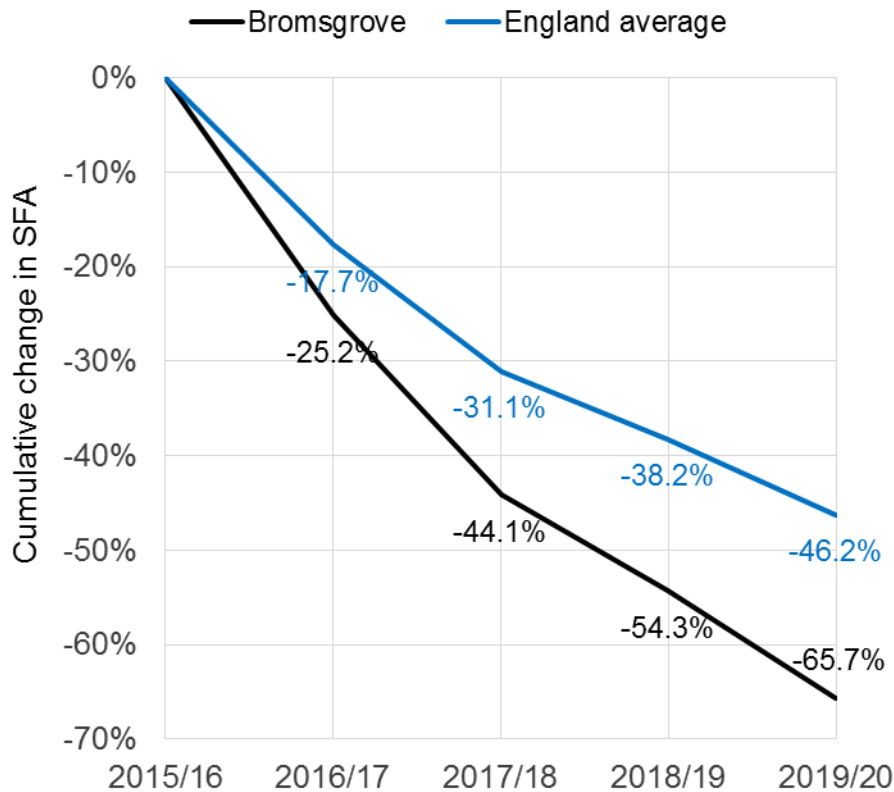
Bromsgrove's SFA was £2.889m in 2015/16. Of this, £1.585m was delivered in the form of retained business rates (i.e. BFL), and £1.304m in the form of grants from central government (i.e. RSG).

The accompanying chart illustrates the change in Bromsgrove's SFA over the Spending Review Period. The indicative figures show that by 2019/20, Bromsgrove's indicative SFA will fall by **65.7%** (from £2.889m to £0.991m).



The following chart compares the reduction in SFA between Bromsgrove and all comparable authorities in England.

As can be seen, Bromsgrove's SFA falls by 65.7% compared to average of 46.2% for districts. This is a significant difference and demonstrates the level of cuts facing the District in comparison to other similar tier authorities.



The inclusion of Council Tax requirement in the Core Spending Power of an Authority has resulted in a detrimental impact on Bromsgrove as the tax base of the Council is high in comparison to the national picture. By basing the levels of Council tax growth from 2014/15 and 2015/16 a misleading position is provided on Core Spending Power and therefore the cuts calculated on an unrealistic basis.

An alternative methodology would be for CLG to implement the cuts while *disregarding council tax revenue*. This is similar to the methodology previously used in 2014/15 and 2015/16.

If this basis was used then Bromsgrove would not be in the position of negative RSG and the SFA would be at the Business rates level baseline in 2019/20 and therefore not face such significant cuts.

Question 16: Do you have an alternative suggestion for how to secure the required overall level of spending reductions to settlement core funding over the Parliament?

While the Council accepts the need for spending reductions within the wider economic context, we believe that there needs to be a full and fair review of both needs and resources to inform these and any redistribution; and that funding allocations must take account of the incidence of future spending pressures and inflation. All these appear to be lacking in the Provisional Settlement proposals. The Mechanism for using Council Tax growth assumptions to calculate the Spending Power and resulting cuts to funding is not a fair or transparent way of dealing with delivering a balanced budget.

Appendix

There are a number of freedoms and flexibilities which we believe would help bridge the shortfall. These include:

- Enabling full cost recovery on fees such as those for planning applications which are set at statutory levels.
- Enabling surplus to be made on Building Control and any other restricted services
- Enable increase in Council Tax over 2%
- Capital receipts flexibility in use to offset revenue shortfalls in the short term
- Review of protected groups in relation to Council Tax Support Scheme

Question 17: Do you have any comments on the impact of the 2016-17 settlement on persons who share a protected characteristic, and on the draft equality statement published alongside this consultation?

The level of cuts facing this Council will result in a review of service provision and a considered judgement and decisions will be made in light of the impact on all of our residents. By making the cuts in the speed and value that are proposed in the settlement will mean that residents will have to see the impact of these cuts in the services and support we provide.

SAVINGS & ADDITIONAL INCOME - 2016/17-2018/19

| Department | Strategic Purpose | Description of saving | 2016-17 £'000 | 2017-18 £'000 | 2018-19 £'000 | Comments |
|-------------------------------|--|---|------------------|------------------|------------------|--|
| Corporate - Printing | Enabling | Savings achieved from change in printing contract | -4 | -4 | -4 | Following a full review of all budget requirements a number of expenditure allocations have been reduced |
| BDC Reg Client | Keep my place safe & looking good | Savings realised due to efficiencies within the service | -35 | -35 | -35 | Due to the service efficiencies the client cost has reduced |
| Environmental Services | Keep my place safe & looking good | Additional savings generated from service review | -31 | -25 | -23 | Additional savings generated from service review |
| Community services | Help me live my life independently | Various - see spread sheet | -112 | -112 | -112 | Following a full review of all budget requirements a number of expenditure allocations have been reduced |
| Leisure and cultural services | Provide good things for me to see do and visit | Vacant post Business Dev | -13 | -13 | -13 | vacant post (shared service) business development given up as saving |
| Business Transformation | Enabling | Policy savings | -2 | -2 | -2 | Following a full review of all budget requirements a number of expenditure allocations have been reduced |
| Planning and Regeneration | Keep my place safe & looking good | Town centre | -38 | -38 | -38 | Following a full review of all budget requirements a number of expenditure allocations have been reduced |
| Planning and Regeneration | Keep my place safe & looking good | Strategic Planning | -3 | -3 | -3 | Following a full review of all budget requirements a number of expenditure allocations have been reduced |
| Planning and Regeneration | Keep my place safe & looking good | Development Control | -10 | -10 | -10 | Following a full review of all budget requirements a number of expenditure allocations have been reduced |
| Planning and Regeneration | Keep my place safe & looking good | Development Control | -50 | -50 | -50 | Increased income due to increases in planning application income |
| Business Transformation | Enabling | Training budget | -5 | -5 | -5 | Following a full review of all budget requirements a number of expenditure allocations have been reduced |
| Leisure and cultural services | Provide good things for me to see do and visit | Sports Development to achieve savings | -10 | -10 | -10 | Following a full review of all budget requirements a number of expenditure allocations have been reduced |

| Department | Strategic Purpose | Description of saving | 2016-17 £'000 | 2017-18 £'000 | 2018-19 £'000 | Comments |
|---|------------------------------------|--|------------------|------------------|------------------|--|
| Environmental Services | Keep my place safe & looking good | Various savings in supplies & services due to restructure of the service | -12 | -12 | -12 | Following a full review of all budget requirements a number of expenditure allocations have been reduced |
| Legal, Equalities and Democratic Services | Enabling | Members allowances | -44 | -44 | -44 | Reduction in Members Basic Allowance due to numbers reducing 39-31 |
| Legal, Equalities and Democratic Services | Enabling | Democratic salary savings | -15 | -15 | -15 | Vacant posts in Democratic Services |
| Legal, Equalities and Democratic Services | Enabling | Dem Services | -5 | -5 | -5 | Following a full review of all budget requirements a number of expenditure allocations have been reduced to include releasing vacant hours |
| Customer Access and Financial Support | Enabling | Reduction in Rent | -10 | -10 | -10 | Reduction in Rent to Wychavon for Dolphin Centre |
| Finance & Resources | Help me be financially independent | Reduction in apprentice cost | -2 | -2 | -2 | Reduction in cost of apprentice post in Finance |
| TOTAL | | | -401 | -395 | -393 | |

