



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE CABINET

WEDNESDAY 6TH JULY 2022

AT 6.00 P.M.

PARKSIDE SUITE - PARKSIDE

MEMBERS: Councillors K.J. May (Leader), G. N. Denaro (Deputy Leader),
M. A. Sherrey, P.L. Thomas, M. Thompson and S. A. Webb

AGENDA

1. **To receive apologies for absence**
2. **Declarations of Interest**

To invite Councillors to declare any Disclosable Pecuniary Interests or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests.
3. **To confirm the accuracy of the minutes of the meeting of the Cabinet held on 1st June 2022 (Pages 1 - 6)**
4. **Minutes of the meeting of the Overview and Scrutiny Board held on 30th May 2022 (Pages 7 - 18)**
 - (a) To receive and note the minutes
 - (b) To consider any recommendations contained within the minutes
5. **Bromsgrove and Redditch Duty to Co-operate (Pages 19 - 28)**
6. **Nomination of Romsley Methodist Church - Asset of Community Value (Pages 29 - 42)**
7. **Financial Monitoring Report (Pages 43 - 48)**
8. **Cabinet Appointments to Outside Bodies (Pages 49 - 54)**

9. **To consider any urgent business, details of which have been notified to the Head of Legal, Democratic and Property 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**

K. DICKS
Chief Executive

Parkside
Market Street
BROMSGROVE
Worcestershire
B61 8DA

28th June 2022

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Jess Bayley-Hill**

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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE CABINET

1ST JUNE 2022, AT 6.00 P.M.

PRESENT: Councillors K.J. May (Leader), G. N. Denaro (Deputy Leader), M. A. Sherrey, P.L. Thomas and S. A. Webb

Observers: Councillor C. A. Hotham

Officers: Mrs. S. Hanley, Mr J. Howse, Mrs. C. Felton, Ms. D. Poole, Mr O. Paparega and Mrs. J. Bayley-Hill

1/22 **TO RECEIVE APOLOGIES FOR ABSENCE**

There were no apologies for absence.

2/22 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

3/22 **TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING OF THE CABINET HELD ON 3RD MAY 2022**

The minutes of the Cabinet meeting held on Tuesday 3rd May 2022 were submitted.

RESOLVED that the minutes of the Cabinet meeting held on Tuesday 3rd May 2022 be approved as a true and correct record.

4/22 **MINUTES OF THE MEETING OF THE OVERVIEW AND SCRUTINY BOARD HELD ON 25TH APRIL 2022**

The minutes of the Overview and Scrutiny Board meeting held on Monday 25th April 2022 were submitted.

The Chairman of the Overview and Scrutiny Board, Councillor C. Hotham, advised that during the meeting, the Board had received an update on the work of the North Worcestershire Community Safety Partnership in Bromsgrove District. Members had appreciated the information that had been provided but had concluded that more action could be taken by the partnership in the district centres.

The Board had also received a presentation on the subject of CCTV in the District. Members had been informed that, whilst the cameras were digital, not all of the connections between the cameras used in the

District were digital, particularly in the district centres. There were significant financial costs attached to upgrading the system and this would therefore occur over time as and when appropriate.

Consideration had been given to the content of the Overview and Scrutiny Board's Annual Report for the 2021/22 municipal year. The final report was due to be presented for Members' consideration at the Council meeting in June 2022.

There had been a recommendation, on the subject of fireworks, which had been agreed by Members during the meeting of the Board held on 25th April 2022. This recommendation had been considered at the previous meeting of Cabinet where it had been approved.

RESOLVED that the minutes of the Overview and Scrutiny Board meeting held on Monday 25th April 2022 be noted.

5/22

LEVELLING UP FUNDING PHASE 1

The Executive Director of Finance and Resources presented a report on the subject of the use of Levelling Up Funding in Phase 1 of the project. Members were advised that the report was designed to confer authority on officers to spend the funding available, which would be allocated to works at Windsor Street and at the former Market Hall site.

During consideration of this item, Members were advised that the Overview and Scrutiny Board had pre-scrutinised the report at a meeting held on Monday 30th May 2022. At this meeting, Members had recommended an amendment to the second recommendation in the report, that this should propose expenditure "up to £2.266 million". Members had expressed the view that this would be more appropriate to propose from a procurement perspective, than expenditure of a set figure, to provide the Council with flexibility. The recommendation that had been made by the Board had been published in a supplementary pack and Members were asked to note that this contained a typographical error, as it should have recorded a figure of £2.266 million rather than £2.66 million.

RESOLVED that

- 1) progress made to date on the Levelling Up schemes be noted;
- 2) authority be delegated to the Head of Planning, Regeneration and Leisure Services and the Executive Director of Resources to proceed to spend the Levelling Up Fund allocation up to a total of £2.266m on the required demolition and remediation works at the Windsor Street site and to engage a design and build contractor on the Market Hall site; and

- 3) the timetable, where further approvals for the Market Hall project will be needed once options have been appraised and schemes designed via the invitation to tender, be noted.

6/22

COUNCIL TAX SUPPORT SCHEME - UPDATE

The Executive Director of Finance and Resources presented an update to Cabinet concerning the Council Tax Support Scheme and the process for consulting on changes to the scheme.

In considering the scheme, Members were asked to note that, whilst the Council collected Council Tax on behalf of precepting authorities, Bromsgrove District Council only received approximately 12 per cent of the Council Tax from Band D equivalent properties. The rest was distributed amongst precepting authorities, with the majority of funding allocated to Worcestershire County Council.

Cabinet was informed that the Council was required to consult with both the public and precepting authorities about any proposed changes to the Council Tax Support Scheme. Members questioned the extent to which there would be further consultation in respect of the Council Tax Support Scheme during the year and how frequently this would need to take place. Officers explained that there would be consultation during the autumn and any further proposed changes would also need to be subject to consultation.

During consideration of this item, Members commented that the report was relatively lengthy. The suggestion was made that, in future, the appendix to the report could be published in a restricted number of paper copies of a supplementary pack for meetings, whilst remaining available for everybody to view electronically, in order to reduce the amount of paper required for printing purposes.

RESOLVED that

- 4) the present scheme be noted; and
- 5) the proposed consultation process for the 2023/24 scheme be noted.

7/22

COUNCIL PLAN (INCLUDING RESTORATION AND RECOVERY PLAN)

The Head of Business Transformation, Organisational Development and Digital Strategy presented the Council Plan, including the Restoration and Recovery Plan, for Cabinet's consideration.

Members were reminded that the existing Council Plan had been approved prior to the Covid-19 pandemic. In recognition of the impact of the pandemic on local communities and public services, the content of the plan had subsequently been reviewed during a series of workshops, to assess whether the content remained appropriate. No changes to the

Council's strategic purposes or priorities had been proposed during these workshop sessions. However, it was proposed that the green thread which had previously been included in the Council Plan, relating to tackling climate change, should become a specific priority. This corresponded with feedback that had been received from the public who had completed the Community Survey panel, in which they had reported that recycling and waste collection as well as energy efficient homes were key priorities for local residents.

The Recovery and Restoration Plan had been drafted in response to the Covid-19 pandemic. This document detailed actions that had been taken by the Council to address the impact of the pandemic locally.

The content of the updated Council Plan was briefly discussed, and Members welcomed the proposal for the green thread to become a Council priority. Members commented that this was appropriate in a context in which a climate emergency had been declared by the Council and given the need to work towards a carbon neutral future.

Reference was made to the Overview and Scrutiny Board's pre-scrutiny of the report at a meeting of the Board held on Monday 30th May 2022. Members noted that the Board had highlighted the significant number of acronyms that had been used in the plan and that it would be helpful for a key to be provided in future to assist Members and the public when reviewing the content. There was general agreement that this was a helpful suggestion.

