



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 19th July 2017, 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 21st June 2017 (Pages 1 - 14)**

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. Each member of the public has up to 3 minutes to do this. A councillor may also present a petition on behalf of a member of the public.

7. **Appointment of Committees 2017/18 (Pages 15 - 18)**

8. **Recommendations from the Cabinet (To Follow)**

To consider the recommendations from the meeting of the Cabinet held on 12th July 2017

- Financial Outturn 2016/17
- Planning Policy and Conservation Shared Services Business Case
(The background papers to this item are confidential)

(The background papers to the recommendations are contained at the back of the Council Agenda book)

9. **To receive the minutes of the meeting of the Cabinet held on 12th July 2017 (To Follow)**
10. **To receive and consider a report from the Portfolio Holder for Economic Development and Town Centres and Strategic Partnerships (Pages 19 - 24)**

Up to 30 minutes is allowed for this item; no longer than 10 minutes for presentation of the report and then up to 3 minutes for each question to be put and answered.

11. **Questions on Notice (To be Tabled)**

A period of up to 15 minutes is allocated for the asking and answering of questions. This may be extended at the discretion of the Chairman with the agreement of the majority of those present.

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 if any)**

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 papers to the recommendations from the Cabinet relating to Financial Outturn 2016/17_(Pages 25 - 40)

13. **To consider, and if considered appropriate, to pass the following resolution to exclude the public from the meeting during the consideration of item(s) of business containing exempt information:-**

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

<u>Item No.</u>	<u>Paragraph</u>	
14	4	"

14. **Background Papers to the recommendation from the Cabinet in relation to the Planning Policy and Conservation Shared Services Business Case** (Pages 41 - 64)

K. DICKS
Chief Executive

Parkside
Market Street
BROMSGROVE
Worcestershire
B61 8DA

TO ALL MEMBERS OF THE BROMSGROVE DISTRICT COUNCIL

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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE COUNCIL

21ST JUNE 2017, AT 6.00 P.M.

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

11\17 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors S. R. Colella, B. T. Cooper and J. M. L. A. Griffiths.

12\17 **DECLARATIONS OF INTEREST**

No declarations of interest were received.

13\17 **TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON 26TH APRIL 2017 AND 17TH MAY 2017**

During consideration of the minutes from the meeting held on 26th April 2017 a number of points of clarification were raised.

Councillor L. C. R. Mallett referred to Minute No. 109/16 and the implications arising from it and in particular parts (b) and (d) of the resolution in respect of the Local Transport Plan No 4 Consultation. The Portfolio Holder, Councillor C. B. Taylor, responded that the issue was ongoing and further information would be feedback to Group Leaders at a meeting due to be held on 23rd June 2017. Discussion followed as to whether part (d) of the resolution clearly covered all the points which had been discussed at the Council meeting as it was clearly agreed that funds up to £150k would be made available for the relevant work to be carried out with immediate effect. It was believed that this had not been the case and that a further delay in that work would have a negative impact going forward. Councillor Taylor also confirmed that this matter would be discussed at the meeting arranged for 23rd June 2017.

The Chairman agreed to an adjournment to enable a way forward to be discussed.

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Following the adjournment it was agreed that the minutes would be amended to reflect that officers had been authorised to carry out the work with immediate effect and that £150k had been set aside to cover the cost of that work.

Councillor Mallett requested that an urgent notice of motion be considered by the Council to not accept the surveys which had been carried out by Worcestershire County Council and Highways England and as a result of this Council furthermore does not accept the data for any planning applications of ten or more units, until the Council has carried out its own highways review. This motion was seconded by Councillor M. Thompson and agreed to by the Chairman in accordance with the Council Procedure Rules in respect of urgent business.

During the ensuing debate the following areas were discussed:

- Despite concerns it appeared that Worcestershire County Council (WCC) Highways was currently carrying out its own survey.
- The inappropriate timing of this survey, would not give a true picture, as it was being carried out whilst there had been numerous road works taking place.
- The fact that the Leader of the County Council had acknowledged that there were issues regarding the traffic counting and the ongoing road works in the District of Bromsgrove.
- It was understood that there were particular times of the year when surveys should be carried out in order to get a good, fair and accurate overview of the situation.
- The cost to the tax payer of the work which had been carried out.
- How Members concerns had been raised at WCC with the Leader, the relevant Portfolio Holder and a number of officers with negative responses having been received.
- A suggested meeting between the Group Leaders from the District, together with Councillor Taylor as the relevant Portfolio Holder, with the Leader and relevant Portfolio Holder at WCC.
- The lack of traffic counting equipment on rural roads due to the amount of equipment being used in Bromsgrove itself and how this impacted on those roads.
- Concerns that this had been happened at such a late stage of the Local Plan process.
- The need to give a clear message to WCC that there is a continued lack of confidence and that situation would no longer be tolerated.

Also, following consideration of the Minutes Councillor C. A. Hotham referred to Minute No. 113/16, his question on notice and the ongoing cost of the Burcot Lane building. He was unaware whether a report as referred to at the meeting had been prepared and was concerned at the continued costs associated with this building. The Leader confirmed that a report would be considered at the September meeting of the Cabinet

Following further discussion and in addition to the resolutions made at the meeting of the Council on 26th April 2017 it was

RESOLVED that

- (a) In light of these ongoing concerns this Council considers that any data produced by the current survey work being carried out, may be flawed due to the extent of the road works taking place in the town;
- (b) Because of these concerns Council recognises in the context of its Statutory Duty to determine planning applications that in order for it to be in a position to make robust and evidence based determinations it will be necessary to ensure that all traffic data is subject to scrutiny by Mott MacDonald or a similar organisation on behalf of the Council;
- (c) That Mott MacDonald or similar organisation undertake independent traffic data monitoring in September to ensure that the data gathered can be robustly verified;
- (d) that subject to amendment as detailed in the pre-ambule above the minutes of 26th April 2017 be approved; and
- (e) the minutes of the meeting held on 17th May 2017 be approved as a correct record.

14\17

TO RECEIVE ANY ANNOUNCEMENTS FROM THE CHAIRMAN AND/OR HEAD OF PAID SERVICE

The Chairman reminded Members that following the announcement at the previous meeting a number of charities had been nominated by residents to be her nominated charity. After much deliberation she confirmed that she had chosen NewStarts who provided an excellent service to the most vulnerable and those in the greatest of need in the District.

The Chairman also took the opportunity to welcome Councillor K. Van Der Plank to her first Council meeting, following her election as Ward Member for Alvechurch Village at the recent by-election.

15\17

TO RECEIVE ANY ANNOUNCEMENTS FROM THE LEADER

In the aftermath of the tragic events at Grenfell Tower in London the Leader of the Council took the opportunity to make a statement about the local situation.

He began by saying that everyone affected by the fire was very much in everyone's thoughts at this time and offered their heartfelt condolences to all concerned.

As part of the response to the tragedy, Melanie Dawes CB, Permanent Secretary at the Department of Communities and Local Government, wrote to all local authorities and housing associations on 18th June 2017. This letter requested checks to be undertaken by the Council in relation to the use of a particular type of cladding called Aluminium Composite

Material (ACM) on new build or refurbished buildings more than 18 metres high in their area. I can confirm that the Council provided a return to the DCLG on 19th June advising that there were no properties of this type in the district.

Alongside our own checks, the Council has also written separately to the 13 housing associations operating in the Bromsgrove area to ensure they received the original letter from DCLG, and offering a central point of contact at the Council should they require any further assistance.

During this item Councillor M. Thompson requested that the Leader invite Sajid Javid M.P. to attend a future meeting of the Council to give him the opportunity to inform Members of the work he hoped to carry out in order to meet the various needs of the District. The Leader agreed to invite the M.P. to attend the next time he saw him.

16\17 **TO RECEIVE COMMENTS, QUESTIONS OR PETITIONS FROM MEMBERS OF THE PUBLIC**

There were no public comments, questions or petitions on this occasion.

