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Foreword from Cllr John Campion Leader of the Council

December 2009

The Finance Strategy – Joined up business decisions to continue to serve our Community

The Council has an excellent track record of delivering ever greater efficiencies; whilst in the past we would have been able to invest these efficiencies in services, we must now also use those efficiencies and smarter ways of working to protect the very services this Council delivers.

It is clear that the communities of Wyre Forest will pay the significant price of the huge national cost of Central Government dealing with the national and international financial crisis. It is now this Council's duty to address those pressing concerns and continue to provide those essential services to the communities of Wyre Forest.

We have seen a period of extreme change within Wyre Forest over the last twelve months as the country moves through one of the deepest recessions it has ever seen. The Council has had to meet those social and financial challenges in last year's budget at fairly short notice and I am very pleased to say that the Council responded positively and decisively. Last year's budget contained tough financial choices which we as an authority did not flinch away from to help the Council sustain its essential services.

The Administration has approached setting this year's budget strategy as a period of reflection and planning for the longer term. We have seen significant changes within the Council's senior leadership team in this financial year and we now we must allow these changes to establish themselves.

The budget will have to contain some short term measures to address imminent financial pressures but in my view the larger challenge is in re-profiling the Council's services to sustain our communities into the next decade.

Civic Centre
Stourport on Severn
Worcs
DY13 8UJ

The Administration recognises the ever increasing financial burden of national and local taxes and as such proposed to continue to deliver the previously agreed Council tax increases of just 2.5%. This will be achieved at a time of great financial pressures on this Council as we see the grant we receive from Central Government significantly reduced in the coming years. I do not believe that further pressure on the Council tax is the answer to this Council's problems and as such the Administration will be asking the Council and its officers to deliver increasingly challenging efficiency targets and projects.

One thing is clear, the status quo is not an option as we strive to address the significant budget deficit that the Council now finds itself in and I look forward to discussing the raft of measures contained within the Administration's budget proposals through scrutiny in the New Year and ultimately at Council in February.

With my very best wishes.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'John Paul Campion', with a long horizontal flourish extending to the right.

Councillor John-Paul Campion
Leader of the Council

WYRE FOREST DISTRICT COUNCIL

CABINET

22 DECEMBER 2009

THREE YEAR BUDGET & POLICY FRAMEWORK 2010/2013

| | |
|--|--|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Economic Success Shared by All |
| CORPORATE PLAN AIM: | A Well Run and Responsive Council |
| CABINET MEMBER: | Councillor Nathan Desmond |
| RESPONSIBLE OFFICER: | Director of Resources |
| CONTACT OFFICER: | David Buckland Ext. 2100 david.buckland@wyreforestdc.gov.uk |
| Appendix 1 | Base Budget Projection 2009/2012 |
| Appendix 2 | Prioritisation Model |
| Appendix 3 | Cabinet Proposals |
| Appendix 4 | Working Balances, Reserves and Provisions |
| Appendix 5 | Priority Themes & Strategic Outcomes |
| AN OPEN ITEM | |

1. PURPOSE

- 1.1 In accordance with the Council's Budget and Policy Framework Procedure Rules to provide the Cabinet with financial information in order to make proposals for the Budget Strategy for the period 2010/2013.

2. RECOMMENDATIONS

The Cabinet is asked to **ENDORSE** and **RECOMMEND** for scrutiny:-

- 2.1 The Council's updated Medium Term Finance Strategy (Appendix 5);
- 2.2 Cabinet Proposals – taking into account the impact on the Council's Capital and Revenue Budgets for 2010/2013 (Appendix 3);
- 2.3 The level of net expenditure and resultant Council Tax for 2010/2013 as per paragraph 3.9;
- 2.4 Income Service Options, including appropriate revision of fees and charges and the impact on the Council's Revenue Budget for 2010/2013, as shown in separate report within this Financial Strategy;
- 2.5 The Council's policy relating to Working Balances, Reserves and Provisions as detailed in Appendix 4 and note the availability of Resources and Provisions outlined in paragraph 7 and Appendix 4;
- 2.6 The efficiency targets as detailed in a separate report to this meeting of the Cabinet (paragraph 18 refers);
- 2.7 Priorities for 2010/2013 as detailed in Appendix 5.

3. KEY ISSUES

The Council will have to take into account the following factors in setting the 2010/2013 budget and future years Budget Projections :-

- 3.1 The prevailing economic conditions means that this years budget process is one of the most challenging that the Council has faced to date. The record breaking recession has impacted upon income that the Council receives through fees and charges, whilst at the same time there has been an increase in the demand by the most vulnerable for Council services. Looking towards the next three years the greatest uncertainty relates to the level of financial support that the Council can expect from Central Government, given the level of the Public Spending deficit.
- 3.2 The most significant issues are listed below and can be found in detail elsewhere within this report, however, these can be summarised as follows:
- Assumed reduction in Government Grant - £800k in 2011/12 increasing to £1.2m in 2012/13 over the amount we will receive in 2010/11;
 - Continued reduced investment interest income - £300k;
 - Reduced fee income – The Council's income from fees and charges has reduced significantly due to the slow down in areas such as planning fees, along with income from partners including the County Council and the Housing Group
- 3.3 The issue of future levels of government grant is affecting local authorities across the whole of England. In the absence of definitive information individual authorities are making their own forecasts as to the level of potential reduction in funding for 2011/12. It is clear however, with a spending deficit in the region of £175bn, whichever government is returned at the next general election there will be the need for significant reductions in public spending.
- 3.4 In addressing these pressures upon the Council's budgets, efficiency measures and proposals for additional income have been identified by all divisions to mitigate as far as possible the impact of these pressures. In addition with a view of protecting existing services, measures have been considered that seek to share the impact of the cost reductions required. Attached within the variance report is the full detail of the position relating to the 2010/11 Original Base Budget compared with the position for 2009/10 Revised budget.
- 3.5 Income Service Options which propose increases to fees and charges are the subject of a separate report to this meeting of the Cabinet. However, proposed increases are broadly in line with the long term rate of inflation of 2.5%
- 3.6 Taking these measures into account the projected Base Budget net expenditure for 2010/11 is estimated to be £15,981,790 (Appendix 1). This is £653,520 more than currently estimated to be raised from Council Tax, Area Based Grant, Business Rate Grant and Revenue Support Grant. This compares to the original forecast contribution from reserves (approved by Council on 25 February 2009) of £292,020, which is £361,500 more than the previous estimate. These calculations are based on base budget estimates, and an assumed 2.5% Council Tax increase in accordance with the Council's Finance Strategy.

3.7 The Provisional Local Government Finance Settlement for 2010/11 was announced on 27th November 2009. Wyre Forest will receive Formula Grant of £8,067,120, an increase of 1.1% on 2009/10, which is in line with the indicative settlement announced in December 2007.

3.8 The Cabinet have worked closely with the Interim Chief Executive and the Corporate Management Team (CMT) to develop proposals to identify reductions in Division's budgets which help in delivering a balanced budget, whilst limiting the impact on front line services. In addition staff have influenced the budget proposals through suggestions made at the Officer Communication Group and in management discussions with the unions. In coming to conclusions about which areas are to be considered the Cabinet utilised the Priority Model which was adopted as part of the Financial Strategy for 2009/2012, and compares:

- Statutory Requirements
- Corporate Plan objectives
- Public Opinion (through the Budget Consultation Questionnaire)

This built upon the valuable work which the Budget Review Panel undertook earlier this year in applying the model to the whole range of Council Services. Attached at Appendix 2 is a graphical representation of the Priority Model.

The Cabinet Proposals in relation to the prioritisation of the Council's budget and areas of essential limited growth are attached in Appendix 3.

3.9 The following table demonstrates the forecast position for the Council if all of the Cabinet Proposals are incorporated into the Base Budget:

| | Revised 2009/10 £ | 2010/11 £ | 2011/12 £ | 2012/13 £ |
|--|----------------------------------|----------------------|----------------------|----------------------|
| Net Expenditure on Services (per Appendix 1) | 16,391,870 | 15,981,790 | 16,001,420 | 16,281,240 |
| <u>Less</u> Cabinet Proposals identified in Appendix 3 | - | (750,050) | (882,760) | (1,645,420) |
| Net Expenditure | 16,391,870 | 15,231,740 | 15,118,660 | 14,635,820 |
| Contribution from Reserves | (1,265,470) | 96,530 | (729,780) | (473,280) |
| Net Budget Requirement | 15,126,400 | 15,328,270 | 14,388,880 | 14,162,540 |
| <u>Less</u> Business Rate Grant, and Government Grant and Collection Fund Surplus | 8,032,540 | 8,084,620 | 7,310,400 | 6,907,100 |
| Area Based Grant | 381,340 | 337,820 | 0 | 0 |
| Council Tax Income | 6,712,520 | 6,905,830 | 7,078,480 | 7,255,440 |
| Wyre Forest District Council Tax Level assuming 2.5% increase 2010/11 onwards | £192.80 | £197.62 | £202.56 | £207.62 |

- 3.10 The Cabinet proposals identified in Appendix 3 are in addition to the savings identified within the Financial Strategy 2009/2012. In last years strategy assumptions were made in relation to issues such as the revised arrangements for waste collection and the successful implementation of the ICT strategy that did not start to deliver savings until 2010/11 and beyond. As such these items have already been included within the Base Budget and are not shown as new Cabinet Proposals.
- 3.11 The Council has identified General Reserves of £1.106 million to meet the projected Budget deficit in 2010/2013. There are also a number of Cabinet Proposals detailed in Appendix 3 which will ensure the ongoing sustainability of the Council's financial position. Contained within the proposals for 2012/13 is a savings target of £627k. Work has commenced to identify a range of proposals which will be developed during 2010/11 and included within the proposals for next years Financial Strategy, when the position is clear in relation to expectations of government grant. Such proposals will include areas including:
- A further review of the Management Structures within the authority;
 - A review into the current reimbursement arrangements for work related mileage;
 - Significant efficiency gains arising from the implementation of Single Site;
 - Further opportunities for shared services;
- 3.12 Shown at Appendix 4 is a paper that discusses the position in relation to the Council's reserves. However, the Council has never set an original budget with the assumption that a contribution will be made to reserves as is proposed within this strategy, this is an important and positive step. It is essential that the reserves are protected in 2010/11 to ensure that the Council can react to future announcements in government grant.
- 3.13 The Government have in place Reserve Capping Powers to limit excessive increases in Council Tax. The Local Government Minister has stated that they will continue to cap councils in a targeted way who levy unreasonably large council tax rises. The Government are expecting Local Authorities to charge below 5% increases.
- 3.14 The Council in determining a new three year Budget Strategy needs to continue to ensure that the Base Budget expenditure is sustainable with the aim of ensuring equilibrium between expenditure and income in the medium to longer term when the Council's Reserves are diminished.
- 3.15 The Cabinet proposals include a range of measures to improve the Council's revenue position, some of which require a change in policy. The most significant issues relate to the application of the unallocated Capital Receipts to fund the ICT Strategy and consideration of the levels of savings which are expected to be delivered from Regulatory services from the shared service proposal or otherwise.
- 3.16 All Local Authorities are required to submit a national Performance Indicator which demonstrates the level of efficiency gains which have been achieved. The Council had been expected to deliver 3% per annum of such gains, however, included within the budget earlier this year it was confirmed that this will be increased from 4% from 2010/11, and unlike the previous regime these are all expected to be cashable gains. The Council has an excellent track record in achieving such efficiency gains and is confident that the new target will be exceeded.