The Chairman of the Overview and Scrutiny Board, Councillor C. Hotham, commented that the Board had also identified areas where Members had considered that improvements could be made to the content. In respect of the green thread, concerns had been raised that the District Heat Network had not been referenced specifically within the report or plan. These concerns were noted by Cabinet, although it was also highlighted that the Council Plan as a strategic document and particular projects and activities would be referenced in more specific plans.

RECOMMENDED that

- 1) the Council Plan Addendum 2022/23 be approved and included alongside the current BDC Council Plan 2019/23; and
- 2) the Recovery and Restoration Plan 2020/21 be agreed and closed.

8/22

DIGITAL STRATEGY

The Head of Business Transformation, Organisational Development and Digital Strategy presented the Council's proposed Digital Strategy for Cabinet's consideration.

Agenda Item 3

Cabinet
1st June 2022

Members were advised that in recent years, particularly during the Covid-19 pandemic, organisations had increasingly been using digital technology in service delivery. The Digital Strategy promoted a digital first approach to service delivery and there were four key themes to this approach:

- Digital access for the customer
- A digital workforce
- Digital leadership
- Digital infrastructure

The Council needed to be cautious when using digital technology. There were areas that needed to be managed carefully including: cyber security, data protection and use of the cloud to store data.

In considering the use of digital technology, Members were asked to note that there were people who were not comfortable using digital technology. When delivering services, the Council needed to continue to ensure that the needs of these people were met. Members commented that there were also barriers that prevented some residents from making use of digital technology, including poor broadband connectivity in rural areas.

RESOLVED that the Customer and Digital Strategy be agreed and adopted.

The meeting closed at 6.17 p.m.

Chairman

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BROMSGROVE DISTRICT COUNCIL

MEETING OF THE OVERVIEW AND SCRUTINY BOARD

MONDAY 30TH MAY 2022, AT 6.00 P.M.

PRESENT: Councillors C.A. Hotham (Chairman), J. Till (Vice-Chairman), S. J. Baxter, A. J. B. Beaumont, S. R. Colella, A. D. Kriss, P. M. McDonald and C. J. Spencer (present during minute no 1/2022 to minute no. 7/2022)

Observers: Councillor G. N. Denaro (on Microsoft Teams) and Councillor K. J. May and Mr. K. Judd (on Microsoft Teams) (Power BI Project Developer)

Officers: Ms. D. Poole (on Microsoft Teams), Mr J. Howse, Mr P. Carpenter (on Microsoft Teams), Mrs. R. Bamford (on Microsoft Teams), Ms. T. Beech (on Microsoft Teams) and Mr O. Paparega (on Microsoft Teams).

1/2022

ELECTION OF CHAIRMAN

A nomination for the position of Chairman was received in respect of Councillor C. Hotham.

RESOLVED that Councillor C. Hotham be appointed as Chairman of the Board for the ensuing municipal year.

2/2022

ELECTION OF VICE-CHAIRMAN

A nomination for the position of Vice Chairman was received in respect of Councillor J. Till.

RESOLVED that Councillor J. Till be appointed as Vice Chairman of the Board for the ensuing municipal year.

3/2022

APOLOGIES FOR ABSENCE AND NAMED SUBSTITUTES

Apologies for absence were received from Councillors R. Deeming, R. Hunter and H. Jones. There were no named substitutes in attendance.

4/2022

DECLARATIONS OF INTEREST AND WHIPPING ARRANGEMENTS

There were no declarations of interest nor whipping arrangements on this occasion.

5/2022

TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING OF THE OVERVIEW AND SCRUTINY BOARD HELD ON 25TH APRIL 2022

The minutes of the Overview and Scrutiny Board meeting held on 25th April 2022 were considered. It was highlighted that Councillor H. Jones, had not been present and her apologies, although given had not been recorded. Officers confirmed that this would be amended.

RESOLVED that subject to the pre-amble above, the minutes of the meeting of the Overview and Scrutiny Board meeting held on 25th April 2022 be agreed as a true and correct record.

6/2022

CORPORATE PERFORMANCE UPDATE - PERFORMANCE DASHBOARD

The Chairman welcomed Ms. D. Poole, Head of Transformation, Organisational Development and Digital Strategy, Ms. T. Beech, Policy Officer and Mr. K. Judd, a Power BI Project Developer who is assisting in the development of the new dashboard.

Ms. Poole explained that the current legacy dashboard had a number of technical limitations and a project had been set up to replace this with a modern more up to date dashboard through Power BI, which would improve access to data and the decision-making process. It would initially concentrate on the strategic measures in line with the Council Plan, touching on operational measures as part of the ongoing design. Details of the stages which would lead to the full implementation of the project were provided, and it was further explained that by using Microsoft Power BI which had much more functionality it would allow for the data to be interrogated in a more useful and meaningful way.

Mr. Judd went on to give a presentation showing the development of the dashboard to date and how it was envisaged it would be used. The detailed presentation covered the following areas:

- An overview of how the dashboard would look and how the data could be analysed in greater detail.

Agenda Item 4

Overview and Scrutiny Board
30th May 2022

- The option to make some areas of the dashboard public and the need for Power BI Licenses.
- The use of internal data and what value this would add – it was demonstrated as to how this could be broken down into greater detail and the view changed to suit the users' needs.
- The visual interaction of the information – including the use of comments to support the data.
- The inclusion of a help button to support the user and guide them through the functionality of the dashboard.
- Mr. Judd used an example of Crime figures, although these were nationally available the dashboard allowed for these to be broken down into more detail, which was relevant to each particular Ward area.
- In respect of operational measures an example of data for fly tipping was provided and this again could be broken down into specific Place Teams and locations.
- Work was currently underway to understand what additional data could help with further analysis.

Following the presentation, the Chairman invited Councillor G. Denaro, as the relevant Portfolio Holder to comment. He said the information that the dashboard would provide would be very useful and the ability to drill down to specific Wards was very positive. Members went on to discuss a number of areas in more detail and officers responded to a number of questions. This included:

- Concerns around some areas (such as the crime records) being duplicated, as these were already available and what actions could be taken once they had the data. Officers advised that although it was national data it would be made more accessible and used to see if it had any bearing on the services offered – this could be analysed in more detail and provide more value to officers in shaping the services provided. It was useful to understand crime rates and to be able to support specific communities affected.
- The Head of Planning, Regeneration and Economic Development commented that the data in respect of housing would be used for monitoring purposes in line with the Local Plan and to ensure that the Council was meeting its objectives. It would also be used to check delivery and included within the annual monitoring report that was completed.
- The cost of the dashboard was also considered – it was noted that a license would cost approximately £68 each. The aim would

Agenda Item 4

Overview and Scrutiny Board
30th May 2022

be to keep the cost to a minimum and the cost of developing the dashboard was officer time and within the existing budget.

- Members asked for a more detail costing for officer time and Ms. Poole agreed to provide this outside of the meeting.
- Concerns were raised that if all Members were to have a license, then this would be a significant annual cost to the Council. It was suggested that it could be limited to the equipment available for Members' use in the Members' Room, if necessary.
- The Executive Director, Finance and Resources confirmed that the dashboard was currently in its development phase and the scope of it was being built, the resources to fund it and the final costs would be considered in the later stage and be subject to further consideration.
- It was questioned whether the officer time spent on the dashboard's development had impacted on other areas of work within the Council.
- It appeared to be a good system and the importance of being what sat behind the data was discussed. As it was acknowledged that the integrity of the data was paramount to its success and the importance of that data to prevent future problems and make the Council work more effectively.
- The system's interaction with other systems within the Council in order to extract data was discussed.
- It was suggested that a link to an officer within the information provided on the dashboard would also be useful in order to be able to get a more immediate response when a concern or query was raised.
- It was suggested that operational data would be more important for Members - although it was accepted that currently it was focused on strategic measures in line with the Council Plan and that operational measures would be part of the longer term plan for the dashboard.