17\17 **APPOINTMENT OF COMMITTEES 2017/18**

Councillor G. N. Denaro proposed that this report be considered at the next meeting. It was explained that from the mathematical calculation there had been a slight change to the political balance following the recent by-election. There were now 27 committee places for the Conservative Group with 9 each for the Independent Alliance and Labour Group. As detailed in the appendix at present the four unallocated places referred to would remain vacant until the Leaders' of the Independent Alliance and Labour Group had come to an agreement on the allocation thereof.

18\17 **RECOMMENDATION FROM THE LICENSING COMMITTEE - 12TH JUNE 2017**

The recommendation from the Licensing Committee was proposed by Councillor P. J. Whittaker and seconded by Councillor G. N. Denaro.

In proposing the recommendation Councillor Whittaker referred to a report considered by the Licensing Committee at its meeting on 12th June and in respect of the recently enacted provisions of Sections 165 to 167 Access for Wheelchair users to Taxis and Private Hire Vehicles, of the Equality Act 2010, which was detailed within the appendices. As a result of the change to the law, drivers of designated wheelchair accessible taxi and private hire vehicles had a number of obligations and those drivers found to be discriminating against wheelchair users faced fines of up to £1,000. It was highlighted that the Council maintains a list of designated vehicles. It was the Council's intention to include within the list contact details of the companies and/or drivers' which owned these vehicles. Currently this was not necessary under the legislation and the

officers would first need to have the permission of those operators/drivers to include this information, this exercise was currently underway.

During the course of the debate Members highlighted the following areas:

- Clarity in the inclusion of contact details on the list (it was highlighted by Councillor C. M. McDonald that the current list only included the type of vehicle and registration number which was of no use to someone needing to access these vehicles).
- The limitations of the legislation and flaws within it.
- Consideration by the Licensing Committee of a recent survey of drivers and the contents of that survey.
- The number of adopted vehicles available to residents within the District.
- Confirmation from a Legal position that the need to have permission from the drivers in the first instance was needed to enable the Council to publish contact details on its website.

The Head of Legal, Equalities and Democratic Services clarified that the requirement to keep the list of WCAV was merely to enable the Council to enforce the requirement of the Equalities Act 2010 by ensuring that there was a list of those vehicles which were designated as wheelchair accessible. It was an entirely separate matter for those drivers who wished to provide their details to have those made publicly accessible for those wishing to use wheelchair accessible vehicles, for clarification the two were entirely separate.

An amendment to the recommendation was proposed by Councillor C. McDonald and seconded by Councillor S. P. Shannon that all wheelchair accessible vehicles licensed in Bromsgrove on the designated list provide contact details of the operators.

On being put to the vote the amendment was declared lost.

RESOLVED that the Council adopts the draft position statement with respect to sections 165 to 167 of the Equality Act 2010, as detailed in Appendix 2 of the report.

19\17

RECOMMENDATIONS FROM THE CABINET

Revised Treasury Management Strategy Statement and Investment Strategy 2017/18 to 2019/20

The recommendation from Cabinet in respect of the Revised Treasury Management Strategy Statement and Investment Strategy 2017/18 to 2019/20 was proposed by Councillor G. N. Denaro and seconded by Councillor K. J. May.

In proposing the recommendation Councillor Denaro confirmed that Cabinet had considered a report on the proposed revision of the Treasury Management Strategy Statement and Investment Strategy to increase the Council's authorised and operational borrowing limit by £6m. It was further highlighted that the Council had entered into an agreement to pay Worcestershire Pension Fund pension payments for the next three years in advance, which after allowing for any temporary borrowing costs would result in a saving of £137k per annum for three years.

During the following debate a number of Members expressed difficulty in understanding the figures within the report and whether there had been a decrease in the interest rate, clarity was also sought as to whether the increase in borrowing was to cover the Pension Fund payments or as a result of these. The level of borrowing currently needed was also of concern and how this had increased significantly in recent years.

It was confirmed that the Pension Fund payment had been made and had been included within the Medium Term Financial Plan and how the savings would be received over the three year period. Officers offered to provide a detailed schedule outside of the meeting to enable Members to better understand the reasoning behind the request and the savings.

Councillor L. C. R. Mallett questioned the legality of making a decision on this item without the supporting evidence and detail. The Executive Director, Finance and Resources explained that an authorised limit was needed for additional borrowings over the next three months to ensure the Council met its legal requirement.

The Chairman agreed to an adjournment to enable a way forward to be discussed.

Following the adjournment it was

RESOLVED that the item be deferred until the next meeting of Council with delegated authority in the interim to the Leaders or Deputy Leaders of each Group in respect of any necessary increase to the Council's borrowing level.

Facility Management and Cleaning Service Review Business Case
Parks and Open Spaces Review Business Case
Legal, Equalities and Democratic Services Review Business Case

As it was likely that discussions on these items would involve the exclusion of the public from the meeting the Chairman deferred them to the end of the agenda.

20\17

TO RECEIVE THE MINUTES OF THE MEETINGS OF THE CABINET HELD ON 14TH JUNE 2017

The Minutes of the Cabinet meeting held on 14th June 2017 were received for information.

21\17

QUESTIONS ON NOTICE

Question Submitted by Councillor P. M. McDonald

“Now that it would seem the Government is seeking a softer Brexit does the Leader feel that would be in the interest of Bromsgrove residents?”

The Leader responded that there was still a great deal of work to be done on the Brexit negotiations before anyone would be clear as to the impact. However, as Leader he assured Members that he would be watching the negotiations with interest to ensure that any impact on Bromsgrove could be managed and mitigated wherever possible.

Question submitted by Councillor M. Thompson

“During the General Election campaign I spoke to many postal voters who did not receive their voting slip in time to vote. In addition, it was well publicised that many Bromsgrove based voters were given polling cards with addresses ending in Redditch putting many people off voting.

Does the Leader agree with me that shared services have gone too far when mistakes are made that rob the people of Bromsgrove of their democratic right to vote? Will he confirm how many people could not vote because of errors caused by his party's cost-cutting and what he intends to do to ensure this never happens again?”

The Leader responded that in terms of the error in the supplementary poll cards, it was important that Members appreciated that all of the addresses of electors and their polling stations were correct; the error was that the constituency was printed incorrectly. As soon as this error was discovered the Elections manager issued a press release and contacted all election agents to advise them and the Elections Manager had apologised. Officers were in discussion with the software provider into how this error had happened and would be implementing further checks to ensure it did not happen again. However, it should have been picked up by officers in the proof read; it was not and the Election Manager apologised for this.

In respect of postal voting the Leader advised that in Bromsgrove Constituency nearly 13,000 postal votes were sent out to electors, this was via Royal mail Business Advance in conjunction with Royal Mail Postal Voting Team. This was done in two tranches with our officers travelling to Slough (which was where the postal votes were printed) to quality check the issues and wait to see the votes being loaded on the Royal Mail vans. Out of the Postal Votes issued 87% were returned by

close of poll on Election Day. Over 300 were also received which had been delivered to the Polling Stations.

The Leader provided details of the process when a Postal Vote was either lost or had not been received, explaining that under legislation, a replacement could only be issued from four working days before Polling Day up until 5.00 pm on Polling day. It was confirmed that 46 packs were re-issued with not more than 3 re-issues in any one polling district; this is monitored by officers to ensure that there are no area based issues that need to be investigated. It was unfortunately inevitable given the stringent rules surrounding the Postal Vote system that some people fall foul of the deadlines, which unfortunately officers can do nothing about as they are bound by the strict legislative timetable.

The Elections Manager was not aware of any person who had been denied an opportunity to vote for reasons that cannot be fully justified and the Elections Team worked hard to ensure that every person who is entitled to vote could do so. Any identified administrative errors with the Registers could be rectified by the Elections Team on the day of the election and he was not aware of any instances where there was an outstanding issue that had not been explained and fully justified.

The Leader confirmed that there were no instances where the shared service had resulted in people being disenfranchised and the problems occurred because of circumstances quite outside of the control of the officers who administered the system. The Elections Team worked extremely hard to ensure that the Register was as clean as it could be and that every single person who was entitled to vote could. Work was carried out throughout the year with residential care homes, schools and public events for example to promote the registration process and if any Member has any concerns about any elector and their voting status the Elections Team were always happy to help resolve things.

