



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 25th April 2018, when the business referred to below will be brought under consideration:-

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 February 2018 (Pages 1 - 18)**
4. **To receive any announcements from the Chairman and/or Head of Paid Service**
5. **To receive any announcements from the Leader**
6. **Appointment of Council Representative to the Worcestershire Health Overview & Scrutiny Committee (verbal update)**
7. **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.

8. **Recommendations from the Cabinet** (Pages 19 - 20)

To consider the recommendations from the meeting(s) of the Cabinet held on 7th March 2018 and 11th April 2018.

9. **To receive the minutes of the meetings of the Cabinet held on 21st February, 7th March and 11th April 2018** (Pages 21 - 36)

10. **Recommendation from the Electoral Matters Committee** (Pages 37 - 38)

To consider the recommendations from the meeting of the Electoral Matters Committee held on 28th February 2018.

11. **To receive and consider a report from the Leader of the Council without Portfolio (retaining Overarching responsibility for Governance/Policy and Performance/HR) - To follow**

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.

12. **Questions on Notice (to be circulated at the meeting if any)**

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.

13. **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.

To consider the following motion submitted by Councillor :-

14. **Background information on the recommendations from Cabinet**

- (i) Air Quality Management Area - Kidderminster Road, Hagley - Potential Revocation (Pages 39 - 82)
- (ii) Addendum to Council Tax Support - Hardship Policy (Pages 83 - 88)
- (iii) Finance Monitoring Quarter 3 2017/18 (Pages 89 - 100)

15. **Background information on the recommendation from the Electoral Matters Committee** (Pages 101 - 104)

K. DICKS
Chief Executive

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TO ALL MEMBERS OF THE BROMSGROVE DISTRICT COUNCIL

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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE COUNCIL

21ST FEBRUARY 2018, AT 6.00 P.M.

PRESENT: Councillors C. J. Spencer (Vice-Chairman), C. Allen-Jones, S. J. Baxter, C. J. Bloore, M. T. Buxton, S. R. Colella, B. T. Cooper, R. J. Deeming, G. N. Denaro, R. L. Dent, M. Glass, C.A. Hotham, 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. B. Taylor, P.L. Thomas, M. Thompson, L. J. Turner, S. A. Webb and P. J. Whittaker

83\17 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies from Councillors J. M. L. A. Griffiths, H. Jones, R. Jenkins, K. J. Van der Plank and M. J. A. Webb.

84\17 **DECLARATIONS OF INTEREST**

The Monitoring Officer advised members that guidance from the DCLG stated that Members did not have a Disclosable Pecuniary Interest in the setting of the Council Tax. However members would need to consider whether they wished to declare any interests in the context of the budget setting and that the need to declare was a matter for their own consideration.

Councillor L. C. R. Mallett declared an interest in respect of his position as a Trustee for the Basement Project, who received funds through the Council's budget process. Councillor M. A. Sherrey also confirmed that she was a Trustee of the Basement Project. Councillor R. J. Laight declared an interest due to also being a Trustee of the Basement Project and also the Chairman of the Bromsgrove Scouts Association who were also to receive funds through the budget process.

The Monitoring Officer went on to refer Members to item 11 on the agenda and in particular Councillor Bloore's notice of motion in respect of pension rights. It was suggested that Members may wish to consider granting a dispensation to all Members in order to vote and debate this matter and it was likely that many Members would be affected by this.

RESOLVED that in accordance with the Localism Act 2011, Section 33, a dispensation be allowed to Members who have a disclosable pecuniary Interest to be able to vote or debate on the matter put forward by Councillor Bloore.

85\17

MINUTES

The Minutes of the meeting of the Council held on 24th January 2018 were submitted. A number of areas of clarification were sought in respect of the following:

- Minute No. 73/17 Councillor Taylor, as Portfolio Holder for Planning and Strategic Housing had advised that he would provide further information in respect of the applicants who had not met the relevant criteria. This had not been provided and Councillor Taylor apologised as there appeared to have been some misunderstanding with the Senior Democratic Services Officer in respect of who would provide this. Councillor Taylor gave a brief overview of the information requested and confirmed that it would be forwarded to Councillor C. McDonald as soon as possible.
- Minute No. 72/17 it was confirmed that this would be addressed within the Leader's Announcements.
- Minute No. 76/17 Councillor C. J. Bloore asked if the Leader was aware of classes being cancelled at the new Leisure Centre. The Leader advised that he was not and that he would look into the matter.
- Minute No 76/17 Councillor M. Thompson questioned whether the options appraisal previously referred to and expected to be received by mid-February was available. The Leader confirmed that it was not currently available but that when it was it would be provided as detailed in the minutes.
- Minute No. 82/17 Councillor L. C. R. Mallett asked the Portfolio Holder for Planning and Strategic Housing whether he would like to comment in light of the recently released report in respect of the Birmingham overspill. Councillor Taylor said he was not able to comment as the document had only just been released and was over 200 pages long. He confirmed that Members would be briefed at the Strategic Planning Steering Group meeting which was due to take place on 26th February to which all Members were invited, with Parish Councils being invited to a briefing on 27th February 2018.

RESOLVED that the minutes of the meeting of the Council held on 24th January 2018 be approved as a correct record.

86\17

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

The Vice Chairman, on behalf of the Chairman highlighted the following forthcoming events which would be held in aid of the Chairman's chosen charity, Newstarts:

- 9th March 2018 Skittles night to be held at the Fountain Inn, Clent commencing at 7.30 pm. Details of this had already been circulated.

- 20th April 2018 Civic Dinner to take place at the Kings Norton Golf Club details of which would be sent out shortly.

87\17

TO RECEIVE ANY ANNOUNCEMENTS FROM THE LEADER

The Leader made the following announcements:

- Cabinet changes – it was confirmed that Councillor M. A. Sherrey's portfolio had been amended to Health and Well Being and Environmental Services, whilst Councillor P. J. Whittaker's portfolio had been amended to Leisure and Cultural Services, Regulatory Services and Community Safety.
- At the recent Overview and Scrutiny Board meeting Councillor C. J. Bloore had been appointed as the District's representative of the Worcestershire Health Overview and Scrutiny Committee.

Councillor Mallett reminded the Leader of a previous question in respect of Councillor Sherrey's disclosable Pecuniary Interest and whether she had taken any part in the discussions in respect of the merger of the Police and Crime Commissioners office with the Fire Authority, in light of the Council's own view that this should not take place. The Leader confirmed that Councillor Sherrey had abstained and Councillor Sherrey also confirmed that she had taken no part in any such discussions.

88\17

TO RECEIVE COMMENTS, QUESTIONS OR PETITIONS FROM MEMBERS OF THE PUBLIC

There were no comments, questions or petitions from members of the public on this occasion.

89\17

RECOMMENDATIONS FROM THE CABINET

Fees and Charges

The recommendations from the Cabinet in relation to the Fees and Charges report were proposed by Councillor B. T. Cooper and seconded by Councillor G. N. Denaro.

In proposing the recommendations Councillor Cooper, as Portfolio Holder for Finance and Resources, advised Members that the Medium Term Financial Plan had been prepared on the basis that additional income would be generated from fees and charges. He also reminded Members that the report had been deferred at the previous meeting to allow for answers to the questions raised to be given. Members were also given the opportunity to submit further questions and invited to attend the Overview and Scrutiny Board meeting on 12th February, at which all Heads of Services were present, to ask further questions. The fees and charges were unchanged from those previously presented.

Following presentation of the report Members discussed the following areas in more detail:

- The increase in charges for the Parkside Suite despite the level of hire being less than at the previous site, despite the Council's aim to be more commercial. Councillor P. Whittaker, Portfolio Holder Leisure and Cultural Services reminded Members that the reason for this had been well documented and reminded them that at the previous site the Spadesbourne Suite had been independent to the Council Chamber and was therefore more readily available for hire. It was hoped, that following changes to the rooms available this would free up the suite in future.
- The formulation of some sort of strategy which would allow for an operational review of each area rather than looking at the fees and charges as a whole, particularly as in some areas there was the opportunity to be competitive. It was difficult to look at the fees and charges as a whole without having a view of the wider picture.
- The increase in charges for Lifeline and the impact of this on the most vulnerable residents. Councillor Sherrey, Portfolio Holder for Health and Well Being responded advised that this charge had been benched marked and was lower than most. It was appreciated that it impacted on the most vulnerable and each application was considered on its merits and where necessary concessions were granted.
- Cemetery charges for children – concerns were raised in respect of a charge being made for exclusive rights of burial for a child grave space. It was understood that there may need to be a charge for this, but it was suggested that a nominal charge of perhaps £1 would be more appropriate. Councillor Cooper agreed to look into this outside of the meeting.
- Whether an appropriate mechanism could be put in place to ensure that charges were considered individually and that in some cases the Council had the monopoly on the service and therefore residents had no option but to pay.

Councillor Cooper thanked Members for their input.

RESOLVED that all fees and charges that are included within Appendix 1 of the report and which have a proposed increase/decrease for 2018/19 of over/under the current agreed budget assumption of 2.8% be approved.

Treasury Management Strategy 2018/19 – 2021/22

The recommendation from the Cabinet in relation to the Treasury Management Strategy 2018/19 – 2021/22 were proposed by Councillor B. T. Cooper and seconded by Councillor G. N. Denaro.

In proposing the recommendations Councillor Cooper, as Portfolio Holder for Finance and Resources advised Members that the Council was required to approve a Treasury Management Strategy each year. It had adopted the Treasury Management Framework and Policy

recommended by the Chartered Institute for Public Finance and Accounting (CIPFA) and it incorporated the investment strategy required under the Department of Communities and Local Government Investment Guidance.

Following presentation of the report Members discussed a number of areas in more detail, this included:

- The amount of borrowing the Council will have committed to by 2020 in comparison to the Council's financial position a number of years ago.
- The impact on residents, often the most vulnerable, of increased charges and the provision of few services. The outsourcing of the Leisure Centre was given as an example.
- The interest rate forecast and the potential for the Council to have to pay financing charges of in excess of £1m by 21/22 if the borrowing was at the level suggested.

Councillor Cooper acknowledged the comments made by Members and would respond, where necessary, outside of the meeting.

RESOLVED:

- (1) that the Strategy and Prudential Indicators at Appendix 1 to the report be approved; and
- (2) that the Treasury Management Policy at Appendix 2 to the report be approved.

Pay Policy Statement

The recommendation from the Cabinet in relation to the Pay Policy Statement was proposed by Councillor B. T. Cooper and seconded by Councillor G. N. Denaro.

In proposing the recommendations Councillor Cooper reminded Members that this was a statutory document which the Council was required to produce each year. Councillor Cooper confirmed that the levels of remuneration were nationally determined by the National Joint Council (NJC). Salary points above grade 11 were determined locally using an external assessor, West Midlands Employers, which was an organisation co-owned by 32 West Midlands Councils. It was noted that no employee in a substantive post had a salary below the living wage and the ratio of lowest paid employee's pay to the Chief Executive was 1:8.3 which was well below the recommended maximum ration of 1:20. It was highlighted that the report could not address concerns in respect of the management structure, which would be addressed starting with the Corporate Peer Review whose interim report was being discussed later in the week.

Following presentation of the report Members discussed a number of areas in more detail, including:

- That the amount paid to chief officers was a matter of public interest and that between Redditch Borough and Bromsgrove District Councils the cost of the senior management team (11 people) was almost £1m.
- Concerns as to whether there was a need for such a large senior management team and the need for a formal management review.
- The need to review the proportion of officer time split to establish whether the current level of 50/50 was still valid.
- The size of the payroll in comparison to the budget and whether this was sustainable in light of the budget constraints that had and would continue to be imposed on the Council by Central Government.

Councillor Cooper noted the points made by Members and confirmed that both the structure and split would be addressed in the coming year and reaffirmed that this was not directed at particular officers, who continued to be a good job in difficult circumstances.

RESOLVED that the Pay Policy as detailed in Appendix 1 to the report be approved.

Medium Term Financial Plan

The recommendation from the Cabinet in relation to the Medium Term Financial Plan 2018/19 – 2021/22 and Council Tax setting were proposed by Councillor B. T. Cooper and seconded by Councillor G. N. Denaro.

In proposing the recommendations Councillor Cooper, Portfolio Holder for Finance and Resources reminded Members that they were considering the Council's revenue position and its capital programme for the years 2018/19 to 2021/22 and that the Council was required to produce a four year financial plan. He went on to highlight that the financial environment in which the plan had been drawn up was extremely challenging and difficult, with a number of pressures, including the loss of revenue support grant for 2018/19 – it was noted that the Council had received a transitional grant of £114k in the current year. However, it was noted that in 2019/20 a tariff adjustment (negative grant) of £740k per annum would be payable to the Government and this was projected to be payable for the following three years. It was understood that the issue of the tariff adjustment was to be reviewed in the spring and it was hoped that this would lead to a reduction in the payment to Central Government.

Other areas of uncertainty and potential further reductions were New Homes Bonus Grant and the impact of the Localisation of Business Rates which had now been deferred until 2020/21. The impact of the fair funding review was also due to be implemented in 2020/21. There had also been a number of unexpected pressures including the

withdrawal of £25k by Worcestershire County Council in respect of customer access services.

The Local Government settlement allowed District Councils to raise Council Tax by up to 3% without referendum and the Cabinet had agreed, with reluctance, to suggest raising it by 2.99% subject to approval at this meeting. This would allow for the need for only £9k to be drawn down from balances and would allow for services to be maintained.

Due to so many unknowns and variables Councillor Cooper reiterated to Members that it was difficult to plan for the three years following 2019/20 to 2021/22. Cllr Cooper explained that the increase in Council Tax was regrettable however, it was important to note that the Council's services would be maintained. Members were reminded that they had all had the opportunity to ask questions of officers around the detail of the Medium Term Financial Plan at the meeting of the Overview and Scrutiny Board on 12th February and again at the Cabinet meetings on 8th and 21st February.

Councillor Cooper took the opportunity, on behalf of all Members, to thank officers of the Council for their input to the Medium Term Financial Plan and paid particular tribute to the Executive Director, Finance and Resources and her team for their efforts in producing the plan and supporting him in his role as Portfolio Holder.

Councillor L. C. R. Mallett reiterated the comments made by Councillor Peter McDonald earlier in the meeting and raised concerns around the sustainability of the Plan after the first year and the inability to provide accurate figures for a number of reasons, which had been highlighted, in particular:

- The shortfall over the 4 year period.
- The borrowing of £40m and the interest that this would mean the Council had to repay.
- The long term impact of the negative grant – £750k being given back to Central Government. It was understood that Bromsgrove was one of the top 15 authorities which was in this position.
- The potential to put pressure on the Secretary of State for Communities and Local Government to address this.
- Pressures – the funding needed to cover the work which was being carried out by Mott McDonald and whether this could be claimed back from Worcestershire County Council.
- It was also highlighted that even more work would be needed to be carried out by Mott McDonald and the potential for legal proceedings to be instigated.
- The use of an outside provider to run the new Leisure Centre, whilst it was likely at its most profitable.
- The additional cost of a Sports Hall facility, which had not been included within the Plan and the cost of this would be covered.

Agenda Item 3

Council
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- The potential to withdraw from/re-negotiate the Shared Service agreement with Redditch Borough Council.

Councillor S. J Baxter responded that her Group were not putting forward an alternative budget but raised a number of concerns, which had previously been highlighted. Financial and Budget Working Group had carried out detailed investigations into the finances of the Council and had received some useful information particularly in respect of cost recovery for particular areas of the Council. From the papers provided at this evening's meeting it was clear that whilst the 2018/19 figures were attainable, as had previously been stated; the following years were simply "guestimates". The following points were made:

- Savings and pressures – a review of budget efficiencies in respect of what was important to residents.
- Avoidable pressures – Business rates at Parkside for example, was the result of a decision made by the Council, which could have been handled better, similarly the potential now for a Sports Hall to be built and the cost in comparison to what it would have been had it been included in the original plans.
- The way in which the percentages in respect of the precepts was highlighted within the report. The way in which that from parish councils was shown, gave the impression that this was much larger than it actually was.

Members went on to debate the report further covering a number of areas in more detail, including:

- Where the funds would come from to cover the cost of a sports hall.
- That it appeared Members were being "drip fed" with information in respect of the budget and the changes which had been made over a number of weeks.
- The £20m borrowing in respect of the Investments and Acquisitions Strategy and the limited income anticipated from any investments.
- The Council having to pay back £750k under the tariff adjustment.
- New Homes Bonus (NHB) – this had been put in place to support those communities which had been affected by growth, yet the Council had only recently chosen to give any of these funds back to those communities.
- Those residents who would suffer most from the impact of the increase in Council Tax.
- The loss of funds from Worcestershire County Council in a number of areas and the NHB grant which they received in comparison to that at District level.
- How in previous years savings had been found above those expected which, potentially could have been reflected in any Council Tax increase.

Agenda Item 3

Council
21st February 2018

- The potential to use S106 monies for a sports hall to be built, not necessarily on the current site.

The Leader responded to comments from Members and made particular reference to the tariff adjustment (negative grant). It was hoped that following a review which would take place in due course that this would be reduced, if not removed. It was important that the frontline services continued to be protected, without draining balances. It was acknowledged that there were a number of serious challenges ahead for the Council. The Finance and Budget Working Group had continued to play an active role in scrutinising the finances of the Council and the budget and it was further hoped that its role would be expanded as the commercialisation agenda progressed.

Councillor Cooper briefly summed up and thanked Members for their comments and acknowledged the challenges that the Council faced.

As required under the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 a named vote was taken on the Medium Term Financial Plan 2018/19 – 2021/22.

For the recommendations: Councillors Allen-Jones, Cooper, Deeming, Denaro, Dent, Glass, Laight, May, Sherrey, Taylor, Thomas, S. Webb and Whittaker (13).

Against the recommendations: Councillors Baxter, Bloore, Buxton, Hotham, Mallett, P. McDonald, C McDonald, Peters, Shannon, Thompson and Turner (11).

Abstentions: Councillor Colella (1)

RESOLVED:

- (1) that the additional income / efficiencies as attached at Appendix 1 be approved:

2018/19 £ 580k

2020/21 £ 53k

2021/22 £272k

- (2) that the unavoidable pressures as attached at Appendix 3 be approved:

2018/19 £ 540k

2019/20 £ 346k

2020/21 £200k

2021/22 £200k

- (3) that the Revenue bids as attached at Appendix 2 be approved:

2018/19 £165k

2019/20 £15k

2020/21 £15k

2021/22 £15k

- (4) that the Capital Programme bids (to exclude the energy efficiency programme) as attached at Appendix 4 be approved:
2018/19 £1.293m
2019/20 £999k
2020/21 £1.940m
2021/22 £1.245m
- (5) that the unavoidable Capital Bids in relation to the energy efficiency programme be approved:
2018/19 £110k
2019/20 £110k
- (6) that the funding from balances be approved :
2018/19 £ 9k
- (7) that the Increase of Council Tax by 2.99% (£6.29 pa) per Band D equivalent for 2018/19 be approved.
- (8) that the budget savings and pressures for 2018/19-2021/22 are subject to change due to the potential impact of changes to service delivery and the localisation of Business Rates together with any future changes to New Homes Bonus be approved.
- (9) that following the decision at Council on 24th January 2018, the sum of £80k is made available from balances to fund potential Hardship cases in relation to Council Tax Support in 2018/19 be approved.
- (10) that the Council Tax resolutions for 2018/19 as attached at Appendix 5 to the report be approved.

90\17

TO RECEIVE THE MINUTES OF THE MEETINGS OF THE CABINET HELD ON 7TH FEBRUARY 2018

The minutes of the Cabinet meeting held on 7th February 2018 were received for information.

91\17

TO RECEIVE AND CONSIDER A REPORT FROM THE PORTFOLIO HOLDER FOR HEALTH AND WELLBEING

Councillors Thompson and Mallett asked the Monitoring Officer whether it was appropriate for this report to be considered in light of it being deferred at previous meetings. It was noted that the inclusion of Community Safety within the portfolio had been removed.

As the report had been included within the additional papers, the Vice Chairman agreed to a five minute adjournment to allow Members time to familiarise themselves with the report.

