

**BROMSGROVE DISTRICT COUNCIL**

**MEETING OF THE CABINET**

**7TH DECEMBER 2016 AT 6.00 P.M.**

PRESENT: Councillors G. N. Denaro (Leader), K.J. May (Deputy Leader),  
C. B. Taylor, R. D. Smith and P. J. Whittaker

Observers: Councillors S. J. Baxter, C. A. Hotham and L.C.R. Mallett

Officers: Mr K. Dicks, Ms S. Hanley, Ms J. Pickering, Mr J. Godwin, Mr G.  
Revans, Mr I. Roberts, Mr K. Hirons, Mrs S. Sellers and Ms R. Cole

52/16 **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

53/16 **DECLARATIONS OF INTEREST**

There were no declarations of interest at this stage.

54/16 **MINUTES**

The minutes of the meeting of the Cabinet held on 2nd November 2016  
were submitted.

**RESOLVED** that the minutes of the meeting of the Cabinet held on 2nd  
November 2016 be approved as a correct record.

55/16 **OVERVIEW AND SCRUTINY BOARD**

The minutes of the meetings of the Overview and Scrutiny Board held on  
31st October 2016 and 28th November 2016 were submitted.

It was noted that at Minute 59/16 there were additional  
recommendations arising from the Preventing Homelessness Task  
Group report. The recommendations from the Finance and Budget  
Working Group were considered under the relevant agenda item.

**RESOLVED:**

- (a) that the minutes of the Overview and Scrutiny Board held on 31st  
October 2016 be noted;
- (b) that the recommendations of the Overview and Scrutiny Board on  
28th November 2016 in Minute 59/16 as set out below be  
approved:

- (i) that the £15,000 referred to in the preventing Homelessness Task Group's fourth recommendation be allocated to St Basil's to support their ability to continue to provide services in the District in 2017/18;
  - (ii) that support for housing services for young people at risk of homelessness should be added as an unavoidable pressure for the Council; and
  - (iii) that the Leader of the Council write to Worcestershire County Council to express concerns about the impact of the County Council's funding decisions at a local level, including on Bromsgrove District Council.
- (c) that the remainder of the minutes of the meeting of the Overview and Scrutiny Board held on 28th November 2016 be noted.

56/16

**REPRESENTATION ON OUTSIDE BODIES**

**RESOLVED** that the changes of the substitute Member on the Greater Birmingham and Solihull LEP and the Representative on the Worcestershire LEP Local Transport Body, from Councillor T. Onslow to Councillor I. Hardiman be noted.

57/16

**REPORT OF THE NEW HOMES BONUS COMMUNITY GRANTS PANEL**

(Councillor P. J. Whittaker declared an other disclosable interest in respect of this item as he had supported a number of the applications for NHB funding as Ward Councillor)

The Cabinet considered the report of the New Homes Bonus Community Grants Panel following a second round of bids being opened up on 26th September 2016.

At the invitation of the Leader, Councillor S. J. Baxter who had chaired the meeting of the Panel on 16th November introduced the report and gave additional background information to some of the recommendations.

In particular the reasons around the proposal to return the funds allocated to Hagley Tennis Club in 2015/16 to the brought forward funds given the particular circumstances which had arisen. It was noted that it would be possible for a further application to be made on behalf of the Club in future as the situation changed.

In relation to recommendation 2.2 relating to Application 8 the Head of Leisure and Cultural Services reported that there was not an outstanding Health and Safety issue and that necessary works would be addressed within existing budgets.

Members were concerned that some applications were for relatively small amounts of money and it was suggested that in some instances,

applications could have been made to the appropriate County Councillor to be met from their Divisional Funds.

It was recognised that the Scheme had proved to be time consuming to apply for and to administer and that the process was to be reconsidered for future years. Councillor Baxter and the Cabinet expressed thanks to officers and in particular the Democratic Services Officer involved for the work undertaken in administering the process.

**RESOLVED:**

- (a) that the funds allocated to Hagley Tennis Club in 2015/16 be returned to the brought forward funds, giving a total available for allocation in Round 2 of 327,324.
- (b) that the works referred to in Application 8 be addressed as necessary and that the funding be met from within existing budgets;
- (c) that grants, as detailed in the Summary of NHB Grants Panel recommendations attached at appendix 1 be approved;
- (d) that a full and detailed review of the NHB Community Grants Scheme including the administrative arrangements be undertaken prior to the commencement of the 2017/18 bidding process.