Question submitted by Councillor C. J. Bloore

“In light of further closures of the M5 bringing misery to local residents and sleepless nights. Would the Leader agree with me it's time the County Council held Highways England to account for a project that has overrun significantly and join me in calling for an investigation into the project to ensure public money isn't being wasted and to regain public trust?”

The Leader responded that he understood the concerns raised in relation to the impact on local residents over a significant period due to the works carried out along the M5 by Highways England and confirmed that the relevant officers were in regular contact with Highways England and adjacent authorities in connection with this matter. Specifically, he was advised that the West Midlands and Shires Traffic Manager's Group have met with Highways England and expressed their discontent with the number and extent of road closures on their network. This group was currently scrutinising HE network closure approval process. Whilst we

cannot prevent these road closures, Highway England do have a duty to liaise and consult with us and we have tried to mitigate the impact and reduced their requests in this way. We will continue to scrutinise their processes to ensure minimum disruption for residents in Bromsgrove. The works on the M5 are now almost complete with no further closures for this project expected after mid - June. However, I will ask the new Cabinet Member for Highways at County Council to look at whether there is any more we can do to try to influence Highways England future plans.

Questions submitted by Councillor C. Hotham

“Questions on notice are an excellent democratic tool enabling Members to question the Executive on issues of importance. However, at Bromsgrove District Council no follow up question is permitted whilst at Worcestershire County Council a follow up is allowed. The follow up question is often essential in order to clarify an obscure answer. Please could the Leader explain the reasoning behind this democratic deficit?”

The Leader responded by reminding Members that at Council in June 2012 they considered a report that detailed a number of proposed amendments to the Constitution. A proposed recommendation was put forward that would remove the practice of allowing supplementary questions from Section 9.8 of the Council Procedure Rules that would bring the Council’s practice in line with that of Parliament.

22\17

MOTIONS ON NOTICE

Members considered the following notice of motion submitted by Councillor P. M. McDonald:

“In the light of the recent discussions regarding the extending of shared services and the reports made by the Internal Auditors regarding the poor recording of costs allocated between Bromsgrove and Redditch. That this Council calls upon leaders of all parties to come together to immediately carry out a full review of all costs allocated to each Council, to ensure Bromsgrove Council Tax payers are receiving their fair share of services and not subsidising those of Redditch”.

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

In moving the motion Councillor McDonald shared his concern that chief officers were spending more than there allocated time at Redditch Borough Council, which was leading to a reduction and resources for the Council, together with additional travel costs for staff. Members were informed that he believed there should be an exercise to ensure that every area currently involved in shared services is considered. Councillor McDonald also made reference to the comments made by the Council’s Internal Auditors in respect of the lack of robust records or agreements, to ensure a clear audit trail of transactions between the two

Councils. It was reiterated that it was important that the residents of Bromsgrove received a fair deal and that the appropriate services and officers were available to help them.

During the debate a number of points were raised by Councillor G. N. Denaro, in particular it was clarified that the Auditors, either Internal or External had never referred to the cost recording as being poor. Furthermore it had been confirmed that this was not reflective of the work within the audit reviews that had been carried out into the shared services arrangement. It was further confirmed that in respect of the cost allocation, at the meeting of Council on 26th April it was agreed a review would be undertaken by the Chief Executive to verify that the Management Team costs reflected the true time spent at each Authority and Councillor Denaro was happy to extend this to cover all shared services staff costs.

An amendment to the motion was proposed by Councillor G. N. Denaro and seconded by Councillor L. C. R. Mallett that the issue be referred to the Overview and Scrutiny Board's Finance and Budget Working Group to consider the appropriate format and timetable for the review.

On being put to the vote the amendment was declared to be carried.

23\17

LOCAL GOVERNMENT ACT 1972

The Chairman proposed that the meeting move into private session and before doing so a number of Members questioned whether this was necessary. Particular reference was made to the additional information provided in respect of the Facilities Management and Cleaning Services Review which provided information in respect of the breakdown of costs of the Parkside building. Officers confirmed that this information did not need to be restricted and would be placed in the public domain following the meeting.

Members also debated the report template and how each differed; Councillor Denaro confirmed that this was something which was being considered with a view to a template being created which would ensure that, in future, all reports had a standard format.

Following further discussion it was

RESOLVED

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

<u>Minute No</u>	<u>Paragraph</u>
14	4
15	4
16	4

24\17

RECOMMENDATION FROM CABINET ON PARKS AND OPEN SPACES REVIEW BUSINESS CASE

The recommendation from Cabinet was proposed by Councillor P. J. Whittaker and seconded by Councillor G. N. Denaro.

In proposing the recommendation Councillor Whittaker referred to the need to get the Parks and Open Spaces Teams working together and centralising the requirements of both Councils. Particular reference was made to the grass cutting and routine grounds maintenance, which currently came under Environmental Services, with the new way of working being trialled since 2015. There was a small saving to the Council of £14,229 with a slightly larger saving of £24,425 for Redditch Borough Council; this was due to a larger requirement for the service. Councillor Whittaker confirmed that this business case had also been to the Shared Services Board, Leader's Group, Overview and Scrutiny Board and then on to Cabinet before being presented this evening for Members' consideration.

Following presentation of the report Members debated a number of areas within it:

- What appeared to be a reduction in the service received by the Council.
- Consideration as to whether there was scope for a wider review to include combining Leisure and Cultural Services with Environmental Services and the potential savings that could be made.
- The limited savings that would be made in comparison to the disruption to staff.

RESOLVED that the proposals set out in the Parks and Open Spaces Review Business Case be approved and implemented.

(During consideration of this item Members discussed matters that necessitated the disclosure of exempt information. It was therefore agreed to exclude the press and public prior to any debate on the grounds that information would be revealed relating to financial and business affairs. However, there is nothing exempt in this record of the proceedings.)

25\17

RECOMMENDATION FROM CABINET ON FACILITIES MANAGEMENT AND CLEANING REVIEW BUSINESS CASE

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The recommendation from Cabinet was proposed by Councillor P. J. Whittaker and seconded by Councillor G. N. Denaro.

In proposing the recommendation Councillor Whittaker reminded Members that this report had been through a number of stages before being brought before Council, it had been considered by the Shared Services Board, Leader's Group, the Overview and Scrutiny Board and then on to Cabinet on 14th June 2017. The Facilities Management and Cleaning Review was carried out in order to form a more efficient and resilient service to both Councils with a small saving of £15k to the Council and a re-charge of that amount also to Worcestershire County Council. It would also be a better use of resources and reduce duplication in some areas and had been informed through the findings of a number of transformation trials..

During the following debate a number of areas were discussed including:

- Taking forward any further shared services business cases when the Council has agreed to carry out a review of those currently in place through the Finance and Budget Working Group.
- The service being "hosted" by Redditch Borough Council and any impact this could have on this Council's services.
- The overall small saving which would be made in comparison to the upheaval within the different areas and whether this was justified.
- A discrepancy in the breakdown of costs compared to the detail within the report. The Section 151 Officer clarified that the figure included in the additional papers of £158k was that which had been included within the Medium Term Financial Plan for 2017/18. The figure of £454 within the report referred to 2016/17.

RESOLVED that the proposals set out in the Facility Management and Cleaning Review Business Case be approved and implemented.

(During consideration of this item Members discussed matters that necessitated the disclosure of exempt information. It was therefore agreed to exclude the press and public prior to any debate on the grounds that information would be revealed relating to financial and business affairs. However, there is nothing exempt in this record of the proceedings.)

26\17

RECOMMENDATION FROM CABINET ON LEGAL, EQUALITIES AND DEMOCRATIC SERVICES REVIEW BUSINESS CASE

The recommendation from Cabinet was proposed by Councillor G. N. Denaro and seconded by Councillor K. J. May.

In proposing the recommendation Councillor Denaro explained that he was presenting the Legal, Equalities and Democratic Services Review Business Case on behalf of the Portfolio Holder, Councillor B. T. Cooper. It was explained that as the Council's priorities changed the

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support services need to also change. Following departure of two members of staff the opportunity was taken to re-organise the structure within the department and in particular address the issue of support to the Council's commercialisation agenda. The transfer over of the Procurement Officer to the Legal and Democratic Team cemented this support. In addition a new structure was proposed for support to Members.