Ms. Poole confirmed that it was helpful to get feedback from Members and she was happy for any Members to contact her with views and ideas moving forwards. The provision of training for users was discussed and it was hoped that this would be minimal as the system was counter intuitive and guidance, as previously demonstrated, would be provided on screen. Mr. Judd explained that they had already used an officer as a "guinea pig" to help understand what was needed from any training, and this was likely to be at an informal level and currently light touch, but further input was needed to confirm this.

In respect of timescales for implementation of the dashboard it was confirmed that as many areas of the Council as possible would be included at each stage and it was anticipated that it would be rolled out to officers and Councillors by the end of the year. Concerns were raised again about the cost of the development of the dashboard and the importance of the Council ensuring it was value for money. The Executive Director, Finance and Resources reassured Members that it was currently being managed within budget, but this would be monitored on a regular basis.

Ms. Poole confirmed that the current dashboard remained in place and that the new system would replace that system. The previous system was still available but was over a decade old and technically no longer fit for purpose. The new system would use more modern tools for accessing data.

The Chairman thanked the officers for their presentation and hoped the dashboard would be as successful as it appeared. He also asked for the costings to be provided as detailed in the discussions.

7/2022

LEVELLING UP PHASE 1 FUNDING - PRE-SCRUTINY

The Chairman welcomed officers and Mr. P. Carpenter, Interim Head of Finance and Customer Services introduced the report. He explained that it was largely a financial report and that Mrs. Bamford, Head of Planning, Regeneration and Leisure Services and Mr. O. Paparega, Head of North Worcestershire Economic Development (NWEDR) had input in respect of the operational side.

Mr. Carpenter provided a reminder in respect of the background to the report and provided an update on progress to date. This included an extension of the deadline by one year and the purchase of Windsor Street site at the end of the previous financial year. The report requested delegated authority to the Head of Planning, Regeneration and Leisure Services in order to spend up to budgeted sum of £2.266m on the demolition of the Windsor Street site and the engagement of a design and build contractor for the Market Hall site. Members attention was drawn to paragraph 3.6 of the report and the indicative timetable, which Government had extended to 2024/25. It was also noted that formal monitoring was required on a 6 monthly basis.

The Leader provided further details around the award of the Levelling Up funds and it being fundamental to further development across the District. Bromsgrove had received a higher level of funding than other

Agenda Item 4

Overview and Scrutiny Board
30th May 2022

areas in the county and it was important that the Windsor Street site, which had remained unoccupied for over 2 years was developed as soon as possible.

Following presentation of the report Members discussed a number of areas and officers responded to questions – this included:

- Clarification in respect of the total cost as detailed at paragraph 3.10 of the report and whether this included the purchase price of the Windsor Street site. Officers confirmed that it did include the acquisition cost of the site.
- Details around the Market Hall site and the high level proposals for it were also discussed – these had been provided within the report considered by Cabinet in January 2022. It was confirmed that key stakeholders and organisations would be consulted on the final proposals. There had already been initial research carried out locally to gauge potential interest.
- The type of use and operating models were yet to be finalised and reviews of similar sites and hubs would be considered as part of that process.
- The procurement process would follow the normal procedure followed by the Council and advertised as any other contact would be, so there was the potential for local contractors to apply if they so wished.
- It was noted that the organisational chart within the report needed to be updated.
- Concerns were raised in respect of the inclusion of the amount of £2.266m within recommendation 2 of the report and whether this would work against the Council in receiving a cost effective tender for the work and it was questioned whether this element of the report should have been on private papers. Mr. Paparega commented that it did not mean the cost would be £2.266m but that this was an indicative cost received from the professional team the Council was working with.
- Members discussed the project plan and were concerned that it was being optimistic in respect of the desired planning permission being granted between May and September 2022. Concerns were reiterated around the overall timescales in light of the current national position. The Head of Planning, Regeneration and Leisure Services responded that the timetable was constantly being reviewed as everyone was concerned about this, she also confirmed that pre-planning discussions would be ongoing in order to iron out any issues prior to planning application being

brought forward. She confirmed that everything was being done to meet the requirements of the monies received.

- The inclusion of the Worcestershire and Birmingham LEP on the Programme Board was questioned when it was understood that they were not making a contribution to the project. The role of One Public Estate was also questioned, and the Leader confirmed that this was part of Worcestershire County Council. Mr. Paparega confirmed that the Birmingham LEP had funded some feasibility work to support the bid and that the LEP position changed on a daily basis and therefore the membership of the Project Board could and would likely change as the project moved forwards.
- Members asked whether there were any restrictive covenants in place in respect of the Windsor Street site – the Leader confirmed that both Worcestershire County Council and the Fire Authority had relinquished all rights to it when it was purchased.
- It was confirmed that the demolition rights and any mitigation costs were covered by the grant funding. It was also confirmed that any other remediation costs for the site in required outside of the site would fall to WCC and the Fire Authority (as detailed in the contract).
- It was suggested that although the Leader was a member of the Programme Board there should also be another Councillor in attendance. The Leader confirmed that Councillors would be consulted at the appropriate stages.
- The Head of Planning, Regeneration and Leisure Services reminded Members that Ward Councillors could also be involved in the pre-application process.

Following detailed discussion around the wording of recommendation 2 of the report Members agreed that it would be more appropriate to amend this to “up to a total of” rather than as was currently stated. It was also discussed that an update in respect of progress should be reported back to the Board on a quarterly basis.

RECOMMENDED that recommendation 2 of the report be amended as follows:

“authority be delegated to the Head of Planning, Regeneration and Leisure Services and the Executive Director of Resources to proceed to spend the Levelling Up Fund allocation up to a total of £2.266m on the required demolition and remediation works at the Windsor Street site and to engage a design and build contractor on the Market Hall site.”

8/2022

COUNCIL PLAN (INCLUDING RECOVERY AND RESTORATION PLAN) **- PRE-SCRUTINY**

The Chairman noted that this was an addendum to the existing Council Plan and invited Ms. Poole, as Head of Business Transformation, Organisational Development and Digital Strategy to provide a brief overview of the report.

Ms. Poole presented the background to the Council Plan and reminded Members that this had been put in place prior to the pandemic. A workshop had been held with the Corporate Management Team (CMT) and Cabinet Members in 2021 to ensure that the Council's strategic purposes and measures remained relevant in a post pandemic world and to consider whether any new areas of focus were needed following it.

It was highlighted that there was no change to the majority of the Council's priorities and milestones. However, there was a significant change in respect of the Green Thread, which now played a more prominent role and had become a priority in its own right, with its own set of focal points. The addendum should be considered side by side with the Council Plan, which would be reviewed fully in 2023. The Recovery and Restoration Plan had been put in place as a response to the pandemic and the majority of this had now been completed, any remaining areas had been picked up within the Council Plan.

The Leader reiterated that the importance of the Green Thread and how it had been highlighted as a priority and needed to be addressed moving forwards. Members went on to raise a number of areas, which were noted by the Leader and Officers and would be picked up within the Council Plan, this included:

- Strengthening visibility in the district centres – concerns were raised that there had been little or no support from the Centres Manager. The Leader advised that she was new to post and was working hard to make contact with everyone, but she would feedback concerns raised.
- Details around the use of the welcome back funds was provided.
- Reference to the ABCD model was discussed and how some Parish Councils were already doing some of this work and would be willing and able to provide support and further help. (The Leader was happy to discuss this with Members in more detail outside of the meeting, if they wished to contact her.)

Agenda Item 4

Overview and Scrutiny Board
30th May 2022

- The wording in respect of housing growth on page 18 of the agenda pack, which it was felt did not read particularly well – officers agreed to revisit this.
- The Green Thread and the work already being undertaken within the District and the Council being able to find an area that it could put its own stamp on and make a real difference. It was suggested that the heat pump project could be included within this section.
- Councillor A. Kriss commented that he understood some of the businesses in his area had not been contacted or supported (as referenced in the Economic section on page 16 of the agenda) by any of the programmes mentioned or received the NWEDR newsletter, he was concerned that this was online and not everyone was able to access online services. The Leader provided information around how this could be access and encouraged Councillor Kriss to pass this on to those businesses within his Ward. It was noted that Members could also register for this newsletter and pass on the information to those in their Wards who would find it useful.
- Clarification was also sought in respect of the travel section of page 22 of the agenda pack and the need to promote car sharing and public transport was discussed.