**RECOMMENDED** that the remaining balance of £27,157, which equates to the balance of the funds unallocated in 2016/17 be carried forward to 2017/18 as an earmarked reserve.

58/16

**REPORT OF THE FINANCE AND BUDGET SCRUTINY WORKING GROUP**

At the invitation of the Leader Councillor S. J. Baxter and (upon his later arrival) Councillor L. C. R. Mallett referred to the work undertaken to date by the cross party Finance and Budget Working Group.

It was noted that the Group was functioning effectively and that the new approach to the work around the Medium Term Financial Plan was working well. Councillor Mallett expressed his thanks to the Leader for his regular attendance at the meetings.

The recommendations from the Finance and Budget Working Group were considered.

**RESOLVED**

- (i) that the following recommendations be agreed:
  - (a) CMT to develop a set of principles around savings to be made;
  - (c) there should be one overall corporate training budget and HR to prioritise that budget to meet the needs of staff;
  - (d) the £11,000 in respect of Business Transformation, which was reserved for training be given up as a saving;

- (e) the Council to have a robust four year funded Capital Programme for the period 2017/18 to 2020/21 to include estimates across each year of the budget;
  - (f) there should be an overall corporate budget for apprenticeships;
  - (g) that an exercise be carried out to ensure the Council makes the best use of its assets;
  - (h) that officers ensure that the Asset Register is kept up to date at all times;
  - (i) that a review of the Low Cost Housing Scheme be undertaken as soon as possible;
  - (j) that consideration be given to revising the pricing structure for the Recreation Road South Car Park, to blocks of hours and a day rate (already agreed);
  - (k) that virements between pay and general expenditure only be allowed with approval from the Cabinet.
- (ii) that in relation to recommendation (b) “the Leader should source, with immediate effect, the services of an external commercial organisation in order to review the management structure of the Council” it be noted that the Leader was in consultation with the Leader of Redditch Borough Council on this matter.
- (iii) that in relation to (l) “virements between income and expenditure only be allowed with approval from the Cabinet” it be noted that this was to be referred back to Corporate Management Team for consideration in the first instance.

The Leader confirmed that he would be reporting back to the Overview and Scrutiny Board on 19th December.

59/16

### **REVISED DEBT RECOVERY POLICY**

The Cabinet considered a report on a proposed revised Debt Recovery Policy. It was reported that the Policy had been revised with the aim of balancing the needs of the Council to recover payment and supporting those who are struggling to pay.

In response to queries from Members the Executive Director Finance and Resources explained that it was intended to take a more “holistic” approach to debt collection which would mean that priority debts and those of greater value were recovered first.

**RESOLVED** that the revised Debt Recovery Policy be approved and adopted.

60/16

### **REVIEW OF CAR PARKING ORDER**

The Cabinet considered a report on amendments required to update the Bromsgrove Car Parking Order.

It was noted that changes were required to rationalise the Order due to changes to car parks in Bromsgrove Town Centre and following the opening of the new Bromsgrove Station. It was anticipated that there would be minimal impact on car park revenue as a result of the changes.

The main changes proposed were:

- New Road car park and Parkside car park to be designated as long stay and the long staff tariff be applied;
- Stourbridge Road car park to be included in the general long stay permit of £320 p.a.;
- Dolphin Centre car park to be removed from the Car Park order;
- Former Bromsgrove Station car park to be re named “Aston Fields Car Park” and be available for 2 hours free of charge for shoppers;
- Recreation Road South car park tariff to be amended to allow a maximum stay of 14 hours with fee increments of 80 pence per hour up to a maximum cost of £11.20.

It was reported that there was an on going review of car parks as a whole in the light of developments and changes in economic strategy within the District to try to best meet the needs of residents and businesses.

It was noted that the changes in car park permits would be promoted with a view to increasing take up.

**RESOLVED** that the Bromsgrove District Council (Off-Street Parking Places) Order 2017 (as attached as appendix 1 to the report) be approved and that authority to implement the new parking order in accordance with the relevant legislation be delegated to the Head of Environment Services and the Head of Legal, Equalities and Democratic Services.

**RECOMMENDED** that the revised schedule of fees and charges for parking (as attached at appendix 2 to the report) be approved and that the revised fees come into effect from the date of adoption of the new Car Parking Order.