Councillor Denaro drew Members attention to the following positive key points, which resulted from the proposal:

- The creation of a Senior Democratic Services Officer position based at Bromsgrove 5 days a week.
- The creation of a Commercial Officer resource to enable the Council to have a link between Economic Development through the North Worcestershire Economic Development and Regeneration (NWEDR) and our Legal Team. Bringing the Procurement Officer into the Team will strengthen that team and support our Efficiency and Medium Term Financial Plan Targets.
- Although the redundancy costs appear high against projected savings £45k has been allocated from those savings to fund the Commercial resource.
- The quality of the officers in the Legal and Democratic Team and the removal of the fourth tier posts would enable those who have expressed an interest to progress to apply for the new more responsible roles.
- The creation of a stronger Procurement Team, which is critical at a time when the Council needs to be looking at savings in every area.

During the following debate a number of issues were raised by Members, including:

- The cost of redundancies against the proposed savings and the level of savings at Redditch.
- Support for the proposed structure and the suggested commercial resource and the benefits it would bring to the Council.
- The potential to review the commercial resource at a future point and consider the inclusion of any additional income if required.
- Support for the structure and in particular the separate democratic senior officers.
- How the restructure responded to the needs of the Council and the need for the commercial resource.

RESOLVED that the proposed Legal, Equalities and Democratic Services Review Business case be approved and implemented.

(During consideration of this item Members discussed matters that necessitated the disclosure of exempt information. It was therefore agreed to exclude the press and public prior to any debate on the

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grounds that information would be revealed relating to financial and business affairs. However, there is nothing exempt in this record of the proceedings.)

The meeting closed at 9.34 p.m.

Chairman

COUNCIL

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APPOINTMENT OF COMMITTEES 2017-18

Relevant Portfolio Holder	Councillor G. Denaro
Portfolio Holder Consulted	Yes
Relevant Head of Service	Claire Felton, Head of Legal, Equalities & Democratic Services
Wards Affected	All Wards
Ward Councillor Consulted	N/A
Non-Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 Members are asked to approve the revised composition of the Council's Boards and Committees for the 2017/18 Municipal Year, following the outcome of the by election which took place on 8th June 2017.

2. RECOMMENDATIONS

- 2.1 That for the ensuing Municipal Year, the Committees set out in the table in Appendix 1 of the report be appointed and that the representation of the different political groups on the Council on those Committees be as set out in that table until the next Annual Meeting of the Council, or until the next review of political representation under Section 15 of the Local Government and Housing Act 1989, whichever is the earlier.
- 2.2 That Members be appointed to the Committees and as substitute members in accordance with nominations to be made by Group Leaders.

Financial Implications

- 3.1 There are no direct financial implications arising from this report.

Legal Implications

- 3.2 Sections 15 -17 of the Local Government and Housing Act 1989 place a duty on Councils to allocate the seats on certain committees in proportion to the size of the political groups on the Council.

COUNCIL

19th July 2017

Service / Operational Implications

- 3.3 The Council is required by law and/or its own Constitution to appoint various Boards and Committees, agree their terms of reference and to agree the allocation of seats which are subject to the rules of political proportionality. It must review the political balance on an annual basis or following any changes to the political make-up of the Council which take place during the municipal year.
- 3.4 The rules of political proportionality mean that the political balance of the Council needs to be reflected in the political composition of individual Boards and Committees. In addition, the total number of seats allocated to each group must reflect the political balance of the Council.
- 3.5 The proposed allocation of seats on each Board/Committee is done on a strict mathematical basis. There has been a change to the size of the political groups due to the by election which took place on 8th June 2017 (as identified in Appendix 1), this changes the political balance of the Committees since the balance was agreed at Annual Council on 24th May 2017.

Customer / Equalities and Diversity Implications

- 3.6 No implications have been identified.

4. RISK MANAGEMENT

- 4.1 There are no significant risks associated with this item.

5. APPENDICES

Appendix 1 Proposed Committees & allocation of Committee Places
2017-18

6. BACKGROUND PAPERS

None

AUTHOR OF REPORT

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POLITICAL BALANCE CALCULATION

The figures in *italics* are the mathematical calculations.

+ or – figures show where there is a change in the allocation to a group or total on a Committee

Committee	Cons 17 54.84% of total	Lab 7 22.58% of total	Independent Alliance 7 22.58% of total	Total
Overview and Scrutiny Board	6 <i>6.03</i>	2 <i>2.48</i>	2 <i>2.48</i>	10(-1) 11 members on Board 11
Licensing Committee	6 <i>6.03</i>	2 <i>2.48</i>	2 <i>2.48</i>	10 (-1) 11 members on Cttee 11
Planning Committee	6 <i>6.03</i>	2 <i>2.48</i>	2 <i>2.48</i>	10(-1) 11 members on Cttee 11
Audit, Stds & Gov'ce Committee	5 <i>5.00</i>	2 <i>2.03</i>	2 <i>2.03</i>	9 9 members on Cttee 9
Electoral Matters Cttee	4 <i>3.84</i>	1 <i>1.00</i>	1 <i>1.00</i>	6 (-1) 7 members on Cttee 7
TOTAL Entitlement	27 <i>26.87</i> 27	9 <i>11.06</i> 11	9 <i>11.06</i> 11	49
Total mathematical calculation				

In additon the Appeals Panel (5 Members) and the Statutory Officers Disciplinary Panel (5 members) are appointed on an ad-hoc basis to comply with political balance.

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Report of the Deputy Leader and Portfolio Holder for Economic Development, the Town Centre and Strategic Partnerships.

- My portfolio covers the economic development and regeneration agenda, town centre and strategic partnerships.
- One of my top priorities when I came into office was to ensure that the Council does all that it can to secure the economic prosperity of our district. This I believe is one of the most important challenges that we face as a Council and will require a long term vision and strategic thinking.
- Fortunately, we have developed a strong partnership approach to delivering our economic development agenda and our Economic Development Theme Group is going from strength to strength, with representatives from the business community, contributing their considerable expertise and knowledge to shaping our economic policy. I would like to place on record my thanks to members of the Theme Group in helping to drive the economic agenda forward and for giving up their time. In particular, I want to thank the chair and vice chair of the Theme Group Rob Spittle and Jon Till for their leadership and support over the last 12 months.
- As I detailed in my report to Cabinet back in April; the district does have considerable economic strengths and assets which we can build on. Bromsgrove is in general a prosperous district and our residents have the highest average weekly earnings in the West Midlands region. The Bromsgrove economy is currently faring well compared to neighbouring districts and we have seen over the last 12 months, new business investment come into the district. Furthermore, skills levels for local residents are higher than the regional and national averages and the district has a strong record in generating growth in small-medium sized businesses, particularly 'micro' businesses i.e. those businesses that employ between 1 and 9 people. Bromsgrove is home to a highly successful labour market with skilled resident workers serving the wider West Midlands region on a daily basis.
- We have seen additional investment by local firm Contract Flooring Solutions Ltd who have taken a new purpose built 50,000 square foot unit on Bromsgrove Enterprise Park, employing 160 staff. We have also seen Shirley Aquatics confirm that they will be re-locating from Solihull (their home of 70 years) to Becketts Farm, Bromsgrove, bringing with them 200,000 visitors per year and new jobs and investment. German manufacturer Teupen, also announced their arrival in Bromsgrove last year, opening its new UK and Ireland base in Stoke Prior.
- I can also report that good progress has been made in encouraging Bromsgrove based businesses to benefit from European funded support from various programmes promoted through our NWEDR service;
 - Proof of Concept – 7 businesses supported to develop new products / processes, 5 of which have received grants (average grant of £17,854)