The Chairman thanked everyone for their input to this document and the Executive Director, Finance and Resources acknowledged the valid points that had been made and the need for the Green Thread section to be further developed. The Climate Change Strategy was currently being developed and these discussion points would be fed back to the relevant officers.

9/2022

FUEL POVERTY TASK GROUP MEMBERSHIP

Officers confirmed that the purpose of this report was to formally confirm the membership, terms and reference and timescale for the task group.

The Chairman thanked those Members who had put their names forward to join the task group and Councillor Hunter for chairing it. He was happy with a 6 month timescale for the task group to report back to the Board, and officers advised that the first meeting of the task group was scheduled for 14th June 2022.

RESOLVED that

- (a) The terms of reference of the Fuel Poverty Task Group (as attached to the report) be agreed;
- (b) the membership of the Task Group, as detailed within the report be agreed;
- (c) the Task Group carry out its investigations within six months from the date of the first meeting; and
- (d) the Task Group commence its investigation as soon as possible.

10/2022

FINANCE AND BUDGET WORKING GROUP - UPDATE

The Chairman advised Members that there had been one meeting of the Working Group since the last Board meeting, when it had considered reports in respect of Financial Monitoring for Period 11, the Treasury Management Strategy and an item in respect of introduction of Special Expenses. The Working Group had received a briefing paper in respect of Special Expenses and the Chairman provided Members with a short explanation of this process. The Deputy Leader and Portfolio Holder for Finance confirmed that this was something which would be reviewed in more detail in due course.

11/2022

TASK GROUP UPDATES

The Chairman confirmed that there was current no task groups taking place, but the Fuel Poverty Task Group would commence shortly, as agreed earlier in the meeting.

12/2022

WORCESTERSHIRE HEALTH OVERVIEW AND SCRUTINY COMMITTEE - UPDATE

Councillor S. Baxter was nominated as the Council's representative on the Worcestershire Health Overview and Scrutiny Committee (HOSC) for a further year. She also provided an update on the most recent meeting of HOSC that she had attended and explained that in November 2021 a Task and Finish Group had been set up in respect of Ambulance Handover times. A number of recommendations had come from this Group including redirecting those attending A&E when it was not appropriate and discharging of some patients earlier in the day (where appropriate) to improve the flow for A&E patients being admitted. This was something which HOSC considered at each of its meetings, and whilst it was confirmed that improvements were being made, there was limited data being provided.

In her first year as HOSC representative Councillor Baxter commented that the key thing she had learnt was how complex the National Health

Service was and its inter-relationships with other services. She was happy to continue as the representative and would continue to report back to the Board.

RESOLVED that Councillor S. Baxter be appointed as the Council's representative on the Worcestershire Health Overview and Scrutiny Committee for the 2022/23 municipal year.

13/2022

CABINET WORK PROGRAMME

The Cabinet Work Programme for the period 1st June to 30th September 2022 was noted.

14/2022

OVERVIEW AND SCRUTINY BOARD WORK PROGRAMME

Officers advised that at the Board's next meeting it was due to consider the annual Air Quality Update and the Housing Enforcement Powers item, which had been requested by Councillor Hunter.

The Chairman suggested that an item be added to the work programme in respect of concerns he had around the Leisure Centre, in particular the increased cost of heating the swimming pool and ongoing attendance figures, and the likely impact of these issues on the Council's budget. The Executive Director for Resources confirmed that there was a clear risk, which had been included within the Medium Term Financial Plan, regardless of how Leisure Services were provided. He confirmed that a piece of work was currently being undertaken in respect of the areas highlighted and suggested that it would be appropriate for this matter to be brought before the Board in due course. It was acknowledged that this report may be confidential, and the Chairman suggested that initially it may be more appropriate for the matter to be discussed at the Finance and Budget Working Group. It was agreed that the Officers would liaise with the Chairman in respect of this matter being considered at a future meeting.

Members noted that at the time of publication of the agenda pack the membership of the Overview and Scrutiny Board had not been confirmed by Group Leaders and it was suggested that for clarity, this now be included within the minutes of the meeting, as detailed below:

Councillors S. Baxter, A. Beaumont, S. Colella, R. Deeming, C. Hotham, R. Hunter, H. Jones, A. Kriss, P. McDonald, C. Spencer and J. Till.

Agenda Item 4

Overview and Scrutiny Board
30th May 2022

Officers further confirmed that calendar invites for the Board meetings for the remainder of the municipal year would be sent to Members shortly.

Councillor Baxter asked that an update in respect of the Corporate Performance item discussed earlier, be included within the Work Programme to ensure the areas highlighted were addressed. It was agreed that this would be included within the agenda for the November meeting of the Board.

Councillor Till asked if an item could be scheduled into the work programme in respect of replacement street signs and the process for obtaining these.

RESOLVED that subject to the amendments detailed in the pre-amble above the work programme be noted.

The meeting closed at 8.01 p.m.

Chairman

Duty to Co-Operate with Redditch Borough Council

Relevant Portfolio Holder	Councillor Philip Thomas
Portfolio Holder Consulted	Yes
Relevant Head of Service	Ruth Bamford
Report Author Mike Dunphy	Job Title: Strategic Planning and Conservation Manager Contact email: m.dunphy@bromsgroveandredditch.gov.uk
Wards Affected	All
Ward Councillor(s) consulted	Yes SPSG
Relevant Strategic Purpose(s)	All
Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. **RECOMMENDATIONS**

Cabinet RECOMMEND to the Council that

The Memorandum of Understanding (MOU) at Appendix 1 between Bromsgrove District Council and Redditch Borough Council is agreed.

2. **BACKGROUND**

- 2.1 The Bromsgrove District Plan (BDP) was adopted in January 2017, within days the Borough of Redditch Local Plan No4 (BORLP4) was also adopted. These plans were prepared in tandem in order to allow for the planning inspectorate to jointly examine the Redditch Cross Boundary Development policy, which will deliver housing growth on the edge of Redditch in Bromsgrove District.
- 2.2 The BDP review has been underway for a number of years, this was always the intention as the BDP did not fully allocate all of the housing needs identified in the 2017 version of the plan. In order to inform the plan review a Housing and Economic Development Needs Assessment (HEDNA) has been commissioned and completed. One of the key roles of this work is to fully understand the likely amount of housing and employment development the plan review needs to deliver.
- 2.3 As members will be aware the housing needs of Redditch Borough Council (RBC) is also of significance to Bromsgrove as it has been likely for some time that the RBC housing needs are likely to reduce. In

order to inform this position, separately RBC have also commissioned a (HEDNA) to help determined what the development needs of a Redditch plan review are likely to be. The table below summarises the current position in relation to both authorities.

		2022 – 2040 (18 years)
Redditch:	Need	165dpa / 2970
	Supply	5211
	Surplus	+2241
Bromsgrove:	Need	383dpa / 6894
	Supply	2511 (approx.)
	Deficit	4383

As can be seen above whilst the housing needs of Bromsgrove at 383 per annum are relatively consistent with the previous requirement of 363, the housing need of Redditch has dropped considerably to 165 per annum as opposed to 337 in the current BORLP4. When considered alongside the supply figures, which are the number of dwellings with planning permission attributed to each authority, it is clear that RBC currently has significantly more housing supply (circa 2241) than it requires. As articulated in the Memorandum of Understanding (MOU) at appendix 1, RBC have committed that any oversupply in housing needs will be 'handed back' to BDC.