Agenda Item 3

Council
21st February 2018

The Portfolio Holder for Health and Wellbeing, Councillor M. A. Sherrey, presented her annual report and in so doing, highlighted a number of areas:

- A new call handling platform had been installed for Lifeline
- Over 250 new customers had signed up to the Lifeline service.
- The Bromsgrove Partnership in the Local Strategic Partnership (LSP) for the district. It brings together organisations from the public, private, voluntary and community sectors.
- The Partnership operates a Strategic Board with a number of Theme and Sub Groups underneath it and made up from representatives from a number of organisations.
- Community Wellbeing Theme Group – covers Health and Wellbeing, Children and Young People and Ageing Well.
- Connecting Families – this approach, which the Partnership was leading on, was now starting to be rolled-out in Bromsgrove. The initial focus being on falls for the elderly which were the largest cause of emergency hospital admissions in the district.
- Safeguarding – as a Ward Councillor or representative of the Council everyone had a duty to act if they had concerns. Training had been provided for all Members in respect of this and it was noted that there had been limited attendance at the sessions provided.
- Early Help – this had been renamed as Parenting and Family Support. The contracts with Worcestershire County Council had been in place since December 2016. Leaflets in respect of the service had been placed in the Members' Room.

Following presentation of the report Members discussed a number of areas in more detail, these included:

- The commercialisation of the Lifeline Service referred to and where any income raised was spent. It was confirmed that any surplus was re-invested back in the service.
- Members were urged to get involved in the Safeguarding aspect.
- Looked After Children – particular concerns were raised in respect of the number who became homeless and those with disabilities, over 18 years of age.
- The reduction in fostering grants and the changes to the contracts which now meant foster carers were classed as self-employed. Councillor Sherrey was not aware of these changes and agreed to look into the matter further outside of the meeting.
- The work of the Partnership and particularly the Connection Families Group and the partnership working that was taking place, with Parish Council involvement. Working in partnership was highlighted as an important way to ensure that services continued and Members were urged to promote and encourage such partnerships.
- It was highlighted that support in respect of Council Tax for looked after children but the support was not guaranteed when

those children were moved outside of the County boundaries and the need to address this with Worcestershire County Council. Councillor Sherrey confirmed that she would ensure that her views on this matter were heard at County.

Councillor Sherrey responded to a question in respect of whether any actions had been taken as part of 'Time to Change Day 2018' to help challenge the stigma of mental illness. She advised Members that the Council's UNISON representative had run a successful event at Parkside to which everyone had been invited, and which a number of organisations from both the public and private sector had attended, including Age UK, Act of Energy and the Priory Clinic. Councillor Christine McDonald raised concerns in respect of NVQ training, which was no longer necessary for taxi drivers following a recommendation taken by the Licensing Committee within a report from Worcestershire Regulatory Services. Concerns were raised that by the training no longer been deemed necessary, that the taxi drivers would not be in a position to help particular customers. It was understood that this had been due to the cost implications of providing the training, although some Members believed that this was not the case. Councillor Sherrey suggested that this was a matter for the Licensing Committee to consider.

92\17

QUESTIONS ON NOTICE

Question submitted by Councillor S Peters

“In the light of the recent closure of care homes in Worcestershire including a number in Bromsgrove district, what steps are being taken by the controlling group to encourage and support the provision of additional elderly care places including the development of homes for the elderly in continuing care retirement communities in accessible and sustainable locations in pursuance of policy BDP10 in the Bromsgrove District Plan?”

The Leader responded that care for our elderly was one of the priorities of the Council and through services such as Lifeline, New Horizons and community exercise sessions, we are doing our best to ensure that the elderly in Bromsgrove are cared for, secure and encouraged to lead full and active lives.

The Leader highlighted that not far from the Council building; new elderly living facilities had recently opened on Recreation Road. This was in response to the needs identified and planned for in the district plan. Also, in accordance with the district plan, it was envisaged that an extra care type facility would also be provided on the Perryfields Road site. Furthermore in discussions with developers, officers highlight elderly accommodation needs and encourage developers to provide suitable accommodation for more elderly residents, such as bungalows.

Question submitted by Councillor M. Thompson

"Did the council release the bank details of existing leisure centre customers, without their permission, to the new provider, Everyone Active, and, in doing so, violate the laws that protect this sensitive data?"

The Leader responded that the information that related to direct debit members of the Dolphin Centre was now owned by the Council as it was the property of the operator at the time. In line with industry best practice, during the change of operator on 1st September 2017 a bulk transfer of memberships would have been undertaken, in line with BACS regulations, so that current members were able to continue to use the services at the centre. When the data was transferred all members were written to and notified of the change of party in this matter.

The Leader confirmed that as far as he was aware the process happened in line with industry best practice.

Councillor Mallett raised concerns that there had been a breach of data protection and it was agreed that the Monitoring Officer look into the matter further.

Question submitted by Councillor S. Shannon

"With news that Worcestershire is to offer shelter and protection for 50 Syrian refugees under the Governments Vulnerable Persons Resettlement Scheme. Noting that Bromsgrove did not accommodate any of the 50 refugees that arrived in Worcestershire during 2016/17.

Can the Leader confirm that Bromsgrove will step up to the plate on this occasion and offer a safe refuge to some of these vulnerable and often desperate people?"

The Leader responded that Members were lucky to live where they did, in a safe, first world country without the threat of civil conflict. He welcomed the good news that Worcestershire had agreed to host up to 50 more Syrian refugees across the county in 2018-19. He assured Council that, following the latest announcement, every effort would be made once again to try and locate suitable properties in Bromsgrove. He advised that efforts had been made in the past to secure private sector accommodation in the District for Syrian households. Unfortunately despite this activity none of these properties subsequently became available for the first cohort of Syrians arriving in Worcestershire.

He reassured Council that, following the latest announcement, every effort would be made once again to try and locate suitable properties in Bromsgrove. To achieve this, the Council would be working in partnership with the various agencies engaged in this agenda as they would have a significant role to play in paving the way for families to

arrive in the District. The Council needed to do this in the right way as it was dealing with people who had left horrific situations. It was a vitally important issue and he was sure this topic was one which would be raised again in the future and would ensure that Council was kept up to date of any progress made.

93\17

MOTIONS ON NOTICE

Single Use Plastics and Recycling

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

"That this Council joins others in the battle against single-use plastics by agreeing to stop providing plastic cups, bottles, cutlery and straws at all its buildings, cafes and public events by the end of the year.

In addition this Council agrees to explore ways in which it can positively promote and/or influence alternatives to single-use plastics at events within the District and positively encourage the use of recyclable alternatives."

The motion was proposed by Councillor P. McDonald and seconded by Councillor M. Glass.

In proposing the motion Councillor McDonald agreed to amend the timescale given within it, to within 18 months. Councillor Glass commented that what was being requested could be achieved within a relatively short period of time and that a target of 18 months gave a better opportunity for the Council to be able to achieve this.

In proposing the motion Councillor McDonald made particular reference to the damage done to sea and sea life through the disposal of plastics and the amount of time taken for plastics to biodegrade.

Councillor Glass highlighted the need to raise awareness with residents and to encourage them to recycle wherever possible. The introduction of waste collection points within the Bromsgrove main centre and for the Council to encourage further investment from Worcestershire County Council was paramount to the Council being able to make a difference.

Following presentation of the motions, Members discussed a number of areas in more detail, including:

- A previous motion which had been raised in respect of the Council only using environmentally friendly products and an update in respect whether this had been progressed.
- Councillor Shannon highlighted a scheme used at a local university where students were able to purchase a reusable cup and it was suggested that this type of scheme could be instigated through the Council and have the Council logo on the cups.

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- It was confirmed that the motions, which had initially been individual, had been combined.
- The potential for non-recyclable plastics to be banned within the District/County.
- The cost of recycling plastics – it was understood that most were recyclable, but that the cost of this process was prohibitive.

On being put to the vote the Chairman declared the motion to be carried.

WASPI

Members considered the following notice of motion submitted by Councillor C. Bloore:

Council notes:

- Hundreds of thousands of women had significant pension changes imposed on them by the Pensions Acts of 1995 and 2011 with little/no/personal notification of the changes. Some women had only two years notice of a six-year increase to their state pension age.
- Many women born in the 1950's are living in hardship. Retirement plans have been shattered with devastating consequences. Many of these women are already out of the labour market, caring for elderly relatives, providing childcare for grandchildren, or suffer discrimination in the workplace so struggle to find employment.
- Women born in this decade are suffering financially. These women have worked hard, raised families and paid their tax and national insurance with the expectation that they would be financially secure when reaching 60.

Council believes:

- It is not the pension age itself that is in dispute - it is widely accepted that women and men should retire at the same time. The issue is that the rise in the women's state pension age has been too rapid and has happened without sufficient notice being given to the women affected, leaving women with no time to make alternative arrangements.

Council resolves:

- The Council calls upon the leader of the Council to write to the Prime Minister and Chancellor to urge them to reconsider transitional arrangements for women born on or after 6th April 1950, so that women do not live in hardship due to pension changes they were not told about until it was too late to make alternative arrangements.

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

Councillor Bloore thanked Members for the opportunity to put forward this motion and explained that the County Council had not been able to

accept it. He explained that it impacted on all women in their 50s and it was important that the Council made a stand and supported them. Councillor Bloore provided examples of women who had been affected by these changes and the impact on their lives and that the changes had not been communicated to those affected in a timely and appropriate manner. From residents he had spoken to it was clear that there was a real problem in both Bromsgrove and Worcestershire as a whole. It affected many women who did not have a significant work pension and had taken time off from work to raise their families. His motion simply requested that the Council write to the Prime Minister and Chancellor to urge them to reconsider the transitional arrangements currently in place.

Following presentation of the motion Members discussed a number of areas in more detail and whilst accepting the need for equality the manner in which this had been implemented had been disappointing and the information available to those it had affected that been limited. It was also noted that over 200 MPs had signed a motion in respect of this matter.

In support the motion Councillor Christine McDonald made specific reference to those women who had been affected with little or no notice, which gave them little or no time to make alternative arrangements and meant that they had no alternative but to draw down from savings to pay bills or were forced to claim benefits.

Councillor Baxter, whilst supporting the need for a common retirement age, supported the motion as the Council had a duty to its residents to ensure they were treated fairly. It was unacceptable to change the retirement age at such short notice without the opportunity to plan. There was also the potential for this to impact on the Council in supporting those residents who found themselves in need.

The Leader thanked Councillor Bloore for bringing the proposal forward and highlighting the plight of those that would be affected.

On being put to the vote the Chairman declared the motion to be carried.

Planning

Councillor Thompson confirmed the withdrawal of the item, which he understood would now be discussed by the Group Leaders at the next meeting of the Constitution Working Group.

94\17

TO CONSIDER ANY OTHER BUSINESS, DETAILS OF WHICH HAVE BEEN NOTIFIED TO THE HEAD OF LEGAL, EQUALITIES AND DEMOCRATIC SERVICES PRIOR TO THE COMMENCEMENT OF THE MEETING AND WHICH THE CHAIRMAN, BY REASON OF SPECIAL CIRCUMSTANCES, CONSIDERS TO BE OF SO URGENT A NATURE THAT IT CANNOT WAIT UNTIL THE NEXT MEETING.

The Chairman confirmed that in line with the constitutional rules, Councillor M. Thompson had submitted an item of urgent business, which had been accepted for consideration at the meeting.

Councillor M. Thompson spoke of his concern at the withdrawal of CJ Events from operating the market and the need for all options to be considered to ensure that the Council's strategic purposes were met, with particular regard to Bromsgrove being a good place to live. This was an opportunity for the Council to lead by example and give the local businesses and customers the opportunity to succeed by operating the market directly.

The proposal was proposed by Councillor M. Thompson and seconded by Councillor L. C. R. Mallett.

Councillor K. May, Deputy Leader and Portfolio Holder for Economic Development responded by advising that there would be a tender process put in place for the procurement of the this service, which it was anticipated would commence in March/April, with all options being considered including that of a co-operative.

Members went on to discuss the following areas in more detail:

- The potential to consider the market being run in house and for this to be included within the report considered by Cabinet.
- The need to ensure that the best interests of the market traders were considered throughout the process.
- If a tender process was being put in place, whether other options would in fact be included.
- The excellent market and events which had been held over recent months.
- Whether a bid from the market traders as a co-operative, but as a not for profit scheme, would be considered as a better option as part of the procurement process.
- Support to be provided to the market traders in respect of any such process if the Council did not wish to run the market itself.
- Whether the tendering process should be delayed until all options had been considered.
- What legal obligations, if any the Council had in respect of the options available. It was confirmed that it was up to Cabinet to determine as it had a duty to ensure best value was achieved and that it this was not necessarily always financial but that it should take all aspect of a matter into consideration.

RESOLVED that an additional Cabinet meeting be arranged to enable consideration of all the options in respect of the Market.

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The meeting closed at 9.28 p.m.

Chairman

CABINET

RECOMMENDATIONS TO THE COUNCIL

25th APRIL 2018

21ST FEBRUARY 2018

The recommendations arising from this meeting were considered at the Council meeting held directly after the Cabinet meeting on 21st February 2018.

7TH MARCH 2018

1. Air Quality Management Area – Kidderminster Road, Hagley

Members considered a report in respect of the revocation of Air Quality Management Area at Hagley.

Following the review of the air quality monitoring in Hagley, which had been undertaken and in light of the levels having fallen below the national objectives that required the adoption of an air quality management area
Cabinet

RECOMMEND TO COUNCIL that Kidderminster Road, Hagley AQMA be revoked.

11TH APRIL 2018

1. Addendum to Council Tax Support – Hardship Policy

Members considered a report in respect of an Addendum to the Council Tax Support – Hardship Policy.

RECOMMEND TO COUNCIL that the addendum to the Council Tax Support Hardship Policy ‘Support for Care Leavers’ be agreed.

2. Finance Monitoring Quarter 3 Report

Members considered the Council’s financial position for Revenue and Capital for the Financial period April – December 2017 (Quarter 3 2017-18).

RECOMMENDED TO COUNCIL

- a) that a retrospective increase in the 2017/18 Capital Programme of £78k for the Disabled Facilities Grants be approved (this reflects the recent funding received from the DCLG for the provision of adaptations); and

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- b)** That a retrospective capital virement of £100k 2017/18 from the vehicle replacement to the infrastructure works at the Bromsgrove depot be approved (this is due to improvements undertaken in relation to Phase 1 of the depot car park resurfacing).

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE CABINET

21ST FEBRUARY 2018, AT 4.00 P.M.

PRESENT: Councillors G. N. Denaro (Leader), K.J. May (Deputy Leader),
B. T. Cooper, M. A. Sherrey, C. B. Taylor and P. J. Whittaker

Observers: Councillor L. C. R. Mallett

Officers: Mr. K. Dicks, Ms. J. Pickering, Mrs. C. Felton and Ms. A. Scarce

89/17 **TO RECEIVE APOLOGIES FOR ABSENCE**

There were no apologies for absence.

90/17 **DECLARATIONS OF INTEREST**

There were no declarations of interest on this occasion.

91/17 **MINUTES**

The minute of the meeting held on 7th February 2018 were submitted.

RESOLVED that the minutes of the meeting of the Cabinet held on 7th February 2018 be approved as a correct record.

92/17 **MINUTES OF THE MEETING OF THE OVERVIEW AND SCRUTINY BOARD HELD ON 12TH FEBRUARY 2018**

The Leader welcomed the Chairman of the Overview and Scrutiny Board and invited him to present the minutes, which were included within the supplementary agenda pack dated 19th February 2018.

Councillor L. C. R. Mallett, Chairman of the Overview and Scrutiny Board explained that it was an extract from the minutes, which had been prepared following the Board's recent meeting. The lateness of these reflected the challenges faced in the budget round this year. There were four main areas of discussion and the Board had been grateful for the attendance of Heads of Service. Councillor Mallett summarised each of the recommendations and explained the thinking behind each one.

The Portfolio Holder, Finance and Resources thanked Councillor Mallett for attending and provided the following response to each recommendation:

- a) The amended table within the report for consideration at this evening's meeting reflected the comments with the pressures shown cumulatively every year.
- b) There was a difficulty in this as the Council had not had the options appraisal and therefore was unable to ring fence something which was not known at present. It was likely that this would be included in next year when the detailed information had been made available. The Executive Director, Finance and Resources advised that it was her understanding that the building would cost approximately £2m with additional costs for other associated works. It would not be appropriate to ring fence figures which were unknown at this time. Consideration would be given to this once the options appraisal had been received. The Leader further commented that the impact of the negative tariff arrangements in the future would also potentially impact on any decisions. Members discussed whether there was some way in which this could be flagged up and it was noted that there was reference to it within paragraph 3.10.2 of the report.
- c) In respect of the Management Team model scenarios, it was agreed that consideration needed to be given to all models and this would be reviewed in the coming year. The Executive Director, Finance and Resources added that the Council was constantly looking at different models and would, if needed, include the review of the shared service agreement. The Leader confirmed that work was being carried out around the risk element and any that was identified would be considered through either the Finance and Budget Working Group or the Overview and Scrutiny Board. Work was also being carried out as part of the commercialisation agenda.
- d) It was explained that that the Council had to make a judgement in respect of monies received and if the planning application fees were not included it was likely that the Council would be criticised by the Auditors for receiving a windfall, therefore the recommendation could not be agreed. The Executive Director, Finance and Resources confirmed that she would speak to the relevant officers to establish whether there was a more "scientific" form of modelling in respect of the larger planning applications to ensure a similar situation did not arise in future years.

RESOLVED:

- 1) That the budget table as presented in the Medium Term Financial Plan reflects the cumulative position over the four years for unavoidable and other cost pressures; and
- 2) That the Management Team model scenarios in relation to shared service exist arrangements, due to financial sustainability, to include alternative wider options.

93/17

MEDIUM TERM FINANCIAL PLAN 2018/19 - 2021/22

The Executive Director, Finance and Resources introduced the report and explained to Members that it was similar to that which had been considered at the Cabinet meeting on 7th February, with a small number of changes. These included the unexpected withdrawal of funding of £25k by Worcestershire County Council (WCC) in respect of reception demand. As this had been such short notice WCC had agreed to pay for April/May but following that it would be withdrawn. The main change however was in respect of borrowing as detailed on page 16 of the additional papers. Members were reminded that the £20m borrowing was in respect of the Investment and Acquisition Strategy which had recently been agreed and there was a potential to borrow this over the next 4 years. Similarly the income from that had been spread over a period with a break even return rate being used. It was hoped that this would be exceeded and if so would generate an additional £250k, but this could not be guaranteed.

In respect of the Council Tax resolutions, Members were informed that unfortunately the Council was reliant on receiving the information from the other preceptors and that the one Parish Council preceptor had sent the information in later than the deadline. It was general that the resolutions were sent later than the main reports due to waiting for precepting bodies.

Following presentation of the report Members discussed the removal of funds from WCC in respect of the reception support provided. It was explained that this included telephone enquiries and face to face visitors. WCC have advised that officers should simply sign post in future. However Members discussed that it was our responsibility to satisfactorily respond to any enquiries and the Portfolio holder confirmed that as a consequence of this he would be arranging for a record to be kept of contacts which were purely WCC based in order to have supporting data should the need arise to go back to WCC to discuss the issue further.

It was noted that there was a slight error in the number of the recommendations and it was agreed that these would be re-numbered 2.1. 4 a) and b). It was agreed that as there had been a number of amendments made to the reports and these had also been issued as follows there would be an adjournment at the Council meeting in order to allow members time to consider the reports and is necessary for the Executive Director, Finance and Resources to take them through these.

RECOMMENDED:

- 2.1.1 that the additional income / efficiencies as attached at Appendix 1 be approved:**
2018/19 £ 580k
2020/21 £ 53k
2021/22 £272k

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- 2.1.2 that the unavoidable pressures as attached at Appendix 3 be approved:**
2018/19 £ 540k
2019/20 £ 346k
2020/21 £200k
2021/22 £200k
- 2.1.3 that the Revenue bids as attached at Appendix 2 be approved:**
2018/19 £165k
2019/20 £15k
2020/21 £15k
2021/22 £15k
- 2.1.4(a) that the Capital Programme bids (to exclude the energy efficiency programme) as attached at Appendix 4 be approved:**
2018/19 £1.293m
2019/20 £999k
2020/21 £1.940m
2021/22 £1.245m
- 2.1.4(b) that the unavoidable Capital Bids in relation to the energy efficiency programme be approved:**
2018/19 £110k
2019/20 £110k
- 2.1.5 that the funding from balances be approved :**
2018/19 £ 9k
- 2.1.6 that the Increase of Council Tax by 2.99% (£6.29 pa) per Band D equivalent for 2018/19 be approved**
- 2.1.7 that the budget savings and pressures for 2018/19-2021/22 are subject to change due to the potential impact of changes to service delivery and the localisation of Business Rates together with any future changes to New Homes Bonus.**
- 2.1.8 that following the decision at Council on 24th January 2018, the sum of £80k be made available from balances to fund potential Hardship cases in relation to Council Tax Support in 2018/19.**
- 2.1.9 that the Council Tax resolutions for 2018/19 as attached at Appendix 5 be approved.**

The meeting closed at 4.31 p.m.