61/16

**NOMINATION OF ASSET OF COMMUNITY VALUE - THE ROYAL OAK, CATSHILL**

(It was noted that the report related solely to The Royal Oak, Catshill as the application in respect of the other premises was incomplete. )

The Cabinet considered a report on an Application to list The Royal Oak, Catshill as an Asset of Community Value (ACV).

Officers outlined the application received from CAMRA in respect of the Royal Oak public house. Reference was also made to the representations received from solicitors acting for Punch Taverns the owners of the premises objecting to the application.

Members considered the application on its merits and in the light of the test contained within Section 88 (1) of the Localism Act 2011, which was set out in paragraph 3.9 of the report.

Taking into account the information supplied by CAMRA within the application form, Members considered whether there was sufficient evidence to demonstrate that there was an identifiable local interest in the premises being nominated as an ACV. The limited amount of community use over and above what would normally be expected at a public house was taken into account.

Following consideration it was

**RESOLVED** that the application for listing of the Royal Oak, Catshill as an Asset of Community Value be not supported.

62/16

### **FEES AND CHARGES 2017/2018**

Members considered a report on the proposed fees and charges to be levied on services provided by the Council, as used as the basis for income targets in the Medium Term Financial Plan 2017/18 – 2020/21.

It was noted that the majority of charges had been increased by 3%. In some instances such as the collection of bulky waste individual prices would need to be quoted to the customer but based on a scale of charges.

Following discussion it was

**RESOLVED:**

- (a) that the fees and charges contained within Appendix 1 which have no increase for 2017/18 be approved; and
- (b) that the fees and charges contained within Appendix 1 which have reduced for 2017/18 be approved.

**RECOMMENDED** that the fees and charges contained in Appendix 1 which are proposed to be increased over the currently agreed budget assumption of 3% be approved.

63/16

### **MEDIUM TERM FINANCIAL PLAN UPDATE**

The Executive Director Finance and Resources gave a brief update with regard to the latest position on the Medium Term Financial Plan 2017/18 – 2020/21.

It was noted that final information on the settlement from Central Government was due to be received shortly. In addition, information on any changes to the New Homes Bonus scheme and the Business Rates arrangements was also still awaited.

Members were reminded that Efficiency Plan had been approved by the Government and that work to deliver this was on going. This included work being undertaken by the cross party Finance and Budget Working Group.

Heads of Service were continuing to look at pressures and identifying savings which would not impact on frontline delivery of services . In addition Heads of Service were looking for new ways of generating income apart from putting up charges for example this might include charging for new areas of service provision and alternative means of service delivery.

It was noted that the Capital Programme would be considered by Cabinet in January 2017. There would also be a budget report in January with the final decisions being made at Council on 28th February 2017.

**RESOLVED** that the latest position in respect of the Medium Term Financial Plan be noted.

64/16

**FINANCE MONITORING REPORT - QUARTER 2 2016/17**

Members considered a report on the Council's financial position for Revenue and Capital for the period April to September 2016. The Executive Director Finance and Resources reported that in future as a result of the new Collaborative Planning tool, financial monitoring information would be available in a more timely manner.

Following discussion it was

**RESOLVED** that the current financial position on Revenue and Capital as detailed in the report be noted.

65/16

**LOCAL GOVERNMENT ACT 1972**

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

Minute No  
66 /16

Paragraph  
3

66/16

**BUSINESS WASTE RECYCLING SERVICE**

The Cabinet considered a report on proposals to introduce a Recycling Service for Business Waste customers on a phased basis from 2017/18.

It was reported that the opportunity to provide a Recycling Service to Business waste customer had been identified by officers as an opportunity to develop the service provision and the available income stream and to provide a better service to customers.

The details within the report were noted including the benefits of reducing the amount of disposal of residual waste through the provision of an efficient Recycling waste service.

Members welcomed the report and thanked officers for the work they had undertaken in the development of the proposal to date.

**RECOMMENDED:**

- (a) that a phase 1 Business Waste Recycling Service be introduced in 2017/18;
- (b) that the service be extended and rolled out to all customers from 2018/19;
- (c) that the fees and charges as set out in appendix 2 to the report be approved and adopted; and
- (d) that delegated authority be given to the Head of Environmental Services to have discretion to vary the charges for the Business Waste Recycling Collection Service when agreeing terms with customers within a variance of plus or minus 25 %.

The meeting closed at 7.32 p.m.

Chairman