APPENDIX 4

UNAVOIDABLE PRESSURES -2016/17 -2018/19

| Department | Strategic Purpose | Description of Pressure | 2016-17 £'000 | 2017-18 £'000 | 2018-19 £'000 | Comments |
|------------------------|-----------------------------------|--|------------------|------------------|------------------|--|
| Environmental Services | Keep my place safe & looking good | Garden waste collection charge - gap between expected and actual fee | 69 | 33 | 33 | Income budget was set based on an original price of £45 which has not been agreed by members. |
| Environmental Services | Keep my place safe & looking good | Garden waste - not achieving anticipated increase in number of customers for rural areas | 70 | 70 | 70 | Based on estimate in 13/14 that approx 3000 additional customers taking service however only 1000 took up the service. We aim to attract an additional 500 customers by marketing the service. |
| Environmental Services | Keep my place safe & looking good | Cesspools - tipping charges increase by Severn Trent | 26 | 26 | 26 | Following review of accurate budget requirement |
| Environmental Services | Keep my place safe & looking good | Trade Waste - tipping charges increased by WCC | 42 | 42 | 42 | Following review of accurate budget requirement |

| | | | | | | |
|-------------------------------|-----------------------------------|--|----|----|-----|--|
| Environmental Services | Keep my place safe & looking good | Domestic Waste collection - increase in properties throughout district | 96 | 98 | 100 | Additional staff resources required to accommodate for district wide developments - 1 drivers, 2 loaders. Includes running cost of vehicle |
| Environmental Services | Help me run a sucessful business | Potential pressure from continuation of Evening Parking Trial | 60 | 60 | 60 | Funding associated with the shortfall in income should the free evenings be continued |
| Corporate | Enabling | Additional bank charges | 20 | 20 | 20 | increases in bank charges. |
| Communities | Help me find somewhere to live | Increase in web based supplier charges | | 4 | 5 | Increase in cost of choice based letting system |
| Business Transformation - ICT | Enabling | Microsoft License Costs/Increase | 28 | 44 | 44 | Microsoft are removing the discounted frameworks we have used to purchase licenses |

| | | | | | | |
|---------------------------|--|----------------------------|------------|------------|------------|---|
| CAFS - Fraud & Compliance | Help me be financially independent (incl education & skills) | DWP Funding reduction | 66 | 68 | 71 | Cost of retaining staff to undertake fraud prevention and detection of Council Tax and other compliance issues following transfer of housing benefit fraud to the DWP and subsequent reduction in funding |
| Fees and Charges | | Fees and Charges Shortfall | 30 | 30 | 30 | Proposed increase in fees and charges of 3% to exclude Car Parking therefore a slight shortfall in expected income |
| Corporate | | Apprentice Levy | 0 | 30 | 30 | Government Scheme introduced for an Apprentice Levy |
| TOTAL | | | 507 | 525 | 531 | |

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CAPITAL BIDS 2016/17-2018/19

| Department | Strategic Purpose | Description | Funding Source i.e. Grant, Borrowing, Reserve, S106 | CAPITAL IMPLICATIONS | | | Comments |
|----------------------------|--|---|---|----------------------|------------------|------------------|--|
| | | | | 2016-17 £'000 | 2017-18 £'000 | 2018-19 £'000 | |
| Community Services CCTV | Keep my place safe and looking good | Replacement Cameras | Capital Receipts / Borrowing | 40 | | | CCTV Camera replacement programme |
| Environmental Services | Keep my place safe & looking good | Fleet replacement program | Capital Receipts / Borrowing | 0 | 0 | 1,261 | As per capital replacement program |
| Environmental Services | Keep my place safe & looking good | Additional refuse freighter | Capital Receipts / Borrowing | 165 | 0 | 0 | Additional vehicle required to accommodate wide property developments |
| Planning | Keep my place safe and looking good | Economic Regeneration of Rubery Centre | Borrowing | 75 | | | To support funding of Economic Regeneration within Rubery Centre |
| | TOTAL | | | 280 | 0 | 1,261 | |

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CABINET

3rd February 2016

NEW HOMES BONUS COMMUNITY GRANTS SCHEME

| | |
|----------------------------|----------------------------------|
| Relevant Portfolio Holder | Geoff Denaro |
| Portfolio Holder Consulted | Yes |
| Relevant Head of Service | Jayne Pickering (Exec Director) |
| Wards Affected | All |
| Ward Councillor Consulted | None specific |

1. SUMMARY OF PROPOSALS

- 1.1 To enable Members to consider a revised New Homes Bonus (NHB) Community Grants Scheme to enable community groups to apply for funding from the New Homes Bonus grant received by the Council.

2. RECOMMENDATIONS

2.1 Cabinet are to recommend;

- 2.1.1 The approval of the revised New Homes Bonus Community Grants Scheme as attached at Appendix 1;**
- 2.1.2 The approval of 25% of the additional New Homes Bonus grant received in 2016/17 to be used to calculate the amount of £101k to be allocated to the scheme; and**
- 2.1.3 An additional amount of £23,840 to be added to the total allocation in respect of funds carried forward from the previous year's scheme.**

3. KEY ISSUES

Financial Implications

- 3.1 As Members are aware the government introduced the NHB in April 2011. The bonus was designed to ensure that the economic benefits of housing growth are returned to the councils where that growth takes place. The NHB is a grant paid by central government to local councils for increasing the number of homes in their area and their use. In two tier areas, like Worcestershire, the bonus is shared between the district council and county council (80% District: 20% County). At present NHB is not ring-fenced and councils can decide how they use the New Homes Bonus, however, there is an expectation that Councils will consult communities about how we will spend the money. The scheme is intended to be permanent however as with all financial funding this can change in the future.

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- 3.2 As part of the Financial Settlement Announcement in December 2016 the Government proposed a number of changes to the NHB Scheme which would reduce the allocation granted to Councils. The proposals are included in a consultation document that closes in mid-March and the Council will be formulating a comprehensive response in relation to the significant reductions in funding that are proposed and the impact these will have on the Council over the next few years.
- 3.3 The proposals to change the NHB Scheme include changing the payments from 6 to 4 years, reduce NHB where there is no local plan, where homes have been allowed on appeal or where the growth would have occurred anyway. It is worth noting that the payment of £1.7m may reduce by the following over the next 4 years:

| £000's | 2017/18 | 2018/19 | 2019/20 | 2020/21 | Total |
|------------|---------|---------|---------|---------|-------|
| Bromsgrove | 542 | 531 | 523 | 663 | 2,259 |

- 3.4 Following the petition to Council in April 2014 in relation to the use of NHB, Members agreed that a scheme for allocating funds to communities affected by growth would be available for 2015/16. A fund of £87k was allocated based on 25% of new grant received during the year and a number of groups secured £63k of funding through this framework. Details of those grants received are set out below:

| | | |
|---|---|--------|
| Installation of 5 Painted Steel Benches | Cofton Hackett Parish Council | £2,000 |
| New chairs | Cofton Village Hall | £2,000 |
| 4 New Planters | Cofton Hackett Parish Council | £1,100 |
| New Junior Cricket Ground | Bromsgrove Cricket Club | £1,500 |
| Replacement Bus Shelter | Catshill & North Marlbrook Parish Council | £3,500 |
| Improvements/Replacement/Repairs to Scout Hut | 6 th Bromsgrove Scouts | £3,000 |
| Catshill Village Meadow Multi Use Facility | North West Ward Association | £2,560 |
| Improvements to Toilet Facilities | Belbroughton Recreation Centre | £2,500 |
| Artificial Wicket | Belbroughton Cricket Club | £2,500 |

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3rd February 2016

| | | |
|--|---------------------------------|---------|
| Club House Enhancement | Hagley Cricket Club | £10,000 |
| Improvements to Club Facilities (Phase 1) | Hagley Lawn Tennis Club | £15,000 |
| Alterations to new venue for youth activities. | Alvechurch Communities Together | £12,500 |
| Refurbishment of Two Rooms to Provide Further Patient Access | Hollyoaks Medical Centre | £5,000 |

- 3.5 It was agreed that the underspend of £24k would be carried forward to increase the available funding for 2016/17. Using the NHB for 2016/17 of £101k this would result in a total available funding of £124k for bids to be considered by the NHB Panel.
- 3.6 As part of the review of the scheme officers have assessed how other Councils allocate funding and it is proposed that funding is allocated on the basis of the homes that have been completed in a particular area during 2014/15, as this is the most recent complete year of data being available. It is appreciated that this would not take into account homes that have been brought back into use nor would it reduce allocations for empty/ void properties. It is considered that this allocation basis, as used by other Councils, would be the fairest way to ensure a consistent framework for all communities who have been affected by growth.
- 3.7 Appendix 2 details the breakdown from the planning system of properties and it is proposed that this is used for the allocations of the £124k during 2016/17. The bidding process remains similar to 2015/16 in that there are different levels of form required to be completed by the groups for consideration.
- 3.8 Appendix 1 reflects the revised policy to include allocation of funds on the basis of growth in an area for Members' consideration.
- 3.9 Should the new allocation policy be approved the bidding process will commence in the new financial year.
- 3.10 Members will be kept updated as to any changes in funding for NHB following the consultation feedback.

Service / Operational Implications

- 3.11 The allocation of funding will support the provision of projects within local communities and do not impact on the operational services provided by the Council.