Chairman

BROMSGROVE DISTRICT COUNCIL

MEETING OF THE CABINET

7TH MARCH 2018, AT 6.00 P.M.

PRESENT: Councillors G. N. Denaro (Leader), K.J. May (Deputy Leader),
B. T. Cooper, M. A. Sherrey, C. B. Taylor and P. J. Whittaker

Observers: Councillors S. R. Colella and L. Mallett

Officers: Mrs. S. Hanley, Mrs. C. Felton, Mr C. Forrester, Mrs B. Talbot,
Mrs. H. Mole, Ms. T. Beech, Mr M. Austin and Ms. A. Scarce

94/17 **TO RECEIVE APOLOGIES FOR ABSENCE**

There were no apologies for absence.

95/17 **DECLARATIONS OF INTEREST**

There were no declarations of interest on this occasion.

96/17 **MINUTES**

The Minutes of the Cabinet meeting held on 21st February 2018 were submitted.

RESOLVED that the minutes of the meeting of the Cabinet held on 21st February 2018 be approved as a correct record.

97/17 **MINUTES OF THE MEETING OF THE OVERVIEW AND SCRUTINY BOARD HELD ON 12TH FEBRUARY 2018**

It was confirmed that the recommendations within the minutes in respect of the Medium Term Financial Plan 2018/19 – 2021/22 had been considered at the Cabinet meeting held on 21st February 2018. It was agreed that it would be more appropriate to consider the recommendations in respect of the Air Quality Management Area, Kidderminster Road, Hagley under that item of the agenda.

The minutes of the Overview and Scrutiny Board meeting held on 12 February were noted.

98/17

PERFORMANCE REPORT

The Deputy Chief Executive gave a brief overview of the Performance Report and advised Members that officers from the relevant areas were present to respond to any questions that arose. The Measures Dashboard was also displayed to assist Members. This was the first Corporate Performance report, which would in future be presented every two months covering a specific strategic purpose at each meeting together with a set of key corporate measures. This initial report considered the strategic purpose 'Keep my place safe and looking good'.

The following areas were highlighted and discussed in detail:

- Anti-Social Behaviour – example of data, which Safer Bromsgrove drilled down into with real time data being considered by the Group. It was noted that there had been a spike which had referred to a particular individual and details of how this had been dealt with were noted. Members discussed how this could have a huge impact on such data and on a particular area. It was noted that often the school holidays also triggered a spike in incidents.
- Environmental Services – the top 5 high profile demands were detailed for each of the Place Teams. The main areas were fly tipping and litter and it was noted that following the move to the Place Teams, who were able to react locally, with positive feedback having been received.
- In respect of bulky waste, it was noted that there had been a change in the way this service was provided, with a central team now responding to requests, which had proved more cost effective.
- Members thanked the Place Teams for their hard work and asked if there was any new initiative to deal with fly tipping. It was confirmed that a greater use of covert cameras was being planned with resources being used to raise the profile of their use and a lesson learnt from how they had previously been used. It was hoped that with additional cameras this would help combat the problem. It was also noted that there had been a number of successful, high profile; prosecutions which it was also hoped would act as a deterrent.
- Work was also being carried out with Safer Bromsgrove and the Police to obtain funding for signage to also be used as a deterrent.
- Members questioned the formalities which businesses had to go through to legally use the tips and were concerned that this may lead to fly tipping as an alternative. Officers were not aware of the bureaucracy that needed to be gone through for small commercial operators and agreed to investigate this matter further.

- Members raised the issue of education for young children in respect of recycling and whether visiting schools was something which had been considered.
- Members asked how the recycling rate compared with other authorities both locally and nationally. Officers confirmed that Bromsgrove had the highest rate within Worcestershire, with the national highest figure being 65%. This referred to those authorities who provided free garden and food waste collections.
- There were a number of projects planned which would highlight the need to eliminate cross contamination in recycling, which was currently a problem.
- It was confirmed that the tips were solely run by Worcestershire County Council and the figures were not including within those of the Council.
- The report also included a snap shot of the survey undertaken by the Bromsgrove Community Panel and concerns were raised in respect of feeling safe in the community after dark.
- The report also covered a number of key corporate measures, including sickness. A new system had been used and the figures included within the report were those for 2016/17. The number of days absence per full time equivalent was 8.10 days. The figures for 2017/18 would not available until April.
- Members asked whether return to work interviews were held and Officers confirmed that they were and the new system would allow for these to be recorded more accurately and for Human Resources and Payroll to be able to access them to ensure that they were being carried out appropriately.
- It was further confirmed that the figures were slightly below the average for other public sector organisations and the figures had remained broadly the same in recent years.

RESOLVED that the Corporate Performance Report be noted.

99/17

**AIR QUALITY MANAGEMENT AREA - KIDDERMINSTER ROAD,
HAGLEY - POTENTIAL REVOCATION**

The Leader welcomed the Chairman of the Overview and Scrutiny Board, Councillor L. Mallett and Councillor S. Colella as a Member of the Board and as Ward Councillor for Hagley West. He proposed that the Cabinet considered recommendation a) that Worcestershire Regulatory Services (WRS) reverse the proposal to revoke the Hagley AQMA after consideration had been given to the other recommendations.

It was noted that recommendation d) that the Council increase the AQ monitoring points in Hagley from Stakenbridge Lane to the B4187 (Worcester Road junction) had already been discussed and actioned following the Overview and Scrutiny Board meeting.

Councillor Colella was invited to speak and in so doing explained the reason for the request that the revocation of the AQMA be reversed. He raised concerns around the current monitoring process and the use of the small test tubes which were analysed on a monthly cycle with a mean average being taken over a year. It was stated that there was equipment available which able to produce both a maximum and minimum reading, this was important as there were peak traffic times and the impact of residents would be higher particular for those travelling to school on foot or cycling. Hagley had carried out numerous investigations and research and had heard from experts. It was clear that traffic in the area had increased due to the recent developments and therefore it was difficult to understand how the current position had been reached. It was acknowledged that financial support would be needed to carry out such testing, but it was understood that in the not too distant future Central Government would be making available a number of grants for local authorities who needed to improve air quality in their areas.

Mark Cox responded to a number of points raised by Councillor Colella and explained that the testing that was used provided robust quality assurance and meet DEFRA guidelines. The monitoring to which Cllr Colella had referred was used to record measures with a rapid turnover and had a set up cost of around £30k this did not include the cost of maintenance, electricity etc or for the cost of analysing the data collected and calibration. This method was currently being used on the Worcester Road in Wychbold in order to ascertain whether an AQMA was required in that location. This method had also been used in Hagley initially to assess the area. The monitors needed to be in place for 6 months. It was accepted that air quality was a wide concern generally and that DEFRA had guidelines and protocols to follow in respect of AQMAs inception and revocation. The national objective, which took into account “peaks and troughs”, was not being exceeded in the case of the Hagley AQMA and therefore it was not appropriate or necessary for it to be retained.

Members noted the availability of such equipment and commented that they had not been aware of this. Mark commented that this had in fact been used initially in Hagley when considering whether it was appropriate to establish an AQMA in the area.

Members had some sympathy with Councillor Colella’s concerns in respect of the use of the mean average measurements and how the levels could fluctuate dependent on the weather and the traffic movement in the area. It was questioned whether by revoking the AQMA this would impact on the monitoring and the availability of funding for further investigations within that area and considered whether by

revoking the AQMA the monitoring would be made easier as it did not have to be so strictly based on the guidelines set out by DEFRA.

Mark explained that the annual average over a 3 year period took into account fluctuations and was confident that it met the DEFRA requirements and that there was no longer levels that we needed under the AQMA regime. He further advised Members that the grants referred to by Councillor Colella, were primarily used for larger authorities such as London and Birmingham who had particularly poor air quality and had been mandated to produce clean air. There were a large number of clean air zones which demanded attention throughout the country and it was very likely that they would receive the bulk of this funding.

The Leader referred to recommendation b) that the Council invest in sensitive and appropriate monitoring equipment in all its AQMAs and whilst he sympathised and accepted the need in principle, he requested further detailed costings to be brought back to Cabinet in order to give further consideration as to whether it was appropriate to fit these in all areas or in particular ones. It was noted that detailed monitoring had been carried out in all AQMAs in order to establish them initially and that the monitoring in Hagley had meet the requirements of DEFRA in order for it to be revoked. It was also confirmed that by revoking the AQMA it did not mean that the monitoring would stop, this would continue and the areas where it would take place had been discussed with the relevant ward Members and was being put in place, as requested in recommendation d).

In respect of monitoring for Particulate Matter as detailed in recommendation c) Mark Cox explained to Members that these levels were not monitored across the County but it had not been indicated that there was a particular problem. Any measures of nitrogen dioxide would impact on the particulate levels and whilst there were some issues in Bromsgrove there were none in Hagley.

Councillor Mallett suggested that there was a need to focus on actions being taken rather than on the challenge of monitoring and that it was likely that the reduction which was influencing the revocation of the AQMA was most likely due to a number of reasons, which were undeterminable. However, it was noted that there remained issues in respect of traffic problems in a number of areas, for example along the Worcester Road in Bromsgrove where it was clear that the traffic had got worse, with an increase in the number of vehicles and those vehicles taking longer to travel along the road. It was therefore important, to establish the levels and for appropriate monitoring to take place, whilst understanding the need to take the financial implications of any additional monitoring into account, before making a decision.

Members went on to discuss a number of other areas in more detail, including:

- The work of a Residents' Air Quality Task Group which was established in Hagley.

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- The impact of diesel engines and the increase in levels of other CO² emissions.
- The national objectives under the DEFRA guidelines.
- Where the monitoring, using the more detailed equipment, was carried out initially.
- The monitoring was not there to improve the air quality but as a benchmark.
- There was no categorical explanation as to why the levels had reduced in respect of the Hagley AQMA.
- The revocation of the AQMA would not impact on the monitoring – if it were to be retained then any application for grant funding in the future would not be looked on favourably if the Council had an AQMA that did not meet the DEFRA guidelines.
- Preventative work such as the synchronising of traffic lights.
- Concerns that although the AQMA was revoked that residents would not accept that there had been improvements to the air quality.
- The levels were not borderline but well below the recommended level.
- The challenges facing WRS and the need for them to work closely with Worcestershire Highways in light of recent concerns raised in respect of issues which had been raised following developments where it has been proven that the information from WCC was not accurate. This was referred to within recommendation e).
- It was confirmed that monitoring would continue for a further 3 years and the locations had been reviewed following discussions at the Overview and Scrutiny Board.
- Concerns around this Council and WCC encouraging residents to walk and cycle yet the monitors were not on the road sides but by residential properties. It was confirmed that they were placed on the residential properties as part of the DEFRA guidelines.

It was confirmed that should the AQMA be revoked monitoring would continue and this would be provided to DEFRA for background information only. WRS would continue to work with WCC and assert pressure where possible to ensure that air quality was considered at every opportunity.

In respect of the recommendations from the Overview and Scrutiny Board, Cabinet

RESOLVED:

- a) that the Council increase the Air quality monitoring points in Hagley from Stakenbridge Lane to the B4187 (Worcester Road junction);
- b) that Worcestershire Regulatory Services continues to engage fully and positively with Worcestershire County Council Highways to resolve known local Highways issues that exist along AQMAs and adjoin carriageways that effect air quality and health; and

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- c) that further costings be obtained and presented to a future Cabinet meeting in respect of the Overview and Scrutiny Board recommendations b) and c).

Following the review of the air quality monitoring in Hagley, which had been undertaken and in light of the levels having fallen below the national objectives that required the adoption of an air quality management area Cabinet

RECOMMEND TO COUNCIL that Kidderminster Road, Hagley AQMA be revoked.

The meeting closed at 7.15 p.m.

Chairman

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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE CABINET

WEDNESDAY, 11TH APRIL 2018, AT 6.30 P.M.

PRESENT: Councillors G. N. Denaro (Leader), K.J. May (Deputy Leader),
B. T. Cooper, M. A. Sherrey, C. B. Taylor and P. J. Whittaker

Observers: Councillors L. Mallett and M. Thompson

Officers: Mr. K. Dicks, Mrs. A. Singleton, Mr D. Piper,
Ms. C. Flanagan, Mr C. Forrester, Ms C. Welsh and Ms. A. Scarce

100/17 **TO RECEIVE APOLOGIES FOR ABSENCE**

There were no apologies for absence.

101/17 **DECLARATIONS OF INTEREST**

There were no declarations of interest on this occasion.

102/17 **MINUTES**

The Minutes of the Cabinet meeting held on 7th March 2018 were submitted.

Councillor Taylor highlighted that on Page 2 of the minutes, the final bullet point actually referred to private larger vehicles and not businesses and confirmed that this was the responsibility of Worcestershire County Council and that officer would make them aware of the concerns raised.

RESOLVED the minutes of the meeting of the Cabinet held on 7th March 2018 were approved subject to the pre-amble above.

103/17 **MINUTES OF THE MEETING OF THE OVERVIEW AND SCRUTINY BOARD HELD ON 26TH MARCH 2018**

The minutes of the Overview and Scrutiny Board held on 26th March 2018 were noted.

104/17 **ADDENDUM TO HARDSHIP POLICY APRIL 2018**

Councillor B. Cooper, the Portfolio Holder for Finance and Enabling, introduced the report and in so doing reminded Members that this had come about following a resolution which had been made in January at

Worcestershire County Council (WCC), in respect of those young people leaving care and paying Council Tax. The mechanism to be put in place would address this until they reached the age of 25. This was an interim measure until the full review of the Council Tax Support Scheme took place later in the year.

The Head of Customer Access and Financial Support added that in order to enable this to happen, the addendum to the Council Tax Support, Hardship Policy needed to be included as this would be funded from monies already available. Details of care leavers would be provided by WCC or if approached directly clarity would be sought from WCC.

Following presentation of the report Members raised the following points which were discussed in more detail:

- What would happen should a young person from outside of the District move into the area and whether they would be covered. Officers confirmed that currently this only applied to those from the Worcestershire area.
- Members discussed the difficulties young people faced during the transition from care to independent living and whether the support should go further. The Portfolio Holder advised that this was an area which would be included within the review. The Leader also confirmed that he would ensure this was included on the agenda for the next meeting of the Worcestershire Leaders Board.

RECOMMENDED to Council that the addendum to the Council Tax Support hardship Policy 'Support for Care Leavers' be agreed.

105/17

MARKET OPTIONS REPORT

The Leader reminded Members that this was something which Councillor M. Thompson had raised as an urgent item at the full Council meeting held on 21st February and as such Councillor Thompson was given the opportunity to speak to the item.

Councillor Thompson thanked the Leader and advised that following the discussions which had taken place at the Overview and Scrutiny Board meeting which had been held immediately before this meeting, he was grateful for the opportunity to protect the market and for Members to work together to ensure this happened, in conjunction with the market traders.

Councillor K. May, Deputy Leader and Portfolio Holder for Economic Development, Regeneration and the Town Centre, thanked officers from NWEDR and the market traders for attending and in light of the extensive discussions which had been held at the Overview and Scrutiny Board meeting so proposed that the recommendations be considered.

Councillor L. Mallett, Chairman of the Overview and Scrutiny Board thanked the Leader for the opportunity to speak at the meeting and confirmed that the report had been considered in detail at the meeting and

the market traders had been given the opportunity to put forward their views and ideas. The unanimous view had been that the operation of the market be brought back in house, in line with option 2 of the recommendations, with a clear recommendation to explore whether there was an option to work directly with the market traders.

The Portfolio Holder confirmed that she was happy to accept option 2 of the recommendations and to explore the feasibility of working with the market traders.

RESOLVED that

- a) the management and operation of Bromsgrove Town Centre Outdoor Market be brought back 'in-house' with authority to be delegated to the Chief Executive in consultation with the Deputy Leader and Portfolio Holder for Economic Development, Regeneration and Town Centre to determine where a new markets team sits within the Council and/or NWEDR structure; and
- b) Officers explore whether there was an option to work directly with the market traders.

106/17

FINANCE MONITORING QUARTER 3 REPORT

Councillor B. Cooper, Portfolio Holder for Finance and Enabling introduced the report and explained that this contained the Revenue and Capital position for Quarter 3. As detailed within the report there was a projected modest underspend and it was hoped this would be maintained for the year end.

It was highlighted that there were 2 recommendations for Council which covered a retrospective increase in the Capital Programme in respect of the Disabled Facilities Grants and a retrospective virement for the vehicle replacement to the infrastructure work at the Bromsgrove depot.

The Financial Services Manager responded to a number of questions from Members, including in respect of the virement for the depot work and the improvements to the car park, which it was confirmed that in future would not occur. It was also confirmed that that services provided by Lifeline appeared in a number of the Council's Strategic Purposes.

RESOLVED that the current financial positions for the period April – December 2017 be noted.

RECOMMENDED:

- a) that a retrospective increase in the 2017/18 Capital Programme of £78k for the Disabled Facilities Grants be approved (to reflect the recent funding received from the DCLG for the provision of adaptations); and
- b) that a retrospective capital virement of £100k 2017/18 from the vehicle replacement to the infrastructure work at the Bromsgrove depot be

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Cabinet
11th April 2018

approved (due to improvements undertaken in relation to Phase 1 of the depot car park resurfacing).

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TO CONSIDER ANY OTHER BUSINESS, DETAILS OF WHICH HAVE BEEN NOTIFIED TO THE HEAD OF LEGAL, EQUALITIES AND DEMOCRATIC SERVICES PRIOR TO THE COMMENCEMENT OF THE MEETING AND WHICH THE CHAIRMAN, BY REASON OF SPECIAL CIRCUMSTANCES, CONSIDERS TO BE OF SO URGENT A NATURE THAT IT CANNOT WAIT UNTIL THE NEXT MEETING

The meeting closed at 7.00 p.m.

Chairman

ELECTORAL MATTERS COMMITTEE

RECOMMENDATIONS TO THE COUNCIL

25th APRIL 2018

28TH FEBRUARY 2018

The Electoral Matters Committee considered a report in respect of a proposal to undertake a Community Governance Review of the Bromsgrove District Area in accordance with the provisions of the Local Government and Public Involvement Act 2007.

RECOMMENDED TO COUNCIL that a Community Governance Review of the Bromsgrove District Area does not take place in 2018.

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Air Quality Management Area – Kidderminster Road, Hagley

Relevant Portfolio Holder	Cllr Peter Whittaker
Portfolio Holder Consulted	Yes
Relevant Head of Service	Simon Wilkes
Ward(s) Affected	Hagley East
Ward Councillor(s) Consulted	Cllr. Colella, Cllr. Jenkins
Non-Key Decision	
This report contains exempt information as defined in Paragraph(s) of Part I of Schedule 12A to the Local Government Act 1972, as amended	

1. SUMMARY OF PROPOSALS

- 1.1 A review of Hagley air quality monitoring has been undertaken in relation to the Kidderminster Road, Hagley Air Quality Management Area to ascertain whether the area can be revoked based on historical monitoring data and current trends and levels. The reasons for the proposal are set out in the accompanying report entitled “Kidderminster Road, Hagley, AQMA Revocation Screening Assessment” of November 2017

2. RECOMMENDATIONS

- 2.1 **Cabinet is asked to RECOMMEND that the Kidderminster Road, Hagley AQMA, be revoked.**
- 2.2 **Air Quality will remain an important high profile issue in the area and monitoring will continue to ensure air quality objectives continue to be met.** During consultation with Bromsgrove District Council Planning Department the wider location will continue to be considered as an “air quality consultation zone” where the impact on air quality is given due consideration through the planning process. In addition WRS will continue to be involved in the development of measures throughout the wider Bromsgrove District as per the Air Quality Action Plan.

3. KEY ISSUES

Worcestershire Regulatory Services has observed that annual average levels of Nitrogen Dioxide (NO₂) within the Hagley monitoring network has fallen below the national objectives that require the adoption of an air quality management area.

In light of these findings WRS undertook an assessment of historical data for all monitoring locations in the area and confirmed that there is a general decrease in the trend of NO₂ levels since monitoring began in 2001. Concentrations have been recorded as below the national objective by a factor of 10-15% within the AQMA over the last 3 years. Full details of the findings can be seen in appendix

1 “*Kidderminster Road, Hagley AQMA Revocation Screening Assessment*’ dated November 2017”.

The prime function of AQMA’s are to facilitate the creation of air quality management plans and the delivery of air quality improvements. Such plans invariably provide fringe benefits such as improved traffic flow however AQMA’s are complementary to the development of local transport plans and do not provide a vehicle for the delivery of highways management initiatives that fall beyond the scope of delivering compliance with government air quality objectives.