- 2.4 In order to ensure that the new Local Plans for both RBC and BDC can reflect the housing issues above, a similar process of aligning plan making is now being suggested. This allows for a coordinated approach to setting out how the housing needs across both districts will be met taking into account the current allocations. Further to this in some instances the alignment of plans could allow for time and financial savings to be realised as some additional plan making activities could be undertaken jointly.
- 2.5 It must be stressed that BDC will still have a plan that considers the planning issues that Bromsgrove District faces in detail, the process being suggested is not one of a shared plan which covers both authorities. There will remain two predominantly separate plans which are only joined by the reallocation of housing numbers from the current plans.
- 2.6 The Bromsgrove plan is progressing significantly with a preferred option consultation scheduled for publication and consultation in September this year. This consultation will identify the draft

development strategy for the period up to 2040, of which a coherent approach to the housing issues above needs to be factored in.

- 2.7 In addition to the shared understanding on housing issues as demonstrated above, an issue which both local authorities will be addressing in the new local plans is the possibility of accommodating some of the housing needs of the wider Greater Birmingham and Black Country Housing Market Areas (GBBCHMA). As yet the details of what, if anything, is going to be required are unclear.
- 2.8 Should requests be made of RBC to accommodate housing needs of the GBBCHMA, it is highly likely that RBC would then look to BDC for assistance due to the constrained nature of Redditch Borough and the lack of deliverable land.
- 2.9 The MOU addresses this issue, and it is proposed that BDC and RBC, where relevant, coordinate their responses to ensure that a comprehensive approach is being presented to all the other authorities in the GBBCHMA.
- 2.10 The full MOU can be viewed at appendix 1, but in summary it is proposed that the areas where the Councils work together at this stage are limited to:
- A shared understanding and approach to RBC's housing needs,
 - Agreement to work on plans which are aligned to address the RBC housing needs issue
 - Joint consideration of any requests from the GBBCHMA to meet additional growth needs.

3. FINANCIAL IMPLICATIONS

- 3.1 A budget exists for the production of the new Bromsgrove Plan Review, working in conjunction with RBC on some plan making activities should introduce savings. As the plan progresses members will be notified as these savings occur. It is expected that elements of the Plans' Examination in Public will be held jointly which will reduce the cost to BDC as opposed to holding separate examination hearing sessions.

4. LEGAL IMPLICATIONS

- 4.1 The Duty to Cooperate remains a legal duty under the current planning system. The MOU shows the current understanding between the Councils at this present time, although it is non binding. In due course as plan making progresses a Statement of Common Ground will be

prepared to formally set out the agreed positions of both Councils with regards to the respective plans.

5. STRATEGIC PURPOSES - IMPLICATIONS

Relevant Strategic Purpose

- 5.1 The agreement of the MOU provides clarity on the housing needs of BDC and RBC. The preferred option local plan is likely to impact on all of the strategic purposes either directly or indirectly, this will be considered and reported on in the officer report supporting the preferred option.

Climate Change Implications

- 5.2 The development of Bromsgrove Plan review will have significant Climate Change implications, this will be considered in detail as the plan progresses and will be reported on fully in due course.

6. OTHER IMPLICATIONS

Equalities and Diversity Implications

- 6.1 There are no Equalities or diversity implications directly connected with the MOU, as the plan progress an Equalities Impact Assessment will be undertaken.

Operational Implications

- 6.2 There are no specific operational implications, the Strategic Planning team is resourced to develop plans for both BDC and RBC concurrently.

7. RISK MANAGEMENT

- 7.1 BDC is required to review its local plan. As part of the review the requirements of the Duty to Cooperate will need to be met. Whilst entering into the MOU with RBC does not ensure that this will be the case, as there will be other DTC considerations to consider as the plan progresses, early engagement in this manner demonstrates positive plan making and allows for BDC to clearly set out the draft development strategy in the preferred option.
- 7.2 It is acknowledged that there are reforms to the planning system which may impact on the development of the Bromsgrove Plan Review. At this

Cabinet
2022

20th July

stage until more is known about the detail and the timescales for these reforms plan making should continue under the current regime.

8. APPENDICES and BACKGROUND PAPERS

- 8.1 Appendix 1 – RBC/BDC Memorandum of Understanding, Duty to Cooperate on housing need, plan making, and the Greater Birmingham and Black Country Housing Market Area

Cabinet
2022

20th July

9. REPORT SIGN OFF

Department	Name and Job Title	Date
Portfolio Holder	Cllr Philip Thomas	15 th June
Lead Director / Head of Service	Sue Hanley / Ruth Bamford	15 th June
Financial Services	Peter Carpenter	15 th June
Legal Services	Claire Felton	15 th June
Policy Team (if equalities implications apply)	N/A	
Climate Change Officer (if climate change implications apply)	N/A	

Bromsgrove District Council and Redditch Borough Council

Memorandum of Understanding (MOU)

Duty to Cooperate on housing need, plan making, and the Greater Birmingham and Black Country Housing Market Area

May 2022

1 This MOU confirms the understanding and agreement between Bromsgrove District Council (BDC) and Redditch Borough Council (RBC) (the Councils), with regard to Duty to Cooperate issues on housing need, plan making and the Greater Birmingham and Black Country Housing Market Area .

Local Housing Need and Plan Making

2 In January 2017 both Councils adopted new development plans, following Examination in Public proceedings and receipt of the Planning Inspector’s reports, namely the Bromsgrove District Plan (BDP) and the Borough of Redditch Local Plan No.4 (BORLP4).

3 A significant element of both plans was the provision of housing in Bromsgrove District to meet the needs of Redditch Borough. To enable this to take place both plans had housing needs policies which clarified where the housing developed across both authorities was to be apportioned, (BDP- BDP3 and BORLP4 – Policy 4) and shared policy to allocate two housing sites on the edge of Redditch Borough in Bromsgrove District (BDP - RCB1 and BORLP4 Appendix 1). These plans were developed as individual plans for each authority, prepared concurrently and where necessary examined in tandem to ensure the shared element was judged to be sound.

4 Both adopted plans now need to be reviewed in accordance with the Government’s requirement for a five year review period and in response to the requirements set out in BDP4.2 of the BDP, which is about to reach the Preferred Option stage. RBC is commencing the review of BORLP4 and will shortly begin the early stages of plan production. In order to inform the direction that both plans should be taking with regard to housing need, both Councils have independently commissioned Housing and Economic Development Needs Assessments (HEDNA’s).

5 The outcomes of both HEDNA’s are recommendations that the Councils adopt the local housing need figure derived from the Government’s standard methodology for housing need.

This translates to the housing needs below for the period 2022 to 2040

		2022 – 2040 (18 years)
Redditch:	Need	165dpa / 2970
	Supply	5211
	Surplus	+2241
Bromsgrove:	Need	383dpa / 6894
	Supply	2511 (approx.)
	Deficit	4383

6 The table above confirms that the housing need for Redditch Borough is somewhat smaller using the standard method approach required by Government when compared to the local housing requirements set out in the adopted BORLP4 (6,400 homes for the period 2011-2030, averaging 337 dwellings per annum). This smaller local housing need for Redditch Borough results in an oversupply of approximately 2241 dwellings, when all the current housing commitments (allocations and sites with planning permission) apportioned to RBC are taken into account. All these figures are subject to change as the standard method calculation is updated each year, and as such this MOU will be amended to reflect the most recent local housing need figures as the local plans progress. Both new local plans being prepared will need to address this issue and respond to the latest local housing need figures in order to be found sound. BDC's early plan making stages considered this issue and specific questions were asked about the implications of potential oversupply in Redditch at the Issues and Options consultation stage¹.

7 The Duty to Cooperate is the mechanism which enabled the Councils to work together to deliver the adopted local plans with a shared cross boundary policy. The requirement to cooperate is still enshrined in the English planning system. The process by which the plans were prepared before ensured that both plans were found sound following the Examination in Public. As part of the plan review process and to help ensure the same outcome, the creation of two individual development plans which, where necessary, have shared policies or shared evidence is deemed to be the pragmatic approach to address the issues highlighted above.