Customer / Equalities and Diversity Implications

- 3.12 The scheme will support all communities that are affected by growth.

4. RISK MANAGEMENT

- 4.1 An annual scheme based on the additional funding received from NHB for each financial year will mitigate the impact on the Medium Term Financial Plan and ensure that should NHB be revised in the future there is no future commitment from the Council.

5. APPENDICES

Appendix 1 – Revised Draft NHB Community Grants Scheme
Appendix 2 – Allocation table of funds by Wards.

AUTHOR OF REPORT

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

| Ward Name | Dwelling Capacity of site | Total Completions up to 31st March 2015 | Completed during 2014/15 | Amount of NHB Grant per Ward (£548 x Completed during 2014/15) | Under Construction during 2014/15 |
|-------------------------------|---------------------------|---|--------------------------|--|-----------------------------------|
| Alvechurch South Ward | 8 | 3 | 3 | 1,644.00 | 4 |
| Alvechurch Village Ward | 1 | 1 | 1 | 548.00 | 0 |
| Aston Fields Ward | 6 | 0 | 0 | 0.00 | 6 |
| Avoncroft Ward | 37 | 13 | 13 | 7,124.00 | 24 |
| Barnt Green and Hopwood Ward | 2 | 2 | 2 | 1,096.00 | 0 |
| Belbroughton and Romsley Ward | 39 | 20 | 10 | 5,480.00 | 18 |
| Bromsgrove Central Ward | 2 | 2 | 2 | 1,096.00 | 0 |
| Catshill North Ward | 2 | 2 | 2 | 1,096.00 | 0 |
| Catshill South Ward | 84 | 40 | 27 | 14,796.00 | 43 |
| Cofton Ward | 3 | 2 | 2 | 1,096.00 | 1 |
| Drakes Cross Ward | 2 | 0 | 0 | 0.00 | 1 |
| Hagley East Ward | 248 | 26 | 26 | 14,248.00 | 73 |
| Hagley West Ward | 14 | 10 | 10 | 5,480.00 | 4 |
| Hollywood Ward | 1 | 1 | 1 | 548.00 | 0 |
| Lickey Hills Ward | 9 | 5 | 5 | 2,740.00 | 3 |
| Marlbrook Ward | 1 | 0 | 0 | 0.00 | 1 |
| Norton Ward | 6 | 6 | 6 | 3,288.00 | 0 |
| Perryfields Ward | 30 | 0 | 0 | 0.00 | 30 |
| Rock Hill Ward | 4 | 4 | 4 | 2,192.00 | 0 |
| Rubery North Ward | 4 | 4 | 4 | 2,192.00 | 0 |
| Rubery South Ward | 20 | 4 | 4 | 2,192.00 | 16 |
| Sanders Park Ward | 23 | 17 | 17 | 9,316.00 | 6 |
| Sidemoor Ward | 21 | 7 | 7 | 3,836.00 | 14 |
| Slideslow Ward | 25 | 18 | 18 | 9,864.00 | 7 |
| Tardebigge Ward | 187 | 72 | 64 | 35,072.00 | 91 |
| TOTAL: | 779 | 259 | 228 | 124,944.00 | 342 |

$\text{£}101,000 + \text{b/f } \text{£}23,840 = \text{£}124,840 \text{ divided by } 228 = \text{£}547.54 (\text{£}548)$

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BROMSGROVE DISTRICT COUNCIL

New Homes Bonus Community Grants Scheme 2016/17 Explanatory Notes



Bromsgrove
District Council
www.bromsgrove.gov.uk

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1. Introduction – where does the NHB fund come from?
2. Who can apply for a grant?
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4. The Council's Strategic Purposes.
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7. What happens if a bid isn't successful?
8. The Grant Application Process Timetable.
9. Contacts and where to find more information.
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1. Introduction - Where does the New Home Bonus come from?

The New Homes Bonus is paid annually by the government as an incentive to communities and councils to welcome new housing. At present, for a period of six years following the year the house was built, the council receives a grant that is payable on those new homes plus any homes that were empty and have been brought into use. As part of the announcement on the Financial Settlement 2016/17-2019/20, the Government has confirmed that there will be changes to the New Homes Bonus Scheme which will reduce the available funding for future years. There is a commitment to retain the funding for 2016/17 as originally anticipated but a number of changes are included in a consultation document that is to be responded to by mid-March 2016. This includes reducing the scheme payments from 6 to 4 years, withdrawing homes that are built following an appeal and setting a baseline for growth that Councils will have to exceed before funding is granted. All of the changes will have a significant impact on Bromsgrove Council and therefore any scheme for allocation will have to be closely monitored to address the impact of change in funding streams.

At present, the New Homes Bonus is announced alongside our annual financial settlement. In two tier areas, like Worcestershire, the bonus is shared between the District Council and the county council (80% / 20%). The District Council therefore receives 80% of the total New Homes Bonus. This may also change as part of the final scheme following consultation.

At present, the grant is not ring fenced and therefore the Council is free to decide how to use the grant. There has been encouragement from Central Government for the funding to be utilised within communities however this does not form any legislative requirement.

For the financial year 2016/17 the Council has once again decided to make part of the New Homes Bonus available for a New Homes Bonus Community Grants Scheme.

Bromsgrove District Council has agreed that the allocation available for the scheme is to be £101,000 (25% to be based on the District Council grant which will be received in 2016/17 which is attributed solely to the increase in funding from that received in 2015/16). No allocation will be made from the New Homes Bonus that is being paid for previous years. However, £23,840 remains unallocated from the 2015/16 scheme and as agreed, will be added to the 2016/17 allocation, giving a total of £124,840.

Funding this year has been allocated to each Ward (see appendix A) and that allocation has been calculated as follows:

£124,840 divided by the total number of new houses completed in 2014/15, 228 giving a figure of £547.54 (rounded up to £548) per house. The number of new

houses completed in each Ward was then multiplied by that figure to give an allocation per Ward. The 2014/15 completed houses has been used as the basis due to the fact that this is the most recent full year of information. It is appreciated that this does not take into account properties that were empty and have been brought back into use or show a reduction for properties that are now empty.

This Scheme will run for 12 months and be reviewed as part of the budget process for the financial year 2017/18.

2. Who Can Apply for a Grant?

The funding is available for communities that have been affected by growth. These are detailed in Appendix 1 to these guidance notes together with the amount allocated to each Ward.

The New Homes Bonus Community Grants Scheme is intended for not-for-profit groups, such as voluntary organisations, residents' groups, community groups and associations including Parish Councils within those areas affected. Organisations outside the District may also apply where they are delivering projects/activities that benefit the District.

Grants will not be paid to individuals.

You will need to provide full details of your organisation when completing the application form. This form will also need to be signed by your local Ward Councillor to show that you have his/her support for your project.

3. What are the Criteria for Awarding a Grant?

Projects should be substantial and sustainable and provide a legacy for the areas in which they are located whilst also being in line with the Council's strategic purposes (detailed at section 4 of these explanatory notes). The key element of these criteria is ensuring that funded projects complement the Council's long term strategic priorities.

Each organisation may bid for the maximum allocation for its particular Ward (as per Appendix A). Applications in excess of £3.5k will need to provide a more detailed application and will need to provide supporting documentation including a business plan. Councillors will not usually consider more than one application from the same organisation within the 12 month period unless they are clearly for separate projects.

Priority will be given to applications according to the following criteria:

- Meet at least one of the Council's strategic purposes (see section 4 for full details.)
- The impact of growth on the relevant area
- Proposals demonstrate the basis of need or demand as well as the benefits
- Projects must be sustainable.
- All applicants agree to acknowledge the Council as a funder of the project.
- All funded projects keep full records of their activities and how the grant has been spent
- Proposals should outline how they will address the impact (actual and anticipated) of growth.
- The names of other organisations that have been approached for funding.
- The total cost and timescales of the project.
- The communities that will be served by the project.
- Support from the Ward Councillor

4. Bromsgrove District Council's Strategic Purposes



5. Who Determines Grant Applications?

Officers of the Council will assess applications to ensure they satisfy the criteria for eligibility, whether any further information is required and whether costs are realistic relative to the proposals and the funds available.

Applications which are clearly ineligible or inappropriate may be rejected with the agreement of the Chairman of the New Homes Bonus Community Grants Panel. Otherwise officers will prepare a report for the Panel, summarising each bid and making a recommendation.

The New Homes Bonus Community Grants Panel, comprising of Councillors (the Portfolio Holder for Finance and Resources together with a representative from each political group) will meet in July. They are supported by officers and the meeting will be held in public.

Applicants will be invited to attend the meeting and be given the opportunity to make a short presentation to the Members.

The New Homes Bonus Community Grants Panel will then make a recommendation to the Council's Cabinet. Any interested party can make representations in writing, which will be reported to Cabinet. The Cabinet meetings are also open to the general public.