DEFRA’s Local Air Quality Management Policy Guidance (PG16) and Technical Guidance (TG16) (April 2016) provides information on the revocation of an AQMA. Section 4.9 of PG16 states that *‘For revocation this should demonstrate that air quality objectives are being met and will continue to do so... typically this is after three years or more compliance’*. Section 3.47 of TG16 states *‘an AQMA may be amended or revoked following a screening assessment or on the basis of robust monitoring evidence’*. An AQMA Revocation Order is required to officially revoke an AQMA.

Financial Implications

3.1 None

Legal Implications

- 3.2 Part IV of the Environment Act 1995, the Local Air Quality Management process (LAQM) and subsequent Policy Guidance (LAQM.PG16) and Technical Guidance (LAQM.TG16) documents set out the duty of local authorities to review and assess local air quality within their areas against a set of health based objectives and work to improving poor air quality identified. The Objective of most importance to the Council is the annual mean nitrogen dioxide (NO₂) objective which should not exceed 40 microgrammes per cubic metre of air at the façade of a residential dwelling or school.
- 3.3 Poor air quality in general can affect peoples’ health, playing a role in many chronic conditions such as cancer, asthma, heart disease and neurological changes linked to dementia. Outdoor air pollution contributes to about 40,000 premature deaths per year in the UK (Royal College of Physicians & Royal College of Paediatrics and Child Health, 2016). Nitrogen Dioxide in particular is known to cause respiratory illnesses and possibly increase the risk of lung infections. Young children and asthma sufferers are most sensitive to this pollutant.
- 3.4 Where there is robust evidence to demonstrate that the Objective is being met and will continue to be met an Air Quality Management Area (AQMA) can be revoked (LAQM.TG16). The decision to revoke an Air Quality Management Area

can be taken either following a detailed study or following a screening assessment based on robust monitoring evidence.

Service / Operational Implications

3.3 None

Customer / Equalities and Diversity Implications

3.4 None

4. RISK MANAGEMENT

4.1 Low – robust monitoring data indicates that air quality objectives within the area are being met.

5. APPENDICES

Kidderminster Road, Hagley AQMA Revocation Screening Assessment dated November 2017.

6. BACKGROUND PAPERS

DEFRA's Local Air Quality Management Policy Guidance (PG16) April 2016
DEFRA's Local Air Quality Management Technical Guidance (TG16) April 2016

7. KEY

AQAP – Air Quality Action Plan
AQMA – Air Quality Management Area
AQO – Air Quality Objective
LAQM – Local Air Quality Management
NO₂ – Nitrogen Dioxide
NO_x – Nitrogen Oxides

AUTHOR OF REPORT

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Kidderminster Road, Hagley AQMA Revocation Screening Assessment

In fulfilment of Part IV of the
Environment Act 1995
Local Air Quality Management

November 2017

Agenda Item 14a

Bromsgrove District Council

Local Authority Officer	Stephen Williams
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Report Reference number	BDC/HAGLEY/REV/2017
Date	November 2017

Executive Summary

This report has been produced on behalf of Bromsgrove District Council (BDC) and represents a screening assessment of air quality at the Kidderminster Road, Hagley Air Quality Management Area (AQMA). The assessment has been carried out to determine whether the Kidderminster Road, Hagley AQMA can be considered for revocation. The assessment has not included a detailed dispersion model as available monitoring data is sufficient to provide a robust review of nitrogen dioxide levels at the AQMA over the past fifteen years. All available monitoring data held for the area from 2001 to 2016 has been reviewed.

Levels of nitrogen dioxide measured between 2001 and 2016 have generally followed a downward trend year on year discernible when viewed over the long term. There have only been three marginal exceedances of the NO₂ annual mean objective at relevant exposure observed in the past ten years (in 2007, 2010, and 2013).

It is considered to be very unlikely that a consistent exceedance of the nitrogen dioxide annual mean objective over future years will occur, as demonstrated by the lack of consistent exceedances between 2001 and 2016 and a consistent downward trend in NO₂ concentrations across that same period. It is therefore recommended that the Kidderminster Road, Hagley AQMA is revoked following the necessary statutory consultation.

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1 Introduction

This report has been produced on behalf of Bromsgrove District Council (BDC) and represents a screening assessment of air quality at the Kidderminster Road, Hagley Air Quality Management Area (AQMA) between 2001 and 2016. The assessment has been carried out to determine whether the AQMA can be considered for revocation. The assessment has not included a detailed dispersion model as available monitoring data is sufficient to provide a robust review of nitrogen dioxide levels at the Kidderminster Road AQMA over the past fifteen years.

The policy framework for air quality management in the UK is set out in The Air Quality Strategy for England, Scotland, Wales and Northern Ireland (Defra, 2007). The Strategy provides air quality standards and objectives for key pollutants designed to protect human health and the environment. The Strategy also sets out how local government can contribute to achieving the air quality objectives. The Local Air Quality Management (LAQM) regime is set out in the Strategy and requires every local authority to carry out regular reviews and assessments of air quality in its area to identify whether the air quality objectives have been, or will be, achieved at relevant locations by the appropriate dates. Where air quality objectives are not being met the local authority must declare an Air Quality Management Area (AQMA) and produce an action plan to identify appropriate measures that can be taken in pursuit of the objectives.

The Air Quality Strategy (Defra, 2007) sets out air quality standards and objectives for key pollutants. The standards are set as concentrations below which health effects are unlikely, or below which risks to public health would be very small (even in sensitive population groups). The air quality objectives only apply where “relevant exposure” exists, that is where members of the public are likely to be regularly present for the duration of the averaging time of the objective. For annual mean objectives relevant exposure is limited to residential properties, school and hospitals. The 1-hour objective applies to residential properties, schools and hospitals as well as any outdoor location where members of the public might reasonably be expected to stay for 1 hour or more, such as outdoor seating areas at eating establishments, parks, busy shopping streets etc. The statutory air quality objectives applicable to LAQM in England can be found in Table A.1 in Appendix A.

Technical Guidance for LAQM (LAQM.TG.16) sets out the approach for LAQM. When an exceedance of an air quality objective has been identified the local authority is required to

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declare an Air Quality Management Area (AQMA). LAQM.TG.16 and LAQM.PG.16 also sets out the requirements for when an AQMA may be revoked.

2 Background to the Kidderminster Road, Hagley AQMA

The Kidderminster Road, Hagley AQMA was declared by BDC on the 17th February 2010. A copy of the sealed order, including a location plan, can be found in Appendix B. The AQMA was declared following a detailed assessment carried out in July 2009 that was undertaken due to monitored exceedances of the annual mean objective for NO₂. This assessment included detailed dispersion modelling utilising ADMS Roads dispersion model (2.3). This assessment made recommendation for declaration of the AQMA based on predicted exceedances of the annual mean objective at locations of relevant exposure. There was also a recommendation for installation of an automatic air quality monitor to provide more robust monitoring data.

Since declaration of the AQMA in February 2010 monitoring of NO₂ levels has continued using a network of diffusion tubes. An automatic monitor was also in operation between June and December 2010.

A countywide action plan for Worcestershire was produced covering all AQMAs within the County and formally adopted in the autumn of 2013. This identified many potential air quality solutions for each AQMA that were split between generic actions applicable to all areas and specific actions for each AQMA. With this in mind WRS conducted a “priority actions” process in 2014 for each AQMA including Hagley.

Source apportionment of roadside emissions of NO₂, carried out as part of the Further Assessment in 2012 following declaration of the AQMA, identified the dominant sources to be traffic related emissions and background concentrations. The source apportionment helped identify key areas to be addressed and enabled prioritisation of measures in a targeted fashion. Details of the prioritisation methodology can be found in the full Air Quality Action Plan for Worcestershire (September 2013) document and the Air Quality Action Plan for Worcestershire Progress Report 2013-2015 (October 2015), both available online at

<http://www.worcsregservices.gov.uk/environmental-health/pollution/air-quality/airquality-action-plan.aspx>

The prioritised actions for Kidderminster Road, Hagley AQMA are listed below:-

- KR5 - Review of signalised junction at foot of Hagley Hill of A456 and A491
- 5.1.1 - Alteration of phasing of traffic light systems

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- 5.1.8 - Introduction of traffic signals at Hagley Island roundabout
- 5.1.4 - Variable Messaging Systems
- 5.2.2 - Freight Quality Partnership

Progress made with these actions is as follows:-

5.1.1 and KR5 – Alteration of the phasing of traffic light systems / Review of signalised junction at Kidderminster Rd/Birmingham Rd/Stourbridge Rd Junction - Worcestershire County Council has confirmed that this action has been completed: The signal set controller apparatus was updated on 20/04/2015 to MOVA which gradually optimises the signals operation according to observed demand. WCC further advised in July 2016 that ‘The equipment at Hagley is the very latest technology, so further investment in signalling infrastructure here is not required’ and ‘traffic flow is starting to settle down now in Hagley, which suggests that the signal calibration process is nearing completion’.

5.1.8 – Introduction of signals at roundabouts - Worcestershire County Council has confirmed this action has been completed: “Developer led reconstruction of the Hagley Roundabout (A456/A491) with signals was opened to the public on the 22/01/2015. Minor alignment revisions were made to lining / destination lining on the 06/03/2015. Revisions were made to the A491 northbound access onto the roundabout on the 21/08/2015. Each set of signals is operating using MOVA (WCC June 2015).”

5.1.4 – Variable Messaging Systems to redirect vehicles away from AQMA (and other relevant messages) - No progress at this time: In October 2015 Worcestershire County Council confirmed plans to install Variable Messaging Systems (VMS) signs across the County. The strategy is to complete a ring of VMS signs around Worcester City in 2016 then replicate this in Bromsgrove and Kidderminster areas as funding is identified.

5.2.2 – Freight quality partnership - On-going: This action is designed to encourage freight vehicles to avoid the AQMA and find alternative routes. Further discussion with County Highways in 2014 identified two separate approaches:

1) Use of paper HGV route maps is now outdated, work should focus on updating data with Sat Nav companies to ensure route planning avoids AQMAs.

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2) A wider FQP that potentially restricts HGV access to AQMAs could form part of a wider Transport Strategy for Worcester. In 2015 Worcestershire County Council confirmed they provide update information for Sat Nav technology providers on an on-going basis.

Other non-priority actions have been progressed as part of district or countywide initiatives. These are detailed within the Air Quality Action Plan Progress Report for Worcestershire April 2015 to March 2016 available online at

<http://www.worcsregservices.gov.uk/media/2294583/WRS-AQAP-Progress-Report-2015-16.pdf>.

Levels of measured NO₂ between 2001 and 2016 have generally followed a downward trend year on year with only three measured exceedances of the NO₂ annual mean objective at relevant exposure observed in the past ten years (in 2007, 2010 and 2013).

3 Detailed Review of Data

3.1 Air Quality Monitoring

BDC undertakes air quality monitoring of nitrogen dioxide (NO₂) across the district using non-automatic passive diffusion tubes. In 2016 monitoring was undertaken using 12 diffusion tubes in the Hagley area at 10 locations. 7 of these were located within the boundary of the AQMA, and 3 outside. Monitoring point 9/a/b is a triplicate location (three diffusion tubes located together). Data is also held for three historic monitoring locations that have since been discontinued and for the automatic air quality monitor in operation in 2010. All available monitoring data held in and around the Kidderminster Road, Hagley AQMA has been subject to review.

The data range held spans from 2001 up until 2016, presenting a long history of monitoring data. Some monitoring points present more reliable data than others based on location. An overview and assessment of data from each location is presented later in this report. All available data has been reviewed as part of the assessment.

Details of all monitoring locations are presented in table 1.0 below.

A map detailing all the monitoring locations referred to in this report is presented in figure 1 below.

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Table 1.0 – Details of all locations monitored for NO₂ in Hagley area

Site ID	Site Address	X Coordinates	Y Coordinates	In AQMA	Relevant Exposure	Distance to Kerb	Years Monitored
10	77a Park Road, Hagley	391137	280638	Yes	Yes	17m	2004 – 2016
11	74 Worcester Lane, Hagley	390295	280043	No	Yes	2.75m	2003 – 2016
HL	20 Birmingham Road Road sign	391551	280999	Yes	No - 13m	2m	2012 – 2016
8	9 Market Way, Hagley	391452	280947	Yes	Yes	13.8m	2004 – 2016
9/a/b	78 Kidderminster Road, Hagley (*Triplicate*)	391210	280668	Yes	Yes	8.3m	2004 – 2016
KR62	62 Kidderminster Road	391182	280631	Yes	Yes	7m	2012 – 2016
RES 1	26 Stourbridge Road, Hagley Downpipe Front of Property	391445	281179	Yes	Yes	15m	2014 – 2016
RES 2	21 Birmingham Road, Hagley, DY9 9JZ	391556	281042	Yes	Yes	15m	2014 – 2016
RES 3	104 Kidderminster Road South, Hagley Downpipe Front of Property	389827	279590	No	Yes	14.3m	2014 – 2016
RES 4	23 Worcester Road, Hagley DY9 OLF Downpipe Front of Property	390025	27965	No	Yes	14.5m	2014 – 2016
KR	Kidderminster Road, Hagley (roadside next to no 78 tube nos 9, 9a, 9b)	391277	280774	Yes	No – 7m	1m	2008 – 2011
KR2	10 Kidderminster Road, Hagley	390363	280044	No	Yes	13.6m	2010 – 2011
7	No.5 Stourbridge Road.	391437	281037	Yes	Yes	9m	2001 – 2011
CM	Kidderminster Road (Continuous Monitor)	391354	280919	Yes	No – 6m	2.5m	2010 (Jun – Dec)

Figure 1.0 – Map of monitoring locations



3.2 Monitoring Data and Long-term Trends

Measurements of NO₂ have been taken over a number of years in the area prior to declaration of the AQMA and since. As such a robust data set has been built up over a significant period of time. Available data from monitoring locations has been identified for the period 2001 to 2016.

The last exceedance of the annual objective was recorded in 2013 at triplicate location 9/a/b with a level of 40.2µg/m³. This was a minor exceedance of the 40µg/m³ objective. Prior to this the objective of 40µg/m³ was equalled in 2010 and exceeded in 2007 and 2005 with levels of 42.8µg/m³ at the same location. The annual mean objective was also exceeded at location 11 in 2003 with a recorded value of 40.7µg/m³. It should be noted that 11 is located outside the area declared as an AQMA. No other exceedances were measured at this location.

Historical data indicates that there were also a number of exceedances at monitoring location KR between 2008 and 2011. Concentrations here ranged between 54.4µg/m³ and 64µg/m³. However it should be noted that this monitoring point was located directly adjacent to the highway and did not represent relevant exposure. It is understood that KR was located roadside in front of the property 78 Kidderminster Road whilst tubes 9a/b were located on the façade of the property. Therefore 9a/b represents relevant exposure in this location and is considered to be a much more accurate representation of conditions. As KR does not represent relative exposure and given close proximity to the carriageway results here are not considered to be a relevant exceedance of the objective. Location KR was discontinued at the end of 2011 because it was not representative of relevant exposure.

In the last three years levels of nitrogen dioxide have been monitored below the annual mean objective by greater than ten percent (36µg/m³ or less) at all ten monitoring locations within or near to the AQMA.

Table 2.0 below shows the monitoring results for all locations from 2001 to 2016.

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Table 2.0 – Monitoring results of NO₂ at location 2001 - 2016

Site ID	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
10				27.7	33.4	31.7	33.3	34	37	38	37.6	29.65	37	32.01	30.22	33.52
11			40.7	31.1	34.3	31.7	36.6	32	35	34	31.5	24.71	33	29.87	27.68	31.28
HL												21.49	34	25.48	25.92	28.65
8				25.8	28.7	26.6	30.3	23	25	28	22.1	16.17	27	20.42	20.01	21.88
9/a/b				39.3	42.8	38.6	42.8	39	38	40	37.2	27.51	40.2	33.65	32.44	34.49
KR62												28.24	33	31.76	32.17	33.86
RES 1														20.93	20.54	22.29
RES 2														31.31	32.26	34.72
RES 3														16.56	19.35	21.71
RES 4														31.43	32.70	35.67
KR*								61	63	64	54.4					
KR2										31	30.2					
7	30.2	33.4	31.7	23.5	27	23.5	28.9	24	26	29	22.5					
CM**										38						

KR* - Location next to highway and does not represent relative exposure

CM** - Continuous Monitor in use for 6 months not in location representative of relevant exposure

KEY	No Data	0-20	20-30	30-38	38-40	40+
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Bromsgrove District Council

The full set of available monitoring data has been assessed in relation to the number of exceedances of the annual mean objective for NO₂ (40µg/m³) and observed levels within 5% of the annual mean objective (5% AQO) for NO₂ (38µg/m³).

Table 3.0 provides details of the number of exceedances of the NO₂ annual mean air quality objective between 2001 and 2016 at relevant exposure.

Table 4.0 provides details of the number of concentrations observed within 5% of the NO₂ annual mean air quality objective between 2001 and 2016 at relevant exposure.

Table 3.0 – Number of exceedances of NO₂ annual mean AQO 2001 - 2016

Site ID	Site Description	No. exceedances of NO ₂ Annual Mean Objective (40µg/m ³) at relevant exposure
11	74 Worcester Lane, Hagley	1 2003 – 40.7µg/m ³
9/a/b	78 Kidderminster Road, Hagley	4 2005 – 42.8µg/m ³ 2007 – 42.8µg/m ³ 2010 – 40.0µg/m ³ 2013 – 40.2µg/m ³

Table 4.0 – Number NO₂ concentrations observed within 5% AQO 2001 - 2016

Site ID	Site Description	Occurrences within 5% of NO ₂ Annual Mean Objective (38µg/m ³) at relevant exposure
10	77a Park Road, Hagley	1 2010 – 38.0µg/m ³
9/a/b	78 Kidderminster Road, Hagley	4 2004 – 39.3µg/m ³ 2006 – 38.6µg/m ³ 2008 – 39.0µg/m ³ 2009 – 38.0µg/m ³

Bromsgrove District Council

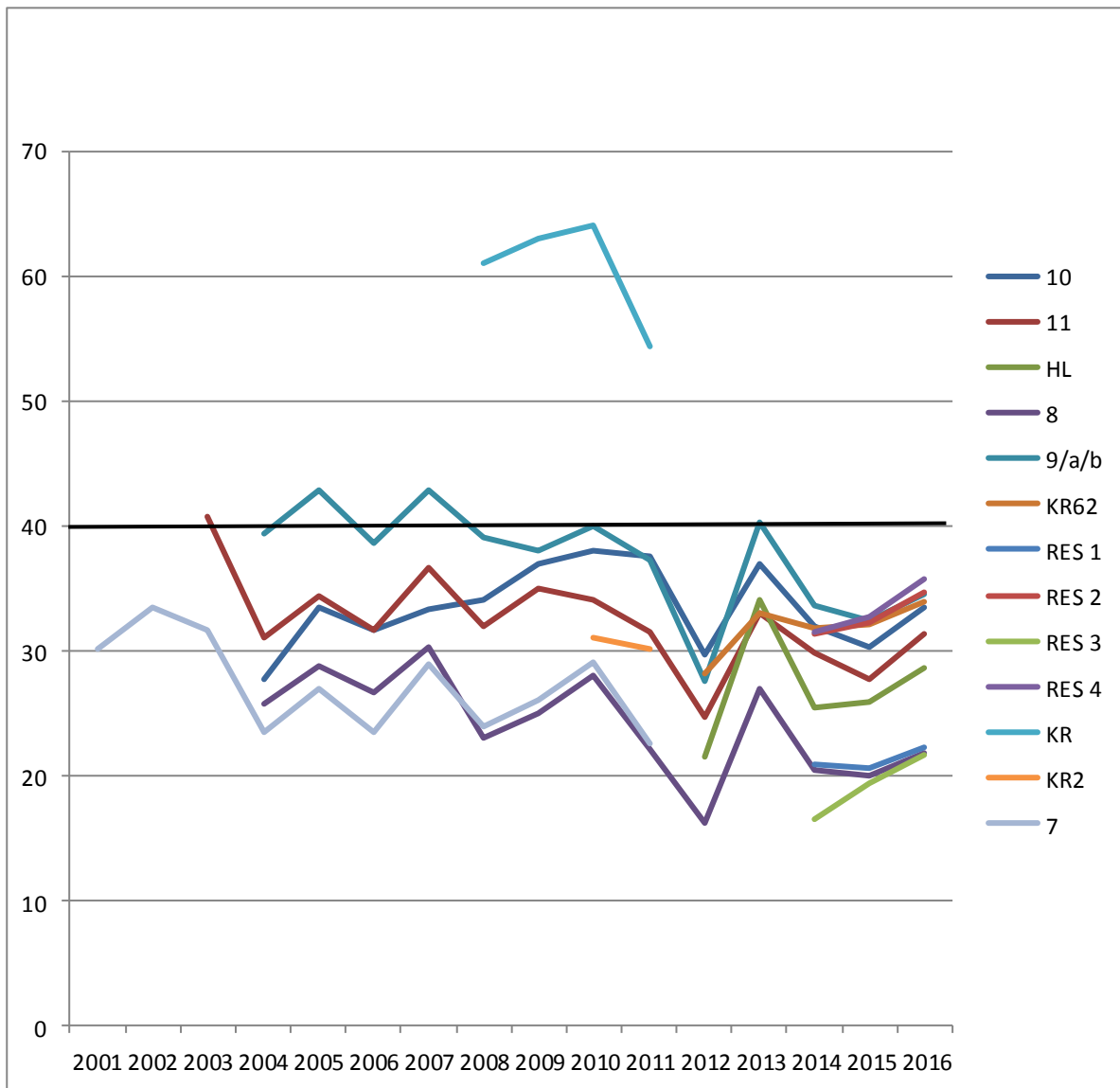
It can be seen that over the past fifteen years there have been five monitored exceedances of the NO₂ annual mean objective. These have occurred at location 11 in 2003, located outside the AQMA, and at 9/a/b in 2005, 2007, 2010 and 2013. These exceedances were only slightly elevated in nature, ranging between 40.0µg/m³ and 42.8µg/m³. It has also been a significant period of time since the majority of these exceedances occurred with the last being in 2013 with all others being in or prior to 2010.