4. THE BASE BUDGET 2009-2013

- 4.1 The Council's Summary Budget and individual Directorate summaries are enclosed as Appendix 1.
- 4.2 The format of the 2010/2013 Base Budget reflects the new Directorate structure approved earlier this year, it does however make comparisons with the original budget for 2009/10 impractical, therefore comparisons are made against the revised budget.
- 4.3 A copy of the detailed Budget 2010/2013 can be forwarded to Members electronically on request.
- 4.4 Inflation has been included in the Base Budget for 2010/11 onwards as follows:

| | <u>2010/2011</u> | <u>2011/2012</u> | <u>2012/2013</u> |
|---|------------------|------------------|------------------|
| | % | % | % |
| Payroll | Nil | Nil | Nil |
| Council's Business Rates and Other Contractual Commitments | 2.5 | 2.5 | 2.5 |
| Other (Efficiency Saving) | Nil | Nil | Nil |

- 4.5 The Base Budget allows for the 0.5% increase in employers National Insurance contributions from 1 April 2011, which was announced within the pre-budget report on 9 December 2009. Within the pre-budget report it was also announced that Local Government pay will be capped at 1% for 2011/12 and 2012/13. Whilst this is higher than allowed within the forecast, if the pay settlement turned out to be at this level it would amount to £270k of additional pay costs over the duration of the forecast.
- 4.6 The Base Budget takes account of the current position in relation to the forecast level of interest that the Council can expect to receive. It is expected that the current base rate of 0.5% will remain in place until at least June/July next year. The current assumptions that have been used within the Base Budget are as follows:
- Returns in 2010/11 based on investment returns of 1.75% for the year;
 - Expected returns in 2011/12 based on investment returns of 3%;
 - Expected returns in 2012/13 based on investment returns of 4.5%.
- 4.7 In addition to the position on investment returns the Base Budget position also assumes the continued return of the £9m of investments currently in the process of administration. In line with the assumptions within the Capital Programme.
- 4.8 There is currently no impact within the revenue budget in relation to impairment charges arising from the Council's Icelandic investments. The Council has made a contingent application for Capitalisation of potential losses in 2009/10 following the change in position from Government.
- 4.9 However, the Council could alternatively take advantage of the special regulations introduced earlier this year to defer any revenue implications until 2010/11. A final decision on the treatment of these investments will be made during the final account process when further information upon expected returns is available.

5. LOCAL AUTHORITY REVENUE FINANCE SETTLEMENT FOR 2010/11

- 5.1 On 6th December 2007 the Minister of State for Local Government, John Healey announced a 3-year Local Government Finance settlement. This followed the publication of the Comprehensive Spending Review in October 2007 which identified the Government's spending plans for 2008/09 to 2010/11. On 27th November 2009, the value of the provisional settlement for 2010/11 was released which was directly in line with the previous years announcement.
- 5.2 The main issues for Wyre Forest were discussed within the Financial Strategy 2009/2012, however, the settlement identified the level of support for each of the three financial years was as follows:
- 2008/09 - £7.879 million
 - 2009/10 - £7.981 million
 - 2010/11 - £8.067 million
- 5.3 The Finance Settlement is provisional at this stage however, the indicative settlement for 2010/11 is directly in line with that announced last year, and it is expected that this will be the final settlement. The increase for 2010/11 is in line with the indicative settlement and represents a 1.1% increase over 2009/10.
- 5.4 For the reasons identified earlier in this report a prudent approach is suggested for 2011/12 a reduction of 10% in government support has been assumed, increasing to a 15% reduction in 2012/13. Government spending is severely stretched with record spending deficits. It is expected that following the General Election next year there will be an announcement on potential future settlements. It is because of the uncertainty on Government grant that the decision has been made not to identify measures to deliver all of the savings required within the Medium Term Financial Plan, however, as identified within 3.11 the Council will continue to develop its efficiency programme.
- 5.5 The current assumption is for a 10% reduction in 2011/12, increasing to 15% in 2012/13. The table below provides the value of savings required in 2012/13 if alternatives forecasts for amendments to grant are made:

| | Assumed Government Grant 2010/11 £ | Assumed Government Grant 2011/12 £ | Assumed Government Grant 2012/13 £ | Value of Savings Target 2012/13 £ |
|---------------------------|--|--|--|---|
| Current Assumption | 8,067,120 | 7,260,410 10% Reduction | 6,857,100 5% Reduction | (627,000) |
| Scenario 2 | 8,067,120 | 7,663,760 5% Reduction | 7,260,410 5% Reduction | 179,660 |
| Best Case | 8,067,120 | 8,067,120 No change | 8,067,120 No change | 1,389,730 |

- 5.6 Unfortunately, the Council will not have any definitive information in relation to potential 2011/12 settlements ahead of setting the 2010/11 budget.

6. COUNCIL TAX BASE

- 6.1 The calculation of the Council Tax Base for tax setting is the subject of a separate report within this Financial Strategy. It is made by means of equating the bands of all properties shown in the valuation list for the Billing Authority Area into Band 'D' equivalents. An allowance must then be made for changes in the Valuation List, successful appeals against banding levels, new properties, further exemptions, further single person discounts, further disablement relief, variation in numbers of void properties and provision for bad debts.
- 6.2 The Tax Base for Wyre Forest District Council for 2010/11 after allowing for the above items is 34,945 (34,816 in 2009/10) an increase of 0.3%. The Tax Base includes the reduced discount for Second Homes and Empty Property as agreed by Council on 3rd December, 2008.

7. WORKING BALANCES, RESERVES AND PROVISIONS

- 7.1 The Council has adopted the general principles of the CIPFA guidance on Local Authority Reserves and Balances.
- 7.2 The following Reserves are available to assist the Council in meeting General Fund Expenditure 2009/2013 as part of the Three Year Financial Strategy:

| Reserves Statement | 2009/10 £'000 | 2010/11 £'000 | 2011/12 £'000 | 2012/13 £'000 |
|----------------------------|------------------|------------------|------------------|------------------|
| Reserves as at 1 April | 2,372 | 1,106 | 1,203 | 473 |
| Contribution from Reserves | (1,266) | 97 | (730) | (473) |
| Reserves as at 31 March | 1,106 | 1,203 | 473 | 0 |

Note:

In addition the Council holds a working balance of £700k and currently holds earmarked reserves of £908k (as at 30 November 2009). However, it should be noted that the Council has commitments against such earmarked reserves.

8. EQUALITY IMPACT ASSESSMENT

- 8.1 The current Cabinet proposals contain a number of changes to Council Policy, which will need to be considered against the six equality strands.

9. COLLECTION FUND SURPLUS

- 9.1 A Collection Fund Surplus of £17,500 (£51,840 in 2008/2009) equivalent to an average reduction in Council Tax of £0.50 Band D equivalent (£1.49 in 2009/10) will reduce the Council's net charge from the Collection Fund in 2010/11.
- 9.2 The surplus is mainly due to the efficient collection of Council Tax Arrears outstanding at 31st March 2009, and collected during 2009/10. This figure is lower than previous years following the impact of the general economic conditions.

10. CABINET/INCOME SERVICE OPTIONS

- 10.1 Cabinet Proposals – Details are contained in Appendix 3. These proposals have been identified with the view of creating a balanced budget across the duration of the Medium Term. In previous years these proposals have been mainly surrounding growth however, given the additional costs and reduced income that are affecting the Council these are concentrating on increased efficiencies and in some cases future service realignment.
- 10.2 Income Service Options – Details are also contained in a separate report to the Cabinet, these represent proposals to increase fees and charges in line with inflation or slightly above (2½% is the Council's target figure for inflation for 2010/11).
- 10.3 Where services are subsidised, charges are reviewed with a view to reducing subsidy. The proposed increases will ensure that the Council remains competitive in areas where there are alternative providers.

11. CAPITALISATION OF REVENUE EXPENDITURE

- 11.1 The Director of Resources will apply any unallocated Capital Receipts to fund suitable expenditure at year end in consultation with the Chief Executive in accordance with delegated authority.
- 11.2 As identified in paragraph 4.8 the Council has made a request for capitalisation to assist with the cost of impairment of Icelandic Investments. A further application has also been made in relation to the final implementation of the Divisional Management restructure. The final decision on this request will not be known until 31 January 2010, and will be reported to the meeting of the Cabinet in February.

12. FINANCE STRATEGY

- 12.1 The Council, have approved a Medium Term Finance Strategy aimed at maintaining a sound financial structure for the future.
- 12.2 The Key Objectives are proposed as follows:
- To reduce expenditure to a sustainable level;
 - A balanced budget within resources available identified into the medium term;
 - To manage the Council's assets in order to achieve maximum efficiency;
 - To manage the Council's investments efficiently and effectively to maximise interest generation, whilst protecting principal;
 - To make realistic provisions for inflation, pensions, committed growth, legislative requirements whilst securing the Council's financial position;
 - To set aside any available balances initially to be used primarily for "one-offs" (eg investment, service or corporate growth) and/or depending on the amount of balances, used in a phased manner beyond one year to avoid fluctuations in the level of the Council Tax;

- To achieve, wherever possible, continuous improvement from Policy Reviews;
- To ensure the early recognition of emerging issues, associated assessment of risk and appropriate management of the budget process in relation to the assessment of the degree of risk;
- To direct available financial resources in line with approved service priorities and reallocate from low/nil priority areas in line with Council Policy to maximise achievement of approved Key Commitments.
- The Council should aim to keep its Council Tax to a maximum increase of 2½%.

13. BUDGET CONSULTATION STRATEGY

- 13.1 During the last year an extensive Budget Consultation exercise was undertaken, this exercise has directly influenced the budget.
- 13.2 In relation to budget consultation for 2010/11 and beyond, following the presentation to Cabinet of the Financial Strategy, there will be both internal consultation through the Budget Review Panel and Unions, and external consultation through a further questionnaire based directly upon the proposals contained within this Financial Strategy.

14. RESERVE CAPPING POWERS TO LIMIT EXCESSIVE INCREASE IN COUNCIL TAX

- 14.1 It is expected that the Local Government Minister, John Healey, will reiterate that given the investment in Local Government, they expect Local Authority's to respond positively as far as Council Tax is concerned. Historically, the Government expects authorities to deliver an average Council Tax increase of less than 5% in 2010/11, and that it is prepared to take action if that proves necessary. The Government will not allow excessive Council Tax increases.
- 14.2 The Reserve Capping Powers are complex and flexible comprising:
- a) In-year Designation i.e. the Government will fix level of Council Tax and re-billing could be required.
 - b) Following year Designation i.e. next years budget fixed by Government.
 - c) Nomination – this is a warning that if a council does not rein in its spending, it will be capped in a future year.
- 14.3 The Council will have to consider carefully the level of Council Tax Increase for Wyre Forest in the light of the above advice and any subsequent information.

15. BUDGET RISK MANAGEMENT

- 15.1 The Accounts and Audit Regulations 2003 and Comprehensive Area Assessment - Use of Resources, require Local Authorities to fully consider and manage Risk as part of the Budget process. A separate report is presented to this meeting of the Cabinet.

16. LOCAL GOVERNMENT ACT 2003

- 16.1 The Local Government Act 2003 (Sections 25-29) places duties on Local Authorities on how they set and monitor budgets.
- 16.2 Sections 25-27 require the Director of Resources to report on the robustness of the estimates and the adequacy of its proposed financial reserves. This will be reported to Council on 24th February 2010.
- 16.3 Section 28 places a statutory duty on an authority to review its budget from time to time during the year. If the Budget Monitoring Report shows that there has been a deterioration in the Authority's financial position, the authority must take such action as it concludes necessary. The Council currently reviews the Budget on a quarterly basis and this practice will continue.

17. ANNUAL PRIORITIES 2010/11

- 17.1 At Council in February 2008 the revised Corporate Plan 2008-2011 was approved. The stated priorities for the next three years are;
- More affordable housing;
 - Reducing waste to landfill & increasing recycling;
 - District wide regeneration;
 - Improving efficiency and Value for Money.
- 17.2 Details are contained in Appendix 5. Progress has been monitored on a monthly basis and a final report for 2009/10 will be presented to Members early in the new year 2010/11.

18. EFFICIENCY TARGETS

- 18.1 The Council has consistently met and over achieved upon efficiency targets since they were originally introduced following the Gershon Review.
- 18.2 The Council's efficiency gains are currently monitored by Government through a National Indicator 179.
- 18.3 Within the Comprehensive Spending Review 2007, the Government set a target of 3%pa for such gains from 2008/09 to 2010/11 (the period of the review). However, earlier this year within the Budget the Government increased the target for 2010/11 to 4%.
- 18.4 The target for efficiency gains from 2008/09 to 2010/11 is £2.148m, and the Council will achieve this target. However, this will become more difficult to achieve in future years as the expenditure base of the Council reduces.
- 18.5 The government are anticipating that efficiency savings will come from the following areas :-
- Procurement
 - Asset management
 - Business process improvements and collaboration initiatives

18.6 See separate report entitled Comprehensive Spending Review 2007 Efficiency Gains – Cashable and Non Cashable 2009/10, CSR07 Gains Cashable 2010/2013 for detailed information.