A full timetable is detailed at section 7 of these explanatory notes and sets out the exact dates of when the invitation for applicants will be opened and the closing date for applications, together with details of when the New Homes Bonus Community Grants Panel recommendations will be considered by Cabinet. Following approval of those recommendations the successful applicants will be contacted and provided with details of when the monies from successful bids will be paid.

6. How Grants are Paid and any Conditions attached to them.

A funding agreement will be signed and will include standard conditions, for example:

- Timescales for the project and a schedule of funding payments
- That the contribution made by the NHB Grants Scheme must be clearly identified to the local community.

Other conditions of funding may be included, depending on the nature of each project. All projects must be completed by the end of the financial year 2016/17 unless otherwise agreed by the New Homes Bonus Community Grants Panel.

If part-funding is agreed proof must be given as to where the other money is coming from.

A payment schedule will be agreed as part of the Funding Agreement for each successful application. Dependent upon the amount of the grant this could be phased to meet the forecast spend of the project or a one off payment for a small project.

Monitoring requirements will be dependent on the size and scale of the project and will be agreed for each individual project as part of the conditions of the funding. Any phased payments would be released subject to satisfactory monitoring/progress.

If the proposed project fails any funding already paid and not utilised must be returned, it cannot be transferred to another project.

7. What Happens if a Bid is not successful?

If a bid is not successful you will be advised and given the reasons. In exceptional circumstances the Panel may request some more information and offer to reconsider the bid at a future meeting.

There is no appeals process, however if you are refused a grant you can still apply for future/alternative projects providing they meet the Council's criteria.

8. The Grant Application Process Timetable

| Date Applications Open | Date Applications Close |
|------------------------------------|-----------------------------------|
| 9.00 a.m. Monday 4th April 2016 | 5.00 p.m. Friday 27th May 2016 |

| Date of New Homes Bonus Grants Panel Meeting | Date of Cabinet Meeting |
|---|--|
| 4.00 p.m. on Wednesday 13th July and (if required) 4.00 p.m. on Thursday 14th July 2016 | 6.00 p.m. Wednesday 7th September 2016. |

9. Contacts and Where to find more information

New Homes Bonus Community Grants Panel Members

Councillor Representative from each political group
Portfolio Holder for Finance and Resources

Supporting Officers

Jayne Pickering – Executive Director, Finance and Resources
Amanda Scarce – Democratic Services Officer

10. Documentation

Application Form - Small grants up to £3.5k
Application Form - Large grants over £3.5k and no more than £35k
FAQs
Timeline

MEMBERS ALLOWANCES – INDEPENDENT REMUNERATION PANEL REPORT AND RECOMMENDATIONS

| | |
|---------------------------------|--|
| Relevant Portfolio Holder | Cllr Denaro |
| Portfolio Holder Consulted | Yes |
| Relevant Head of Service | Claire Felton, Head of Legal, Equalities and Democratic Services |
| Ward(s) Affected | All |
| Ward Councillor(s) Consulted | N/A |
| Key Decision / Non-Key Decision | Non-key |

1. SUMMARY OF PROPOSALS

- 1.1 This report asks the Cabinet to consider the report and recommendations of the Independent Remuneration Panel (IRP); to recommend acceptance or otherwise of the IRP's report to Council and similarly to recommend a Members Allowances scheme for 2016-17 arising from this.

2. RECOMMENDATIONS

The Cabinet is asked to RECOMMEND that

2.1 the Council accepts all, some, or none of the recommendations of the Independent Remuneration Panel for 2016-17;

2.2 having considered the Panel's report and recommendations, whether the Council changes the scheme of allowances for Members for 2016-17.

3. KEY ISSUES

Financial Implications

- 3.1 The Council reduced in size from 39 to 31 members following the local elections in May last year. The budget for members allowances reduces by approx. £30,000 as a result of this reduction.
- 3.2 If changes to the current amounts of allowances are made there may be additional savings or costs. If the Council implements the recommendations of the IRP – a slight reduction in the allowances – it would save approx. £1,500 per year against current payments for basic and special responsibility allowances.

Legal Implications

- 3.3 The Council is required to maintain a Panel of people from outside the Council to consider and recommend to it:
- the level of basic and special responsibility allowances paid to Councillors and

- travel, subsistence and dependent carers' expenses for Councillors.

The Council is required to "have regard" to the recommendations of the Panel. However, it is not obliged to agree to them. It can choose to implement them in full or in part, or not to accept them.

- 3.4 The Council is also required to review its scheme of allowances for Councillors on an annual basis, prior to the start of the new financial year. If changes to the amounts of the allowances are agreed then the scheme will be updated automatically.

Service / Operational Implications

- 3.5 The current allowances paid by the authority are shown in appendix 1 to the IRP's report, together with the allowances recommended by the Panel.
- 3.6 The Council is deciding on the level of allowances payable to members from 1st April. .

Customer / Equalities and Diversity Implications

- 3.7 There are no specific customer or equalities implications arising from this report.

4. RISK MANAGEMENT

- 4.1 Payments to Councillors can be a high profile issue. The main risks are reputational. However, the Council is transparent about the decisions made on allowances. The Allowances scheme and sums paid to Councillors each year are published on the Council's website.

5. APPENDICES

Report of the Independent Remuneration Panel for 2016-17.

6. BACKGROUND PAPERS

None.

7. KEY

IRP – Independent Remuneration Panel

AUTHOR OF REPORT

Name: Sheena Jones

email: sheena.jones@bromsgroveandredditch.gov.uk Tel.: 01527 548240

Independent Remuneration Panel for Worcestershire District Councils

Annual Report and Recommendations for 2016-17

Bromsgrove District Council

December 2015

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Recommendations

The Independent Remuneration Panel recommends to Bromsgrove District Council the following:

1. That the Basic Allowance for 2016-17 shows a 1% increase to £4,250.
2. That the Special Responsibility Allowances are as set out in Appendix 1.
3. That travel allowances for 2016-17 continue to be paid in accordance with the HMRC mileage allowance.
4. That subsistence allowances for 2016-17 remain unchanged.
5. That the Dependent Carer's Allowance remains unchanged.
6. That for Parish Councils in the District:
 - (a) parish basic allowance should not be paid to every member of a Parish Council;
 - (b) parish basic allowance should only be payable to the Chairman of a Parish Council with a precept of £15,000 or above, and that the amount of such allowance should be maintained at 11% (to the nearest round figure) of the basic allowance payable to Bromsgrove District Councillors;
 - (c) parish basic allowance should be paid to eligible Chairmen in preference to the 'historic' Chairman's Allowance and that a Chairman should not receive both payments*;
 - (d) the Panel will only undertake any further reviews on this matter in response to specific requests from Parish Councils or changes in legislation;
 - (e) Where paid, travelling allowances should be paid in accordance with the HM Revenue and Custom mileage allowance.

** 'historic' Chairman's Allowance is that payable under Section 15 (5) of the Local Government Act 1972 to meet the expenses of this position.*

Introduction

The Independent Remuneration Panel (IRP) has been appointed by the Council to carry out reviews of the allowances paid to Councillors, as required by the Local Government Act 2000 and subsequent legislation. The Panel has carried out its work in accordance with the legislation and statutory guidance.

The law requires each Council to “have regard” to the recommendations of the Independent Panel and we noted that last year the Council did not accept our recommendations and retained a basic allowance at £4,326, although the Council did change the multiplier for the Special Responsibility Allowance for chairing Licensing Committee to the multiplier recommended by the Panel.

This year the Panel offered to meet with the Leader of the Council to discuss any other particular issues. We agreed mutually that there were no specific issues to discuss this year.

At this point we would like to stress that our recommendations are based on thorough research and benchmarking. We have presented the Council with what we consider to be an appropriate set of allowances to reflect the roles carried out by the Councillors. The purpose of allowances is to enable people from all walks of life to become involved in local politics if they choose.

However, we acknowledge that in the current challenging financial climate there are difficult choices for the Council to make. Ultimately it is for the Council to decide how or whether to adopt the recommendations that we make.

Background Evidence and Research Undertaken

There is a rich and varied choice of market indicators on pay which can be used for comparison purposes. These include:

- National survey data on a national, regional or local level;
- Focussed surveys on a particular public sector;
- Regular or specific surveys
- Use of specific indices to indicate movement in rewards or cost of living.

As background for the decisions taken by the Panel this year we have:

- Analysed and considered the Annual Survey of Hours and Earnings (ASHE) statistics for 2015 which gives the mean hourly wage rate for Worcestershire at £14.68.
- Benchmarked the Basic Allowance against allowances for comparable roles paid by the Chartered Institute of Public Finance and Accountancy (CIPFA) “Nearest Neighbour” Councils for each authority.

We give more details about these areas of research at the end of the report.

This autumn, Worcester City Councillors recorded time spent on Council business for a number of weeks. This enabled the Panel to confirm the number of hours per week for front

Appendix

line councillors, which is used to calculate the recommended basic allowance. More detail is given about this under the Basic Allowance heading later in the Report.