8 Current agreed Duty to Cooperate position between BDC and RBC in relation to housing needs and plan making

It is agreed that:

- A. The Councils continue to prepare plan reviews which, where possible build on the current Local Plans.
- B. The surplus of housing currently allocated for the needs for Redditch Borough (currently approximately 2241 dwellings) is handed back to BDC for BDC to consider in its plan making, and this figure is kept under review based on revisions to the Office for National Statistics (ONS) household projections/ affordability ratio data, urban capacity in Redditch and any updated housing needs evidence.
- C. The individual local plans for each authority will be progressed in tandem by the shared Strategic Planning Team with the aim of both plans being examined concurrently.
- D. Development provided via the adopted policy RCBD1 at Brockhill and Foxlydiate and which does not form part of the surplus identified above will continue to count towards the local housing need for Redditch Borough.
- E. Both local plans retain relevant existing policies and include new policies to ensure the effective delivery of the RCBD1 sites to completion.

9 Duty to Cooperate with the Greater Birmingham and Black Country Housing Market Area (GBBCHMA)

¹ Bromsgrove District Plan Review – Issue and Options Consultation Document. Sept 2018

10 The agreements above show how the Councils will work together to develop new plans for both Bromsgrove District and Redditch Borough. The unmet housing needs of the GBBCHMA have been an issue yet to be fully addressed across the West Midlands for a considerable number of years. A shortfall of housing exists due to the lack of capacity in Birmingham and the Black Country local authority areas. This issue was referenced in both the current BDP and BORLP4. The scale of the housing shortfall is not yet fully understood until Birmingham City Council publishes its suggested housing need figure, although when combined with the identified shortfall across the Black Country local authorities of circa 28,239 dwellings the challenge of meeting these needs in full is likely to be a significant one.

11 It is expected that in due course a formal request will be received by both Councils to accommodate a proportion of the specific housing need shortfall of both Birmingham and the Black Country. The evidence that justified the allocation of the current housing need of Redditch Borough to be met in Bromsgrove District is still thought to be relevant. This found that due to nature of the Borough's tightly drawn boundaries and the lack of capacity to accommodate large strategic housing and employment sites, consequentially any growth needs for RBC are most deliverable in the adjacent districts such as Bromsgrove.

12 This evidence will need to be reviewed as part of the Redditch Plan Review, and should that review conclude that any growth needs for RBC are most deliverable in adjacent districts such as Bromsgrove, then any request for RBC to meet the needs of the GBBCHMA could lead to a further request from RBC to BDC to assist with this. To prevent this happening a coordinated approach to responding to any such requests from the GBBCHMA will help to ensure that the individual plans for both Councils can progress concurrently as outlined above, and a coherent response can be provided to the GBBHMA authorities.

13 Current agreed Duty to Cooperate position between BDC and RBC in relation to the GBBCHMA

It is agreed that:

- F. That the Councils consider issues in relation to the GBBCHMA together and wherever possible, respond jointly to all requests to assist those authorities which have a shortfall in housing supply.

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Cabinet
2022

6th July

NOMINATION OF AN ASSET OF COMMUNITY VALUE

Relevant Portfolio Holder		Councillor Phillip Thomas
Portfolio Holder Consulted		Yes
Relevant Head of Service		Ruth Bamford, Head of Planning, Regeneration and Leisure Services
Report Author	Job Title: Ruth Bamford Contact email: r.bamford@bromsgroveandredditch.gov.uk Contact Tel: 01527 883219	
Wards Affected		Belbroughton and Romsley
Ward Councillor(s) consulted		Councillors Karen May and Margaret Sherrey
Relevant Strategic Purpose(s)		Living independent, active & healthy lives
Key Decision / Non-Key Decision: This is a non-key decision		
If you have any questions about this report, please contact the report author in advance of the meeting.		

1. RECOMMENDATIONS

The Cabinet RESOLVE to:-

- 1) Support the listing of Romsley Methodist Church, 88 Bromsgrove Road, Romsley, West Midlands B62 0LF as an Asset of Community Value**

2. BACKGROUND

- 2.1 As Members are aware from previous reports the Localism Act gave communities a right to identify a building or other land that they believe to be of importance to their community's social well-being and nominate such land / buildings to be registered with the Local Authority as an "Asset of Community Value".
- 2.2 Registration lasts for six years and if the property comes up for sale, the legislation allows a community group six weeks to express an interest in its purchase and if they do so, there is a six month period within which they can prepare their bid to buy the asset. The property in question can then be sold on the open market. Community groups have the same rights as any other bidders and there is no preference given to the local community bid.

- 2.3 The Council has received a nomination from Romsley Parish Council to list Romsley Methodist Church as an ACV. The nomination is attached at Appendix 1.
- 2.4 It has been nominated by Romsley Parish Council, which is a qualifying community entity under the legislation, to make a nomination.
- 2.5 Romsley Methodist Church meets all of the statutory criteria for listing, as set out at 3.1 below.
- 2.6 Members are reminded that the final decision regarding whether to list an asset rests with the Head of Planning, Regeneration and Leisure Services in consultation with the Portfolio Holder for Planning and Regeneration and Cabinet is being consulted by The Head of Planning and Regeneration as part of the consultation process.
- 2.7 'In accordance with the process for nominations of Assets of Community Value the ward councillors for Romsley Parish Council Councillor Karen May and Councillor Margaret Sherrey and Portfolio Holder Councillor Phillip Thomas have been consulted and have indicated support for the nomination.'

3. FINANCIAL IMPLICATIONS

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

4. LEGAL IMPLICATIONS

- 4.1 The Localism Act 2011 made provision for a system to list "assets of community value", giving community groups the right to make nominations, and requiring local authorities to maintain local registers. Detailed rules around the operation of assets of community value are set out in the Assets of Community Value Regulations 2012.
- 4.2 The test for listing an Asset of Community Value as set out in Section 88 (1) of the Localism Act 2011 is as follows:-

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

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

5. **STRATEGIC PURPOSES - IMPLICATIONS**

Relevant Strategic Purpose

- 5.1 As referenced above, the purpose of the ACV register is to further the social well-being or social interests of the local community, in terms of the strategic purposes for this council this contributes to the purpose of, Living independent, active and healthy lives.

Climate Change Implications

- 5.2 Having an AVC in a locality has the potential to reduce the need to travel.

6. **OTHER IMPLICATIONS**

Equalities and Diversity Implications

- 6.1 None from this report.

Operational Implications

- 6.2 There are no specific operational implications for the District. The list of nominated assets is maintained by Land Charges officers and is available on the Council's Website.

7. **RISK MANAGEMENT**

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

8. **APPENDICES and BACKGROUND PAPERS**

Cabinet
2022

6th July

Appendix 1 – Nomination Form and plan

<p style="text-align: center;">BROMSGROVE DISTRICT COUNCIL</p> <p style="text-align: center;">ASSETS OF COMMUNITY VALUE – THE COMMUNITY RIGHT TO BID</p> <p style="text-align: center;">NOMINATION FORM</p>

Section A: About your organisation

A1 Organisation's name and address

Name of organisation Romsley Parish Council
Address including postcode 167 Bromsgrove Road Hunnington West Midlands B62 0JU

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

A2 Contact details

Name Ruth Mullet
Position in organisation Clerk to the Council
Address including postcode 167 Bromsgrove Road Hunnington West Midlands B62 0JU
Daytime telephone no. 07907 976915
Email address romsleyparish@btinternet.com
How and when can we contact you? Available whenever

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

A3 Type of organisation

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

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

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

A5 Local connection

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

Parish Council in Bromsgrove

Agenda Item 6

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

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

Not applicable

A7 More about your organisation

What are the main aims and activities of your organisation?

Parish Council serving the residents of Romsley

A8 Your organisation's rules

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

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

B1 Description and address

What it is (eg. pub, local shop) Methodist Church
Name of premises (eg. Post office , Community Centre) Romsley Methodist Church
Address including postcode (if known) 88 Bromsgrove Road, Romsley, West Midlands B62 0LF

B2 Sketch plan

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

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

See attached sheet.