19. CONSULTEES

19.1 CMT

19.2 Cabinet.

19.3 Interim Chief Executive.

20. BACKGROUND PAPERS

20.1 Local Government Finance Settlement 26th November 2009.

WYRE FOREST DISTRICT COUNCIL

REVENUE BUDGET TOTAL REQUIREMENTS - DISTRICT COUNCIL PURPOSES

| SERVICE | 2009/10 | | 2010/11 | | | 2011/12 | | | 2012/13 | | |
|-----------------------------------|------------------------|-----------------------|---------------------------|----------------|-------------|---------------------------|----------------|-------------|---------------------------|----------------|-------------|
| | Original Estimate £ | Revised Estimate £ | At Nov. 09 Prices £ | Inflation £ | TOTAL £ | At Nov. 09 Prices £ | Inflation £ | TOTAL £ | At Nov. 09 Prices £ | Inflation £ | TOTAL £ |
| CHIEF EXECUTIVE | 1,474,620 | 1,561,990 | 1,304,170 | 14,490 | 1,318,660 | 1,248,920 | 27,540 | 1,276,460 | 1,217,200 | 40,470 | 1,257,670 |
| COMMUNITY AND PARTNERSHIP | 5,123,480 | 5,012,700 | 4,991,090 | 61,000 | 5,052,090 | 4,714,190 | 128,230 | 4,842,420 | 4,698,600 | 195,960 | 4,894,560 |
| LEGAL AND CORPORATE | 1,762,530 | 1,474,990 | 1,422,180 | 35,560 | 1,457,740 | 1,403,490 | 71,060 | 1,474,550 | 1,407,480 | 108,020 | 1,515,500 |
| PLANNING AND REGULATORY | 4,240,040 | 4,055,580 | 3,986,760 | 88,530 | 4,075,290 | 3,972,220 | 176,180 | 4,148,400 | 3,970,920 | 280,360 | 4,251,280 |
| RESOURCES | 5,795,050 | 5,582,310 | 5,284,720 | (3,490) | 5,281,230 | 5,447,800 | (19,100) | 5,428,700 | 5,363,800 | (22,010) | 5,341,790 |
| UNALLOCATED | (794,680) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| LESS: Capital Account | 17,601,040 | 17,687,570 | 16,988,920 | 196,090 | 17,185,010 | 16,786,620 | 383,910 | 17,170,530 | 16,658,000 | 602,800 | 17,260,800 |
| Interest Received | (1,117,680) | (1,154,700) | (901,360) | 420 | (900,940) | (789,410) | 890 | (788,520) | (517,360) | 1,340 | (516,020) |
| Income Service Options | (305,420) | (141,000) | (217,500) | 0 | (217,500) | (195,000) | 0 | (195,000) | (175,390) | 0 | (175,390) |
| TOTAL NET EXPENDITURE ON SERVICES | 16,177,940 | 16,391,870 | 15,785,280 | 196,510 | 15,981,790 | 15,616,620 | 384,800 | 16,001,420 | 15,677,100 | 604,140 | 16,281,240 |
| LESS: Contribution from Reserves | (1,051,850) | (1,265,470) | | | (653,520) | | | (1,612,540) | | | (2,118,700) |
| NET BUDGET REQUIREMENT | 15,126,090 | 15,126,400 | | | 15,328,270 | | | 14,388,880 | | | 14,162,540 |
| LESS: Revenue Support Grant | (1,496,610) | (1,496,610) | | | (1,022,890) | | | (7,260,400) | | | (6,857,100) |
| Area Based Grants | (381,030) | (381,340) | | | (337,820) | | | 0 | | | 0 |
| Business Rates | (6,484,090) | (6,484,090) | | | (7,044,230) | | | 0 | | | 0 |
| Collection Fund Surplus | (51,840) | (51,840) | | | (17,500) | | | (50,000) | | | (50,000) |
| GENERAL EXPENSES - | | | | | | | | | | | |
| DISTRICT COUNCIL PURPOSES | 6,712,520 | 6,712,520 | | | 6,905,830 | | | 7,078,480 | | | 7,255,440 |
| COUNCIL TAX LEVY | | 192.80 | | | 197.62 | | | 202.56 | | | 207.62 |
| COUNCIL TAX BASE | | 34,816 | | | 34,945 | | | 34,945 | | | 34,945 |

CHIEF EXECUTIVE - SUMMARY

| Detail | 2009/10 | 2010/11 | 2011/12 | 2012/13 |
|------------------------------------|------------------|------------------|------------------|------------------|
| | Revised £ | Estimate £ | Estimate £ | Estimate £ |
| P130 TRAINING OF EMPLOYEES | | | | |
| A330 TRAINING OF EMPLOYEES | 5,000 | 0 | 0 | 0 |
| | 5,000 | 0 | 0 | 0 |
| P205 CHIEF EXECUTIVE | | | | |
| A480 CHIEF EXECUTIVE | 6,690 | 8,900 | 4,800 | 0 |
| | 6,690 | 8,900 | 4,800 | 0 |
| P233 CORPORATE COSTS | | | | |
| A505 CORPORATE MANAGEMENT EXPENSES | 1,436,070 | 1,192,600 | 1,195,990 | 1,196,420 |
| A510 CORPORATE COSTS | 69,560 | 52,180 | 52,560 | 52,950 |
| | 1,505,630 | 1,244,780 | 1,248,550 | 1,249,370 |
| P235 EQUALITY AND DIVERSITY | | | | |
| A525 EQUALITY AND DIVERSITY | 44,670 | 64,980 | 23,110 | 8,300 |
| | 44,670 | 64,980 | 23,110 | 8,300 |
| Total S6 CHIEF EXECUTIVE | 1,561,990 | 1,318,660 | 1,276,460 | 1,257,670 |

COMMUNITY AND PARTNERSHIP - SUMMARY

| Detail | 2009/10 | 2010/11 | 2011/12 | 2012/13 |
|--|--------------|---------------|---------------|---------------|
| | Revised £ | Estimate £ | Estimate £ | Estimate £ |
| P015 CEMETERIES | | | | |
| A030 CEMETERY | 140,340 | 162,270 | 206,330 | 209,710 |
| | 140,340 | 162,270 | 206,330 | 209,710 |
| P021 LEISURE DEVELOPMENT | | | | |
| A036 LEISURE DEVELOPMENT | 134,920 | 138,960 | 139,500 | 141,400 |
| A110 STOURPORT COMMUNITY CENTRE | 39,560 | 38,990 | 39,560 | 40,280 |
| | 174,480 | 177,950 | 179,060 | 181,680 |
| P025 PLAY DEVELOPMENT | | | | |
| A040 PLAY DEVELOPMENT | 120,350 | 118,850 | 119,510 | 120,880 |
| | 120,350 | 118,850 | 119,510 | 120,880 |
| P030 MUSEUM | | | | |
| A050 MUSEUM STORE | 63,420 | 64,920 | 65,670 | 66,510 |
| A055 BEWDLEY MUSEUM | 260,910 | 265,130 | 268,150 | 271,820 |
| | 324,330 | 330,050 | 333,820 | 338,330 |
| P032 ARTS DEVELOPMENT | | | | |
| A065 ARTS DEVELOPMENT | 101,230 | 104,560 | 104,870 | 106,150 |
| | 101,230 | 104,560 | 104,870 | 106,150 |
| P034 SPORTS AND PHYSICAL RECREATION CAPS | | | | |
| A070 WYRE FOREST GLADES LEISURE CENTRE | 823,520 | 829,130 | 838,720 | 847,180 |
| A075 STOURPORT SPORTS CENTRE | 313,900 | 316,440 | 319,610 | 324,980 |
| A076 BEWDLEY LEISURE CENTRE | 54,030 | 56,400 | 56,990 | 57,370 |
| A080 STOURPORT SPORTS CLUB | 10,950 | 11,220 | 11,500 | 11,790 |
| A085 OTHER SPORTS FACILITIES | 326,790 | 302,470 | 305,990 | 309,420 |
| | 1,529,190 | 1,515,660 | 1,532,810 | 1,550,740 |
| P037 SPORTS DEVELOPMENT | | | | |
| A095 JOINT DELIVERY PLAN | 90,270 | 93,430 | 95,510 | 96,720 |
| A096 PHYSICAL ACTIVITY | 0 | 0 | 0 | 0 |
| A100 EXTERNAL FUNDING | 0 | 0 | 0 | 0 |
| A101 MOBILE SKATEPARK | 0 | 0 | 0 | 0 |
| A102 BEST FOOT FORWARD | 0 | 0 | 0 | 0 |
| A103 COMMUNITY DEVELOPMENT | 17,380 | 17,700 | 17,780 | 18,030 |
| A104 BIG LOTTERY FUNDING | 0 | 0 | 0 | 0 |
| A106 THE DANCE PROJECT | 0 | 0 | 0 | 0 |
| | 107,650 | 111,130 | 113,290 | 114,750 |
| P039 COUNTRYSIDE AND CONSERVATION SERVICE | | | | |
| A118 COUNTRYSIDE AND CONSERVATION SERVICE | 383,160 | 403,600 | 399,280 | 404,340 |
| | 383,160 | 403,600 | 399,280 | 404,340 |
| P040 ALLOTMENTS | | | | |
| A120 ALLOTMENTS | 13,800 | 9,710 | 5,720 | 1,480 |
| | 13,800 | 9,710 | 5,720 | 1,480 |
| | | | | |

COMMUNITY AND PARTNERSHIP - SUMMARY

| Detail | 2009/10 | 2010/11 | 2011/12 | 2012/13 |
|--|------------------|------------------|------------------|------------------|
| | Revised £ | Estimate £ | Estimate £ | Estimate £ |
| P045 PARKS AND OPEN SPACES | | | | |
| A125 PARKS AND OPEN SPACES | 842,940 | 849,790 | 844,090 | 839,450 |
| A160 HIGHWAYS MAINTENANCE OF VERGES | 79,320 | 82,290 | 85,480 | 87,000 |
| | 922,260 | 932,080 | 929,570 | 926,450 |
| P070 COMMERCIAL SERVICES-OPERATIONAL | | | | |
| A220 COMMERCIAL SERVICES-OPERATIONAL | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| P090 COMMUNITY AND PARTNERSHIP SERVICES | | | | |
| A257 COMMUNITY AND PARTNERSHIP SERVICES | 1,600 | 1,680 | 16,770 | 1,870 |
| | 1,600 | 1,680 | 16,770 | 1,870 |
| P131 WORCESTERSHIRE HUB | | | | |
| A260 WORCESTERSHIRE HUB | 574,280 | 627,870 | 649,120 | 662,590 |
| | 574,280 | 627,870 | 649,120 | 662,590 |
| P215 CRIME AND DISORDER ACT 1988 | | | | |
| A495 COMMUNITY SAFETY | 231,400 | 220,970 | 169,240 | 171,380 |
| A496 EXTERNAL FUNDING | 0 | 0 | 0 | 0 |
| | 231,400 | 220,970 | 169,240 | 171,380 |
| P220 COMMUNITY STRATEGY | | | | |
| A500 COMMUNITY STRATEGY | 450 | 450 | 450 | 450 |
| A501 EXTERNAL FUNDING | 0 | 0 | 0 | 0 |
| A502 AREA BASED GRANTS | 310,000 | 234,000 | 0 | 0 |
| | 310,450 | 234,450 | 450 | 450 |
| P225 CORPORATE COSTS | | | | |
| A375 CORPORATE PRINT/DESIGN UNIT | 1,450 | 2,760 | 3,820 | 4,730 |
| A380 CORPORATE COMMUNICATIONS (EXCLUDING | 10,500 | 30,500 | 10,500 | 30,500 |
| A382 CORPORATE COSTS | 66,230 | 68,000 | 68,260 | 68,530 |
| | 78,180 | 101,260 | 82,580 | 103,760 |
| Total S11 COMMUNITY AND PARTNERSHIP | 5,012,700 | 5,052,090 | 4,842,420 | 4,894,560 |