The figure being recommended by the Panel of £4,250 (1% increase in line with the Public Sector settlement) for the Basic Allowance appears reasonable and appropriate when compared to other Local Authorities.

Arising from our research, in Table 1 we have included information showing the Members' allowances budget for Basic and Special Responsibility Allowances paid for 2014-15 as a cost per head of population for each Council. To give context, we have included details of the proportion of net revenue budget spent by each Council on basic and Special Responsibility allowances.

In Table 2 we show the average payment per member of each authority of the Basic and Special Responsibility Allowances, which illustrates the balance between the level of Special Responsibility Allowances paid and the Basic Allowance.

Table 1 - Total spend on Basic and Special Responsibility Allowances as a cost per head of population 2014-15 figures

| Authority, population ¹ and number of Councillors | Total spend Basic Allowances 2014-15 £: | Total spend on Special Responsibility Allowances (SRA) £: | SRA as a percentage of total Basic Allowance %: | Cost of total basic and SRA per head of population £: | Total of basic and SRA as a percentage of Net General Revenue Fund expenditure % |
|--|---|---|---|---|--|
| Bromsgrove DC (39) 94,744 | 168,064 | 66,417 | 40% | 2.48 | 234,481/ 12,456,000 =1.88% |
| Malvern Hills DC (38) 75,339 | 161,089 | 63,949 | 40% | 2.99 | 225,038/ 10,736,000 = 2.10% |
| Redditch Borough (29) 84,521 | 95,804 | 44,709 | 47% | 1.66 | 140,513/ 10,622,000 = 1.32% |
| Worcester City (35) 100,405 | 139,650 | 58,513 | 42% | 1.97 | 198162/ 10,690,000 = 1.85% |
| Wychavon (45) 118,738 | 185,776.61 | 70,515.54 | 37.96% | 2.16 | 256,293/ 12,255,000 = 2.09% |

¹ ONS population figures mid 2013. Totals for Basic and Special Responsibility allowances paid are as published by each authority for the 2014-15 financial year.

Table 2 showing average allowance per Member of each authority (Basic and Special Responsibility Allowances, 2014 – 15 figures)

| Authority (number of Councillors) | Amount £ |
|--|-----------------|
| Bromsgrove District (39) | 6,012 |
| Malvern Hills District (38) | 5,921 |
| Redditch Borough (29) | 4,845 |
| Worcester City (35) | 5,661 |
| Wychavon District (45) | 5,695 |

Basic Allowance 2016 - 17

Calculation of Basic Allowance

The Basic Allowance is based on:

- The roles and responsibilities of Members; and
- Their time commitments – including the total average number of hours worked per week on Council business.

We then apply a public service discount of 40% to reflect that Councillors volunteer some of their time to the role.

The Basic Allowance is paid to all Members of the Council.

Whilst each council may set out role descriptions for councillors, the Panel accepts that each councillor will carry out that role differently, reflecting personal circumstances and local requirements. However, we consider the Basic Allowance to include Councillors' roles in Overview and Scrutiny, as any non-Executive member of the Council is able to contribute to this aspect of the Council's work. It is for this reason that we do not recommend any Special Responsibility Allowance for members of the Overview and Scrutiny Committee. We also consider that ICT could be included in the Basic allowance as it is generally more readily available to individuals than in previous years. However, we are comfortable that specific local decisions may be made about how ICT support is provided.

As mentioned earlier, this year Worcester City Councillors recorded the time spent per week on Council business for a number of weeks during the early autumn. This was considered to reflect an appropriate "average" period of time for meetings and other commitments. The results from this survey showed that the average input was 10 hours and 50 minutes per week. This figure matches the one used for a number of years by the Panel, based on previous research with constituent councils, to calculate the basic allowance.

We reviewed the levels of wage rates for Worcestershire as set out in the ASHE data (details in appendix 2) and the benchmark information available to us from the Chartered Institute of Public Finance and Accountancy (CIPFA) "nearest neighbours" authorities as part of our research into the level of basic allowance recommended. We are also aware that after a period of no pay increases, the majority of local government employees received a 2.2% increase in pay in January 2015 in an agreement that lasts through to March 2016.

Appendix

The Panel has not recommended any increase in the basic allowance since 2012 due to the exceptional economic circumstances which have prevailed nationwide and the challenging financial climate for local authorities. However, arising from our research and benchmarking, and acknowledging the increase to local government employees' pay this year, we consider that it is appropriate to recommend an increase of 1% to the basic allowance for 2016-17.

The calculation used to arrive at the Basic allowance is set out at appendix 2. This shows an increase higher than 1% for the basic allowance. However, given the continuing pressure on local government finance and pay restraint for employees, the Panel is recommending that the increase in the basic allowance is capped at 1% for 2016-17, which gives a figure of £4,250 (rounded up)

Special Responsibility Allowances (SRA) 2016-17

General Calculation of SRAs

The basis for the calculation of SRAs is a multiplier of the Basic Allowance as advocated in the published Guidance.

The Panel has reviewed the responsibilities of each post, the multipliers and allowances paid by similar authorities. As in last year, the Panel has benchmarked the allowances against those paid by authorities listed as "nearest neighbours" by CIPFA.

The Panel has been asked on occasions to consider recommending SRA's for Vice-Chairmen of Committees. Having considered evidence presented to us and the nature of the roles, as a principle the Panel does not recommend SRA's for Vice-Chairman roles.

Appendix 1 to this report sets out the allowances recommended for 2016-17. We have highlighted changes to previous recommendations below.

Audit, Standards and Governance and Committee

Panel notes that this year the Council merged the work of the former Standards Committee with that of the Audit Board to form a new committee.. The Panel continues to recommend a Special Responsibility Allowance is paid to the Chairman of the Committee.

Mileage and Expenses 2016-17

The Panel notes that the Council has used the HMRC flat rate for payment of mileage for Councillors and recommends that this continues.

The Panel is satisfied that the current levels of subsistence allowances are set at an appropriate level and recommends that these continue.

The Panel notes that the Council's Scheme of Members' Allowances provides that Dependant Carer Allowances are payable to cover reasonable and legitimate costs incurred in attending approved duties and recommends that this provision continues.

Allowances to Parish Councils

The Independent Remuneration Panel for Worcestershire District Councils acts as the Remuneration Panel for the Parish Councils in each District.

This year the Panel has not been asked to make recommendations on any matters by any Parish in Bromsgrove. In the past the Panel which covered the District made specific recommendations regarding basic, travel and subsistence allowances and we are content to repeat these recommendations.

The Independent Remuneration Panel

The Members' Allowances Regulations require Local Authorities to establish and maintain an Independent Remuneration Panel. The purpose of the Panel is to make recommendations to the authority about allowances to be paid to Elected Members and Local Authorities must have regard to this advice. This Council's Independent Remuneration Panel is set up on a joint basis with 4 of the other 5 District Councils in Worcestershire. Separate Annual Reports have been prepared for each Council.

The members of the Panel are:

Rob Key, the Chair of the Panel – Rob has 42 years' experience of working in District Councils in a variety of operational and management roles, including senior positions at Worcester City, Wychavon District and Wyre Forest District. He was an Independent Chair for the Strategic Health Authority for Continuing Care and sits on County Council Appeals Panels for School Preference Appeals and Service Complaints.

Elaine Bell, JP, DipCrim – Elaine has been a Magistrate for 20 years on the South Worcester Bench. She was Deputy Chair of the Bench for 5 years, standing down in July 2014 when bench boundaries changed. She was Chair of the Bench Training and Development Committee for 9 years, and sat on the Magistrates Advisory Panel for 9 years (interviewing and selecting applicants for appointment as Magistrates). She sits as Chair in both Adult and Family courts in the newly constructed Worcestershire Bench stretching geographically from Hereford, Kidderminster, Redditch and Worcester. She is also Chair of the Lloyds Educational Foundation, past member of Sytchampton School Appeals Panel; Past Hon Treasurer of Ombersley and Doverdale Tennis Club and a Past Governor of Ombersley Primary School.

Bill Simpson MBE JP Bill Simpson MBE JP – Bill spent 30 years in Further Education culminating in 11 years as Principal of Pershore College. He then entered the private sector as Director of two national Horticultural Societies, one being the Royal Horticultural Society. He served as a magistrate for 9 years until retirement. He is a Trustee of several charities including chairing Thrive – the national Society for Horticultural Therapy between 1993 and 2008. A Past President of the professional Institute of Horticulture he returned to the Council in 2012 to achieve chartership with the Royal Charter being awarded in 2014. Currently he is Vice Chair of Governors of Red Hill CE Primary School Worcester and a Chair/Member of the County Council, Academy and Diocesan Panels for Schools Preferences Appeals. Appointed a Member of the British Empire (MBE) in 2011 for services to horticulture and the local community.