In addition there have been five occasions over the fifteen year period where NO₂ concentrations have been monitored within 5% of the NO₂ annual mean objective (i.e. above 38µg/m³). These have occurred at tube location 10 in 2010, where a concentration of 38.0µg/m³ was measured, and at 9/a/b in 2004, 2006, 2008, and 2009 with concentrations ranging between 38 and 39.3µg/m³. It is useful to consider concentrations within 5% of the objective as an indication of how likely it is that the objective might be exceeded in future years. For example, an area with consistent NO₂ levels within 5% of the objective is more likely to see exceedances of the objective associated with meteorological fluctuations than an area where levels are consistently below 5% of the objective. All of these results referred to above occurred a significant period of time ago with the last being in 2010.

The above evaluation identifies that within the last six years there has been only one occasion where the objective has been exceeded and no other instances within 5% of the NO₂ annual mean objective. This indicates a significant improvement in air quality in the area over the duration of the monitoring period.

A series of graphs have been produced to illustrate long-term trends in measured NO₂ concentrations at relevant exposure. These are reproduced and discussed below.

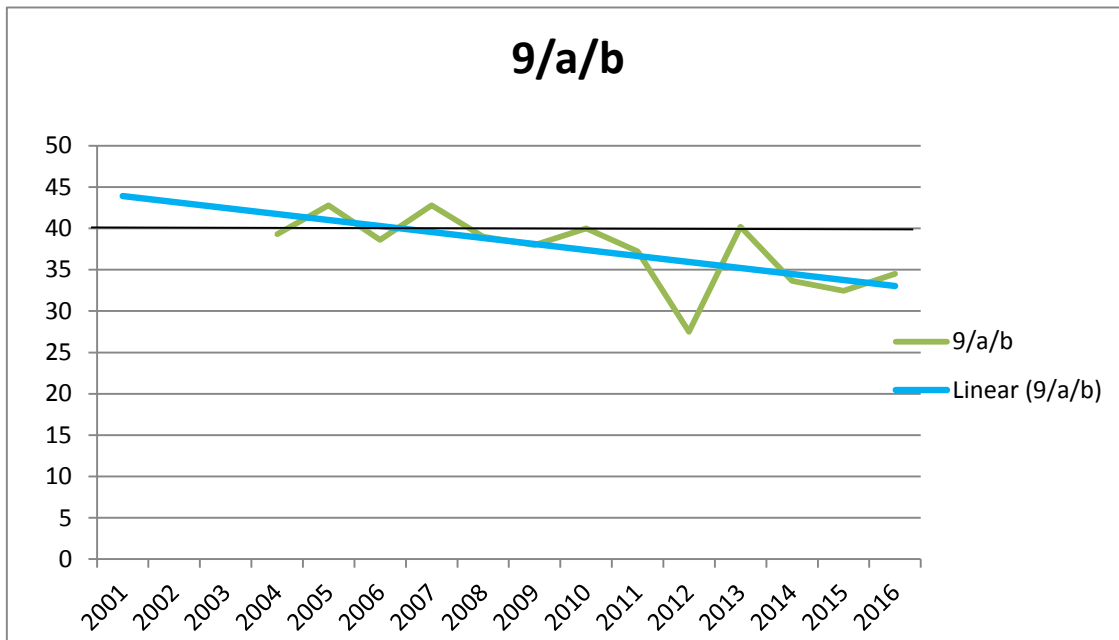
Figure 2.0 Monitored Annual Mean NO₂ at all locations



The graph above provides a diagrammatical representation of monitoring data held for all locations between 2001 and 2016 reviewed as part of this assessment. The black line represents the annual mean objective for nitrogen dioxide of 40µg/m³. It can be seen from the graph that the vast majority of data falls below the objective. This is with the exception of KR which was located next to the highway and was not considered to represent relevant exposure. This is discussed in more detail later in this section.

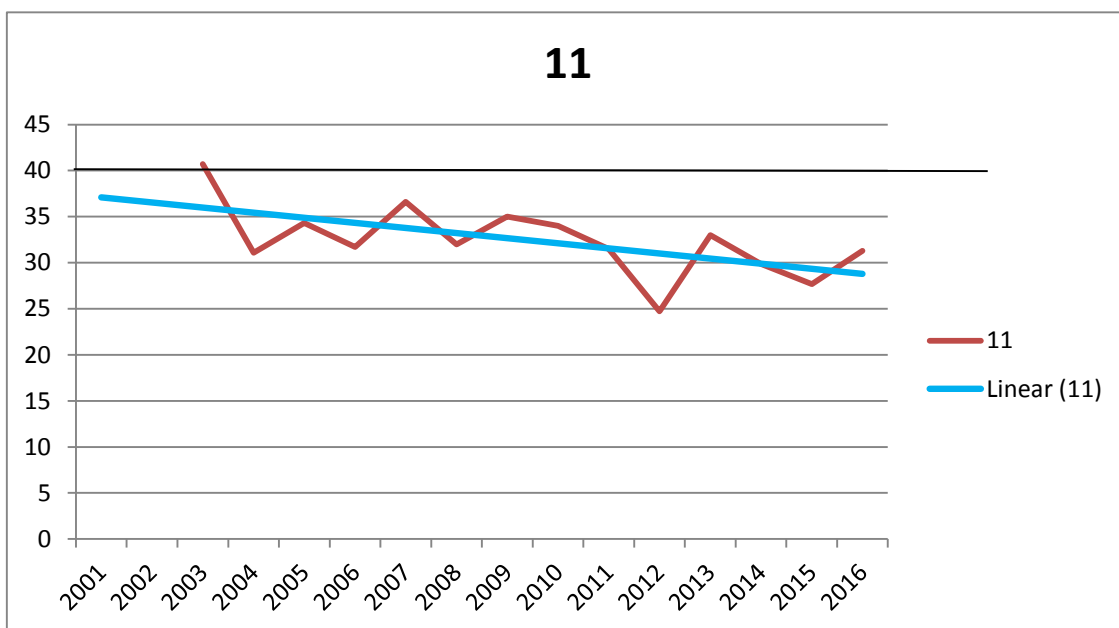
For clarity separate graphs have been produced for all locations and are presented below with commentary. Trendlines for the individual tubes have been produced in order to provide a graphical representation of trends in NO₂ concentrations at each monitoring location for the period of operation. It can be seen that generally there has been a consistent downward trend in NO₂ concentrations at the locations during the monitoring period.

Figure 3.0 - 9/a/b monitored annual mean NO₂



9/a/b – This monitoring location has been in place since 2004. Minor exceedances of the objective were recorded at this location in 2005, 2007, 2010 and 2013 ranging between 40µg/m³ to 42.8µg/m³. Levels have been recorded within 5% of the objective from 2004 to 2010. With the exception of 2013 levels of NO₂ have generally declined at this monitoring point within the last six years. This can be seen clearly from the trendline on the graph above.

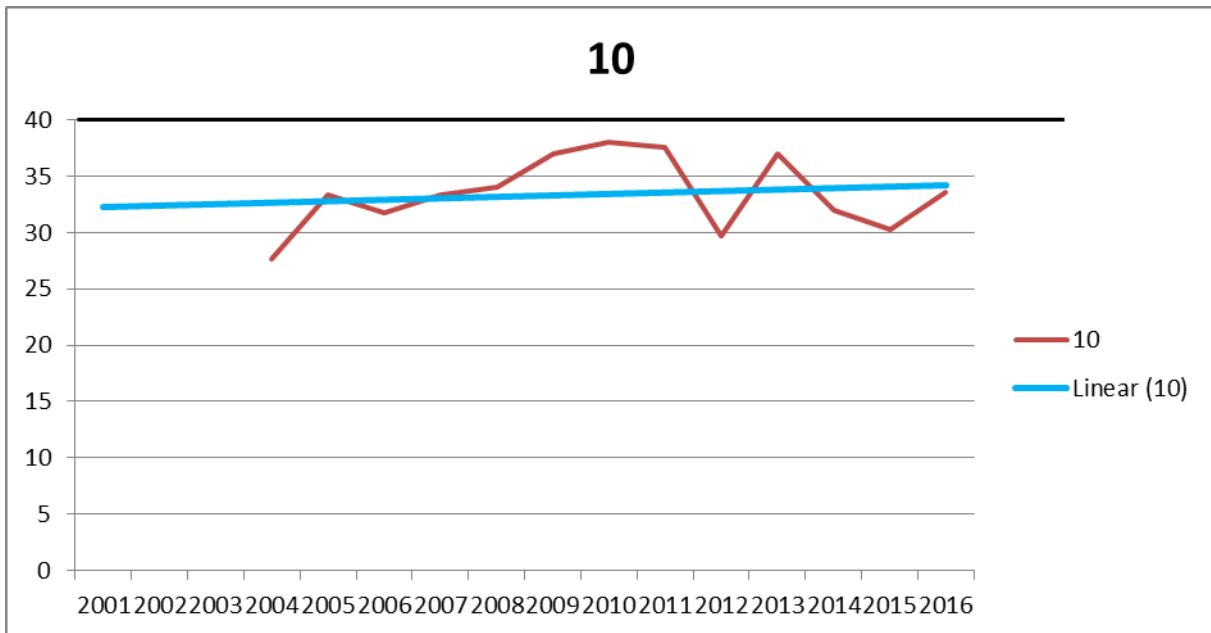
Figure 4.0 - 11 monitored annual mean NO₂



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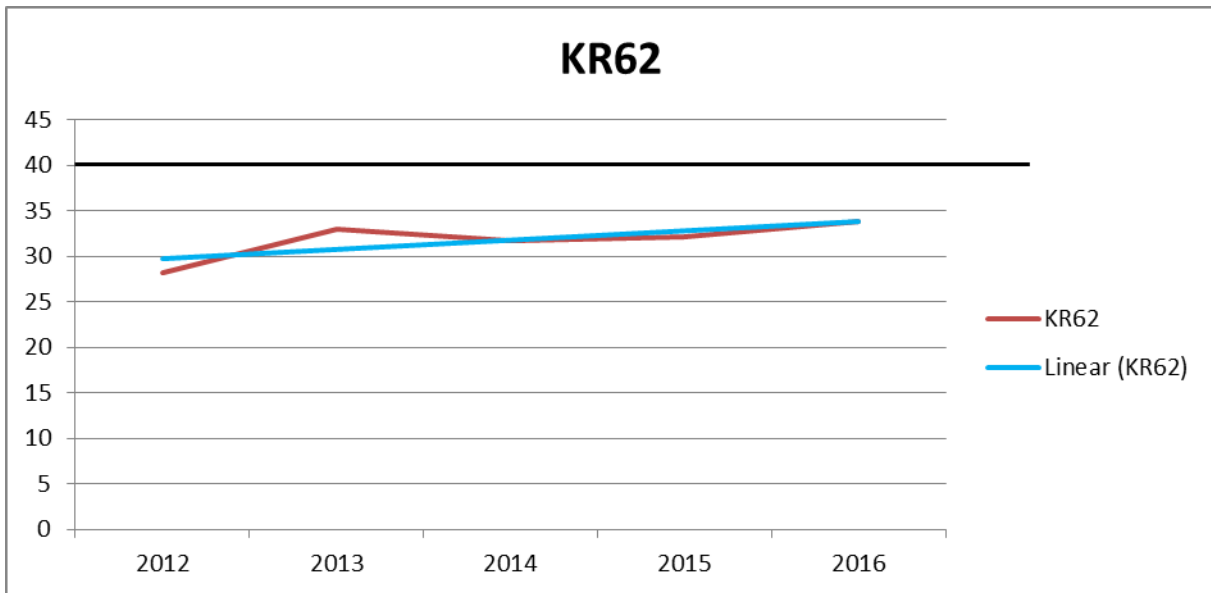
11 – This monitoring location has been in place since 2003. In this first year a minor exceedance of the objective was recorded with a level of $40.7\mu\text{g}/\text{m}^3$. Since then there have been no further exceedances at this location with only one occasion where the levels were within 10 percent of the objective, with a level of $36.6\mu\text{g}/\text{m}^3$ in 2007. For the last three years levels here have been recorded over 20% below the objective. The trendline on the graph above shows a clear decline in concentrations over the monitoring period. It should be noted that this location is outside of the area declared as an AQMA.

Figure 5.0 - 10 monitored annual mean NO_2



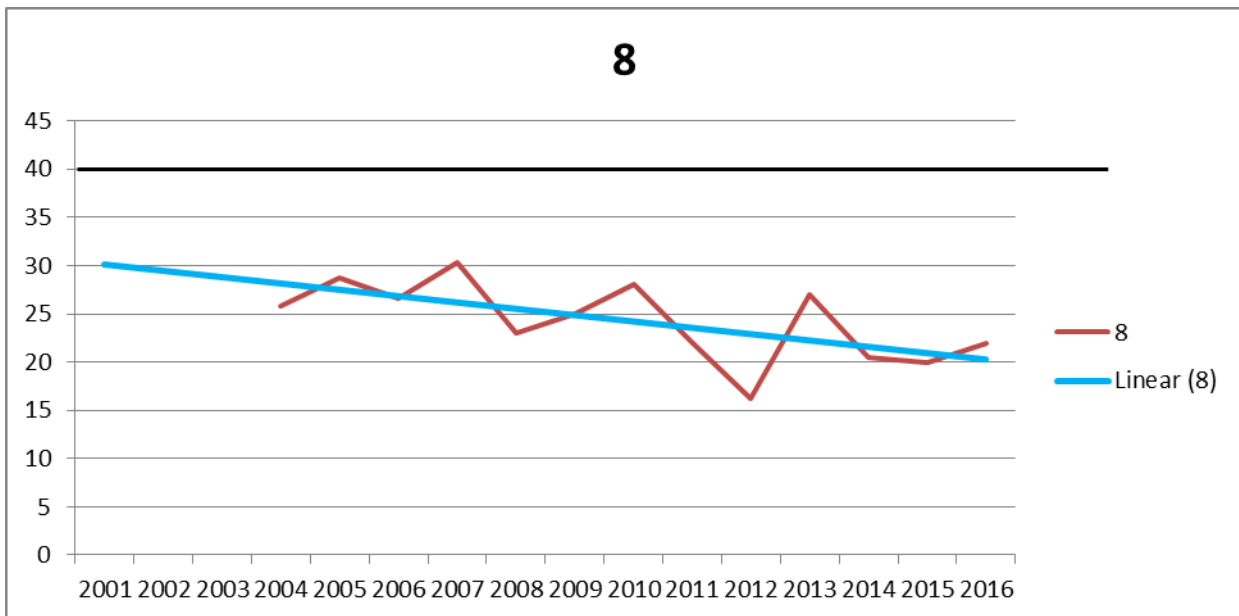
10 – This location has been monitored since 2004 with no recorded exceedance of the objective. The highest level recorded was $38\mu\text{g}/\text{m}^3$ in 2010. This was the only occasion where levels reached within 5% of the objective. The trendline on the graph above indicates that concentrations have remained reasonably stable at this location.

Figure 6.0 – KR62 monitored annual mean NO₂



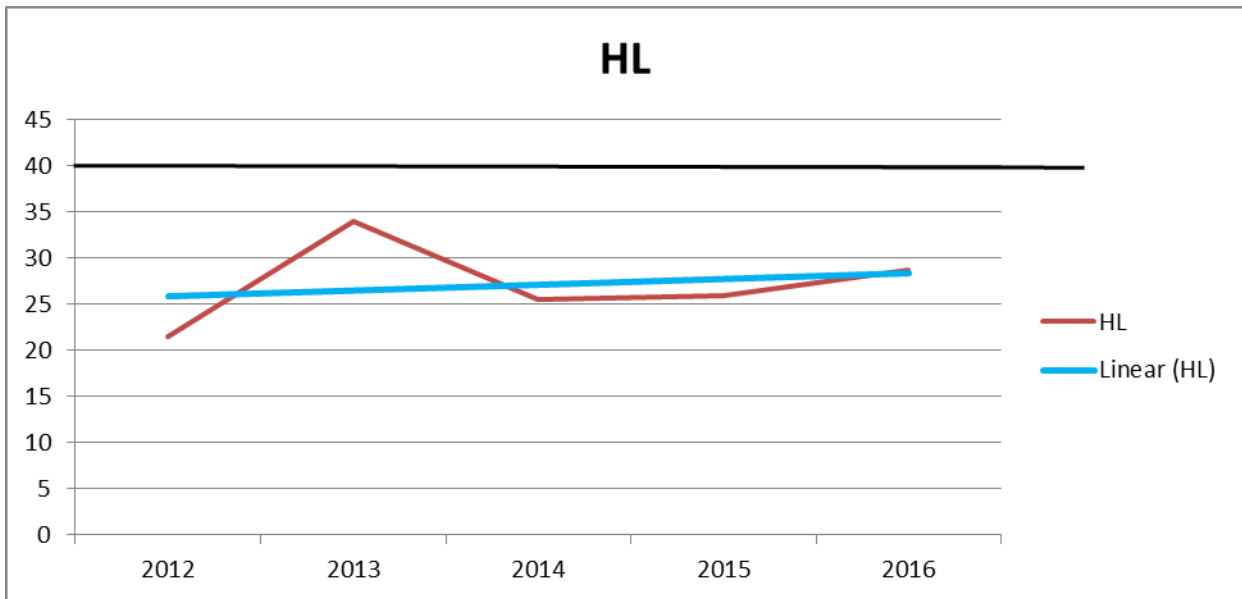
KR62 – This location has been monitored since 2012 with no recorded exceedance of the objective. The highest level recorded was 33.86µg/m³ in 2016. The trendline on the graph above indicates a slight increase in concentrations although in reality concentrations have remained largely constant at this location.

Figure 7.0 - 8 monitored annual mean NO₂



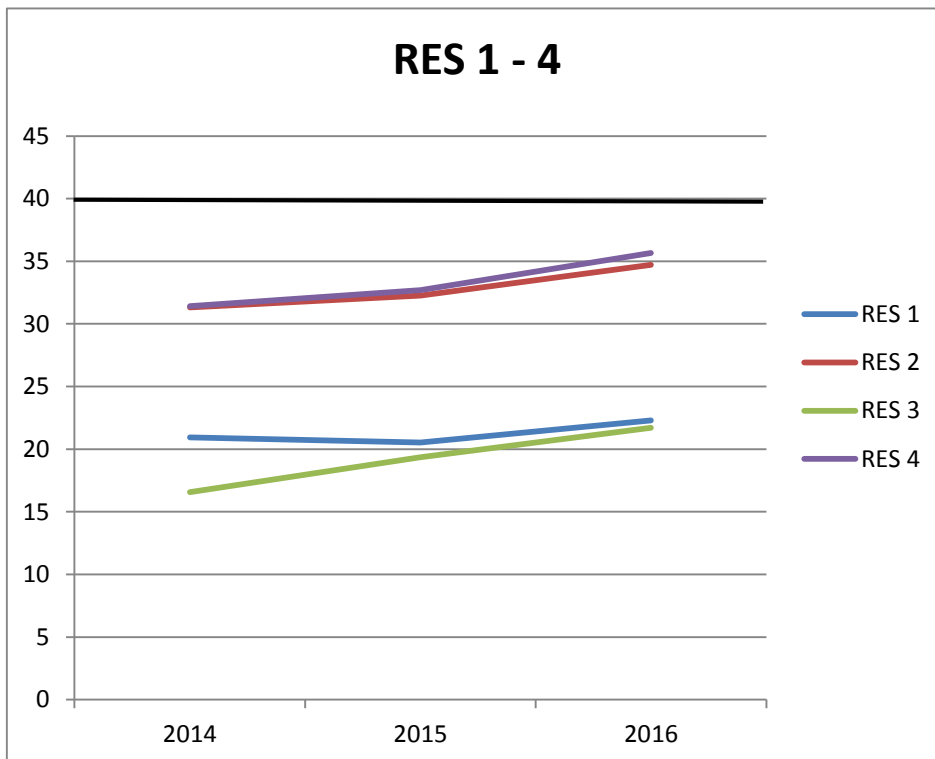
8 - This location has been monitored since 2004 with no recorded exceedance of the objective. The highest recorded level was 30.3µg/m³ in 2007. Levels of nitrogen dioxide have remained at least 25% and up to 50% below the objective for the majority of the monitoring duration. A significant decline in concentrations can be seen from the trendline shown on the graph above.