LEGAL AND CORPORATE - SUMMARY

| Detail | 2009/10 | 2010/11 | 2011/12 | 2012/13 |
|--|------------------|------------------|------------------|------------------|
| | Revised £ | Estimate £ | Estimate £ | Estimate £ |
| P065 PROPERTY | | | | |
| A170 TOWN HALL, KIDDERMINSTER | 230,010 | 234,370 | 240,490 | 245,960 |
| A175 VICAR STREET, KIDDERMINSTER | 0 | 0 | 0 | 0 |
| A185 NEW STREET, STOURPORT | 0 | 20 | 0 | 0 |
| A190 CIVIC CENTRE, STOURPORT | 169,940 | 172,100 | 177,060 | 181,630 |
| A195 LOAD STREET, BEWDLEY | 0 | 70 | 130 | 200 |
| A200 TOWN HALL, BEWDLEY | 24,900 | 26,490 | 27,190 | 27,860 |
| A205 COVENTRY STREET, KIDDERMINSTER | 0 | 540 | 1,100 | 1,670 |
| A210 GREEN STREET DEPOT, KIDDERMINSTER | 0 | 1,440 | 2,920 | 4,450 |
| A215 DUKE HOUSE, KIDDERMINSTER | 0 | 1,820 | 3,690 | 5,620 |
| A216 SINGLE SITE | 0 | 0 | 0 | 0 |
| A217 NON-DISTRIBUTABLE COSTS | 125,860 | 10,610 | 0 | 0 |
| | 550,710 | 447,460 | 452,580 | 467,390 |
| P070 COMMERCIAL SERVICES-OPERATIONAL | | | | |
| A220 COMMERCIAL SERVICES-OPERATIONAL | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| P085 INDUSTRIAL ESTATES AND OTHER | | | | |
| A245 OTHER INDUSTRIAL ESTATES | (125,750) | (144,060) | (143,030) | (142,200) |
| A250 HOOBROOK ENTERPRISE CENTRE | (44,590) | (46,850) | (54,590) | (52,500) |
| A255 OTHER PROPERTY | (82,270) | (66,270) | (60,000) | (55,380) |
| | (252,610) | (257,180) | (257,620) | (250,080) |
| P115 MEMBER ACTIVITIES | | | | |
| A305 CHAIRMAN'S AND VICE-CHAIRMAN'S | 13,780 | 14,390 | 14,480 | 14,560 |
| A310 OTHER MEMBERS' ALLOWANCES | 338,130 | 341,330 | 344,540 | 347,800 |
| A315 MEMBER SERVICES | 151,850 | 160,160 | 165,150 | 166,930 |
| | 503,760 | 515,880 | 524,170 | 529,290 |
| P136 ELECTIONS AND ELECTORAL REGISTRATION | | | | |
| A345 ELECTIONS AND ELECTORAL REGISTRATION | 200,660 | 291,490 | 287,070 | 291,770 |
| | 200,660 | 291,490 | 287,070 | 291,770 |
| P137 COMMITTEE ADMINISTRATION | | | | |
| A350 COMMITTEE ADMINISTRATION | 447,800 | 454,900 | 468,790 | 476,360 |
| | 447,800 | 454,900 | 468,790 | 476,360 |
| P138 LAND CHARGES | | | | |
| A355 LAND CHARGES | 5,820 | 4,270 | (1,380) | (160) |
| | 5,820 | 4,270 | (1,380) | (160) |
| P140 LEGAL AND CORPORATE SERV. ADMIN. | | | | |
| A360 LEGAL AND CORPORATE SERVICES ADMIN | 17,920 | (10) | 10 | 0 |
| | 17,920 | (10) | 10 | 0 |
| P142 CORPORATE COSTS | | | | |
| A370 LICENCE FEES | 930 | 930 | 930 | 930 |
| | 930 | 930 | 930 | 930 |
| Total S4 LEGAL AND CORPORATE | 1,474,990 | 1,457,740 | 1,474,550 | 1,515,500 |

PLANNING AND REGULATORY - SUMMARY

| Detail | 2009/10 | 2010/11 | 2011/12 | 2012/13 |
|---|--------------|---------------|---------------|---------------|
| | Revised £ | Estimate £ | Estimate £ | Estimate £ |
| P005 MARKETS | | | | |
| A015 RETAIL MARKET | 8,200 | 8,430 | 8,660 | 8,900 |
| A020 STREET MARKET | (7,770) | (7,750) | (7,730) | (7,710) |
| | 430 | 680 | 930 | 1,190 |
| P010 PUBLIC CONVENIENCES | | | | |
| A025 PUBLIC CONVENIENCES | 309,610 | 306,880 | 310,870 | 319,470 |
| | 309,610 | 306,880 | 310,870 | 319,470 |
| P055 PARKING FACILITIES | | | | |
| A145 PARKING FACILITIES | (502,240) | (440,160) | (426,830) | (414,320) |
| A146 CIVIL ENFORCEMENT | 119,090 | 109,950 | 94,370 | 96,770 |
| | (383,150) | (330,210) | (332,460) | (317,550) |
| P070 COMMERCIAL SERVICES-OPERATIONAL | | | | |
| A220 COMMERCIAL SERVICES-OPERATIONAL | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| P075 CONTROL OF PESTS AND DOGS | | | | |
| A225 CONTROL OF RATS AND OTHER PESTS | 37,900 | 38,560 | 38,600 | 38,590 |
| A230 CONTROL OF DOGS | 61,020 | 60,150 | 60,740 | 66,090 |
| | 98,920 | 98,710 | 99,340 | 104,680 |
| P080 ABANDONED VEHICLES | | | | |
| A235 ABANDONED VEHICLES | 43,650 | 44,230 | 44,310 | 48,100 |
| | 43,650 | 44,230 | 44,310 | 48,100 |
| P145 PLANNING POLICY FORMULATION | | | | |
| A385 PLANNING POLICY FORMULATION | 347,570 | 360,880 | 366,840 | 372,280 |
| | 347,570 | 360,880 | 366,840 | 372,280 |
| P147 PLANNING DELIVERY GRANT | | | | |
| A386 EXTERNAL FUNDING - PLANNING DELIVERY | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| P150 IMPLEMENTATION OF PLANNING POLICY | | | | |
| A390 DEVELOPMENT CONTROL | 278,820 | 251,010 | 260,600 | 269,850 |
| A395 ENFORCEMENT | 139,180 | 150,050 | 153,460 | 152,740 |
| A400 ENVIRONMENTAL IMPROVEMENT AND | 45,930 | 46,010 | 47,270 | 48,080 |
| A405 CONS. OF THE HISTORIC ENVIRONMENT | 63,000 | 64,420 | 65,480 | 69,130 |
| | 526,930 | 511,490 | 526,810 | 539,800 |
| P155 BUILDING CONTROL | | | | |
| A410 BUILDING CONTROL | 141,030 | 108,250 | 136,330 | 133,030 |
| | 141,030 | 108,250 | 136,330 | 133,030 |

PLANNING AND REGULATORY - SUMMARY

| Detail | 2009/10 | 2010/11 | 2011/12 | 2012/13 |
|--|------------------|------------------|------------------|------------------|
| | Revised £ | Estimate £ | Estimate £ | Estimate £ |
| P160 PLANNING AND REGULATORY SERV. ADMIN. | | | | |
| A415 PLANNING AND REGULATORY SERV. ADMIN. | 3,320 | 9,340 | 980 | (4,250) |
| | 3,320 | 9,340 | 980 | (4,250) |
| P161 HIGHWAYS | | | | |
| A150 STREET FURNITURE AND NAMING ETC. | 67,590 | 67,960 | 68,260 | 68,000 |
| A155 HIGHWAYS GENERAL CLEANSING | 715,630 | 714,680 | 720,410 | 742,240 |
| A165 HIGHWAYS RESIDUAL FUNCTION | 6,900 | 6,940 | 7,040 | 7,090 |
| A416 ADMINISTRATION OF STREET NAMING AND | 23,670 | 23,960 | 24,420 | 24,660 |
| | 813,790 | 813,540 | 820,130 | 841,990 |
| P165 CORPORATE COSTS | | | | |
| A420 MAPPING SERVICE AGREEMENT | 13,000 | 13,000 | 13,000 | 13,000 |
| A421 STAT RESP - WATERCOURSES AND LAND | 1,000 | 1,000 | 1,000 | 1,000 |
| | 14,000 | 14,000 | 14,000 | 14,000 |
| P170 FOOD AND HEALTH AND SAFETY | | | | |
| A425 FOOD AND HEALTH AND SAFETY | 393,770 | 389,440 | 398,530 | 405,740 |
| A427 EXTERNAL FUNDING - BUSINESS RESOURCE | 0 | 0 | 0 | 0 |
| | 393,770 | 389,440 | 398,530 | 405,740 |
| P175 POLLUTION CONTROL | | | | |
| A430 POLLUTION CONTROL | 254,240 | 255,720 | 258,640 | 261,750 |
| | 254,240 | 255,720 | 258,640 | 261,750 |
| P185 LICENSING ACTIVITIES | | | | |
| A440 HACKNEY CARRIAGES | 8,040 | 11,650 | 13,260 | 10,830 |
| A445 GENERAL LICENSING AND REGISTRATION | 35,200 | 34,510 | 35,500 | 36,230 |
| A450 LICENSING ACT 2003 | 38,040 | 37,870 | 39,460 | 40,680 |
| | 81,280 | 84,030 | 88,220 | 87,740 |
| P190 PRIVATE SECTOR HOUSING | | | | |
| A256 FLOOD RELIEF | 22,560 | 5,190 | 0 | 0 |
| A455 HOUSING GRANTS AND ASSISTANCE | 182,940 | 185,360 | 181,860 | 183,820 |
| A460 HOUSING, ENFORCEMENT AND LICENSING | 114,610 | 115,750 | 106,900 | 108,120 |
| | 320,110 | 306,300 | 288,760 | 291,940 |
| P195 HOUSING ENABLING FUNCTION | | | | |
| A465 HSG, HEALTH AND SUSTAINABILITY- | 198,140 | 214,510 | 220,930 | 224,760 |
| A470 HOMELESSNESS, HOUSING ADVICE AND | 549,700 | 560,770 | 580,200 | 598,120 |
| A471 EXTERNAL FUNDING - HOUSING ENABLING | 0 | 0 | 0 | 0 |
| | 747,840 | 775,280 | 801,130 | 822,880 |
| P210 REGENERATION AND ECONOMIC | | | | |
| A485 REGENERATION AND GENERAL ECONOMIC | 216,080 | 208,940 | 205,730 | 207,930 |
| A490 TOURISM | 126,160 | 117,790 | 119,310 | 120,560 |
| | 342,240 | 326,730 | 325,040 | 328,490 |
| Total S5 PLANNING AND REGULATORY | 4,055,580 | 4,075,290 | 4,148,400 | 4,251,280 |

RESOURCES - SUMMARY

| Detail | 2009/10 | 2010/11 | 2011/12 | 2012/13 |
|---|------------------|------------------|------------------|------------------|
| | Revised £ | Estimate £ | Estimate £ | Estimate £ |
| P001 WASTE COLLECTION | | | | |
| A001 COLLECTION OF DOMESTIC WASTE | 649,390 | 692,010 | 711,120 | 747,950 |
| A005 KERBSIDE RECYCLING (RECYCLED MATTER) | 1,374,740 | 1,183,990 | 1,344,200 | 1,346,910 |
| A010 RECYCLING ACTIVITIES | (34,800) | (34,800) | (34,800) | (34,800) |
| A266 WASTE/FLEET MANAGEMENT | 0 | 0 | 0 | 0 |
| | 1,989,330 | 1,841,200 | 2,020,520 | 2,060,060 |
| P070 COMMERCIAL SERVICES-OPERATIONAL | | | | |
| A220 COMMERCIAL SERVICES-OPERATIONAL | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| P095 RESOURCES ADMINISTRATION | | | | |
| A265 RESOURCES ADMINISTRATION | 5,720 | 7,170 | 7,170 | 7,170 |
| | 5,720 | 7,170 | 7,170 | 7,170 |
| P100 REVENUES | | | | |
| A270 COUNCIL TAX | 423,980 | 438,210 | 450,800 | 456,710 |
| | 423,980 | 438,210 | 450,800 | 456,710 |
| P105 HOUSING BENEFITS/WELFARE | | | | |
| A280 BENEFIT PAYMENTS | (175,000) | (175,000) | (175,000) | (175,000) |
| A285 BENEFITS ADMINISTRATION | 505,440 | 559,340 | 608,910 | 645,330 |
| A290 CONCESSIONARY TRAVEL | 703,420 | 676,340 | 700,240 | 706,370 |
| | 1,033,860 | 1,060,680 | 1,134,150 | 1,176,700 |
| P110 CORPORATE COSTS | | | | |
| A294 CORPORATE COSTS | 2,129,420 | 1,933,970 | 1,816,060 | 1,641,150 |
| | 2,129,420 | 1,933,970 | 1,816,060 | 1,641,150 |
| P135 COMMON SERVICES | | | | |
| A335 COMPUTER SERVICES | 0 | 0 | 0 | 0 |
| A340 COMMUNICATIONS | 0 | 0 | 0 | 0 |
| A341 PRINT MANAGEMENT | 0 | 0 | 0 | 0 |
| | 0 | 0 | 0 | 0 |
| Total S2 RESOURCES | 5,582,310 | 5,281,230 | 5,428,700 | 5,341,790 |