Agenda Item 6

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

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

	Name(s)	Address(es)
Names of all current occupants of the land	Not known	<i>Same as B1.</i>
Names and current or last known addresses of all those owning the freehold of the land (ie. owner, head landlord, head lessor)	TMCP are the Custodian Trustees of all Methodist Model Trust Properties	
Names and current or last known addresses of all those having a leasehold interest in the land (ie. tenant, intermediate landlord, intermediate lessor)	Not known	

Agenda Item 6

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

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

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

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

The building has been used as a Methodist Church holding services for the local community.

It has been hired by local groups for dog training and it had been used as a venue for play activities for children with special educational needs.

The building is no longer in use.

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

Under the auspices of Romsley Parish Council the building would be used to hold Parish Council meetings, clinics and provide community information. (Cultural)

Information gathered from a residents questionnaire, distributed by Romsley Parish Council, revealed the appetite for evening classes, a youth club and a community hub serving and responding to the needs and wellbeing of the local residents. (Cultural and Recreational)

The building would be made available to local groups for hire. (Cultural, Sporting and Recreational)

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

Section C: Submitting this nomination

C1 What to include

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

C2 Signature

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

Signature Ruth Mullett, Clerk to the Council

C3 Where to send this form

You can submit this nomination:-

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

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Agenda Item 6

Google Earth Images of Romsley Methodist Church showing the location and borders of the property.



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Revenue Monitoring Report Period 1 2022/23

Relevant Portfolio Holder	Councillor Geoff Denaro Portfolio Holder for Finance and Governance
Portfolio Holder Consulted	
Relevant Head of Service	Peter Carpenter
Wards Affected	All Wards
Non-Key Decision	

1. SUMMARY

This report sets out the new “On System” format for financial reporting that will be used for the 2022/23 financial year as well as the approach being taken by Officers to ensure that the budget is balanced within the year and for future financial years.

2. RECOMMENDATIONS

Cabinet are asked to:

- **Note Future monitoring returns will be in the “on system” format.**
- **Approve the approach being taken by Officers to balance the 2022/23 budget and future years budget deficit positions.**
- **Approve the addition to the monitoring report of the additional financial health indicators.**

3. KEY ISSUES

Financial Implications

- 3.1 This report sets out how financial performance of the Council for the 2022/23 financial year will be undertaken. It also sets out the steps being taken by Officers to balance the 2022/23 budget and future years Medium Term Financial Strategy (MTFS) deficits. In addition, it also sets out additional financial indicators that will form part of the financial monitoring report.
- 3.2 The approved revenue budget, as per the Cabinet and Council meetings held in February 2022 is £12.069m. The budget resolution assumed that £0.411m of General Fund balances would be used to meet this expenditure.
- 3.3 The Capital Programme is set at £2.4m. However, this does not take account of:
- any underspending from 2021/22 (see the Outturn Report) or
 - 22/23 Grant for Levelling Up Fund initiatives which is planned to be £5.3m

Cabinet

6th July 2022

3.4 The Council has been working with its software provider Tech1 to deliver an on system financial reporting tool which will be used for the first time in 2022/23.

Appendix A gives an example of what Managers see on system (the example being Local Planning Development). The system gives the ability:

- To RAG rate individual budget lines depending on risk levels;
- Add comments both from a finance and budget manager viewpoint;
- Automatically or manually create forecasts;
- Compare outcomes to the previous period.

The approach to meet the Budget Deficit in 2022/23 and future Years

3.5 The table below sets out the General Fund Support required to ensure the budget is balanced over the next three years.

Financial Year	2022-23	2023-24	2024-25
	£000	£000	£000
General Fund Support	411	1,588	1,213
General Fund Closing Balance	3,846	2,258	1,045

Clearly, using reserves to this level is not sustainable as this will lead to an inadequate level of General Fund Reserves at the end of the 3-year MTFS period.

3.6 Officers are taking the following approach to addressing the in-year use of reserves to balance the budget. The key objectives are

- To reconcile organisational priorities to available resources (identifying which areas require investment and which disinvestment).
- Integrate this into an organisation-wide business plan (to translate organisational priorities and financial constraints into an agreed action framework and budget).
- This plan will have short-, medium- and long-term objectives to support a move away from short term financial thinking. Individual service plans will be the building blocks of this plan.

3.7 Work is already underway with

- Finance;
 - Setting out present base budgets, historic places where over/underspend occur, and views of potential savings options.
 - Linkage to the 2021/22 Outturn position.

BROMSGROVE DISTRICT COUNCIL

Cabinet

6th July 2022

- Engaging with our Treasury Consultants Arlingclose to review our Minimum Revenue Provision, use of debt and investment policies.
- Heads of Service and their managers;
 - Assessing present levels of service and associated requirements in the new post C-19 environment to identify where different delivery models will lead to further savings

3.8 The first Officer meeting, to set the parameters of the review took place on the 18th May and the Corporate Management Team are set to review initial options on the 24th June. Once options are clarified they will move into the Member environment.

Financial Health Indicators

3.9 Along with the normal Capital and Revenue monitoring data, it is proposed that the monitoring reports going forward also include the following financial data. This is in draft format for the initial month of the 2022-23 financial year

- Payment performance monitoring
 - 726 Payments processed in April
- Tax Collection Rates against Target April
 - Council Tax - Collected 10.18%. Target 9.70%
 - National Non-Domestic Rates - Collected 9.69%. Target 9.0%
- Grant Administration
 - Delivery of Government Grant Initiatives - Fuel Grants (as of 18th May)

Council Tax Band	Potential Eligible	Paid/Under Verification	Available for application
A	3,626	1,833	1,708
B	7,171	5,007	2,094
C	8,959	7,119	1,753
D	7,734	6,542	1,141
Disabled B and E	77	72	7
Total	26,567	20,573	6,703

Debtor and Housing Benefit indicators will be added in due course.

3.10 Earmarked Reserves

The position will be updated following the approval of the Outturn report for 2021/22.

Cabinet

6th July 2022

3.11 **General Fund Position**

The position will be updated following the approval of the Outturn report for 2021/22. Given the data in section 3.5 above, significant work is underway to ensure reserves are maintained and not reduced.

The Council's 2020/21 accounts have not been formally approved and audited at the time of this report.

4. **Legal Implications**

4.1 No Legal implications have been identified.

5. **Strategic Purpose Implications**

Relevant Strategic Purpose

5.1 The Strategic purposes are included in the Council's corporate plan and guides the Council's approach to budget making ensuring we focus on the issues and what are most important for the borough and our communities. Our Financial monitoring and strategies are integrated within all of our Strategic Purposes.

Climate Change Implications

5.2 The green thread runs through the Council plan. The Financial monitoring report has implications on climate change and these will be addressed and reviewed when relevant by climate change officers to ensure the correct procedures have been followed to ensure any impacts on climate change are fully understood.

6. **Other Implications**

Customer / Equalities and Diversity Implications

6.1 None as a direct result of this report.

Operational Implications

6.2 Managers meet with finance officers to consider the current financial position and to ensure actions are in place to mitigate any overspends.