Appendix

Terry Cotton - Terry spent 34 years working in central and local Government, mostly managing regeneration programmes across the West Midlands. Until May 2011 he worked at The Government Office for The West Midlands where he was a Relationship Manager between central and local Government and a lead negotiator for local performance targets. Following voluntary early retirement in May 2011, he worked part-time in Birmingham's Jewellery Quarter, setting up a new business led community development trust and currently works part-time for Worcestershire County Council on sustainable transport initiatives. He is also a trustee of a small charitable trust providing grants to grass roots community initiatives in deprived communities.

Don Barber – After several Human Resources and Productivity Improvement Management roles in Industry, Don became Chief Executive of a change management facilitating consultancy. Over the last 20 years he has been an independent consultant and advisor on a number of United Nations, European Commission, and World Bank transition projects, in particular in Europe, Africa, Asia, and Australasia. He also operates in an advisory role to other consultancy groups seeking EU contracts. This experience has included the development of national civil service/public sector reform programmes including aspects of the effect of legislative change for central and local government and, in the U.K., working for the Office of Manpower Economics (advisors to the Prime Minister) on Public Sector Pay, in particular relating to: Civil Service Pay Reform, UK Armed Forces and the Medical Professions.

The Panel has been advised and assisted by:

- Claire Chaplin and Margaret Johnson from Worcester City Council;
- Sheena Jones from Bromsgrove and Redditch Councils;
- Mel Harris from Wychavon District Council;
- Matthew Box from Malvern Hills District Council.

The Panel wishes to acknowledge its gratitude to these officers who have provided advice and guidance in a professional and dedicated manner.

Rob Key, Chairman of Independent Remuneration Panel

Appendix

Appendix 1

Independent Remuneration Panel for District Councils in Worcestershire Recommendations for 2016-17

Bromsgrove District Council

| Role | Recommended Multiplier | Current Multiplier | Recommended Allowance £ | Current Allowance (paid) £ |
|--|------------------------|--------------------|---|--------------------------------------|
| Basic Allowance – all Councillors | 1 | 1 | 4,250 | 4,326 |
| Special Responsibility Allowances: | | | | |
| Leader | 3 | 3 | 12,750 | 12,978 |
| Deputy Leader | 1.75 | 2 | 7,438 | 8,653 |
| Cabinet Portfolio Holders | 1.5 | 1.3 | 6,375 | 5,624 |
| Chairman of Overview and Scrutiny Board | 1.5 | 1.3 | 6,375 | 5,624 |
| Chairman of Overview and Scrutiny Task Groups | 0.25 | 0.06 | 1,063 Paid pro-rata for length of task group | 260 payable on completion of task |
| Members of Overview and Scrutiny Task Groups | 0 | 0.03 | 0 | 130 Payable on completion of task |
| Chairman of Audit, Standards and Governance Committee | 0.25 | 0.29 | 1,063 | 1,254 |
| Chairman of Planning Committee | 1 | 1.3 | 4,250 | 5,624 |
| Chairman of Licensing Committee | 0.3 | 0.3 | 1,275 | 1,298 |

Appendix

| Role | Recommended Multiplier | Current Multiplier | Recommended Allowance £ | Current Allowance (paid) £ |
|--|-------------------------------|---------------------------|------------------------------------|--|
| Chairman of Appointments Committee | 0.03 | 0.03 | 128 | 130 Per meeting |
| Chairman of Electoral Matters Committee | 0.03 | 0.03 | 128 | 130 Per meeting |
| Chairman of Appeals Panel | 0.03 | 0.03 | 128 | 130 Per meeting |
| Political Group Leaders | 0.25 | 0.29 | 1,063 | 1,254 To Leader of largest opposition group |
| | 0.25 | 0.25 | 1,063 | 1,082 For groups of 4 or more members |

Summary of Research

Chartered Institute of Public Finance and Accountancy (CIPFA) “Nearest Neighbour” authorities tool.

No two Councils or sets of Councillors are the same. Developed to aid local authorities in comparative and benchmarking exercises, the CIPFA Nearest Neighbours Model adopts a scientific approach to measuring the similarity between authorities. Using the data, Bromsgrove’s “nearest neighbours” are:

- Stroud District Council
- Lichfield District Council
- Maldon District Council
- South Staffordshire District Council
- Tewkesbury Borough Council
- Rushcliffe Borough Council

Information on the level of Basic and Special Responsibility Allowances was obtained to benchmark the levels of allowances recommended to the District Council.

Annual Survey of Hours and Earnings (ASHE) Data on Pay

<http://www.ons.gov.uk/ons/publications/re-reference-tables.html?edition=tcm%3A77-400803>

Table 8.6a – hourly pay for all employees by local authority place of residence

Published by the Office for National Statistics, the Annual Survey of Hours and Earnings (ASHE) shows detailed information at District level about rates of pay. For benchmarking purposes the Panel uses the levels for hourly rates of pay excluding overtime. This is multiplied by 11 to give a weekly rate, which is then multiplied by 44.4 weeks to allow for holidays.. This was the number of hours spent on Council business by frontline Councillors which had been reported in previous surveys and substantiated by a survey with Worcester City Councillors in the autumn of 2015. The rate is then discounted by 40% to reflect the element of volunteering that each Councillor undertakes in the role. For 2016-17 the Panel is recommending that the increase in the basic allowance is capped at 1%.

CPI (Consumer Price Inflation)

In arriving at its recommendations the Panel has taken into account the latest reported CPI figure available to it, published by the Office for National Statistics. This was -0.01% for October 2014 – October 2015.

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MEDIUM TERM FINANCIAL PLAN 2016/17 – 2018/19

| | |
|----------------------------|----------------------------------|
| Relevant Portfolio Holder | Geoff Denaro |
| Portfolio Holder Consulted | Yes |
| Relevant Head of Service | Jayne Pickering (Exec Director) |
| Wards Affected | All |
| Ward Councillor Consulted | None specific |

1. SUMMARY OF PROPOSALS

- 1.1 To enable Members to consider revisions to the Medium Term Financial Plan as previously reported to 3rd February Cabinet and to recommend the Council Tax resolutions and Pay Policy for 2016/17.

2. RECOMMENDATIONS

2.1 The Committee is asked to RECOMMEND ;

- 2.1.1 Approval of the release from reserves of £849k in 2016/17**
- 2.1.2 Approval of an increase Council Tax by £5 (2.5%) per Band D equivalent for 2016/17**
- 2.1.3 Approval of the Pay Policy as attached at Appendix 1**
- 2.1.4 Approve the Council Tax resolutions as included at Appendix 2**

3. KEY ISSUES

Financial Implications

- 3.1 As reported to the Cabinet 3rd February a balanced budget for 2016/17 had been recommended despite the significant cut in Government Grant funding. This was based on the proposed financial settlement as received in December 2015.
- 3.2 A request was sent by the Leader to appeal the settlement proposed and the final grant allocation was reported to the Council on 9th February 2016. This included a transitional grant allocation of £118k for both 2016/17 and £114k for 2017/18 to partially offset the impact of the cut in Revenue Support Grant. It is proposed that this funding is used to reduce the amount required from reserves to support the budget shortfall in 2016/17.
- 3.3 In addition all Shire Districts were given the flexibility to increase Council Tax by £5 per Band D equivalent property without the requirement to hold a referendum. This would be an increase to the

residents of the District of 2.5% and would be an increase of approximately £1.20 (per Band D) per year than a 2% charge. The charge for the District Council services would be £205.24 per year for a Band D equivalent property. The income generated from the £5 charge would be approximately £43k and it is therefore proposed that this opportunity is taken for 2016/17 and the additional income is used to reduce the amount required from reserves to support the budget shortfall in 2016/17.

- 3.4 Taking into account the above additional revenue received the balances position will be increased from that anticipated when the provisional settlement was published. This will be subject to the draw down to fund the borrowing costs associated with the re-development of the new Dolphin Centre.

| BALANCES | £m |
|---|--------------|
| B/Fwd 1.4.2015 | 4.274 |
| Use in 2015/16 (per previous approvals) | 0.556 |
| Release of Balances to support 2017/18-2018/19 Budget | 1.000 |
| REMAINING BALANCES | 2.718 |

- 3.5 It is assumed that further detailed information will be made available in the Summer in relation to the Business Rates Retention Scheme and this will be brought to members attention once it is published.
- 3.6 Members will also be aware that the Government are looking to reduce the funding for New Homes Bonus and have released a consultation paper to enable Councils to identify any concerns or identify alternatives to the proposed changes. The consultation is due back to Government on 10th March and will be sent to all Members for information prior to this deadline.