CAPITAL ACCOUNT - SUMMARY

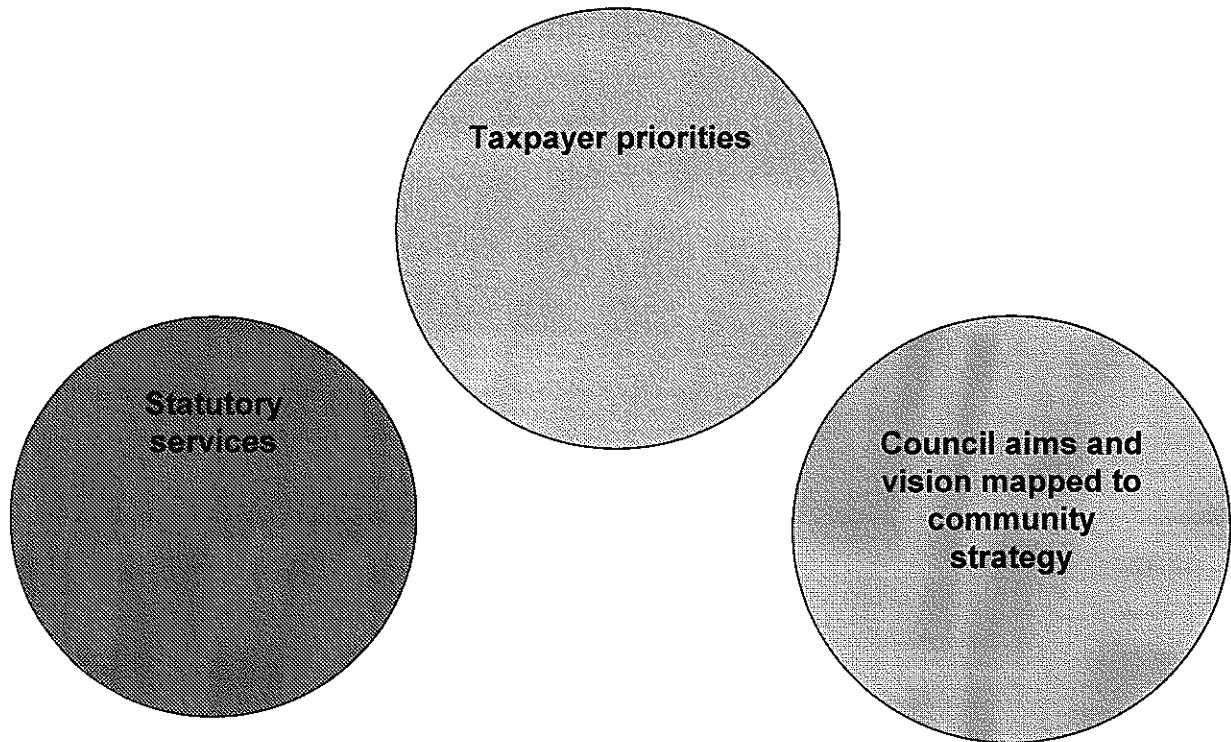
| Detail | 2009/10 | 2010/11 | 2011/12 | 2012/13 |
|---|--------------------|--------------------|------------------|------------------|
| | Revised £ | Estimate £ | Estimate £ | Estimate £ |
| P230 CAPITAL ACCOUNT/INTEREST RECEIVED | | | | |
| A515 CAPITAL ACCOUNT | (1,154,700) | (900,940) | (788,520) | (516,020) |
| A520 INTEREST RECEIVED | (141,000) | (217,500) | (195,000) | (175,390) |
| | (1,295,700) | (1,118,440) | (983,520) | (691,410) |
| Total S7 CAPITAL ACCOUNT | (1,295,700) | (1,118,440) | (983,520) | (691,410) |

Prioritisation Model

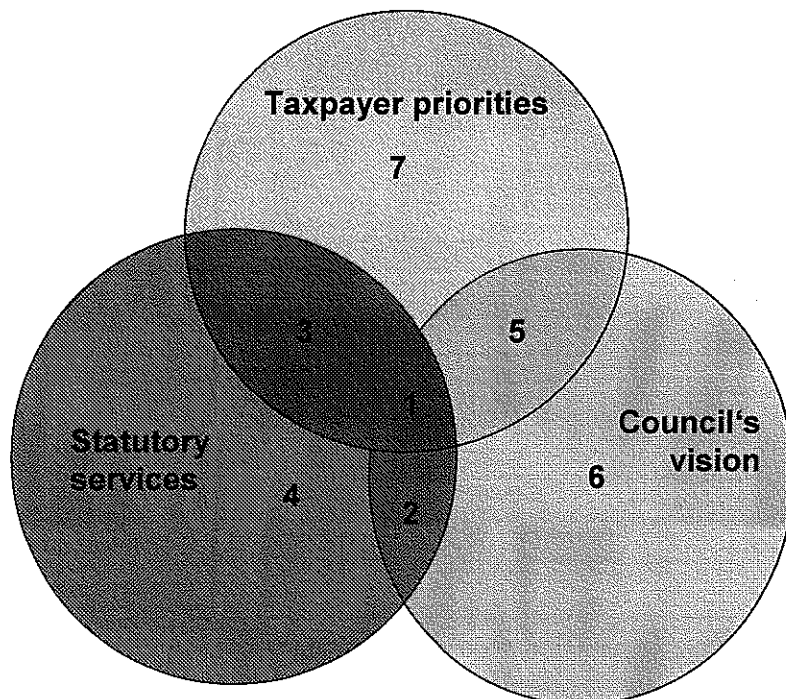
Prioritising resources in the medium term requires an effective mechanism for evaluation. The following is a simple model of how variables can be ranked in terms of importance.

The variables feeding into model are:

- The council's aims and vision contained within the corporate plan lies at the centre of the model
- Current service provision, split between statutory and discretionary.
- Tax payer priorities - areas identified in consultation as being top priority to the community



The overlapping areas indicate relative priority scores:



| | Description | Priority |
|-------------------------------|---|----------|
| Statutory Services | | |
| 1 | Statutory, fulfils our vision, valued by customers | Top |
| 2 | Statutory, fulfils our vision | High |
| 3 | Statutory, does not fulfill our vision, valued by customers | High |
| 4 | Statutory | Minimum |
| Discretionary Services | | |
| 5 | Fulfils our vision, valued by customers | High |
| 6 | Fulfils our vision | Medium |
| 7 | Valued by customers | Low |

The scores indicate priority weightings for the Council: 1 is the highest ranking, 7 is the lowest.

**WYRE FOREST DISTRICT COUNCIL
CABINET PROPOSALS 2010/11 ONWARDS**

| Cost Centre | ACTIVITY AND DESCRIPTION OF SERVICE OPTION | KEY | CHANGES IN RESOURCES | | | |
|--------------|--|-------------|---------------------------|---------------------------|---------------------------|---------------------------|
| | | | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ | After 31/03/2013 £ |
| | <u>COMMUNITY & PARTNERSHIP SERVICES</u> | | | | | |
| R065 & R145 | <u>General Reduction in Cultural Services Budgets</u> General efficiencies and prudent reduction in repairs and maintenance within the Cultural Services section, along with the removal of a vacant post. | C R S | - 39,080 CR 0.50 CR | - 26,430 CR 0.50 CR | - 26,700 CR 0.50 CR | - 26,700 CR 0.50 CR |
| R295 | <u>Reduction in Budget for Customer Services</u> Further efficiencies in Customer Services | C R S | - 3,150 CR - | - 3,150 CR - | - 3,150 CR - | - 3,150 CR - |
| R160 | <u>Parks & Green Spaces</u> Identified operational efficiencies from the Parks and Green Spaces budget | C R S | - 47,660 CR 0.75 CR | - 48,080 CR 0.75 CR | - 58,520 CR 0.75 CR | - 58,520 CR 0.75 CR |
| R735 & R715 | <u>Reduction in Communications Budget</u> Identified savings from the Printing and Communications budget | C R S | - 8,440 CR - | - 8,440 CR - | - 8,440 CR - | - 8,440 CR - |
| R900 | <u>CAPS Restructuring</u> To undertake a review and restructuring of the Community and Partnerships Senior Management Team. | C R S | - 40,000 CR 1.00 CR | - 40,000 CR 1.00 CR | - 40,000 CR 1.00 CR | - 40,000 CR 1.00 CR |
| R065 | <u>Museum - Restructure & Reduction in Marketing</u> To implement operational efficiencies from the Bewdley Museum | C R S | - 3,650 CR 0.80 CR | - 12,650 CR 0.80 CR | - 12,770 CR 0.80 CR | - 12,770 CR 0.80 CR |
| R145 | <u>Review arrangements for Stourport Community Centre</u> To explore the transfer of the community centre to a suitable alternative managing body. | C R S | - 6,000 CR - | - 11,000 CR - | - 16,000 CR - | - 16,000 CR - |
| R535 | <u>Print/Design Unit - Savings</u> To implement a revised level of service provision from the Print and Design function | C R S | - 20,000 CR 0.81 CR | - 20,000 CR 0.81 CR | - 20,000 CR 0.81 CR | - 20,000 CR 0.81 CR |
| Various | <u>CHIEF EXECUTIVE</u> <u>Review Home Phone Allowance</u> To review the Council's policy for Home Phone Line payments | C R S | - 5,000 CR - | - 5,000 CR - | - 5,000 CR - | - 5,000 CR - |
| Various | <u>Review Officers Professional Fees</u> To amend the current policy of reimbursing officers for their professional fees | C R S | - 17,600 CR - | - 17,600 CR - | - 17,600 CR - | - 17,600 CR - |
| R425 | <u>Reduce Training Budget</u> To suspend all non essential training. | C R S | - 34,380 CR - | - 34,380 CR - | - 34,380 CR - | - 34,380 CR - |
| Various | <u>Review of Vending Machines Provision</u> To review the provision of Vending Machines within the Council's buildings. | C R S | - 15,000 CR - | - 15,000 CR - | - 15,000 CR - | - 15,000 CR - |
| R731 | <u>Subscription to WMLGA.</u> To ensure provision is made within the Council's budget for the subscription in 2010/11 | C R S | - 15,000 - | - - - | - - - | - - - |
| R227 | <u>LEGAL & CORPORATE SERVICES</u> <u>Claim Void Relief on Magistrates Court & Building Cleaning Review</u> - See backing sheet for details | C R S | - 40,700 CR 0.80 CR | - 43,200 CR 0.80 CR | - 45,700 CR 0.80 CR | - 48,200 CR 0.80 CR |
| R500/ & R505 | <u>Reduced Cost of Elections & Committees</u> To implement a range of measures to increase the operational efficiency within Committee Support. | C R S | - 5,500 CR - | - 5,500 CR - | - 5,500 CR - | - 5,500 CR - |
| R405 & R410 | <u>Review of Members Allowances</u> To review Members Allowances and restrict expenses | C R S | - 7,280 CR - | - 10,580 CR - | - 13,920 CR - | - 13,920 CR - |