7. **RISK MANAGEMENT**

7.1 The financial monitoring is included in the corporate risk register for the authority

Cabinet

6th July 2022

8. APPENDENCES

Appendix A – Revenue Monitoring by Service – New Template

AUTHOR OF REPORT

Name: Pete Carpenter– Interim Financial Services Manager (Deputy S151)

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Agenda Item 7

BROMSGROVE DISTRICT COUNCIL

Cabinet

6th July 2022

Appendix A - Revenue Monitoring by Service - New Template

Account Number	Cost Centre	Cost Centre Description	Activity	Activity Description	Nominal	Nominal Description
20-0-3202-90020-634...	3202	Local Planning Development	90020	Bromsgrove Charge Only	63407	General - Furniture & Equipment Purchase
20-0-3202-90020-634...	3202	Local Planning Development	90020	Bromsgrove Charge Only	63414	General - Professional Fees
20-0-3202-90020-634...	3202	Local Planning Development	90020	Bromsgrove Charge Only	63415	General - Other Fees
20-0-3202-90020-634...	3202	Local Planning Development	90020	Bromsgrove Charge Only	63416	General - Conferences & Seminars (not traill)

Account Number	2022/23 Original Budget	2022/23 Working Budget	2022/23 Actuals
20-0-3202-90020-634...	100	100	
20-0-3202-90020-634...	268,561	268,561	
20-0-3202-90020-634...	1,000	1,000	285
20-0-3202-90020-634...	355	355	

Account Number	RAG Calc 1	RAG Text	Forecast Description (please choose from the drop down list)	Auto Forecast	Adjustments	Final Forecast	Variance to Budget	Forecast Variance %
20-0-3202-90020-634...	Amber	Amber	To Budget	100		100		
20-0-3202-90020-634...	Red	Red	To Budget	268,561		268,561		
20-0-3202-90020-634...	Amber	Amber	To Budget	1,000		1,000		
20-0-3202-90020-634...	Amber	Amber	To Budget	355		355		

Account Number	st %	RAG Calc 2	RAG Text	Final Forecast Last Period	Movement	Budget Holder Comments	Accountancy Comments
20-0-3202-90020-634...		Green	Green		100		
20-0-3202-90020-634...		Green	Green		268,561		
20-0-3202-90020-634...		Green	Green		1,000		
20-0-3202-90020-634...		Green	Green		355		

Cabinet
2022

6th July

Outside Body Appointments 2022/23

Relevant Portfolio Holder		Councillor Geoff Denaro	
Portfolio Holder Consulted			
Relevant Head of Service			
Report Author Claire Felton	Job Title: Head of Legal, Democratic and Property Services Contact email: c.felton@bromsgroveandredditch.gov.uk Contact Tel: 01527 881429		
Wards Affected		All	
Ward Councillor(s) consulted		N/A	
Relevant Strategic Purpose(s)		An Effective and Sustainable Council	
Non-Key Decision			
If you have any questions about this report, please contact the report author in advance of the meeting.			

1. **RECOMMENDATIONS**

It is recommended that Cabinet considers nominating to the bodies listed at Appendix 1 as appropriate.

2. **BACKGROUND**

2.1 The Cabinet makes appointments and nominations to a number of Outside Bodies each year; some of these are for executive functions and these are made by the Cabinet. This report sets out the details of the relevant appointments.

3. **FINANCIAL IMPLICATIONS**

3.1 There are no financial implications arising from this report.

4. **LEGAL IMPLICATIONS**

4.1 No specific legislation governs the appointment or nomination of members to outside bodies by the Council. Depending on the nature of the relationship the Council has with the organisation, the legal status of the organisation, its corporate, charity or other status and its constitution, there are differing legal implications for the members sitting on these bodies.

4.2 The Local Authorities (Indemnities for Members and Officers) Order 2004 governs the Council's ability to indemnify members sitting on outside bodies.

5. **STRATEGIC PURPOSES - IMPLICATIONS**

Relevant Strategic Purpose

- 5.1 The action proposed in this report supports the strategic purpose “an effective and sustainable Council”.
- 5.2 Cabinet reviews a number of outside body appointments on an annual basis to ensure that those bodies to which the Cabinet puts forward nominations continue to address the needs and aspirations of the District.

Climate Change Implications

- 5.3 There are no specific climate change implications.

6. **OTHER IMPLICATIONS**

Equalities and Diversity Implications

- 6.1 There are no specific equalities and diversity implications.

Operational Implications

- 6.2 A number of bodies ask the Council to make appointments to them for terms of office which vary from one year upwards.
- 6.3 The Council has previously agreed that a number of such appointments, usually to national or regional bodies, should be made by office. Where there are specific requirements for appointments these are shown against the organisations in the appendix.

7. **RISK MANAGEMENT**

- 7.1 There would be risks arising if the Council failed to make appointments to the Outside Bodies listed in this report; the nature of the risk would vary depending on the type of body in question. The Council needs to participate in certain Outside Bodies to ensure that existing governance arrangements can be complied with. On other bodies the risk would be less severe but non-participation would detract from the Council’s ability to shape and influence policies and activities which affect the residents of Bromsgrove.

8. APPENDICES and BACKGROUND PAPERS

Appendices

Appendix 1 - list of appointments to outside bodies

Background Papers:

Terms of reference and governing documents of organisations are held by Democratic Services.

9. REPORT SIGN OFF

Department	Name and Job Title	Date
Portfolio Holder	Councillor Geoff Denaro	
Lead Director / Head of Service	James Howse, Executive Director of Resources	
Financial Services	James Howse, Executive Director of Resources	
Legal Services	Claire Felton, Head of Legal, Democratic and Property Services	

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Outside Bodies By Office (Cabinet appointments) –

(LAST UPDATED MAY 2022)

Organisation	Number of representatives and length of term	Representatives Appointed 2021/2022	Nominations to be Appointed 2022/2023
Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP)	One Leader and one Substitute nominated from 3 North Worcestershire Councils	Cllr Matt Dormer RBC Sub: Cllr Helen Dyke Wyre Forest DC	Cllr Matt Dormer RBC Sub: Cllr Helen Dyke Wyre Forest DC
Greater Birmingham and Solihull LEP Supervisory Board	Leader by office Substitute – Deputy Leader Check each year	Cllr Karen May Sub: (Cllr Kent)	
Greater Birmingham and Solihull LEP European Structural and Investment Funds Strategy Committee (ESIF)	One representative and one substitute to represent the 3 North Worcestershire Districts	Cllr Matt Dormer RBC Sub: Cllr Tom Baker-Price RBC	Cllr Matt Dormer RBC Sub: Cllr Craig Warhurst RBC
Bromsgrove Partnership (Local Strategic Partnership)	Leader Substitute – Deputy Leader	Cllr Karen May Sub: (Cllr Kent)	
District Councils Network	Leader Substitute – Deputy Leader	Cllr Karen May Sub: (Cllr Kent)	
Local Government Association General Assembly	Leader Substitute – Deputy Leader	Cllr Karen May Sub: (Cllr Kent)	

Agenda Item 8

Cabinet 6th July 2022

North Worcestershire Community Safety Partnership	Cabinet member	Cllr Philip Thomas	
PATROL (Parking And Traffic Regulations Outside London) Adjudication Joint Committee	Portfolio Holder for Environmental Services Substitute:	Cllr Margaret Sherrey Sub:	
West Midlands Employers (previously West Midlands Councils)	Portfolio Holder for Human Resources	Cllr Geoff Denaro is already appointed as the Worcs Leaders Broad representative.	
Worcestershire Health and Wellbeing Board	1 rep for North Worcestershire and 1 substitute	Cllr Nyear Nazir RBC Sub: Cllr Shirley Webb	Cllr Shirley Webb Sub: Cllr Nyear Nazir RBC
Health Improvement Group (HIG – a sub group of the Worcestershire Health and Wellbeing Board)	1 rep for each of the districts in North Worcestershire	Cllr Shirley Webb	
Worcestershire LEP European Structural and Investment Funds Strategy Committee (ESIF)	One representative and one substitute to represent the 3 North Worcestershire Districts	Cllr Matt Dormer RBC Sub: Cllr Tom Baker-Price RBC	
Worcestershire Local Enterprise Partnership (LEP)	One representative on behalf of the 3 North Worcestershire Councils – required by LEP constitution	Cllr Karen May Sub: Cllr Helen Dyke Wyre Forest DC	
Worcestershire Local Transport Body	Two representatives and one substitute from the North Worcestershire authorities	(Cllr Kent) Sub: Cllr TBC Wyre Forest DC	Cllr Matt Dormer Sub: Cllr Helen Dyke Wyre Forest DC