- Worcestershire Business Accelerator – 4 businesses accessing growth planning support
 - Business Energy Efficiency Programme – 6 businesses received energy efficiency assessment, 1 of which has received a grant (£3,300)
 - Business Growth Programme – 7 grants (average £27,531)
 - Enterprise for Success – 25 entrepreneurs have participated in the start-up workshop
- Despite the solid current performance of the Bromsgrove economy, my report to Cabinet in April outlined a number of underlying weaknesses in the local economy which need addressing;
- *Growth in Employment Following the Recession*- over the period of economic recovery 2009-2014 both the North Worcestershire and Bromsgrove economies stagnated registering zero aggregate job growth.
 - *Commuting patterns*- Bromsgrove is dependent on a mobile labour force for its prosperity with significant flows of labour on a daily basis occurring into adjacent local authorities.
 - *Local Wages*- the wages of those who work *within* Bromsgrove are lower than average; local wages were the sixth lowest in the West Midlands region in 2015 although they have shown recovery in 2016.
 - *Affordability of housing*- there is an imbalanced housing market and rising affordability issues particularly for low earner and median income householders; the property to annual income ratio in Bromsgrove is approximately 10.8:1 – generally a ratio of 4:1 is considered to be affordable.
 - *Economic Activity and Employment*- The economic activity rate has fallen from 86.8% in 2013 to 78.9% in 2016 this being caused by 3,300 workers leaving the labour Market.
 - *Demographics*; Bromsgrove has an ageing population, of the 30 Local Authorities in the West Midlands Region Bromsgrove has the tenth lowest proportion of residents in the 16-64 age group; Office of National Statistics projections from 2015 to 2024 show a fall of 2,000 people aged 20-54 and a growth of 8,000 in the 54- 90 year old groups. In this context it should be expected that the labour force will shrink unless the trends to early retirement by higher skilled groups are reversed.
- To address these challenges I brought a report forward to Cabinet in April which set out a new direction of travel for this Council. The new vision is that Bromsgrove is re-positioned as a key economic centre and more opportunities are created for our younger people so that they can live and work within the district.

- I was pleased that my Cabinet colleagues shared my vision and endorsed a new set of economic priorities for this Council; it is worth recapping on these, so that all of Council is familiar with our new economic agenda:
 - **Driving economic growth;** the Council will work to position the district as an 'economic hub' that is part of a highly successful growth node located around the M5/M42/M40 corridor, building on and strengthening its existing assets;
 - **Improving connectivity;** Leading the drive to improve the district's internal infrastructure; this will require significant and long term investment in our network;
 - **Supporting new businesses and existing businesses to grow;** ensuring that this Council adopts an 'open for business' culture;
 - **Re-balancing our housing market;** ensuring that the supply of quality affordable new homes is increased for younger people and families;
 - **Developing key sectors;** considering new opportunities to develop high value sectors and industries in the district;
 - **Driving up and retaining skills locally;** improving the skills levels of the workforce to meet the needs of growing local companies;
 - **Improving our centres;** capitalising upon the renewed confidence in Bromsgrove Town Centre as a place to invest and working to develop our other key centres, ensuring that they continue to be vibrant and competitive;
 - **Partnership working;** maximising all of the opportunities offered by partnership working;
 - **Leading by example;** the Council will do all it can in its role as a community leader to drive forward the growth agenda
- To take this agenda forward, I will be leading an Economic Growth Task Group comprised of senior officers and key stakeholder such as the Local Enterprise Partnerships and the County Council to ensure that we deliver an 'early action programme' to support our priorities. Our work to re-position the Bromsgrove economy and create prosperity now and I will be encouraging all members of Council to pro-actively support this important agenda.
- Turning my attention to Bromsgrove Town Centre and our other key centres; the Council is very ably being supported to take forward this agenda through our Centres Manager, Cheryl Welsh who has developed excellent relationships with key stakeholders and traders in each of the centres. The Council is also continuing to push forward the regeneration of Bromsgrove town centre.
 - There has been a hub of activity surrounding a number of key town centre regeneration sites over the past few months. As members will no doubt be aware, the Waitrose store on Hanover Street Car Park opened on May 11th and has been trading strongly ever since. The new 6,000sqft store has brought approximately 50 jobs to the area. This £3.5m development signals the first phase of this particular development and the proposals for phase 2

are currently being considered by planning officers. The second phase will see further redevelopment of circa 25,000 sqft and will help to complement the Waitrose development, as well as providing a key focus for the southern end of Bromsgrove High Street.

- The retail revolution within the town continues at the northern end where Aldi have recently cleared their site to make way for their new store, which will provide new jobs and investment in the town. Across the road from this site, the redevelopment of the Bromsgrove Retail Park is now underway. This £4m development, being undertaken by IM Properties, will see the entire site redeveloped to create 5 modern retail units. The site is set to be anchored by a M&S Foodhall and further retailers are expected to be announced in due course. Finally, within this area of the town, the Council continue to work closely with the preferred developers of the Stourbridge Road Car Park site to bring forward a commercially viable development, which will complement the activity on the surrounding sites.
- The current activity within the Town Centre environment is not solely focussed on retail developments, however, with the assisted living developments on Recreation Road continuing apace. The development will see the delivery of an 81 bedroom care home, 66 bedroom extra care accommodation and 26 affordable apartments for older people and the first units are due to be occupied shortly.
- In terms of our 'centres management' work, the following is being taken forward by our Bromsgrove Centres Manager (BCM):

Bromsgrove Town Centre

1. **Car parking, access and servicing review.** Commissioning a consultant to advise on car parking within the town centre; this work is expected approximately 3 months; report expected October/November 2017.
2. **Radio Link Scheme** upgrade from analogue system to a digital system to support the retail and night time economy. Has the potential to be rolled out to neighbouring centres.
3. **Taxi Review** to strengthen and improve the taxi service in Bromsgrove town especially for the night time economy.
4. **Food Festival** CJ Events delivered their first Food Festival on 25th July 2017. Received positive press and improved footfall. Will be repeated next year.
5. **Italian Market** scheduled for Saturday 29th July 2017.
6. **Festival of Light Bromsgrove** large scale festival of light with 20ft illuminated puppets to parade through the town centre in partnership with Artrix.
7. **Bromsgrove Town Centre Management Task Group;** partnership of key decision makers to pro-actively resolve existing and emerging issues in the town centre.
8. **Best Bar None** national scheme to be launched in Bromsgrove on Tuesday 25th July 2017 at 57 Monkey's. Our BCM is the co-ordinator and instigated the

introduction of the scheme to reduce crime and anti-social behaviour in the town centre and to improve the offer of the licensed sector.

9. **Place Team** monthly walkabouts of the town centre to identify environmental issues and agree solutions especially around business waste management and cleanliness.
10. **Farmers Market** has been put out to tender and advertised with an expected introduction of the market in August/September 2017.
11. **Better Bromsgrove** brand and website established. All marketing promotions are now under the #BetterBromsgrove branding to strengthen the identity of the town centre.
12. **Bromsgrove Town Centre Business Survey** online survey undertaken and results will be analysed week commencing 10th July 2017 with a feedback session to be arranged with businesses.
13. **Bromsgrove Town Centre Strategy and Action Plan** is being developed with a view to it being brought to Cabinet in September.
14. **Urban Sports Event** BMX and Skate event with pro-riders delivered by King Ramps (Boardmasters) on Saturday 19th August 2017. This event will be expanded and grown year-on-year with an Urban theme.
15. **Marketing campaigns**; delivered a Christmas and summer brochure 'Better Bromsgrove Together' which attracted paid for advertising from businesses across the District centres. A Christmas 2017 brochure is planned – very well received by businesses and the community. Distributed via the Advertiser to over 40,000 households; 'Better Bromsgrove Love valentines' promotional event where businesses donated prizes and winners were picked from a Facebook and Twitter campaign.
16. **Bromsgrove Events Group** established by BCM to co-ordinate town centre events and marketing campaigns.
17. **Voids Audit** to inform a plan to positively promote empty properties; looking at the potential of offering incentives and working with letting agents.

Rubery

- **Rubery Public Realm Enhancement Scheme**
 1. Led by the Centres Manager in partnership with Bromsgrove District Council, NWedR and Worcestershire County Council to deliver £100,000 worth of public realm improvements in Rubery Village.
 2. **Rubery Village Business Association** attended by Centres Manager to strengthen communication and relationship with Rubery Village businesses and community groups.
 3. **Christmas Light Switch On**; Bromsgrove Centres Manager working with BDC to build on the Light Switch On event.
 4. **Farmers Market** tender includes the delivery of one market in Rubery as a pilot.