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- 3.7 The following table shows the final recommended budget for 2016/17 to include the transitional grant , Council Tax increase to £5 and the additional income from Council Tax identified.

| | 2016-17 | 2017-18 | 2018-19 |
|--|----------------|----------------|----------------|
| | £000 | £000 | £000 |
| Departmental Expenditure (Starting Position) | 11,381 | 11,582 | 11,582 |
| Incremental Progression/Inflation on Utilities | 281 | 383 | 595 |
| Unavoidables | 507 | 525 | 531 |
| Savings and Additional income | -401 | -395 | -393 |
| Release of reserves no longer required | -553 | -222 | -222 |
| Release of reserves to fund shortfall | -296 | -317 | |
| Net Service Expenditure | 10,918 | 11,556 | 12,092 |
| Investment Income | 93 | 122 | 169 |
| Cost of Borrowing | 274 | 394 | 458 |
| Recharge to Capital Programme | -25 | -25 | -25 |
| Net Operating Expenditure | 11,260 | 12,047 | 12,694 |
| Revenue Support Grant | -564 | 0 | 0 |
| Changes to Government Grant - Admin Subsidy | 35 | 66 | 94 |
| RSG to Parishes & Non Parished | 21 | 0 | 0 |
| Transitional Grant | -118 | -114 | 0 |
| Business Rates Retention (Baseline Funding) | -1,599 | -1,630 | -1,678 |
| Funding from Business Rate Growth | 0 | -150 | -150 |
| New Homes Bonus | -1,703 | -1,703 | -1,103 |
| New Homes Bonus Community Scheme | 101 | 79 | 83 |
| Collection Fund Surplus (Council Tax) | -167 | 0 | 0 |
| Council Tax | -7,266 | -7,469 | -7,718 |
| Proposed Funding from Balances | 0 | -500 | -500 |
| Funding Total | -11,260 | -11,421 | -10,973 |
| Shortfall | 0 | 626 | 1,721 |

Service / Operational Implications

- 3.8 The pressures as identified will ensure that services are delivered to the community. The additional cuts to RSG will need to be addressed to ensure that quality of service provision is maintained in the District.

Legal Implications

- 3.9 There are a number of requirements that the Council's Section 151 Officer (the Council's designated Senior Finance Officer) has to include

in the budget report. These are set out below, together with S.151 comments on each of the issues:

- a) The level and use of reserves to be formally determined by the Council must be informed by the judgement and advice of the Chief Financial Officer (CFO).

Section 151 Officer's comments: Review of general fund balances included above in report (3.4).

- b) The CFO to report the factors that have influenced his/her judgement in the context of the key financial assumptions underpinning the budget, and ensure that his/her advice is formally recorded. Where that advice is not accepted, this should be formally recorded in the minutes of the meeting.

Section 151 Officer's comments: The main assumptions included in the calculation of the budget are included within the report. The budget updates and considerations at previous Committee meetings have been formally recorded.

- c) The report should include a statement showing the estimated opening balance on general fund reserves for the year ahead, any contribution to/from the fund, and the estimated closing balance.

Section 151 Officer's comments: statement included in this report (3.4)

- d) The report should show the extent to which reserves are financing ongoing expenditure.

Section 151 Officer's comments: included in this report and that to Cabinet on 3rd February 2016

- e) The report should include a statement from the CFO on the adequacy of general reserves and provisions both for the forthcoming year and in the context of the medium term financial plan.

Section 151 Officer Comments: the Council holds adequate reserves to manage future liability and financial constraints as detailed in the report to Cabinet on 3rd February.

- f) The report should include a statement on the annual review of earmarked reserves showing:
- i) list of earmarked reserves
 - ii) purpose of reserve
 - iii) advice on appropriate levels

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- iv) estimated opening / closing balances
- v) planned additions / withdrawals.

Section 151 Officer's Comments: The current reserves are reported on a regular basis through the financial monitoring reports .

Customer / Equalities and Diversity Implications

- 3.10 Undertaking a comprehensive review of the financial cost and the value of the demand on all the Councils services will ensure that all customers needs will be identified to enable members to make informed and considered judgements about the budget over the financial plan.

4. RISK MANAGEMENT

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

5. APPENDICES

Appendix 1 – Pay Policy 2016/17
Appendix 2 – Council Tax Resolutions

AUTHOR OF REPORT

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APPENDIX 1

BROMSGROVE DISTRICT COUNCIL PAY POLICY STATEMENT

Introduction and Purpose

1. Under section 112 of the Local Government Act 1972, the Council has the “power to appoint officers on such reasonable terms and conditions as authority thinks fit”. This pay policy statement sets out the Council’s approach to pay policy in accordance with the requirements of Section 38 of the Localism Act 2011. It shall apply for the financial year 2016 – 2017 and each subsequent financial year, until amended.
2. The purpose of the statement is to provide transparency with regard to the Council’s approach to setting the pay of its employees by identifying;
 - a. the methods by which salaries of all employees are determined;
 - b. the detail and level of remuneration of its most senior staff i.e. ‘chief officers’, as defined by the relevant legislation;
 - c. the Committee(s) responsible for ensuring the provisions set out in this statement are applied consistently throughout the Council and for recommending any amendments to the full Council
3. Once approved by the full Council, this policy statement will come into immediate effect and will be subject to review on a minimum of an annual basis, in accordance with the relevant legislation prevailing at that time.

Legislative Framework

4. In determining the pay and remuneration of all of its employees, the Council will comply with all relevant employment legislation. This includes the Equality Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000, The Agency Workers Regulations 2010 and where relevant, the Transfer of Undertakings (Protection of Earnings) Regulations. With regard to the equal pay requirements contained within the Equality Act, the Council ensures there is no pay discrimination within its pay structures and that all pay differentials can be objectively justified through the use of equality proofed Job Evaluation mechanisms. These directly relate salaries to the requirements, demands and responsibilities of the role.

Pay Structure

5. The Council’s pay and grading structure comprises grades 1 – 12. These are followed by grades for Managers 1 - 4, Head of Service 2, Head of Service 1, Director, Executive Director, Deputy Chief Executive and then Chief Executive; all of which arose following the introduction of shared services with Redditch Borough Council and which specifically accommodate the joint management team for shared services.
6. Within each grade there are a number of salary / pay points. Up to and including grade 11 scale, at spinal column point 49, the Council uses the nationally negotiated pay spine. Salary points above this are locally determined. The Council’s Pay structure is set out below.

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| Grade | Spinal Column Points | | Nationally determined rates | |
|----------------------|----------------------|-------|-----------------------------|--------------|
| | | | Minimum £ | Maximum £ |
| 1 | 5 | 9 | 13,500 | 14,075 |
| 2 | 9 | 14 | 14,075 | 16,231 |
| 3 | 13 | 17 | 15,941 | 17,372 |
| 4 | 17 | 22 | 17,372 | 20,253 |
| 5 | 21 | 25 | 19,742 | 22,212 |
| 6 | 25 | 30 | 22,212 | 26,293 |
| 7 | 30 | 36 | 26,293 | 30,978 |
| 8 | 35 | 40 | 30,178 | 34,746 |
| 9 | 39 | 43 | 33,857 | 37,483 |
| 10 | 42 | 46 | 36,571 | 40,217 |
| 11 | 45 | 49 | 39,267 | 42,957 |
| 12 | 48 | 52 | 42,053 | 45,725 |
| Manager 1 | Hay evaluated | 42% | 52,521 | 54,672 |
| Manager 2 | Hay evaluated | 43.7% | 54,672 | 56,960 |
| Manager 3 | Hay evaluated | 45.6% | 56,960 | 58,905 |
| Manager 4 | Hay evaluated | 47.1% | 58,905 | 61,812 |
| Head of Service 2 | Hay evaluated | 50% | 62,475 | 65,025 |
| Head of Service 1 | Hay evaluated | 60% | 74,970 | 78,030 |
| Director | Hay evaluated | 67% | 83,640 | 86,700 |
| Executive | Hay | 72.5% | 90,780 | 94,350 |

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| | | | | |
|------------------------|---------------|-----|---------|---------|
| Director | evaluated | | | |
| Deputy Chief Executive | Hay evaluated | 80% | 99,960 | 102,000 |
| Chief Executive | Hay evaluated | | 122,500 | 127,500 |

- 7 All Council posts are allocated to a grade within this pay structure, based on the application of a Job Evaluation process. Posts at Managers and above are evaluated by an external assessor using the Hay Job Evaluation scheme. This scheme identifies the salary for these posts based on a percentage of Chief Executive Salary. Posts below this level (which is the majority of employees) are evaluated under a different Job Evaluation process. Where posts are introduced as part of a shared service, and where these posts are identified as being potentially too 'large' and 'complex' for this majority scheme, they will be double tested under the Hay scheme, and where appropriate, will be taken into the Hay scheme to identify levels of pay.
- 8 In common with the majority of authorities the Council is committed to the Local Government Employers national pay bargaining framework in respect of the national pay spine and annual cost of living increases negotiated with the trade unions.
- 9 All other pay related allowances are the subject of either nationally or locally negotiated rates, having been determined from time to time in accordance with collective bargaining machinery and/or as determined by Council policy. In determining its grading structure and setting remuneration levels for all posts, the Council takes account of the need to ensure value for money in respect of the use of public expenditure, balanced against the need to recruit and retain employees who are able to meet the requirements of providing high quality services to the community; delivered effectively and efficiently and at all times those services are required.
- 10 New appointments will normally be made at the minimum of the relevant grade, although this can be varied where necessary to secure the best candidate. From time to time it may be necessary to take account of the external pay market in order to attract and retain employees with particular experience, skills and capacity. Where necessary, the Council will ensure the requirement for such is objectively justified by reference to clear and transparent evidence of relevant market comparators, using appropriate data sources available from within and outside the local government sector.
11. For staff not on the highest point within the salary scale there is a system of annual progression to the next point on the band.