Figure 8.0 - HL monitored annual mean NO₂



HL - This location has been monitored since 2012 with no recorded exceedance of the objective. The highest recorded level was 34µg/m³ in 2013. The trendline indicates that concentrations have remained largely stable at this location.

Figure 9.0 – RES 1 - 4 monitored annual mean NO₂

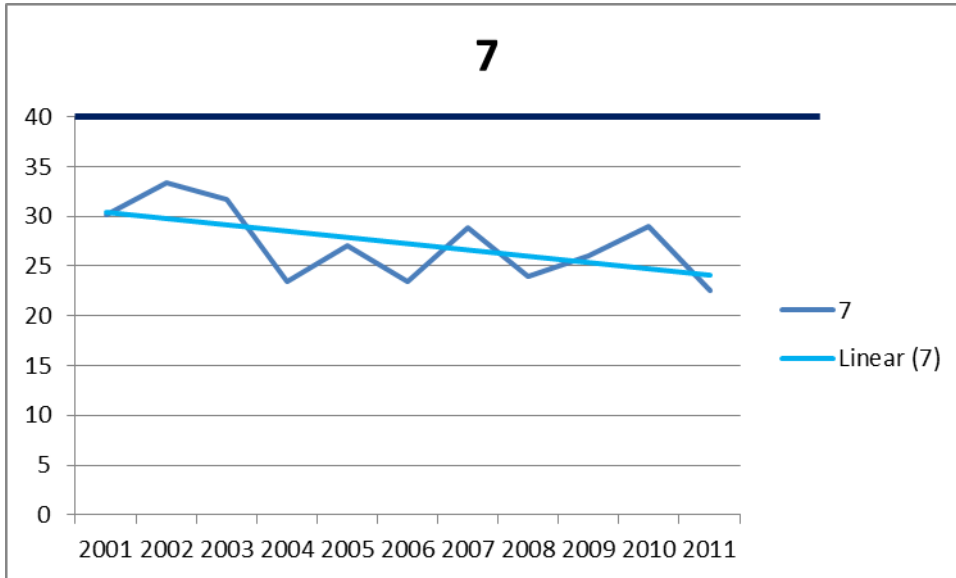


RES 1 – 4 – These monitoring locations were introduced in 2014. No exceedance of the objective has been monitored at any of these locations. The highest recorded value was 35.67µg/m³ at RES 4 in 2016. It should be noted that monitoring points RES 3 and RES 4

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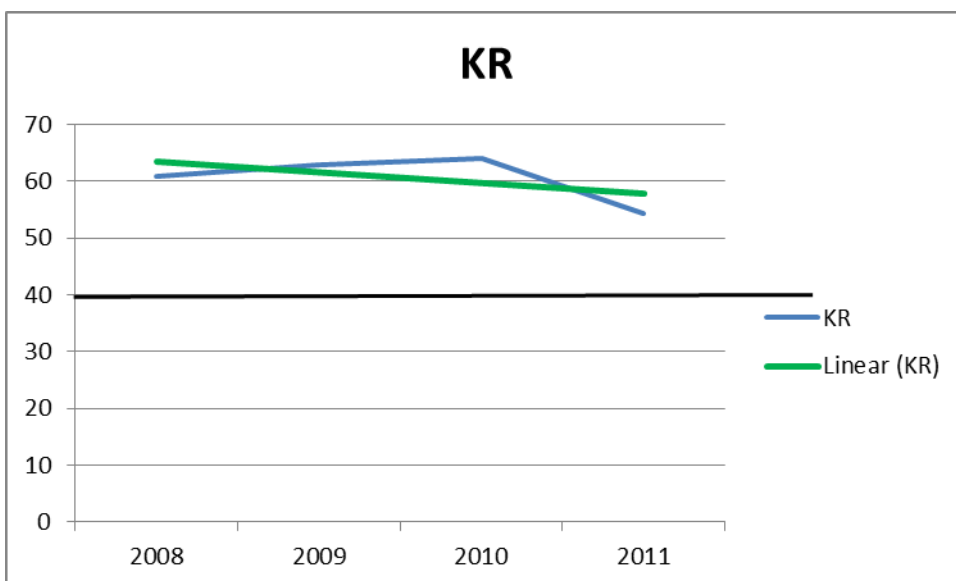
are located outside of the AQMA boundary. A trendline has not been included for these locations as they have only been in operation for a relatively short period of time. It can be seen that there has been a slight increase of concentrations at these locations however they are all 10% or more beneath the objective.

Figure 10.0 - 7 monitored annual mean NO₂



7 – This location was monitored between 2001 and 2011 and never breached the annual average objective with a highest concentration of 33.4µg/m³ in 2002 and a lowest of 22.5µg/m³ in 2011. A significant decline in concentrations can be seen from the trendline shown on the graph above.

Figure 11.0 - KR monitored annual mean NO₂



KR – This location was monitored between 2008 and 2011. KR was located next to the Kidderminster Road approximately 1m away from traffic. As mentioned previously this

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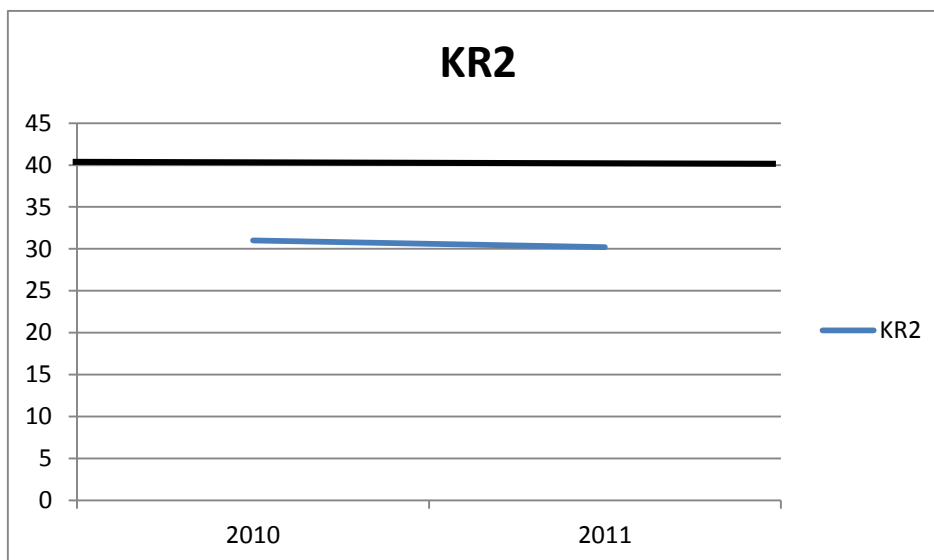
location did not represent relevant exposure as it was sited on a lamppost very close to the road and some distance from the nearest property. The highest level of NO₂ recorded at the site was 64µg/m³ in 2010.

The further assessment carried out in 2012 noted that there was no exceedance of either the annual mean objective or the 1-hour mean objective at this location because there was no relevant exposure. In addition the location was not used for verification of the modelling conducted as part of the further assessment, which stated:-

'The model output for the study area has been verified against five roadside diffusion tubes for 2010. Two of the monitoring sites have been excluded from the verification, i.e. the continuous monitor and diffusion tube site KR. These monitors were located close to the kerbside and it was considered these sites were not representative of distances from the road where there is relevant exposure' (Further Assessment, March 2012 - A2.2).

KR was discontinued at the end of 2011 as part of the yearly diffusion tube rationalisation program as it did not represent relevant exposure. It was also located near to 9/A/B, which is sited on the façade of a residential property and therefore did represent relevant exposure.

Figure 12.0 – KR2 monitored annual mean NO₂



KR2 – This location was monitored in 2010 and 2011 and there was no exceedance of the national objective. The highest recorded level was 31µg/m³. The site was decommissioned as part of the 2012 rationalisation as it was located in close proximity to 11, a long standing position, and recorded low values of NO₂.

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Automatic Monitor – the continuous air quality monitor was in place between June and December 2010 with no exceedance of the annual objective. A level of 38µg/m³ was recorded following annualisation of short-term data in line with LAQM Technical Guidance. The analyser was located approximately 6m away from the nearest relevant receptor.

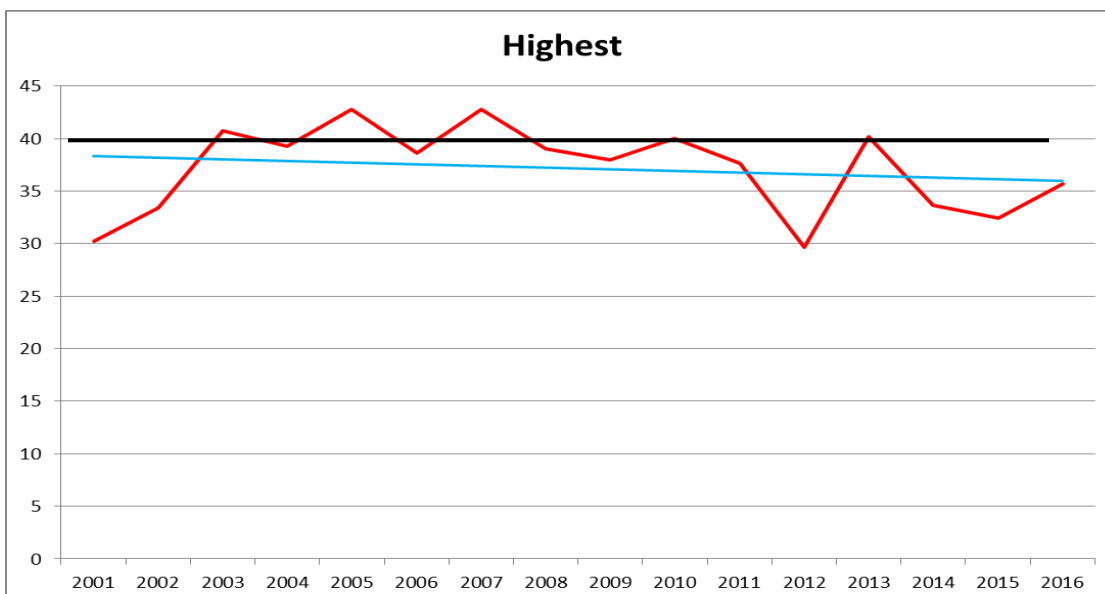
3.3 Results Discussion

Monitoring results have been assessed for the fifteen year period 2001 to 2016 at all available monitoring locations. As discussed above only five minor exceedances of the NO₂ annual mean objective have been measured during that time. There have also been five other occasions when measured concentrations fell within 5% of the NO₂ annual mean objective.

All of the above instances occurred in 2010 or prior to it with the one exception in 2013. It is noted that both 2010 and 2013 saw higher than usual concentrations of NO₂ both across Worcestershire and nationally. NO₂ concentrations are extremely susceptible to meteorological conditions. Generally higher concentrations are seen on cold, still days where NO₂ takes longer to volatilise and disperse and lower concentrations on warm, breezier days where volatilisation and dispersion occur much more rapidly. In 2010 and 2013 the UK experienced cooler winters than in previous and subsequent years and as such it is very likely that the higher concentrations of NO₂ observed during these years can be attributed to meteorological conditions.

With the exception of the instances outlined above, monitored concentrations of NO₂ within the Kidderminster Road, Hagley AQMA have generally fallen well below the NO₂ annual mean objective of 40µg/m³. On the whole levels have also not reached within 5% of the NO₂ annual mean objective over the past six years. The highest monitored levels of nitrogen dioxide recorded within the area for each year are presented in the graph below.

Figure 13.0 – Highest monitored annual mean NO₂

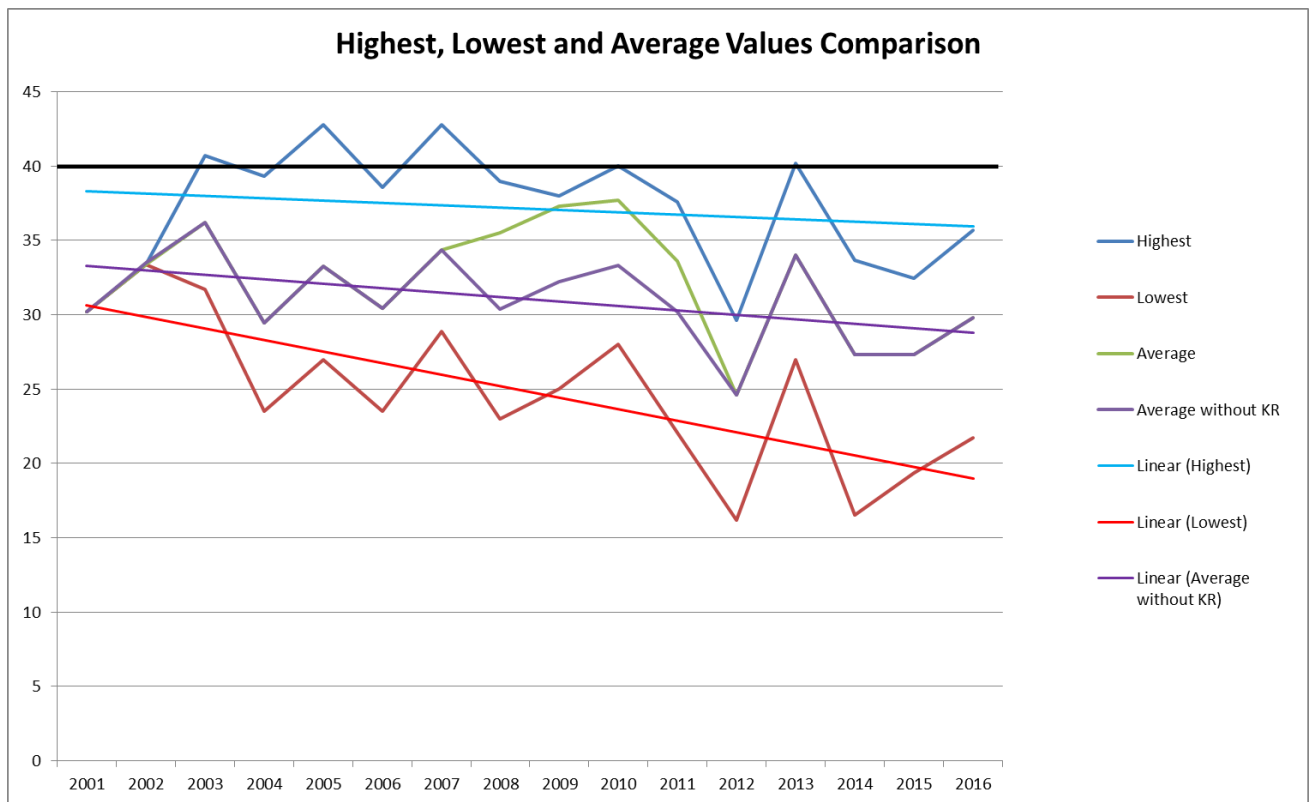


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A consistent downward trend in monitored NO₂ levels within the AQMA can be observed over the past fifteen years when viewing all locations. This downward trend may be attributed to any number of factors however the most significant is likely to be the general trend of increasingly mild winters combined with minor improvements in emissions associated with a modernised vehicle fleet. In addition factors such as improvements made to the local highway network and changes in travel behaviours, such as small increases in uptake of cycling and walking, will have also contributed to any improvement in NO₂ concentrations.

When the highest recorded values are compared with the lowest recorded values and average concentrations from all monitoring locations a distinct pattern in year on year fluctuations can be observed. These patterns fit with the observations made above relating to changes in meteorological conditions. The peaks are seen in years with colder winters such as 2010 and 2013 with lower concentrations in years with more mild weather conditions. A distinct downward trend comparable across all values is particularly noticeable when plotted in a diagrammatic form as can be seen on the graph below. Average values have been presented with and without KR for comparison.

Figure 14.0 – Comparison of Highest, Lowest and Average NO₂ Values



4 Conclusions and Recommendations

Assessment of the available monitoring data from all monitoring locations in and around the Kidderminster Road, Hagley AQMA has been undertaken. A small number of marginal exceedances of the annual mean objective for nitrogen dioxide have been observed. All of these have taken place prior to 2010 with one exception in 2013. Therefore there has been one marginal exceedance of the objective from a maximum of ten monitored locations in the last six years. Analysis of all available data indicates a downward trend in concentrations of nitrogen dioxide.

The Kidderminster Road, Hagley AQMA declaration was made based on marginal exceedances of the NO₂ annual mean objective in 2010. It is likely that the advent of increasingly mild winters over recent years combined with modernisations of the general vehicle fleet have resulted in concentrations of NO₂ that consistently fall well below the NO₂ annual mean objective. It is possible that particularly cold winters may result in the occasional marginal exceedances of the NO₂ annual mean objective however current understanding of the UK climate suggests that milder winters are likely to continue. Therefore any marginal exceedance of the NO₂ annual mean objective associated with possible occasional colder winters will be isolated. Consistent exceedances of the NO₂ annual mean objective over future years are considered unlikely, as demonstrated by the lack of consistent exceedances between 2001 and 2016 and a consistent downward trend in NO₂ concentrations across that same fifteen year period.

In addition, measures that have been implemented in the area as part of the Air Quality Action Plan (detailed in section 2 above) should also continue to have a positive impact on air quality. Improvements have been made to the phasing of traffic lights in the area which has included upgrading to the latest technology available. Traffic signals have also been introduced at the Hagley Island roundabout with additional alignment revisions. Other actions, such as Variable Message Signage, are also due for roll out in the near future subject to the appropriate funding. All of which are considered to offer a gradual betterment to air quality over future years.

These improvement works have formed the basis of the Action Plan for the Kidderminster Road, Hagley AQMA and WRS will continue to be heavily involved to ensure that improvements to air quality are realised. This is in accordance with PG(16) para. 4.11 *“Following a revocation, ideally the local authority should put in place a local air quality strategy (para 2.12) to ensure air quality remains a high profile issue...”*

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It is therefore recommended that Bromsgrove District Council consider revocation of the Kidderminster Road, Hagley AQMA.

LAQM Technical and Policy Guidance sets out some requirements in relation to revocation of AQMAs. These are summarised in the table below and evidence for each point provided.