Hagley Village

1. **Car Park review** supporting the businesses to take part in the Parish led car parking review.
2. **Christmas Light Switch On**; first event held last year and was a roaring success with businesses reporting their busiest day's trading. Will take place again this year in November 2017.
3. **Public Realm Improvements**; low level public realm improvements have been identified.

Barnt Green Village

1. **Car Park Review** BCM supporting businesses to take part in the Parish led car park review
2. **Christmas Light Switch On** BCM worked with businesses last year and succeeded in securing agreement from the majority of businesses to stay open an additional hour, those that did not open (estate agents, services) lit up their business shop window.
3. **Barnt Green Business Meetings** regular meetings are being held with the businesses and Parish Council; chaired by BCM
4. **Classic Car and Bike Event** on Sunday 02 July 2017, great success and will take place every other year. Approx 1,000+ people attended. Some businesses opened and offered "tasters" and promotions
5. **Barnt Green Buskers** event in August 2017 to bring a new musical dimension to the Village centre. BCM working in partnership with Artrix to ensure a quality event. This will be an annual event to build year-on-year.

Alvechurch Village

1. **Neighbourhood Plan** Bromsgrove Centres Manager commented on business section of Neighbourhood Plan
2. **Business Survey** will be undertaken in August 2017 to determine business opinion with a view to a follow up business meeting
3. **Christmas Light Switch On** event planned for this year to strengthen the Village offer

Catshill

1. An initial visit from the BCM to Catshill centre is to take place on 12th August to speak with businesses. There will be a follow up meeting to bring together the businesses, Parish Council and community groups to begin organising a Christmas themed event.

CABINET

12th July 2017

FINANCE MONITORING REPORT OUTTURN 2016/17

Relevant Portfolio Holder	Councillor Brian Cooper, Portfolio Holder for Finance and Enabling Services
Relevant Head of Service	Jayne Pickering, Executive Director Finance and Corporate Resources
Non-Key Decision	

1. SUMMARY OF PROPOSALS

To report to Cabinet on the Council's financial position for Revenue and Capital for the Financial Year April – March 2016/17.

2. RECOMMENDATIONS

That Cabinet recommend to Council:

- 2.1 That Cabinet note the outturn financial position on Revenue and Capital as detailed in the report and transfer to balances of £238k
- 2.2 approval of the movements of £549k in existing reserves as included in Appendix 3 which reflects the approval required for April 2016 - March 2017.
- 2.3 approval of the addition of new reserves of £899k as included in Appendix 3. This reflects the approval required for April 2016 - March 2017.

3. KEY ISSUES

- 3.1 This report provides details of the financial information across the Council. The aim is to ensure officers and members can make informed and considered judgement of the overall position of the Council. The report reflects the financial position across the Strategic Purposes to enable Members to be aware of the level of funding attributed to these areas.
- 3.2 This report includes both a summary for revenue and capital expenditure with a summary for the Council followed by the departmental analysis of expenditure detailed appendices showing the areas that link to the Strategic Purposes.

**Revenue Budget summary
Financial Year 2016/17 – Overall Council**

Please note figures have been rounded

Strategic Purpose	Original Budget £'000	Annual £'000	Actuals £'000	Variance £'000
Keep my place safe and looking good	4,948	4,939	4,850	-89
Help me run a successful business	-592	-614	-539	75
Help me be financially independent	263	534	416	-118
Help me to live my life independently	593	-532	-619	-87
Help me find somewhere to live in my locality	1,082	907	859	-48
Provide Good things for me to see, do and visit	1,388	1,749	1,659	-91
Enable others to work/do what they need to do (to meet their purpose)	5,783	5,612	5,299	-312
Total	13,465	12,595	11,925	-671
Corporate Financing	-13,465	-12,595	-12,163	432
Grand Total	0	0	-238	-238

Financial Commentary:

Keep my place safe and looking good

Additional income has been generated from cesspool emptying, trade and garden waste, bulky collections, planning applications and other external work as a result of increased demand on service together with large planning applications. This total additional income generated for 2016/17 was £416k actual compared to budget.

This has been partially offset by a transfer to reserves for vehicle replacement and shortfall on building control income.

Help me run a successful business

There is a shortfall on Car Parking and Civil Enforcement income as compliance has improved and there has been a reduction in car parking usage. Licences have generated additional income of £20k which has helped to support the deficits in the other services.

Help me be financially independent

There have been a number of staff vacancies within revenues and benefits in preparation for the restructure. Any resulting savings have been reflected in the 2017/18 budget.

Help me to live my life independently

A number of new contracts have been secured by the lifeline team which have generated additional income of £69k.

Help me find somewhere to live in my locality

Increased funding for Disabled Facilities Grants have enabled savings to be made in relation to fees paid together with savings resulting from a temporary vacancy.

Provide Good things for me to see, do and visit

Additional income was realised at the bonfire and savings have been made on procurement of services.

Enable others to work/do what they need to do (to meet their purpose)

Additional legal services external income has been generated together with funding received for elections posts. In addition the adjustments made for prepayment of IT contracts have resulted in savings together with a saving on corporate training whilst the staff survey and staff skills matrix is developed to ensure that staff have the required training to meet their needs. The additional income generated with Enabling services in 2016/17 is £60k.

Corporate Financing

Corporate Financing includes the savings resulting from a reduction in borrowing costs as a result of slippage in the capital programme (£286k), net additional income from the Business Rates and collection fund (£124k). A number of transfers to reserves to enable specific projects to be undertaken in the future have been made within corporate that have resulted in a net deficit position of £432k. The reserves proposed are all included in Appendix 3.

**Capital Budget summary
Financial Year 2016/17 – Overall Council**

Please note figures have been rounded

Strategic Purpose	Annual budget £'000	Actuals £'000	Variance £'000
Keep my place safe and looking good	3,309	1,415	-1,894
Help me be financially independent	17	11	-6
Help me to live my life independently	1,120	638	-482
Help me find somewhere to live in my locality	40	40	0
Provide Good things for me to see, do and visit	7,021	6,223	-798
Enable others to work/do what they need to do (to meet their purpose)	109	62	-47
Totals	11,616	8,389	-3,227

Financial Commentary:

The significant projected saving in 'keep my place safe and looking good' is due to the Fleet replacement programme. There has been a delay for vehicles from suppliers due to their demand. It is proposed that the saving will be carried forward to 2017/18.

In 'Help me live my life independently' the saving is due to the Disabled Facilities Grants. The funding is given by Worcester County Council and has been ringfenced for this purpose.

The Dolphin centre redevelopment with the strategic purpose of 'provide good things for me to see do and visit' will carry forward into 2017/18. This is as projected at Quarter 3.

4. TREASURY MANAGEMENT

4.1 The Council's Treasury Management Strategy has been developed in accordance with the Prudential Code for Capital Finance prudential indicators and is used to manage risks arising from financial instruments. Additionally treasury management practices are followed on a day to day basis.

4.2 The Council receives credit rating details from its Treasury Management advisers on a daily basis and any counterparty falling below the criteria is removed from the list of approved institutions.

4.3 Due to market conditions the Council has reduced its credit risk for all new investments by only investing in the highest rated instruments and has shortened the allowable length of investments in order to reduce risk.

4.4 At 31st March 2017 there were no short term investments held.

Income from investments and other interest

4.5 An investment income target of £93k has been set for 2016/17 using a projected return rate of 0.5%. During the past financial year bank base rates have remained 0.25% and current indications are projecting minimal upward movement for the short term.

5. REVENUE BALANCES

5.1 Revenue Balances

The addition of the 2016/17 saving will increase the balances to £4.314m.

6. Legal Implications

None.

7. Service/Operational Implications

All included in financial implications.

8. Customer / Equalities and Diversity Implications

None as a direct result of this report

9. RISK MANAGEMENT

9.1 Risk considerations covered in the report. There are no Health & Safety considerations

10. APPENDICES

Appendix 1 – Strategic Purposes
Appendix 2 – Revenue Reconciliation
Appendix 3 – Revenue Reserves

11. BACKGROUND PAPERS

Available from Financial Services

AUTHORS OF REPORT

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Appendix

Please note figures have been rounded.