WYRE FOREST DISTRICT COUNCIL
CABINET PROPOSALS 2010/11 ONWARDS

| Cost Centre | ACTIVITY AND DESCRIPTION OF SERVICE OPTION | KEY | CHANGES IN RESOURCES | | | |
|-------------|---|-------------|-----------------------------|---------------------------|---------------------------|---------------------------|
| | | | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ | After 31/03/2013 £ |
| R515 | <u>Reduction in Staffing Levels</u> To review the Messenger and Postal Service with a view of achieving efficiencies | C R S | - 20,310 CR 1.00 CR | - 20,310 CR 1.00 CR | - 20,510 CR 1.00 CR | - 20,510 CR 1.00 CR |
| R185 | <u>PLANNING & REGULATION</u> <u>Car Parking Charges</u> To undertake a strategic review of car park tariffs. | C R S | - 7,500 CR - | - 10,000 CR - | - 10,000 CR - | - 10,000 CR - |
| R193 | <u>Review arrangements for Civil Enforcement</u> To remove vacant posts and work with Wychavon to seek to identify further efficiency gains | C R S | - 91,000 CR 5.00 CR | - 91,000 CR 5.00 CR | - 91,000 CR 5.00 CR | - 91,000 CR 5.00 CR |
| R605 | <u>Charges for Development Control</u> To implement charging for permitted development enquiries and for pre-application advice | C R S | - 10,000 CR - | - 10,000 CR - | - 10,000 CR - | - 10,000 CR - |
| R710 | <u>Destination Worcestershire Partnership</u> Review support for funding Destination Worcestershire | C R S | - 10,300 CR - | - 10,300 CR - | - 10,300 CR - | - 10,300 CR - |
| R680 | <u>Provide Domestic Energy Advisor Service</u> To undertake training with Housing and Enforcement Officers to become Domestic Energy Assessors. | C R S | - 1,800 CR - | - 1,800 CR - | - 1,800 CR - | - 1,800 CR - |
| R680 | <u>Provide Landlord Accreditation Scheme</u> Introduction of a Private Landlords Accreditation Scheme. | C R S | - 600 CR - | - 800 CR - | - 1,000 CR - | - 1,000 CR - |
| Various | <u>WETT Programme - Regulatory Services</u> To deliver efficiency savings from the Regulatory Services function. | C R S | 51,850 41,660 - | 50,210 85,620 CR - | 21,030 169,610 CR - | 3,600 170,670 CR - |
| | <u>Planning Delivery Grant</u> Allocation of Housing & Planning Delivery Grant to general reserves | C R S | 24,900 CR 58,100 CR - | - - - | - - - | - - - |
| R185 | <u>Car Park Maintenance</u> To provide ongoing maintenance for the Council's Pay and Display car parks. | C R S | - 30,000 - | - 30,000 - | - 30,000 - | - - - |
| R670 | <u>Home Improvement Agency - Additional Costs</u> The continuation of funding to the Re-commissioned Home Improvement Agency as this moves to a countywide provision. | C R S | 120,000 9,270 - | - 9,570 - | - 9,880 - | - 9,880 - |
| R200 | <u>Additional Street Cleansing Support</u> To supplement the work of the Streetscene Cleansing Team | C R S | - 35,000 1.50 | - 35,000 1.50 | - 35,000 1.50 | - 35,000 1.50 |
| R636 | <u>Watercourse Officer</u> Continuation of funding for post of Watercourse Officer located within Strategic Housing Services. | C R S | - 10,060 1.00 | 10,000 25,440 1.00 | 10,000 26,780 1.00 | 10,000 27,180 1.00 |
| R325 | <u>RESOURCES</u> <u>Retain additional Benefit Administration Grant</u> Allocation of Benefit administration grant to general reserves | C R S | - 40,000 CR - | - - - | - - - | - - - |
| R229 | <u>Introduce MOT service at Garage</u> To introduce a MOT service within the Council's garage | C R S | 42,000 11,900 CR - | - 11,900 CR - | - 11,900 CR - | - 11,900 CR - |
| R800 | <u>Application of Capital Receipts to ICT Strategy</u> Application of Capital receipts to fund the ICT Strategy as an alternative to Prudential Borrowing | C R S | - 192,400 CR - | - 206,400 CR - | - 236,750 CR - | - 254,000 CR - |

WYRE FOREST DISTRICT COUNCIL
CABINET PROPOSALS 2010/11 ONWARDS

| Cost Centre | ACTIVITY AND DESCRIPTION OF SERVICE OPTION | KEY | CHANGES IN RESOURCES | | | |
|-------------|---|-------------|--|--|---|---|
| | | | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ | After 31/03/2013 £ |
| R301 | <u>Cancel Internal Audit Contract</u> Review contract for ICT audit from external provider | C R S | - - - | - 15,000 CR - | - 15,000 CR - | - 15,000 CR - |
| | <u>Introduce Procurement Targets</u> £50,000 target for procurement gains | C R S | - 50,000 CR - | - 50,000 CR - | - 50,000 CR - | - 50,000 CR - |
| R010 | <u>Future Incentive Scheme for Recycling</u> To introduce a recycling reward scheme in conjunction with other Worcestershire Councils | C R S | - 60,000 CR - | - 60,000 CR - | - 60,000 CR - | - 60,000 CR - |
| R310 | <u>Undertake Single Person Discount Review</u> To review the single persons discount in relation to Council Tax. | C R S | - 30,000 CR - | - 30,000 CR - | - 30,000 CR - | - 30,000 CR - |
| R001 | <u>Introduce New Arrangements for Trade Waste Disposal</u> To review alternative facilities for the disposal of Trade Waste. | C R S | - 20,000 CR - | - 20,000 CR - | - 20,000 CR - | - 20,000 CR - |
| R431 | <u>Reduction in ICT Staffing</u> Review the requirement for an annual recruitment of an ICT student | C R S | - 17,190 CR 1 CR | - 17,730 CR 1 CR | - 18,380 CR 1 CR | - 18,380 CR 1 CR |
| R306 | <u>Implementation of Total Operational Management System</u> Implementation of the Total Operational Management System | C R S | 126,000 5,000 CR - | 32,000 CR 40,900 CR 1.5 CR | 30,000 CR 40,900 CR 1.5 CR | - 40,900 CR - |
| R335 | <u>Re-instate half of Aid to Parish Councils</u> To reinstate 50% of the grants to Parish Council's in 2010/11 | C R S | - 28,500 - | - - - | - - - | - - - |
| | <u>CORPORATE</u> Future Target Savings | C R S | - - - | - - - | - 627,250 CR - | - 627,250 CR - |
| | TOTALS | C R S | 314,950 750,050 CR 9.2 CR | 28,210 882,760 CR 10.7 CR | 1,030 1,645,420 CR 10.7 CR | 13,600 1,695,830 CR 9.2 CR |

KEY - Changes in Resources

C - Capital

R - Revenue

S - Staffing - Stated in FTEs

WYRE FOREST DISTRICT COUNCIL**RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011**

| | |
|---------------------------------------|---|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | A better environment for today and tomorrow |
| CORPORATE PLAN AIM: | A Better Quality of Life |
| CABINET MEMBER: | Cllr Marcus Hart |
| DIRECTOR: | Linda Collis |
| CONTACT OFFICER: | Linda Collis ext 2900 |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

Identified savings from Cultural Services budget.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

General efficiencies and prudent reduction in repairs and maintenance within the Cultural Services section, along with the removal of a vacant post.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ | After 31/03/13 £ |
|-----------------------------|----------------|----------------|----------------|------------------------|
| Capital Cost | | | | |
| Net Revenue Cost | (39,080) | (26,430) | (26,700) | (26,700) |
| Staffing Implications (FTE) | (0.5) | (0.5) | (0.5) | (0.5) |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | Yes | MEDIUM | 6 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|---|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | A better environment for today and tomorrow |
| CORPORATE PLAN AIM: | A Better Quality of Life |
| CABINET MEMBER: | Cllr Marcus Hart |
| DIRECTOR: | Linda Collis |
| CONTACT OFFICER: | Linda Collis ext 2900 |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

| |
|--|
| Further efficiencies in Customer Services. |
|--|

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

| |
|--|
| Delivery of further efficiency gains within the Customer Services section including reductions in supplies and services. |
|--|

3. FINANCIAL IMPLICATIONS

| | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ | After 31/03/13 £ |
|-----------------------------|----------------|----------------|----------------|------------------------|
| Capital Cost | | | | |
| Net Revenue Cost | (3,150) | (3,150) | (3,150) | (3,150) |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | Yes | Low | 6 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Stronger Communities |
| CORPORATE PLAN AIM: | A Well-Run and Responsive Council |
| CABINET MEMBER: | Cllr Marcus Hart |
| DIRECTOR: | Linda Collis |
| CONTACT OFFICER: | Linda Collis ext 2900 |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

Identified operational efficiencies from the Parks and Green Spaces budget.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

General efficiencies and prudent reduction in areas including vehicle provision, advertising, and repairs and maintenance within the Parks and Green Spaces section, along with the removal of a vacant post.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | | | | |
| Net Revenue Cost | (47,660) | (48,080) | (58,520) | (58,520) |
| Staffing Implications (FTE) | (0.75) | (0.75) | (0.75) | (0.75) |

4. APPRAISAL

| | | | |
|---------------------------------|--|------------------|------|
| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
| Discretionary | Yes | MEDIUM | 6 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisation Theme |
| CORPORATE PLAN AIM: | A Well-Run and Responsive Council |
| CABINET MEMBER: | Cllr Marcus Hart |
| DIRECTOR: | Linda Collis |
| CONTACT OFFICER: | Linda Collis ext 2900 |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

| |
|---|
| Identified savings from the Printing and Communications budget. |
|---|

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

| |
|--|
| General efficiencies and prudent reduction in publicity, consultation, printing within the Communications section. |
|--|

3. FINANCIAL IMPLICATIONS

| | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ | After 31/03/13 £ |
|-----------------------------|----------------|----------------|----------------|------------------------|
| Capital Cost | | | | |
| Net Revenue Cost | (8,440) | (8,440) | (8,440) | (8,440) |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | N/A | N/A | 7 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisation Theme |
| CORPORATE PLAN AIM: | A Well-Run and Responsive Council |
| CABINET MEMBER: | Cllr Marcus Hart |
| DIRECTOR: | Linda Collis |
| CONTACT OFFICER: | Linda Collis ext 2900 |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To undertake and review and implement a restructuring of the Community and Partnerships Senior Management Team.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

To undertake and review and implement a restructuring of the Community and Partnerships Senior Management Team, with a view of achieving further efficiency savings from the Directorate.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | | | | |
| Net Revenue Cost | (40,000) | (40,000) | (40,000) | (40,000) |
| Staffing Implications (FTE) | (1) | (1) | (1) | (1) |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | N/A | N/A | 7 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|--------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Stronger Communities |
| CORPORATE PLAN AIM: | A Better Quality of Life |
| CABINET MEMBER: | Cllr Marcus Hart |
| DIRECTOR: | Linda Collis |
| CONTACT OFFICER: | Linda Collis ext 2900 |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To implement operational efficiencies from the Bewdley Museum.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

General efficiencies and prudent reduction in marketing budgets within the Bewdley Museum, along with the review of the current staffing structure.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ | After 31/03/13 £ |
|-----------------------------|----------------------|----------------|----------------|------------------------|
| Capital Cost | | | | |
| Net Revenue Cost | (3,650) | (12,650) | (12,770) | (12,770) |
| Staffing Implications (FTE) | (0.8) From Dec 10 | (0.8) | (0.8) | (0.8) |

4. APPRAISAL

| | | | |
|---------------------------------|--|------------------|------|
| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
| Discretionary | MEDIUM | LOW | 7 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|--|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Meeting the needs of children and young people |
| CORPORATE PLAN AIM: | A Better Quality of Life |
| CABINET MEMBER: | Cllr Marcus Hart |
| DIRECTOR: | Linda Collis |
| CONTACT OFFICER: | Linda Collis ext 2900 |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

Investigate transfer of Stourport Community Centre to an alternative managing body or users community trust with a reducing subsidy for running costs over 5 years.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

To explore the transfer of the community centre to a suitable alternative managing body.