Table 5.0 – Revocation Requirements LAQM.PG(16) and LAQM.TG(16)

LAQM revocation requirement laid out in PG(16) and TG(16)	Evidence in relation to Kidderminster Road, Hagley AQMA
<p><i>PG(16) 4.9 “Demonstrate that air quality objectives are being met and will continue to do so... Confidence that the improvements will be sustained...Typically this is after three years or more of compliance.</i></p>	<p>There has been no measured exceedance of the NO₂ annual mean objective at relevant exposure in the last three years.</p> <p>There has been no measured concentration of NO₂ within 5% of the NO₂ annual mean objective at relevant exposure in the last three years.</p> <p>Generally concentrations of NO₂ have consistently been below the NO₂ annual mean objective at relevant exposure over the past fifteen years, with five exceptions. Marginal exceedances of 40.2µg/m³ in 2013, 40.0µg/m³ in 2010, 42.8µg/m³ in 2007 and 2005, and 40.7µg/m³ in 2003. These concentrations are likely associated with cooler winters and are consistent with observed higher concentrations across the County and nationally in those years.</p> <p>Generally concentrations of NO₂ have consistently been below 95% of the NO₂ annual mean objective at relevant exposure over the past fifteen years, with a few exceptions. These occurred in 2010, 2009, 2008, 2006 and 2004.</p> <p>There has been a consistent downward trend in NO₂ concentrations at all monitoring locations within the AQMA over the past ten years.</p>
<p><i>TG(16) 3.46 & 3.47 “In most cases the decision to revoke an AQMA should only be taken following a detailed study....however, in some instances if compelling evidence exists, detailed modelling to support the decision to ..revoke an AQMA may not be necessary and an AQMA may be amended or revoked following a screening assessment</i></p>	<p>Detailed dispersion modelling has not been undertaken in this case. It is considered that the fifteen years of monitoring data available across numerous monitoring locations provides sufficiently robust evidence on which to carry out a screening assessment, particularly considering the very small number of measured exceedances of the</p>

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<p><i>on the basis of robust monitoring evidence.</i></p>	<p>NO₂ annual mean objective.</p> <p>The Kidderminster Road, Hagley AQMA has only seen three exceedances of the NO₂ annual mean objective at relevant exposure in the past decade, and none since 2013. Since 2011 there has been only a single breach and no occasions where concentrations were within 5% of the NO₂ annual mean objective. It is considered to be disproportionate to carry out full detailed dispersion modelling in relation to any decision regarding revocation.</p> <p>As a result a detailed screening assessment has been undertaken and is presented in this report.</p>
<p><i>TG(16) 3.48 "... pollutant concentrations may vary significantly from one year to the next, due to the influence of meteorological conditions, and it is important that authorities avoid cycling between declaring, revoking and declaring again, due simply to these variations. Therefore, before revoking an AQMA on the basis of measured pollutant concentrations, the authority therefore needs to be reasonably certain that any future exceedances (that might occur in more adverse meteorological conditions) are unlikely. For this reason, it is expected that authorities will need to consider measurements carried out over several years or more, national trends in emissions, as well as local factors that may affect the AQMA, including measures introduced as part of the Air Quality Action Plan, together with information from national monitoring on high and low pollution years"</i></p>	<p>It is acknowledged that the influence of meteorological conditions is a significant factor when considering revocation of an AQMA. As discussed above it is considered likely that the most recent exceedances of the NO₂ annual mean objective observed within the AQMA are likely to be attributable to cooler winters in 2013 and 2010. The trend for higher concentrations in these years can be seen both locally and nationally.</p> <p>However, in considering that NO₂ concentrations in the AQMA are generally measured to be well below the NO₂ annual mean objective and well below 95% of the NO₂ annual mean objective, it is considered to be very unlikely that changing meteorological conditions would produce any consistent exceedance of the NO₂ annual mean objective that would require re-declaration of an AQMA in the future. Particularly considering the current understanding of climate and the predicted increase in warmer winters across the UK going forward.</p> <p>In addition the traffic signalling and roundabout improvements made to the road network in this area is considered to have improved traffic flow and reduced congestion through the existing AQMA area, having a positive impact on air quality. This planned improvement work formed the basis of the Action Plan for the AQMA and WRS will continue to be involved in it's development to ensure that air quality remains a high profile issue and ensure that improvements to air quality are realised.</p>

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In conclusion it is recommended that Bromsgrove District Council consider revocation of the Kidderminster Road, Hagley AQMA. There have been limited exceedances of the NO₂ annual mean objective between 2001 and 2016 with the majority taking place prior to and including 2010. Only one minor exceedance of the objective has been recorded in the last six years. This was a level of 40.2µg/m³ in 2013. It is considered to be very unlikely that any consistent exceedance of the NO₂ annual mean objective will occur in the future.

Air Quality will remain an important high profile issue in the area in order to ensure that concentrations of NO₂ remain below the objective. The area will continue to be an “air quality consultation zone” within the WRS Planning Checklist ensuring that air quality is given due consideration through the planning process. In addition WRS will continue to be involved in the development of measures throughout the wider Bromsgrove District as per the Air Quality Action Plan.

Appendices

Appendix A: Summary of Statutory Air Quality Objectives in England

A.1 – Air Quality Objectives in England

Pollutant	Air Quality Objective ¹	
	Concentration	Measured as
Nitrogen Dioxide (NO ₂)	200 µg/m ³ , not to be exceeded more than 18 times a year	1-hour mean
	40 µg/m ³	Annual mean
Particulate Matter (PM ₁₀)	50 µg/m ³ , not to be exceeded more than 35 times a year	24-hour mean
	40 µg/m ³	Annual mean
Sulphur Dioxide (SO ₂)	350 µg/m ³ , not to be exceeded more than 24 times a year	1-hour mean
	125 µg/m ³ , not to be exceeded more than 3 times a year	24-hour mean
	266 µg/m ³ , not to be exceeded more than 35 times a year	15-minute mean

¹ The units are in microgrammes of pollutant per cubic metre of air (µg/m³).

Appendix B: Kidderminster Road, Hagley AQMA Sealed Order

Environment Act 1995 Part IV Section 83(1)

Bromsgrove District Council
AQMA Order

Bromsgrove District Council in exercise of the powers conferred upon it by Section 83(1) of the Environment Act 1995, hereby makes the following Order.

This Order may be cited/referred to as the Bromsgrove District Council Air Quality Management Area No 2, and shall come into effect on 17th February 2010

The area shown on the attached map in red is to be designated as an air quality management area (the designated area). The designated area incorporates part of Kidderminster Road, Stourbridge Road and Hagley Hill, Hagley. The map may be viewed at the Council Offices.

This Area is designated in relation to a likely breach of the nitrogen dioxide (annual mean) objective as specified in the Air Quality Regulations 2000

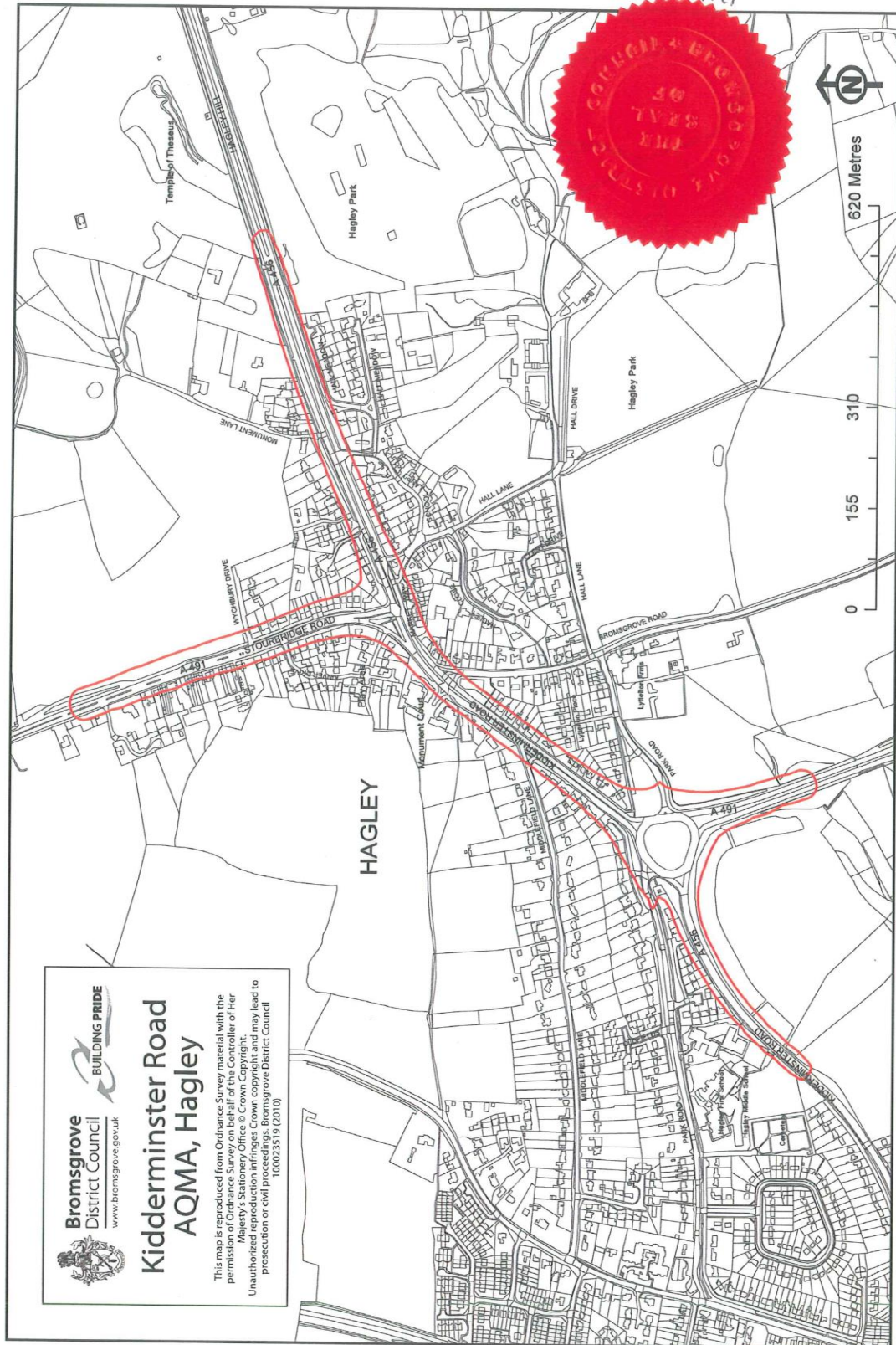
This Order shall remain in force until it is varied or revoked by a subsequent order.

The Common Seal of Bromsgrove District Council

was hereto affixed on 17/02/2010 and signed
in the presence of /on behalf
of said Council

S. Sellers
.....





Appendix C: Diffusion Tube Monitoring

C.1 Details of Non-Automatic Monitoring Sites

Site ID	Site Description	Site Type	X OS Grid Ref	Y OS Grid Ref	Pollutants Monitored	In AQMA?	Distance to Relevant Exposure (m) ⁽¹⁾	Distance to kerb of nearest road (m) ⁽²⁾	Tube collocated with a Continuous Analyser?	Height (m)
10	77a Park Road, Hagley	Urban Background	391137	280638	NO ₂	Yes	0	17	N	1.93
11	74 Worcester Lane, Hagley	Roadside	390295	280043	NO ₂	No	0	2.75	N	1.88
HL	20 Birmingham Rd Sign	Roadside	391551	280999	NO ₂	Yes	13	2	N	1.88
8	9 Market Way, Hagley	Roadside	391452	280947	NO ₂	Yes	0	13.8	N	1.88
9/a/b	78 Kidderminster Road, Hagley	Roadside	391210	280668	NO ₂	Yes	0	8.3	N	1.98
KR62	62 Kidderminster Road	Roadside	391182	280631	NO ₂	Yes	0	7	N	1.98
RES 1	26 Stourbridge Rd, Hagley	Roadside	391445	281179	NO ₂	Yes	0	15	N	2.10
RES 2	21 Birmingham Road, Hagley	Roadside	391556	281042	NO ₂	Yes	0	15	N	2.20
RES 3	104 Kidderminster Road South, Hagley	Roadside	389827	279590	NO ₂	No	0	14.3	N	2.00
RES 4	23 Worcester Road, Hagley	Roadside	390025	27965	NO ₂	No	0	14.5	n	2.10
KR	Kidderminster Road, Hagley (roadside outside no 78)	Kerbside	391277	280774	NO ₂	Yes	7	1	N	

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Site ID	Site Description	Site Type	X OS Grid Ref	Y OS Grid Ref	Pollutants Monitored	In AQMA?	Distance to Relevant Exposure (m) ⁽¹⁾	Distance to kerb of nearest road (m) ⁽²⁾	Tube collocated with a Continuous Analyser?	Height (m)
KR2	10 Kidderminster Road, Hagley	Roadside	390363	280044	NO ₂	No	0	13.6	N	
7	No.5 Stourbridge Road.	Background	391437	281037	NO ₂	Yes	0	9	N	
CM	Kidderminster Road	Kerbside	391354	280919	NO ₂	Yes	6	2.5	n/a	

C.2 Monitoring Data 2001 – 2016

Site ID	NO ₂ Annual Mean Concentration (µg/m ³) ^(1,2)															
	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
10				27.7	33.4	31.7	33.3	34	37	38	37.6	29.65	37	32.01	30.22	33.52
11			40.7	31.1	34.3	31.7	36.6	32	35	34	31.5	24.71	33	29.87	27.68	31.28
HL												21.49	34	25.48	25.92	28.65
8				25.8	28.7	26.6	30.3	23	25	28	22.1	16.17	27	20.42	20.01	21.88
9/a/b				39.3	42.8	38.6	42.8	39	38	40	37.2	27.51	40.2	33.65	32.44	34.49
KR62												28.24	33	31.76	32.17	33.86
RES 1														20.93	20.54	22.29
RES 2														31.31	32.26	34.72
RES 3														16.56	19.35	21.71
RES 4														31.43	32.70	35.67
KR								61	63	64	54.4					
KR2										31	30.2					
7	30.2	33.4	31.7	23.5	27	23.5	28.9	24	26	29	22.5					
CM										38						

(1) Means for diffusion tubes have been corrected for bias. All means have been “annualised” as per Technical Guidance LAQM.TG16 if valid data capture for the full calendar year is less than 75%.

Glossary of Terms

Abbreviation	Description
AQAP	Air Quality Action Plan - A detailed description of measures, outcomes, achievement dates and implementation methods, showing how the local authority intends to achieve air quality limit values'
AQMA	Air Quality Management Area – An area where air pollutant concentrations exceed / are likely to exceed the relevant air quality objectives. AQMAs are declared for specific pollutants and objectives
AQO	Air Quality Objective
Defra	Department for Environment, Food and Rural Affairs
EU	European Union
LAQM	Local Air Quality Management
NO ₂	Nitrogen Dioxide
NO _x	Nitrogen Oxides
QA/QC	Quality Assurance and Quality Control

References

1. Air Quality Consultants (2012) 'Further Assessment Kidderminster Road, Hagley for Bromsgrove District Council'
2. DEFRA (2016) 'Local Air Quality Management Policy Guidance LAQM PG.(16)'
3. DEFRA (2016) 'Local Air Quality Management Technical Guidance LAQM TG.(16)'
4. Worcestershire Regulatory Services (2013) 'Air Quality Action Plan for Worcestershire'
5. Worcestershire Regulatory Services (2015) 'Air Quality Action Plan Progress Report for Worcestershire April 2013-April 2015'
6. Worcestershire Regulatory Services (2016) 'Air Quality Action Plan Progress Report for Worcestershire April 2015 – March 2016'
7. Worcestershire Regulatory Services (2016) 'Annual Status Report – Bromsgrove District Council'
8. Worcestershire Regulatory Services Website
<http://www.worcsregservices.gov.uk/pollution/air-quality/>

CABINET

11th April 2018

ADDENDUM TO COUNCIL TAX SUPPORT - HARDSHIP POLICY

Relevant Portfolio Holder	Cllr B Cooper
Portfolio Holder Consulted	√
Relevant Head of Service	Amanda Singleton, Head of Customer Access and Financial Support
Wards Affected	All Wards
Key Decision	

1. SUMMARY OF PROPOSALS

- 1.1 On Thursday 18th January Worcestershire County Council (WCC) made the following resolution:

"This Council recognises the challenges young people face transitioning out of the care system into adulthood. Research from The Centre for Social Justice found that 57% of young people leaving care have difficulty managing their money and avoiding debt when leaving care.

This Council aspires to champion the children and young people in its care, enabling them to have the best possible outcomes. To improve outcomes for Care leavers this Council believes the cliff edge of the current council tax system needs to be reformed to help Worcestershire's young people transition into an independent and successful adult life.

This Council believes care leavers are a particularly vulnerable group for council tax debt.

The Children and Social Work Act 2017 places corporate parenting responsibilities on district councils for the first time, requiring them to have regard to children in care and care leavers when carrying out their functions.

This Council resolves to underline its commitment to corporate parenting and improving outcomes and requests Worcestershire's six council tax billing authorities to support the transition of care leavers who become council tax payers by:

Reducing their net liability for council tax under the national scheme and after council tax support to zero, until the care leaver's 21st birthday.

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Introducing a transitional discretionary discount scheme to enable a reduction of liability for council tax up to and including zero from their 21st birthday until the care leaver's 25th birthday."

- 1.2 This was endorsed by Leaders across the county at Leaders Board on 1st February 2018 with an amendment to provide full support until the care leavers 25th birthday.
- 1.3 In order to achieve this aim Bromsgrove District Council must make an amendment to its Council Tax Support (CTS) Hardship Policy.
- 1.4 It is proposed to that this requirement be met by way of an addendum (Appendix 1) for 2018/19, until such time as the review of the Council Tax Support Scheme 2019 (CTSS) is completed and a decision as to whether it should be included in the core CTSS can be made.

2. RECOMMENDATIONS

- 2.1 **The Cabinet is asked to RECOMMEND to Council that the addendum to the Council Tax Support Hardship Policy 'Support for Care Leavers' be agreed.**

3. KEY ISSUES

Financial Implications

- 3.1 It was agreed at Leaders Board to use the discretionary hardship funds to reduce council tax liability to zero for care leavers under the age of 25 with effect from 1st April 2018, where the care leaver is in receipt of some council tax support for at least part of the year.
- 3.2 The cost of providing the support to care leavers as set out in the addendum to the CTS Hardship Policy 'Support for Care Leavers' is currently estimated to be £8k per annum based on current details provided by WCC, but this will fluctuate depending on numbers of care leavers in the district.
- 3.3 Leaders agreed that should the financial burden or additional administrative costs become unmanageable for any district then that district council reserves the right to seek financial assistance from WCC.

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Legal Implications

- 3.4 Section 131A 1c of the Local Government Finance Act 1992, as amended by the Local Government Finance Act 2012 sets out the requirement for Council's to develop and adopt localised Council Tax Support Schemes, and provides the Council with discretionary powers to provide additional support.

Service/Operational Implications

- 3.5 It is reliant on WCC to notify the district council promptly of all care leavers under the age of 25 living in the district, and to advise the council as a young person is leaving care in the future to ensure that the necessary administration can be undertaken in respect of Council Tax liability.
- 3.6 The administrative burden is unknown at this stage. The expectation is that the adjustments can be absorbed within existing resources. However there is provision within the agreement with WCC to seek further financial assistance if necessary.

Customer / Equalities and Diversity Implications

- 3.7 This will provide further opportunity to support financial independence in the district in line with the Council's strategic purpose.
- 3.8 An equality impact assessment (EIA) has been carried out and the following benefits identified:

Eliminate unlawful discrimination, harassment and victimization:

Proposal for extra support up to the age of 25 years to support a vulnerable group and reduce the financial gap between care leavers and their peers.

Advance Equality of opportunity between different groups:

Proposed changes will not directly impact any other age groups and the changes will advance equality of opportunity for care leavers with their peers.

Foster good relations between different groups: The additional support will reduce the financial burden for care leavers and in turn reduce the gaps currently faced between this vulnerable group and their peers, promoting community cohesion.

- 3.9 Care leavers are considered to be disproportionately disadvantaged when transitioning to adulthood compared with other young people. As a council, we act as Corporate Parents for all care leavers. Any

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potential unfairness to other vulnerable persons as a result of their age has been considered. The Hardship Fund is available to people of any age to apply for additional support and their need would be assessed on a case by case basis. This eliminates or minimises potential unfairness towards other vulnerable young persons.

4. RISK MANAGEMENT

- 4.1 The Children and Social Work Act 2017 places corporate parenting responsibilities on district councils for the first time, requiring them to have regard to children in care and care leavers when carrying out their functions. Failure to agree to the addendum would result in the council offering a lower rate of support to care leavers than the rest of the County and could result in legal challenge.

5. APPENDICES

Appendix 1 - Addendum to CTS Hardship Policy – Care Leavers

6. BACKGROUND PAPERS

WCC Minutes of Council meeting 18th January 2018
Leaders Board Report 1st February 2018
BDC CTS Hardship Policy

AUTHOR OF REPORT

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COUNCIL TAX SUPPORT SCHEME – HARDSHIP POLICY

Addendum to Council Tax Hardship Fund Policy effective from 1st April 2018.

SUPPORT FOR CARE LEAVERS

1. The Children and Social Work Act 2017 places corporate parenting responsibilities on district councils requiring them to have regard to children in care and care leavers when carrying out their functions.
2. In recognition of the challenges young people face transitioning out of the care system into adulthood, additional support will be provided to young adults leaving the care of Worcestershire County Council and living in the Bromsgrove District, to cover the shortfall between Council Tax liability and payment of Council Tax Support.
3. Net liability for council tax and after council tax support will be reduced to zero, until the care leaver's 25th birthday, whilst they are living independently, in the district and liable to pay Council Tax.
4. Worcestershire County Council are required to provide details of care leavers meeting this criteria as soon as possible to avoid over payment of council tax, and reduce the need for refunds.
5. The award will be made directly to the relevant council tax account for which the care leaver is liable and for which council tax support is in payment for all or part of the relevant financial year. There will be no cash alternative.
6. A care leaver is defined as a person aged 25 or under, who has been looked after by a local authority for at least 13 weeks since the age of 14; and who was looked after by the local authority at school-leaving age or after that date.
7. Where any other criteria might apply for example, a care leaver living with partner and jointly liable, a financial assessment would be carried out to understand financial need and appropriate level of additional support to be provided.