Appendix 1

Keep my place safe and looking good.

Department		Annual budget £'000	2016/17 Actuals £'000	2016/17 Variance £'000
WRS Reg Client	Exp	488	442	-46
	Inc	-100	-100	0
	Net	388	342	-46
Bereavement Services	Exp	354	348	-6
	Inc	-388	-370	17
	Net	-33	-22	11
Building Control	Exp	504	486	-18
	Inc	-513	-475	38
	Net	-9	12	20
Climate Change	Exp	12	15	3
	Inc	0	-6	-6
	Net	12	8	-3
Community Safety	Exp	469	424	-45
	Inc	-50	-55	-5
	Net	419	369	-50
Core Environmental Operations	Exp	450	526	76
	Inc	-248	-344	-96
	Net	202	182	-20
Core Waste	Exp	3,283	3,237	-47
	Inc	-1,906	-1,874	33
	Net	1,377	1,363	-14
Depot	Exp	1,244	1,203	-41
	Inc	-651	-532	120
	Net	592	671	79
Development Control	Exp	640	702	62
	Inc	-609	-640	-32
	Net	31	61	30
Engineering	Exp	531	488	-42
	Inc	-189	-173	16
	Net	341	315	-26
Environmental Health / Protection / Enforcement	Exp	1	8	7
	Inc	-7	-8	-0
	Net	-6	0	6
Highways	Exp	13	13	0
	Inc	0	0	0
	Net	13	13	0
Land Drainage	Exp	70	78	8
	Inc	0	0	0
	Net	70	78	8
LSP/P'ships	Exp	102	101	-1
	Inc	-50	-50	-0
	Net	51	50	-1
Pest & Dog control	Exp	0	0	0
	Inc	0	-4	-4
	Net	0	-4	-4
Place Teams	Exp	1,972	1,938	-34
	Inc	-1,085	-1,107	-23
	Net	887	830	-57
Public Conveniences	Exp	100	106	6
	Inc	-0	0	0
	Net	99	106	6
Strategic Housing	Exp	18	18	0
	Inc	-11	-11	0
	Net	7	7	0
Strategic Planning	Exp	331	322	-9
	Inc	-0	-34	-34
	Net	331	289	-43
Town Centre Development	Exp	115	365	249
	Inc	-37	-268	-232
	Net	79	96	17
Transport	Exp	482	448	-34
	Inc	-493	-464	29
	Net	-11	-16	-5
Trees & Woodland Management	Exp	375	365	-10
	Inc	-277	-271	6
	Net	98	94	-4
Waste Management Policy	Exp	10	10	0
	Inc	-9	-4	5
	Net	1	6	5
Totals:		4,939	4,850	-89

Appendix

Financial commentary:

BDC Reg Client - The savings relate to additional income received by Worcestershire Regulatory Services (WRS) which have enabled pension deficit to be funded together with a refund back to Bromsgrove District Council.

Bereavement Services - the variance is due to necessary works to control badger activity within the Cemeteries and fewer burials in the fourth quarter.

Community safety - the savings are due to the CCTV team procuring new contracts and increasing recharging and the community safety team have had some temporary vacancies.

Core Waste and Environmental Operations - income from cesspool emptying, trade and garden waste has increased and additional income has been achieved from external work, however there were unexpected increases in tipping costs, hire charges and maintenance costs for the tanker.

Depot - a transfer to reserves has been made of £148k in relation to vehicle replacement.

Development Control - the income is significantly higher than originally anticipated

Engineering - had savings from a vacant post which is now filled and on fixtures and fittings within the Town Centre as a result of the work carried out in the capital program.

Land Drainage - additional expenditure has occurred due to essential work around Brook Road recreation ground.

Place Teams - have achieved increased income from bulky collections and other external work and savings on fuel.

Strategic Planning - the majority of the underspend is due to salary savings from maternity leave or reduced hours requests following a return from maternity leave.

Waste Management Policy - variance is due to the loss of the bring banks which have been removed following misuse of the sites and ongoing costs to maintain.

Help me run a successful business

Department		Annual budget £'000	Actuals to date £'000	Variance to date £'000
Business Development - Business	Exp	19	130	112
	Inc	-1	-51	-50
	Net	18	79	61
Car Parks / Civil Enforcement	Exp	609	547	-61
	Inc	-1,236	-1,119	118
	Net	-628	-571	56
Economic & Tourism Development	Exp	206	156	-50
	Inc	-39	-12	27
	Net	167	144	-23
Licences (all)	Exp	0	0	0
	Inc	-171	-191	-20
	Net	-171	-191	-20
Totals:		-614	-539	75

Financial commentary:

Car Parks /Civil Enforcement - fewer people are parking within the Town and there has been a higher level of compliance resulting in a shortfall in income on Car Parks/Civil Enforcement due to the impact of development works. However this has been partly offset by a refund of Business Rates on those car parks under development and savings on maintenance costs.

Licences (all) - there has been an increase in Licensing of £20k, which has been reflected in the 2017/18 budget.

Help me to be financially independent

Department		Annual budget £'000	2016/17 Actuals £'000	2016/17 Variance £'000
Revenues & Benefits	Exp	1,273	1,154	-119
	Inc	-522	-513	9
	Net	751	642	-110
Benefit Payments	Exp	15,912	16,510	598
	Inc	-16,130	-16,736	-606
	Net	-218	-226	-9
Totals:		534	416	-118

Financial commentary:

Revenues & Benefits - the underspends across these budgets relate to staff vacancies and are higher than projected as we could not be sure what agency backfill we might need to put in place to manage demand in the last quarter. This will be reflected in 17/18 through the restructure within the Service.

Benefit Payments have a net impact of £9k however the expenditure and income variances reflect the difference between the estimated payments level and the level actually claimed.

Department		Annual budget £'000	2016/17 Actuals £'000	2016/17 Variance £'000
Community Safety - lifeline	Exp	232	210	-22
	Inc	-230	-291	-61
	Net	2	-81	-83
Community Transport / Dial a ride	Exp	28	33	5
	Inc	0	-8	-8
	Net	28	25	-4
Disabled Facilities grants	Exp	0	0	0
	Inc	-563	-563	0
	Net	-563	-563	0
Totals:		-532	-619	-87

Financial commentary:

Lifeline - the Lifeline team has been working to attract new customers and has achieved additional income this has been reflected in the budgets for 2017/18.

Help me to find somewhere to live in my locality

Department		Annual budget £'000	2016/17 Actuals £'000	2016/17 Variance £'000
Housing Strategy & Enabling	Exp	1,100	1,050	-50
	Inc	-233	-245	-12
	Net	867	805	-62
Private Sector Housing	Exp	40	54	14
	Inc	0	0	0
	Net	40	54	14
Totals:		907	859	-48

Financial commentary:

Housing Strategy & Enabling - there is a saving on Housing strategy due to the disabled facilities grant management fees being paid from the capital scheme due to increased funding now given. There are also some salary savings due to temporary vacancy.

Provide things for me to do, see and visit

Department		Annual budget £'000	2016/17 Actuals £'000	2016/17 Variance £'000
Business Development - Cultural	Exp	41	31	-10
	Inc	-31	-21	10
	Net	10	10	-0
Community Cohesion (older and young people) social inclusion	Exp	28	3	-25
	Inc	0	0	0
	Net	28	3	-25
Cultural Services	Exp	252	240	-11
	Inc	-26	-28	-2
	Net	226	212	-13
Grants & Donations	Exp	108	81	-27
	Inc	0	0	0
	Net	108	81	-27
Parks & Green Space	Exp	437	412	-25
	Inc	-95	-53	43
	Net	342	359	17
Shopmobility	Exp	6	5	-1
	Inc	0	-0	-0
	Net	6	5	-1
Sports Services	Exp	1,127	1,078	-50
	Inc	-98	-90	8
	Net	1,029	988	-41
Totals:		1,749	1,659	-91

Financial commentary.

Cultural services - arts and events have generated additional income on the bonfire event and made savings on expenditure through more effective procurement of services.