To consider providing a subsidy for operational and running costs over a five year period.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | | | | |
| Net Revenue Cost | (6,000) | (11,000) | (16,000) | (16,000) |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | MEDIUM | MEDIUM | 6 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisation Theme |
| CORPORATE PLAN AIM: | A Well-Run and Responsive Council |
| CABINET MEMBER: | Cllr Marcus Hart |
| DIRECTOR: | Linda Collis |
| CONTACT OFFICER: | Linda Collis ext 2900 |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To review and implement a revised level of service provision within the Print and Design function.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

Currently the Council operates in-house print and design services. It is proposed to review and implement a revised level of service provision within the Print and Design function.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ | After 31/03/13 £ |
|-----------------------------|----------------|----------------|----------------|------------------------|
| Capital Cost | | | | |
| Net Revenue Cost | (20,000) | (20,000) | (20,000) | (20,000) |
| Staffing Implications (FTE) | (0.81) | (0.81) | (0.81) | (0.81) |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | N/A | N/A | 7 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisation Theme |
| CORPORATE PLAN AIM: | A Well Run and Responsive Council |
| CABINET MEMBER: | Cllr John Campion |
| HEAD OF SERVICE: | Ian Miller |
| CONTACT OFFICER: | Alison Braithwaite |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To review the Council's policy for Home Phone Line payments, with the view of achieving savings.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

Certain posts within the Council currently qualify for a 'Home Phone Line' payment of approximately £149.88 per annum. The current Council budget for this allowance is £5,000 per annum.

Most of the postholders who are in receipt of the allowance are also in possession of a Council mobile phone. In addition, due to the restructure there are certain postholders that would no longer qualify for the allowance due to a change of their role.

It is therefore proposed that the current policy is reviewed and that postholders be requested to use their Council mobile phone for all calls in connection with Council business and not their home landline. If a postholder does not have a mobile phone, they will be provided with one if it is still considered essential for their post. A saving of £5,000 could be made as a result of ceasing the current policy. There would be no impact to service delivery.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Net Revenue Cost | (5,000) | (5,000) | (5,000) | (5,000) |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | No | N/A | 7 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisation Theme |
| CORPORATE PLAN AIM: | A Well Run and Responsive Council |
| CABINET MEMBER: | Cllr John Campion |
| HEAD OF SERVICE: | Ian Miller |
| CONTACT OFFICER: | Alison Braithwaite |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To change the Council's policy for the payment of Professional Subscriptions and Fees with effect from 1st April 2010.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

The Council's current policy is that it will pay for one practising certificate fee or professional institution fee per employee provided it is relevant to the post that an employee occupies with the Council. The current budget provision for Professional Fees and Subscriptions for 2009/10 is £23,510.

However, other Councils take the view that employees who are members of professions have a personal responsibility for their own continuous professional development including membership of relevant professional bodies. They therefore see it as a personal responsibility and not an employer-held obligation to fund membership.

Although it may be desirable or even essential for an officer to belong to a professional institution or other association in order to pursue their career, the Council could in the future aim to recruit people who already possess the necessary skills, experience and qualifications detailed in the Person Specification for a particular post. Officers would then be expected to maintain appropriate professional standards and normally pay their own membership fees/subscriptions, **with the only exception being where there is a mandatory/legal requirement to register with/belong to a professional or regulatory body in order to practise on behalf of the Council.** This would therefore only include Section 151 Officer and Deputy and practising Solicitors (Solicitors' Regulation Authority),

If our current Council policy was to change to reflect the above, the total payment of Professional Fees for the Section 151 Officer and Deputy and Practising Solicitors and other exceptions would be £5,910 (based on 2008/09 rates as some still have to be paid for 2009/10 as their renewal date is not due until the end of the year).

This would realise a saving of £17,600 against the current budget of £23,510 and would bring this authority's policy in line with other Councils.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ | After 31/03/13 £ |
|-----------------------------|----------------|----------------|----------------|------------------------|
| Capital Cost | | | | |
| Net Revenue Cost | (17,600) | (17,600) | (17,600) | (17,600) |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|------------------------------------|---|------------------|------|
| Discretionary | Yes | N/A | 7 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisation Theme |
| CORPORATE PLAN AIM: | A Well Run and Responsive Council |
| CABINET MEMBER: | Cllr John Campion |
| HEAD OF SERVICE: | Ian Miller |
| CONTACT OFFICER: | Alison Braithwaite |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To make savings in the Training Budget for 2010/11 by suspending all non essential training and the payment of Professional Course Fees.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

The training budget for 2010/11 is £77,860, however savings of £34,380 could be realised by suspending all non essential training and just providing essential Health and Safety Training (£15,000) as per the agreed Health and Safety Training Plan and training to support Transformational Change (£5,000) and an allowance for Members Training (£5,000). This would include training to support employees managing remote teams as part of the Mobile / Flexible Working Policy. It is also proposed that the Council would not pay any Professional Course Fees other than those already committed for 2010/11 (£5,000).

Cutting the training budget would not affect the internal training sessions and courses provided by Council Managers to employees as there are normally no associated costs to be met through the training budget. Budget savings beyond the 2010/11 Training Budget would need to be reviewed following the completion of Employee Development Reviews by July 2010.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Net Revenue Cost | (34,380) | (34,380) | (34,380) | (34,380) |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|--|--|------------------|------|
| Statutory (Health and Safety Training) | Yes | N/A | 2 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisation Theme |
| CORPORATE PLAN AIM: | A Well Run and Responsive Council |
| CABINET MEMBER: | Cllr John Campion |
| HEAD OF SERVICE: | Ian Miller |
| CONTACT OFFICER: | Alison Braithwaite |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To review the provision of the vending machines within the Council Buildings.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

The Council currently has a contract for providing vending machines across all Council sites. Employees are currently entitled to two free drinks a day from the vending machine located in their office building.

This proposal involves a review of the provision of the vending machines within the Council Buildings, with the view of achieving savings for the Council.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ | After 31/03/13 £ |
|-----------------------------|----------------|----------------|----------------|------------------------|
| Capital Cost | | | | |
| Net Revenue Cost | (15,000) | (15,000) | (15,000) | (15,000) |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | No | N/A | 7 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Stronger Communities |
| CORPORATE PLAN THEME: | A Well Run and Responsive Council |
| CABINET MEMBER: | Cllr John Campion |
| HEAD OF SERVICE: | Ian Miller |
| CONTACT OFFICER: | Alison Braithwaite |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To ensure provision is made in the 2010/11 budget for the West Midlands Leaders Board (WMLB) subscription, formerly known as the West Midlands Local Government Association.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

The Leaders Board has three clear objectives:

- To secure a strong, coherent regional voice for local government and to promote the West Midlands in relation to regional, national and international issues
- To provide a focus and mechanisms for regional collaboration in policy areas where regional working will promote economic, social and environmental prosperity and drive even more added value
- To provide 'value added' services to support organisational development and improvement activities

The Board has a team of credible and knowledgeable professionals offering Corporate Consultancy Services across a broad range of topics including: Change Management, Organisational Restructure, Training and Development, Member Development, Job Evaluations and Disciplinary and Grievance Investigations.

This Council continues to benefit from these and other services from its membership with WMLB.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Net Revenue Cost | 15,000 | 0 | 0 | 0 |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|---|------------------|------|
| Discretionary | Advice and guidance cuts across all Corporate Plan Priorities | N/A | 6 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisation Theme |
| CORPORATE PLAN THEME: | A Well-Run and Responsive Council |
| CABINET MEMBER: | Cllr Anne Hingley |
| HEAD OF SERVICE: | Caroline Newlands |
| CONTACT OFFICER: | Ext :2715 |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To achieve efficiencies in relation to the Council property portfolio by reducing liabilities and reviewing Building Cleaning arrangements.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

- (1) Magistrates Court and associated Worcester Street property – the Property Team have submitted an application to justify removal of this property from the non-domestic rates list. Any saving would be back dated to October 2009.
- (2) To review the requirement for Building Cleaning, following the Council's plans for property rationalisation.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | - | - | - | - |
| Net Revenue Cost | (40,700) | (43,200) | (45,700) | (48,200) |
| Staffing Implications (FTE) | (0.8) | (0.8) | (0.8) | (0.8) |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | Better Quality of Life | N/A | - |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisation Theme |
| CORPORATE PLAN THEME: | A Well-Run and Responsive Council |
| CABINET MEMBER: | Cllr Anne Hingley |
| HEAD OF SERVICE: | Caroline Newlands |
| CONTACT OFFICER: | Ext :2715 |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To implement a range of measures to increase the operational efficiency within the Committee Support section.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

To implement general efficiency improvements in relation to the production of Committee agendas (£2,500), reviewing the arrangements for the electoral roll and reviewing post Council refreshments.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | - | - | - | - |
| Savings | (5,500) | (5,500) | (5,500) | (5,500) |
| Staffing Implications (FTE) | - | - | - | - |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | No | No | 7 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisation Theme |
| CORPORATE PLAN THEME: | A Well-Run and Responsive Council |
| CABINET MEMBER: | Cllr Anne Hingley |
| HEAD OF SERVICE: | Caroline Newlands |
| CONTACT OFFICER: | Ext :2715 |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To review members allowances and expenses.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

To review members allowances for the next three years, inline with officers pay proposals. Savings totalling £3,280 in 2010/11, £6,580 in 2011/12, £9,920 in 2012/13 and £9,920 thereafter (including both the chairman's and vice chairman's allowances).

To consider ceasing payment of expenses from travel associated with Council duties for members within the confines of the District.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | - | - | - | - |
| Net Revenue Cost | (7,280) | (10,580) | (13,920) | (13,920) |
| Staffing Implications (FTE) | - | - | - | - |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | No | No | 7 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisation Theme |
| CORPORATE PLAN THEME: | A Well-Run and Responsive Council |
| CABINET MEMBER: | Cllr Anne Hingley |
| HEAD OF SERVICE: | Caroline Newlands |
| CONTACT OFFICER: | Ext :2715 |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To review Messenger and Postal Services with a view of achieving efficiencies.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

To consider the current requirements of the Council's delivery and postal requirements following the recent property rationalisation. This will be with a view of merging responsibilities for messenger and postal services, and takes into account of the recent vacant post.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | - | - | - | - |
| Net Revenue Cost | (20,310) | (20,310) | (20,510) | (20,510) |
| Staffing Implications (FTE) | (1.0) | (1.0) | (1.0) | (1.0) |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Support statutory service | Improving efficiency and value for money as a low scale post | N/A | - |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|---|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | A Better Environment for Today and Tomorrow |
| CORPORATE PLAN THEME: | A Sustainable Environment |
| CABINET MEMBER: | Cllr Tracey Onslow |
| HEAD OF SERVICE: | Mike Parker |
| CONTACT OFFICER: | Mike Parker |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To undertake a strategic review of car park tariffs.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

To undertake a strategic review of car park charging tariffs in the three town centres and outlying areas to ensure that the way the car parks function supports the economic vibrancy and visitor needs of the district.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | | | | |
| Net Revenue Cost | (7,500) | (10,000) | (10,000) | (10,000) |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| | | | |
|---------------------------------|--|------------------|------|
| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
| Discretionary | MEDIUM | HIGH | 5 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|---|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | A Better Environment for Today and Tomorrow |
| CORPORATE PLAN THEME: | A Sustainable Environment |
| CABINET MEMBER: | Cllr Tracey Onslow |
| HEAD OF SERVICE: | Mike Parker |
| CONTACT OFFICER: | Mike Parker |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To review and remove the current vacancies already existing within the Civil Enforcement Team and to review the Civil Enforcement function in conjunction with Wychavon District Council.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

There are currently 5 vacant posts within the Civil Enforcement Team; it is proposed to remove those vacancies in future years.