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Finance Monitoring Quarter 3 2017/18

Relevant Portfolio Holder	Councillor Brian Cooper
Portfolio Holder Consulted	Yes
Relevant Head of Service	Jayne Pickering
Wards Affected	All Wards
Ward Councillor Consulted	N/A
Non Key Decision	

1. Purpose and Summary

To report to Cabinet on the Council’s financial position for Revenue and Capital for the Financial period April – December 2017 (Quarter 3 2017-18).

2. Recommendations

The Cabinet is asked to

RESOLVE

- 2.1 That Cabinet note the current financial positions for the period April – December 2017 as detailed in the report.

RECOMMEND

- 2.2 The Cabinet is asked to **RECOMMEND** to Council that a retrospective increase in the 2017/18 Capital Programme of £78k for the Disabled facilities Grants is approved. This reflects the recent funding received from the DCLG for the provision of adaptations.
- 2.3 The Cabinet is asked to **RECOMMEND** to Council that a retrospective capital virement of £100k 2017/18 from the vehicle replacement to the infrastructure works at the Bromsgrove depot is approved. This is due to improvements undertaken in relation to Phase 1 of the depot car park resurfacing.

3. Revenue budgets

- 3.1 This report provides details of the financial performance of the Council. The purpose of this report is to ensure officers and members have relevant information to consider the overall financial position of the Council. The report reflects the finances across all of the Strategic Purposes to enable Members to be aware of the level of funding attributed to each area and how this compares to budget. The summary at 3.4 shows the financial position for revenue funding for the period April – December 2017. A year end forecast is presented for Quarter 3 to ensure budget holders can assess the projected outturn position of their service areas.
- 3.2 Financial reports are sent to budget holders on a monthly basis. As part of this process a detailed review is undertaken with support from the finance team to ensure that all issues are considered and significant savings or cost pressures are addressed. This report aims to focus on the key variances from budgets to ensure that these are addressed appropriately during the year.
- 3.3 As Members are aware officers have recognised that there were savings in 2016/17 that had not been forecast in previous reports. As part of **Page 69** monitoring during 2017/18, budget holders and

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Heads of Service are working with the finance team and portfolio holders to improve the quality of the future forecasting.

3.4 The £13.511m original budget as included in the table below, is made up of the budget approved in February 2017 of £11.112m which is then adjusted to reflect capital charges and interest of £2.332m (increase to £11.112m) together with transfers of reserves of £67k.

In addition the Latest Budget 2017/18 of £13.739m includes transfers to/from reserves of £232k. Appendix 1 shows the movement in reserves of £492k which includes £232k as noted above and the planned budgeted release of reserves of £317k.

**Revenue Budget summary
Financial Year 2017/18 – Overall Council**

Please note figures have been rounded

Strategic Purpose	Original Budget 2017/18 £'000	Latest budget 2017/18 £'000	Budget to date April – Dec 2017/18 £'000	Actuals to date April – Dec 2017/18 £'000	Variance to date April – Dec 2017/18 £'000	Projected outturn 2017-18 £'000	Projected variance 2017/18 £'000
Keep my place safe and looking good	4,242	4,412	3,166	3,182	16	4,374	-38
Help me run a successful business	-636	-636	-483	-500	-16	-641	-4
Help me be financially independent	245	151	826	789	-37	122	-28
Help me to live my life independently	572	573	368	335	-33	540	-33
Help me find somewhere to live in my locality	977	1,002	759	644	-115	905	-96
Provide Good things for me to see, do and visit	824	963	730	773	43	963	0
Enable others to work/do what they need to do (to meet their purpose)	5,539	5,525	4,195	4,177	-19	5,504	-21
Capital	1,748	1,748	1,311	1,311	0	1,748	0
Total	13,511	13,739	10,873	10,712	-163	13,518	-221
Corporate Financing	-11,762	-11,991	-7,615	-7,488	127	-11,842	148
Capital (Corporate)	-1,748	-1,748	-1,311	-1,311	0	-1,748	0
Grand Total	0	0	1,947	1,913	-36	-72	-72

Financial Commentary:

Keep my place safe and looking good

These budgets include those relating mainly to environmental services, planning, lifeline, CCTV and other activities to deliver against the purpose to ensuring an area is both safe and attractive for the community.

Having reviewed the variance position, the below explains variances over £25k:

- Shortfall in income from Building control of **£51k**. Building control operates in an increasingly competitive marketplace and whilst all opportunities are explored it is clear that the number of competitors is rising. Unlike its competitors, LA Building control is required by law to operate solely on a cost neutral basis and its performance and charging regimes are publically accountable. The application-specific fees charged in the face of strong competition, and therefore the income received, accords with this requirement. In addition complications have arisen, with regard to undertaking consultancy work for other authorities and offering additional services in being unable to obtain requisite levels of professional indemnity insurance. This is currently curtailing some of these activities but it is hoped the situation can be resolved in due course. This is mainly due to lower fee generating applications being received.
- Shortfall in planning application income of **£217k**. There has been a low number of applications received. It is projected the income will show a significant shortfall at year end of over **£267k** and this is due to large planning applications not being received.
- These shortfalls are offset by savings made within CCTV due to efficiencies on telephones and accommodation charges **£52k**.
- In addition there are savings within strategic planning due to salary vacancies **£92k**.
- Further savings on Repairs and Maintenance of vehicles of **£206k** and other general supplies have resulted in an overall saving to the budget.

Help me run a successful business

The budgets within the strategic purpose include economic development, car parking, all licenses and costs associated with the town and other centres within the District.

There are no variances over £25k to report in the third quarter.

Help me be financially independent

The strategic purpose includes all costs relating to the support of benefits and the administration and delivery of Council Tax services in the District.

The variance within this strategic purpose relates to additional income received from recoveries by court action.

Help me to live my life independently

There are a number of budgets relating to the delivery of the strategic purpose including ; Lifeline, Community Transport and Disabled facilities grants.

There has been additional income generated on Lifeline services along with savings being made on telephones and accommodation **£33k**.

Help me find somewhere to live in my locality

The costs associated with homeless prevention, housing strategy and land charges are all included in the strategic purpose.

There has been additional income received within local land charges - **£66k** projected for the year 2017/18. There are also savings made within Housing Strategy due to staff vacancies and also some savings made on supplies and services budgets to BDHT **£30k**.

Provide Good things for me to see, do and visit

The majority of budgets within this purpose relate to Leisure and Culture services.

There are no variances over £25k to report in the third quarter.

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

All support services and corporate overheads are held within the enabling purpose. These include; IT, HR , Finance, Management team and other support costs.

There are a number of unallocated savings that sit within the corporate / enabling service. It is anticipated that these will be offset by service savings during the year as detailed at Appendix 2. At quarter 3 there is an underspend of **£168k** within ICT in relation to software licenses following a full review of all expenditure required to meet license costs. This saving currently offsets the pressure relating to the unallocated savings.

Corporate Financing

There is an overspend within Corporate financing which is mainly due to the charge for minimum revenue provision (MRP) being higher than anticipated due to lower capital receipts being available and utilised than included in the budget.

4. Efficiency Plan

- 4.1 The efficiency plan was presented to Council in October 2016. Appendix 2 reflects the efficiency plan compared with the current delivery of savings as identified in the Medium Term Financial Plan along with the additional savings that have been projected to be delivered in 2017/18. This now shows an additional saving of £569k against the initially estimated savings plan.

Risks of delivery

- 4.2 There are a number of savings/ efficiencies that will be identified as part of the current work on analysing the 2016/17 outturn position. Heads of Service are working with the

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Directors as the strategic purpose leads to undertake a detailed review of all cost heads to understand the cost recovery on all areas and the nature of the savings from 2016/17 to enable these to be given up for 2017/18 to meet the efficiency plan targets. In addition savings from vacancies are to be released from individual service budgets and used to offset the savings plans for 2017/18.

5. Cash Management / Borrowing

5.1 The financial position in relation to borrowing at the start of the financial year and the expected end of year positions is shown in the table below. This shows the borrowing position at the end of quarter 3.

Date	£m	Position
As at 31 st March 2017 (Actual)	3.1	Borrowing
As at 30 th December 2017	4.0	Borrowing
As at 31 st March 2018 (Forecast)	14.0	Borrowing

6. Interest and Investments

6.1 An interest payable budget has been set of £54k for 2017/18 due to expenditure relating to current borrowing.

6.2 At 30th December 2017 there were no short term investments held

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7. Capital Budgets

**Capital Budget summary
Financial Year 2017/18 – Overall Council**

7.1

Please note figures have been rounded

Strategic Purpose	Revised Budget 2017/18 £'000	Budget to date April – Sept 2017/18 £'000	Actuals to date April – Sept 2017/18 £'000	Variance to date April – Sept 2017/18 £'000	Projected outturn 2017-18 £'000	Projected variance 2017/18 £'000
Keep my place safe and looking good	1,875	1,407	1,320	-86	1,749	-126
Help me be financially independent	6	4	0	-4	6	0
Help me to live my life independently	941	724	600	-124	851	-90
Provide Good things for me to see, do and visit	5,607	4,621	4,530	-91	5,324	-283
Enable others to work/do what they need to do (to meet their purpose)	135	101	22	-79	49	-86
Totals	8,564	6,857	6,473	-384	7,979	-585

Finance commentary:

Keep my place safe and looking good

Projects are under way however an amount of the fleet replacement budget will be requested to be moved into future years, this is due to the timescales for ordering and receiving the vehicles. An amount will be left at the end of the financial year not required based on a saving made between actual costs and estimated costs. In addition a capital virement is requested of £100k in 2017/18 to enable the funds for the phase 1 resurfacing of the depot car park. The funding for this project is currently allocated to the fleet replacement programme but requires allocation to a separate project to accurately reflect depreciation and to track the costs associated with the project. Phase 2 has been approved for 2018/19-2019/20.

Help me to live my life independently

There has been a low uptake on the Home Repairs assistance project and the CCTV project is currently under review. Therefore, these projects will be requested to roll into 2018/19.

Additional funding of £78k was received from the DCLG as part of the Autumn Statement. The funds are to be allocated to the Disabled Facilities Grants and utilised in 2017/18. Officers have been working to ensure the funding is allocated to projects to ensure that it is fully utilised.

Provide Good things for me to see, do and visit

There are a number of s106 projects that have been delayed due to consultations having to take place with

residents and parishes. It will therefore be requested to roll forward the budgets into 2018-19.

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

The IT projects included in enabling which have commenced in the third quarter of the year are expected to continue into the new financial year. As such, any unspent amounts will be requested to roll into the new financial year, 2018-19, to enable the projects completion.

8. Earmarked Reserves

- 8.1 The projected position at the start and end of next financial year is shown in Appendix 1. The balances on earmarked reserves are reviewed at the financial year end.

9. General Fund Balances

- 9.1 The General Fund Balance as at the 31th March 2017 was £4.316m. A balanced budget was approved in February 2017 to include identified savings which have been built into individual budget allocations. This also included a planned return to balances for 2017/18 of £259k.

10. Legal Implications

- 10.1 No Legal implications have been identified.

11. Service/Operational Implications

- 11.1 Managers meet with finance officers on a monthly basis to consider the current financial position and to ensure actions are in place to mitigate any overspends.

14. Risk Management

- 14.1 The report includes the risks associated with the delivery of the savings within the efficiency plan

APPENDICES

Appendix 1 – Earmarked Reserves
Appendix 2 – Savings and Efficiency Plan

AUTHOR OF REPORT

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FINANCIAL RESERVES STATEMENT 2017/18

Please note these figures have been rounded

Description	Balance b/fwd 1/4/2017	Transfers in existing reserve 2017/18	Transfers out existing reserve 2017/18	New Reserve 2017/18	C/fwd 31/3/2018	Comment
	£'000	£'000	£'000	£'000	£'000	
Building Control	-7	0	0	0	-7	To Fund the mobile working project
Building Control Partnership	-43	-28	23	0	-49	Partnership income has to be reinvested in the service behalf of the shared service
Business Transformation	-11	0	0	0	-11	Towards organisational development following the staff survey
Commercialism	-50	0	9	0	-41	To help fund costs in relation to commercialism projects
Community Safety	-33	0	3	0	-30	Grant funding received to fund associated community projects
Community Services	-40	0	0	0	-40	To help towards a district network feasibility study
Economic Regeneration	-501	0	0	0	-501	To fund the Economic Development opportunities across the District
Election Services	-203	0	0	0	-203	To support the delivery of individual electoral registration and to set aside a reserve for potential refunds to government
Environmental Services	-15	0	10	0	-5	To help towards the unauthorised trespass prevention scheme and Tree works within the district
Equalities	-11	0	0	0	-11	To fund license fees
Financial Services	-587	-44	0	0	-631	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	-366	0	36	0	-330	To support the feasibility and implementation of housing schemes across the district
ICT/Systems	-211	0	100	0	-111	To provide for replacement ICT systems
Leisure/Community Safety	-267	0	154	0	-113	Grant received and reserves set aside to support a number of leisure and well being schemes across the District
Litigation Reserve	-5	0	0	0	-5	To provide funding for any potential legal challenges
Local Development Framework	-142	0	0	0	-142	To fund the costs associated with the Core Strategy
Local Neighbourhood Partnerships	-16	0	0	0	-16	Grant received in relation to liveability schemes
Other	-98	0	8	0	-91	To support apprentices, set up costs and other general reserves
Planning & Regeneration	-100	0	62	0	-38	Support for a review of Transport, Highways & Infrastructure implications
Regulatory Services (Partner Share)	-33	0	0	0	-33	BDC Share of WRS grant related reserves
Replacement Reserve	-556	0	217	0	-340	To fund replacement vehicles and plant
Shared Services Agenda incl Joint CE	-311	0	0	0	-311	To fund potential redundancy and other shared costs
Grand Total	-3,606	-72	621	0	-3,057	

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Agenda Item 14c

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SAVINGS TO DELIVER THE EFFICIENCY PLAN 2017/18

Area	Cost reduction / Additional income growth/ Alternative Service Delivery	2017/18	Income projection 2017/18	Projected Variance	Comments April - September
		£'000	£'000	£'000	
Leisure Services	Additional income from the redeveloped Leisure Centre	106	0	106	The new provider takes over the site at the end of November. The income will be in line with the tender and generated over a 3 year period. Therefore it is not anticipated that income will be achieved in 2017/18. However the overall income to be realised will deliver £700k to the Council which is £200k more than originally estimated.
Cross Organisational	Increases in income and growth (including compliance in relation to Council Tax)	75	273	-198	Additional income was identified to deliver the figure included in the efficiency plan. The income projections were approved as part of the MTFP which superceeded the efficiency plan.
Cross Organisational	Alternative Models of Service Delivery - Reviewing the provision of services with the aim to redesign and work with other partners to deliver savings	140	10	130	The commercial work that is being undertaken by officers will not deliver additional income or savings in 2017/18. Other savings have been achieved to ensure that the shortfall on income is mitigated
Customer Access & Financial Support	Improved efficiencies by moving to a new system for Revenues and Benefits	80	70	10	Savings to be achieved as identified within the shared service and migration to one system across both Councils.
Cross Organisational	Organisational Management Review	135	88	47	A number of service reviews have delivered management savings. Further savings to be realised from a wider management review
Cross Organisational	Reduce waste in system	90	120	-30	Additional savings were included in the MTFP in relation to reducing waste from processes and systems. These saving projections were approved as part of the MTFP which superceeded the efficiency plan.
Cross Organisational	Reset budget from baseline of 2015/16	50	734	-684	Additional savings were included in the MTFP in relation to resetting the budget from previous years. These saving projections were approved as part of the MTFP which superceeded the efficiency plan.
Additional Business Rate Growth	Based on assumptions of additional growth from sites across the District – regeneration of the town centre	50	0	50	The additional business rate take is not yet known and will be reviewed when the formal return is submitted to Government in December. A prudent approach has been taken at quarter 2 to show no growth for 2017/18
TOTAL NEW SAVINGS / USE OF BALANCES /		726	1,295	-569	

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Community Governance Review for the Bromsgrove District Area.

Relevant Portfolio Holder	Cllr Cooper
Portfolio Holder Consulted	Yes
Relevant Head of Service	Claire Felton
Wards Affected	All

1. SUMMARY OF PROPOSALS

- 1.1 To undertake a Community Governance Review of the Bromsgrove District Area in accordance with the provisions of the Local Government and Public Involvement Act 2007.

2. RECOMMENDATIONS

- 2.1 Members are asked to recommend to Council that a Community Governance Review of the Bromsgrove District Area be held in 2018 so changes to Parishes can be made by Council in time for the 2019 Ordinary Parish Elections; and
- 2.2 That Council delegate to the Electoral Matters Committee all stages up to and including the preparation of the Final Proposals.

3. KEY ISSUES

Background

- 3.1 The powers to conduct reviews is made within the Local Government and Public Involvement in Health Act 2007 and updated guidance was provided by DCLG and The Local Government Boundary Commission for England in 2010.
- 3.2 Guidance is that principal councils should keep their area under review, and that it would be good practice for a principal council to consider conducting a review every 10-15 years. It has been over 15 years since a review of Parishes has taken place.
- 3.3 A community governance review is a review of the whole or part of the principal council's area for the purpose of making recommendations with regard to creating, merging or abolishing parishes, the naming of parishes, the electoral arrangements for parishes and grouping arrangements for parishes. The review is to be undertaken in accordance with the Act, being mindful of government guidance and complying with the Terms of Reference.

- 3.4 The government's guidance is a strong presumption against abolishing parishes and in favour of parish creation.
- 3.5 Section 81 of the Act requires the principal council to draw up terms of reference for the review. The principal council "begins" a community governance review when the council publishes the terms of reference of the review and the review must be completed within 12 months of the starting date.
- 3.6 The principal council, part of Section 93 of the Act, must have regard to the need to secure that community governance within the area under review:
- reflects the identities and interests of the community in that area, and
 - is effective and convenient.

In addition, the principal council must take into account any other arrangements that have already been made.

Financial Implications

- 3.7 Since the whole area would be reviewed the introductory stage would be of minimal cost involving information dissemination through newspapers, website, social media and the parishes themselves. Costs would increase where residents need to be consulted on a major change. Here a leaflet and questionnaires may be required. This is difficult to quantify at this stage as it is unknown what submissions will be received. A budget estimate to consult stakeholders by leaflet/questionnaire, holding any public meetings and production of public notices would be approximately £12,100 if 10,000 electors were affected.
- 3.8 At the conclusion of the review there may also be financial implications for adjustments in Parish Council precepts, transfer of assets and other associated changes, such as, changes to Council Tax management.

Legal Implications

- 3.9 A Community Governance Review must be conducted in accordance with the requirements of the Local Government and Public Involvement in Health Act 2007 (Part 4) and the associated DCLG Guidance on Community Governance Reviews, the Local Government (Parishes and Parish Councils) Regulations 2008 and the Local Government Act 1972 (as amended). The Council must, by section 100(4) of the 2007 Act, have regard to the guidance issued by the Secretary of State.

Service / Operational Implications

- 3.10 The principal council will need to follow the following stages
- Introductory stage where submissions are invited
 - Draft Proposals are prepared and published
 - Consultations on Draft Proposals (depending on the proposals made this may involve writing to all household/electors within a Parish or Area where a submission is made)
 - Final Proposals are prepared and published
 - Council makes reorganisation order
- 3.11 Consideration holding a Community Governance Review in 2018 as there are no scheduled elections for Bromsgrove District so spare capacity can be used to reduce costs of a review. The next occasion when there are no scheduled elections is in 2026.
- 3.12 Parishes or those wishing a review of an unparished area can petition the principal council at any time, unless a review has already been held, to hold a review and if the condition are met the principal council must hold a Community Governance Review. Completing a full review of the area will save on resources in the long run as the council will not have to conduct a number of smaller reviews at different times.
- 3.13 The Electoral Services Manager will be responsible for the administration and conduct of the review.
- 3.14 At the conclusion of the review there may be an impact on other Council Officers from the Legal Services Team and Revenues and Benefits.
- 3.15 For any changes to be implemented for the next ordinary elections in 2019, the review will need to be completed by end of December 2018.

Customer / Equalities and Diversity Implications

- 3.16 In conducting the review the Council will ensure that the affected communities are properly consulted.
- 3.17 In conducting the review the Council will ensure that electoral equality is taken into consideration.

4. RISK MANAGEMENT

- 4.1 Review needs to be completed by December 2018 to take effect from May 2019.

5. APPENDICES

None

6. BACKGROUND PAPERS

- 6.1** Local Government and Public Involvement in Health Act 2007
Department of Communities and Local Government - Guidance on
Community Governance review

AUTHOR OF REPORT

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