Grants & Donations - The budget to fund appeals in relation to Assets of Community Value was not utilised and therefore savings is realised.

Parks and green spaces - have an overspend due to vandalism costs and the need to replace equipment..

Sports services have generated additional funding from community classes and made savings on their expenditure by improved cost management .

Appendix

Enable others to work/do what they need to do (to meet purpose)

Department		Annual budget £'000	2016/17 Actuals £'000	2016/17 Variance £'000
Accounts & Financial Management	Exp	508	447	-61
	Inc	0	7	7
	Net	508	453	-55
Business Development	Exp	496	807	310
	Inc	-46	-223	-177
	Net	451	584	133
Central Overheads	Exp	1,253	1,220	-33
	Inc	-3	-2	1
	Net	1,250	1,218	-32
CMT	Exp	400	388	-12
	Inc	-148	-137	11
	Net	252	251	-1
Communications	Exp	151	118	-33
	Inc	-63	-57	6
	Net	88	61	-27
Corporate	Exp	137	119	-18
	Inc	-0	-18	-18
	Net	137	100	-36
Corporate Administration / Central Post Opening	Exp	205	218	12
	Inc	-5	-5	0
	Net	200	213	13
Customer service centre	Exp	334	303	-31
	Inc	-22	-31	-9
	Net	312	272	-40
Democratic Services & Member Support	Exp	576	551	-25
	Inc	-167	-171	-3
	Net	409	380	-29
Election & Electoral Services	Exp	520	705	185
	Inc	-430	-679	-249
	Net	90	25	-64
Emergency Planning / Business Continuity	Exp	14	14	0
	Inc	0	0	0
	Net	14	14	0
Equalities	Exp	49	41	-8
	Inc	-19	-16	3
	Net	30	25	-5
Human Resources & Welfare	Exp	251	151	-100
	Inc	0	53	53
	Net	251	204	-47
ICT	Exp	1,858	1,668	-191
	Inc	-914	-814	100
	Net	944	854	-90
Land Charges	Exp	89	66	-23
	Inc	-170	-112	58
	Net	-81	-46	35
Leisure & Cultural Mgt	Exp	100	100	0
	Inc	-50	-52	-3
	Net	50	48	-2
Policy	Exp	134	89	-45
	Inc	-67	-44	23
	Net	67	45	-22
Printing & Reprographics	Exp	179	164	-14
	Inc	-72	-70	3
	Net	106	95	-11
Professional Legal Advice & Services	Exp	542	514	-27
	Inc	-269	-271	-3
	Net	273	243	-30
SMT	Exp	358	360	2
	Inc	-144	-146	-2
	Net	214	214	0
Transformation	Exp	113	102	-11
	Inc	-64	-55	9
	Net	49	47	-2
Totals:		5,612	5,299	-312

Appendix

Financial commentary:

Accounts & Financial Management - Customer Services savings due to not requiring agency backfill, this will be reflected in 17/18 through the restructure. There is a net saving as a result of Internal Audit efficiencies from Worcester City contract.

Business Development - this variance is due to the costs associated with the ongoing costs of the Burcot Lane Council House.

Central Overheads - the insurance charges were also less than anticipated resulting in a saving

Communications - additional Income from Better Bromsgrove together with savings from on-line Together Bromsgrove. These savings have been reflected in 2017/18 budgets.

Democratic Services - the savings relate to the difference between the estimated IRP recommended figure and the amount finally approved in Feb 2017. This saving has been reflected in the 2017/18 budget. In addition there are a number of other service budgets in relation to car mileage and other unclaimed allowances.

Elections - as already reported the timing of election payments from Central Government make it difficult to project on an accurate basis the financial outturn. For 2016/17 there has been savings on postal charges due to a new contract being let, software licences, additional income from the sales of the register and income received to fund an interim post, 18 months after the post was used within the Council.

Printing & Reprographics - a review within the print contract has been undertaken generating savings, these savings have been reflected in the 2017/18 budgets.

Human Resources & Welfare - the underspend relates to corporate training and medical fees.

ICT - The majority of the variance between the forecast position and the final outturn is due to prepaid invoices in full in 2016/17. This masked a potential total underspend. Contracts are re-negotiated when they become due for renewal, opportunities have been presented for savings to be made.

Land Charges - as previously reported the income in land charges has not been achieved as it is not possible to accurately predict the number of search requests. The income target has been adjusted down for 17/18.

Legal Services - more contract income has been received than originally anticipated and again this has been reflected into the 2017/18 budget.

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Appendix

BROMSGROVE 2016/17

Appendix 2

Please note figures have been rounded

	2016-17
	£000
Departmental Expenditure (Starting Position)	11,381
Incremental Progression/Inflation on Utilities	281
Unavoidables	507
Savings and Additional income	-401
Release of reserves no longer required	-553
Release of reserves to fund shortfall	-296
Net Service Expenditure	10,918
Add back original transfer to reserves	-222
Add back release of reserves no longer required	553
Add back release of reserves to fund shortfall	296
Add back capital charges that are removed	1,886
Changes to Council Tax Admin Subsidy and Cost of Collection - below the line	35
Total Services/Original Budget	13,465
Use of Community Reserves	46
Use of Single System Reserve	362
Use of BDHT SLA Reserve	14
Use of Legal Reserves	51
Use of Arts and sports development Reserves	38
Use of Building Control reserve	38
Transfer to Benefits Reserve	-52
Transfer to Hardship Fund Reserve	-56
Transfer to IT Reserve	-148
Transfer to Community Reserves	-33
Transfer to Election Reserves	-87
Transfer to Regulatory Services Reserve	-19
Transfer to Planning and Regeneration Reserve	-100
Changes to Depreciation & Insurance budgets (incl capital financing on revenue)	-924
Total Revised Budget	12,595

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FINANCIAL RESERVES STATEMENT 2016/17

Description	Balance b/fwd 1/04/2016	Movement in Reserve 2016/17	New Reserve 2016/17	C/fwd 31/03/2017	Comment
	£'000	£'000	£'000	£'000	
Building Control	-7	0	0	-7	To Fund the mobile working project
Building Control Partnership	-73	29	0	-44	Partnership income has to be reinvested in the service behalf of the shared service
Business Transformation	-11	0	0	-11	Towards organisational development following the staff survey
Commercialism	0	0	-50	-50	To help fund costs in relation to commercialism projects
Community Safety	-43	10	0	-33	Grant funding received to fund associated community projects
Community Services	-40	0	0	-40	To help towards a district network feasibility study
Economic Regeneration	-5	4	-500	-501	To fund the Economic Development opportunities across the District
Election Services	-112	-91	0	-203	To support the delivery of individual electoral registration and to set aside a reserve for potential refunds to government
Environmental Services	0	0	-15	-15	To help towards the unauthorised trespass prevention scheme and Tree works within the district
Financial Services	-821	235	0	-586	The reserve includes the small business rate relief grant that will offset the costs in future years. In addition a number of reserves / grants have been set aside to support residents through the changes to welfare reform
Housing Schemes	-169	2	-200	-367	To support the feasibility and implementation of housing schemes across the district
ICT/Systems	-266	55	-11	-222	To provide for replacement ICT systems
Leisure/Community Safety	-380	113	0	-267	Grant received and reserves set aside to support a number of leisure and well being schemes across the District
Litigation Reserve	-248	243	0	-5	To provide funding for any potential legal challenges
Local Development Framework	-142	0	0	-142	To fund the costs associated with the local plan enquiry
Local Neighbourhood Partnerships	-16	0	0	-16	Grant received in relation to liveability schemes
Other	-88	12	-23	-99	To support apprentices, set up costs and other general reserves
Planning & Regeneration	0	0	-100	-100	Support for a review of Transport, Highways & Infrastructure implications
Regulatory Services (Partner Share)	-13	-20	0	-33	To fund WRS potential redundancy and other shared costs
Replacement Reserve	-590	34	0	-556	To fund replacement vehicles and plant
Shared Services Agenda incl Joint CE	-234	-77	0	-311	To fund potential redundancy and other shared costs
Grand Total	-3,258	549	-899	-3,608	

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