Senior Management Remuneration

12. For the purposes of this statement, senior management means 'chief officers' as defined within S43 of the Localism Act. The posts falling within the statutory definition are set out below, with details of their basic salary as at 1st January 2016.
13. Bromsgrove District council is managed by a senior management team who manage shared services across both Redditch Borough and Bromsgrove District Councils. All of the posts listed below have been job evaluated on this basis, with the salary costs for these posts split equally between both Councils.

Appendix

| Title | % of Chief executive salary | Pay range (minimum) | Pay range (maximum) | Incremental points | Cost to Redditch Borough Council |
|--|------------------------------------|----------------------------|----------------------------|---------------------------|---|
| Chief Executive | 100% | £122,500 | £127,500 | 3 | £62,500 |
| Director of Leisure, Environment and Community Services. (Also Deputy Chief Executive / Executive Director (Council 'lead officer')) | 80% | £99,960 | £102,000 | 3 | £50,490 |
| Director of Finance and Resources. (Also section 151 Officer and Council 'lead' officer) | 72.5% | £90,780 | £94,350 | 3 | £46,282 |
| Head of Customer Access and Financial Support | 60% | £74,970 | £78,030 | 3 | 38,250 |
| Head of Planning and Regeneration | 60% | £74,970 | £78,030 | 3 | £38,250 |
| Head of Transformation and Organisational Development | 60% | £74,970 | £78,030 | 3 | £38,250 |
| Head of Legal, Equalities and Democratic Services | 60% | £74,970 | £78,030 | 3 | £38,250 |
| Head of Environmental Services | 60% | £74,970 | £78,030 | 3 | £38,250 |
| Head of Leisure and Cultural Services | 60% | £74,970 | £78,030 | 3 | £38,250 |

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| | | | | | |
|-----------------------------|-----|---------|---------|---|---------|
| | | | | | |
| Head of Community Services | 60% | £74,970 | £78,030 | 3 | £38,250 |
| Head of Regulatory Services | 68% | £83,640 | £86,700 | 3 | - |

Recruitment of Chief Officers

14. The Council's policy and procedures with regard to recruitment of chief officers is set out within the Officer Employment Procedure Rules as set out in the Council's Constitution. When recruiting to all posts the Council will take full and proper account of its own equal opportunities, recruitment and redeployment Policies. The determination of the remuneration to be offered to any newly appointed chief officer will be in accordance with the pay structure and relevant policies in place at the time of recruitment. Where the Council is unable to recruit to a post at the designated grade, it will consider the use of temporary market forces supplements in accordance with its relevant policies.
15. Where the Council remains unable to recruit chief officers under a contract of service, or there is a need for interim support to provide cover for a vacant substantive chief officer post, the Council will, where necessary, consider and utilise engaging individuals under 'contracts for service'. These will be sourced through a relevant procurement process ensuring the council is able to demonstrate the maximum value for money benefits from competition in securing the relevant service. The Council does not currently have any Chief Officers under such arrangements.

Performance-Related Pay and Bonuses – Chief Officers

16. The Council does not apply any bonuses or performance related pay to its chief officers. Any progression through the incremental scale of the relevant grade is subject to satisfactory performance which is assessed on an annual basis.

Additions to Salary of Chief Officers (applicable to all staff)

17. In addition to the basic salary for the post, all staff may be eligible for other payments under the Council's existing policies. Some of these payments are chargeable to UK Income Tax and do not solely constitute reimbursement of expenses incurred in the fulfilment of duties. The list below shows some of the kinds of payments made.
 - a. reimbursement of mileage. At the time of preparation of this statement, the Council pays an allowance of 45p per mile for all staff, with additional or alternative payments for carrying passengers or using a bicycle;
 - b. professional fees. The Council pays for or reimburses the cost of one practicing certificate fee or membership of a professional organisation provided it is relevant to the post that an employee occupies within the Council.
 - c. long service awards. The Council pays staff an additional amount if they have completed 25 years of service.
 - d. honoraria, in accordance with the Council's policy on salary and grading. Generally, these may be paid only where a member of staff has performed a role at a higher grade;

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- e. fees for returning officer and other electoral duties, such as acting as a presiding officer of a polling station. These are fees which are identified and paid separately for local government elections, elections to the UK Parliament and EU Parliament and other electoral processes such as referenda;
- f. pay protection – where a member of staff is placed in a new post and the grade is below that of their previous post, for example as a result of a restructuring, pay protection at the level of their previous post is paid for the first 12 months. In exceptional circumstance pay protection can be applied for greater than 12 months with the prior approval of the Chief Executive.
- g. market forces supplements in addition to basic salary where identified and paid separately;
- h. salary supplements or additional payments for undertaking additional responsibilities such as shared service provision with another local authority or in respect of joint bodies, where identified and paid separately;
- i. attendance allowances.

Payments on Termination

- 18. The Council's approach to discretionary payments on termination of employment of chief officers prior to reaching normal retirement age is set out within its policy statement in accordance with Regulations 5 and 6 of the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006 and Regulations 12 and 13 of the Local Government Pension Scheme (Benefits, Membership and Contribution) Regulations 2007.
- 19. Any other payments falling outside the provisions or the relevant periods of contractual notice shall be subject to a formal decision made by the full Council or relevant elected members, committee or panel of elected members with delegated authority to approve such payments.
- 20. Redundancy payments are based upon an employee's actual weekly salary and, in accordance with the Employee Relations Act 1996, will be up to 30 weeks, depending upon length of service and age.

Publication

- 21. Upon approval by the full Council, this statement will be published on the Council's website. In addition, for posts where the full time equivalent salary is at least £50,000, the Council's Annual Statement of Accounts will include a note on Officers Remuneration setting out the total amount of:
 - a. Salary, fees or allowances paid to or receivable by the person in the current and previous year;
 - b. Any bonuses so paid or receivable by the person in the current and previous year;
 - c. Any sums payable by way of expenses allowance that are chargeable to UK income tax;
 - d. Any compensation for loss of employment and any other payments connected with termination;
 - e. Any benefits received that do not fall within the above.

Lowest Paid Employees

- 22. The Council's definition of lowest paid employees is persons employed under a contract of employment with the Council on full time (37 hours) equivalent salaries in accordance with the minimum spinal column point currently in use within the Council's

grading structure. As at 1st January 2015 this is £13,500 per annum. However, the Council currently pays all staff on a minimum of SCP 11, the National Living Wage.

23. The Council also employs apprentices (or other such categories of workers) who are not included within the definition of 'lowest paid employees' (as they are employed under a special form of employment contract; which is a contract for training rather than actual employment).
24. The relationship between the rate of pay for the lowest paid and chief officers is determined by the processes used for determining pay and grading structures as set out earlier in this policy statement.
25. The statutory guidance under the Localism Act recommends the use of pay multiples as a means of measuring the relationship between pay rates across the workforce and that of senior managers, as included within the Hutton 'Review of Fair Pay in the Public Sector' (2010). The Hutton report was asked by Government to explore the case for a fixed limit on dispersion of pay through a requirement that no public sector manager can earn more than 20 times the lowest paid person in the organisation. The report concluded that "it would not be fair or wise for the Government to impose a single maximum pay multiple across the public sector". The Council accepts the view that the relationship to median earnings is a more relevant measure and the Government's Code of Recommended Practice on Data Transparency recommends the publication of the ratio between highest paid salary and the median average salary of the whole of the authority's workforce.
26. The current pay levels within the Council define the multiple between the lowest paid (full time equivalent) employee and the Chief Executive as [1:12.6] and; between the lowest paid employee and average chief officer as [1:5.8]. The multiple between the median (average) full time equivalent earnings and the [Chief Executive] is [1:6.7] and; between the median (average) full time equivalent earnings and average chief officer is [1:3.8].
27. As part of its overall and ongoing monitoring of alignment with external pay markets, both within and outside the sector, the Council will use available benchmark information as appropriate.

Accountability and Decision Making

28. In accordance with the Constitution of the Council, the Council is responsible for setting the policy relating to the recruitment, pay, terms and conditions and severance arrangements for employees of the Council. Decisions about individual employees are delegated to the Chief Executive.
29. The Appointments Committee is responsible for recommending to Council matters relating to the appointment of the Head of Paid Service (Chief Executive), Monitoring Officer, Section 151 Officer and Chief Officers as defined in the Local Authorities (Standing Orders) Regulations 2001 (as amended);
30. For the same officers, but excluding the head of Paid Service, Monitoring Officer and the Chief Finance Officer, the Appointments Committee considers and decides on matters relating to disciplinary action.

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