It is also proposed to undertake a review of the Civil Enforcement/Parking functions in conjunction with Wychavon DC with a view to providing a single joint service hosted by Wychavon to undertake on and off street enforcement/cash collection activities in Wyre Forest District on behalf of the Council and to aim to achieve 10% savings in doing so.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | | | | |
| Net Revenue Cost | (91,000) | (91,000) | (91,000) | (91,000) |
| Staffing Implications (FTE) | (5) | (5) | (5) | (5) |

4. APPRAISAL

| | | | |
|---------------------------------|--|------------------|------|
| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
| Discretionary | MEDIUM | HIGH | 5 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|--|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | A Better Environment for Today & Tomorrow |
| CORPORATE PLAN THEME: | A Sustainable Environment |
| CABINET MEMBER: | Cllr Stephen Clee |
| HEAD OF SERVICE: | Mike Parker, Director of Planning & Regulatory |
| CONTACT OFFICER: | John Baggott, Development Manager |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

Introduce a formal process for charging for permitted development enquiries and for pre-application advice in respect of planning along with a charging regime for tree and historic environment advice.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

Traditionally there has been no charge for permitted development and pre-application advice, despite the fact that the provision of such a service takes up a significant proportion of officers' time. There is a County wide move to look at introducing a regime for charging for such advice and for responding to so-called general enquiries. In light of this, it is recommended that WFDC consider introducing a charge for:

Permitted development enquiries;
Pre-application discussions/advice;
General advice and guidance in respect of trees;
General advice and guidance in respect of the historic environment.

It is also recommended that the scale/tariff of charges be based upon a County wide structure. The scale of charges is currently being considered by DC Managers Forum, a sub group of County and District Planning Officer Group. The best estimate of additional income generated is £10,000 pa.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|------------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | | | | |
| Net Revenue Cost | (10,000) | (10,000) | (10,000) | (10,000) |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| STATUATORY | YES | LOW | 2 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|--------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Economic Success Shared by All |
| CORPORATE PLAN THEME: | A Vibrant Local Economy |
| CABINET MEMBER: | Cllr Stephen Clee |
| HEAD OF SERVICE: | Mike Parker |
| CONTACT OFFICER: | Ken Harrison |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

Review the support for funding for Destination Worcestershire.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

Since joining Destination Worcestershire, the Destination Marketing Partnership (DMP) for the County, the District Council has been committed to making a £10,300 financial contribution towards the DMP, which reflected the significance of tourism to the District. However, it is understood that there is no consistent level of contribution amongst the six districts in the County and there is no legal obligation to fulfil this commitment. It is not possible to distinguish specifically how the district itself benefits from this contribution and membership of the DMP is not dependent on the contribution. Given the district's contribution to tourism through the deliver and management of the Tourism Information Centre (TIC) and services of the Economic Development and Tourism Manager the authority maintains a strategic level input. The DMP has now been running for 3 years and has now launched a membership subscription scheme. It is therefore proposed that the £10,300 contribution from Wyre Forest District Council shall be withdrawn.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | n/a | n/a | n/a | n/a |
| Net Revenue Cost | (10,300) | (10,300) | (10,300) | (10,300) |
| Staffing Implications (FTE) | n/a | n/a | n/a | n/a |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | YES | MEDIUM | 5 |

WYRE FOREST DISTRICT COUNCIL

**SCRUTINY COMMITTEE RECOMMENDATION/CABINET PROPOSAL FOR BUDGET
YEAR 2010/2011**

| | |
|---------------------------------------|---|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | A Better Environment for Today and Tomorrow |
| CORPORATE PLAN THEME: | A Sustainable Environment |
| CABINET MEMBER: | Cllr Tracey Onslow |
| HEAD OF SERVICE: | Mike Parker |
| CONTACT OFFICER: | Richard Osborne |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To undertake training with Housing and Enforcement Officers to become Domestic Energy Assessors who can produce Energy Performance Certificates (EPC).

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

To undertake training with Housing and Enforcement Officers to become Domestic Energy Assessors who can produce Energy Performance Certificates (EPC), with a view of generating a small surplus for the authority.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | N/A | N/A | N/A | N/A |
| Net Revenue Cost | (1,800) | (1,800) | (1,800) | (1,800) |
| Staffing Implications (FTE) | N/A | N/A | N/A | N/A |

4. APPRAISAL

| | | | |
|---------------------------------|--|------------------|------|
| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
| Discretionary | YES | MEDIUM | 5 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Improved Health and Wellbeing |
| CORPORATE PLAN THEME: | A Better Quality of Life |
| CABINET MEMBER: | Cllr Tracey Onslow |
| HEAD OF SERVICE: | Mike Parker |
| CONTACT OFFICER: | Kate Bailey |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

| |
|---|
| Introduction of a Private Landlords Accreditation Scheme. |
|---|

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

| |
|--|
| To develop and introduce a Private Landlords Accreditation scheme. |
|--|

3. FINANCIAL IMPLICATIONS

| | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ | After 31/03/13 £ |
|-----------------------------|----------------|----------------|----------------|------------------------|
| Capital Cost | | | | |
| Net Revenue Cost | (600) | (800) | (1,000) | (1,000) |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | YES | MEDIUM | 5 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Improving Health & Wellbeing |
| CORPORATE PLAN THEME: | A Well-Run and Responsive Council |
| CABINET MEMBER: | Cllr Tracey Onslow |
| HEAD OF SERVICE: | Mike Parker |
| CONTACT OFFICER: | Mike Parker |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To deliver efficiencies within the Regulatory Services through either the WETT shared service proposal or reviewing the level of service provision to deliver equivalent savings.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

The WETT Programme is a county wide shared services programme, including Regulatory Services (comprising environmental health services, pest control and dog warden services), with a view to a single service provided through a district or County host.

The Regulatory Services business case has been developed and is due to be considered for adoption by all 7 councils over the period up to the end of February 2010 with a view to implementation commencing in the 2010/11 financial year. The business case projects savings for all councils, allocated on a proportionate basis to the cost of the service they currently fund.

If savings are not delivered through the WETT initiative then comparable savings will need to be delivered from the service. The figures shown in the table below relate to the WETT proposal, due to be considered at Council 24 February 2010.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | 51,850 | 50,210 | 21,030 | 3,600 |
| Net Revenue Cost | 41,660 | (85,620) | (169,610) | (170,670) |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | YES | MEDIUM | 5 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|---|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | A Better Environment for Today and Tomorrow |
| CORPORATE PLAN THEME: | A Sustainable Environment |
| CABINET MEMBER: | Cllr Stephen Clee |
| HEAD OF SERVICE: | Mike Parker |
| CONTACT OFFICER: | Mike Parker |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

Allocation of Housing & Planning Delivery Grant to enable a contribution to general reserves.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

Provisional allocations for year 2 of the Housing & Planning Delivery Grant (H&PDG) have just been announced and will be applied to the Council's general reserves.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | (24,900) | - | - | - |
| Net Revenue Cost | (58,100) | - | - | - |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Statutory | YES | LOW | 2 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|---|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | A Better Environment for Today and Tomorrow |
| CORPORATE PLAN THEME: | A Vibrant Local Economy |
| CABINET MEMBER: | Cllr Tracey Onslow |
| HEAD OF SERVICE: | Mike Parker |
| CONTACT OFFICER: | Mark Kay |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To provide ongoing maintenance for the Council's Pay and Display car parks.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

The existing maintenance budget for the Council's car parks ceases at the end of the 2009/10 financial year and provision needs to be made for maintenance going forward.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | | | | |
| Net Revenue Cost | 30,000 | 30,000 | 30,000 | - |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | YES | MEDIUM | 5 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|-----------------------------|---|
| COMMUNITY STRATEGY THEME: | Improving Health and Wellbeing / Stronger Communities |
| CORPORATE PLAN THEME: | A Better Quality of Life |
| CORPORATE PLAN KEY PRORITY: | More affordable housing |
| CABINET MEMBER: | Tracey Onslow |
| HEAD OF SERVICE: | Mike Parker |
| CONTACT OFFICER: | Kate Bailey |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To agree to the continuation of funding to the Re-commissioned Home Improvement Agency as this moves to a countywide provision.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

The Home Improvement Agency currently delivers disabled facility grants, minor works and decent homes assistance to elderly, disabled and vulnerable members of society utilising both the mandatory Disabled Facilities Grant and various discretionary grants that help improve quality of life, health outcomes and make homes decent.

Hitherto these services have been delivered in Wyre Forest through the agreement with the Care & Repair Agency at Redditch for private sector works or directly through the Community Housing Group for ex Council House stock. The Council has funded works through the Housing capital receipts and has provided in kind match funding for the Care & repair Agency office which was based at New Street.

However, from 1st April this will be replaced by a Countywide HIA which is to be run through Festival (an RSL based in the south of the County). This will lead to greater cost efficiencies and drive up the quality of service delivery.

The Council will continue to fund it's improvement works from housing capital receipts, now run through Festival, but will also need to maintain it's revenue support which will no longer be 'in kind'.

This proposal includes an additional capital cost of £120,000 in 2010/11 with future years subject to review.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ | After 31/03/13 £ |
|-----------------------------|----------------|----------------|----------------|-----------------------------|
| Capital Cost | 120,000 | - | - | - |
| Net Revenue Cost | 9,270 | 9,570 | 9,880 | Contract to be renegotiated |
| Manpower Implications (FTE) | | | | |

5. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Statutory | YES | MEDIUM | 5 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|---|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | A Better Environment for Today and Tomorrow |
| CORPORATE PLAN THEME: | A Sustainable Environment |
| CABINET MEMBER: | Cllr Tracey Onslow |
| HEAD OF SERVICE: | Mike Parker |
| CONTACT OFFICER: | Mike Parker |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To supplement the work of the Streetscene Cleansing Team by providing additional resources in the form of three cleansing operatives each for six months.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

To supplement the work of the Streetscene Cleansing Team by providing additional resources in the form of three cleansing operatives each for six months. This continues to be an essential addition to the workforce to enable the Council to meet expected cleanliness levels during these busy months.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | - | - | - | - |
| Net Revenue Cost | 35,000 | 35,000 | 35,000 | 35,000 |
| Staffing Implications (FTE) | 1.5 | 1.5 | 1.5 | 1.5 |

4. APPRAISAL

| | | | |
|---------------------------------|--|------------------|------|
| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
| Discretionary | YES | MEDIUM | 5 |

WYRE FOREST DISTRICT COUNCIL

SCRUTINY COMMITTEE RECOMMENDATION/CABINET PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|--------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Stronger Communities |
| CORPORATE PLAN THEME: | A Better Quality of Life |
| CABINET MEMBER: | Cllr Tracey Onslow |
| HEAD OF SERVICE: | Mike Parker |
| CONTACT OFFICER: | Richard Osborne |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

Continuation of funding for post of Watercourse Officer located within Strategic Housing Services.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

The Watercourse Officer plays a critical role in delivering the Council's response to the (draft) Flood Bill, community liaison, emergency planning recovery (following a flooding incident), developing the multi-agency flood action plans in conjunction with other organisations including the Environment Agency and County Council (currently LAA target) and monitoring and maintenance of ordinary watercourses. The work of this officer covers a number of statutory duties placed on the district council which has also been subject to heightened community expectation in recent years. The officer is responsible for overseeing the allocation of property and community based grants (approximately £130k) and identifying potential schemes of work and other funding opportunities to reduce likelihood of future flood damage and build community resilience. Extending the funding will allow us to continue community based activities including grant allocation, implement the new legislation and continue to respond effectively to both the county council's new strategic role and our own statutory responsibilities. The officer's work also supports the attainment of NI 188 (climate change). In 2010 the existing capital allocation to schemes will end and so the proposal includes some ongoing capital expenditure for the watercourse officer to use for the maintenance and repair of watercourses within our responsibilities where other funding cannot be obtained.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | - | 10,000 | 10,000 | 10,000 |
| Net Revenue Cost | 10,060 | 25,440 | 26,780 | 27,180 |
| Staffing Implications (FTE) | 1 | 1 | 1 | 1 |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | YES | MEDIUM | 5 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Stronger Communities |
| CORPORATE PLAN AIM: | A Well Run and Responsive Council |
| CABINET MEMBER: | Cllr Nathan Desmond |
| HEAD OF SERVICE: | David Buckland |
| CONTACT OFFICER: | David Buckland |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

Allocation of any additional Benefit Administration Grant to general reserves.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

The increase in the benefit case load for Council as a result of the economic conditions has led to the government allocating additional Benefit Administration Grant to support authorities in 2009/10. Wyre Forest received an additional £53,640 all of which has been applied to the general reserves.

It is anticipated that further grant will be available to assist in 2010/11, however, no announcements have yet been made. For budgeting purposes an assumption of £40,000 can be made, again with the assumption that this will be applied to reserves.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | - | - | - | - |
| Net Revenue Cost | (40,000) | - | - | - |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| | | | |
|---------------------------------|--|------------------|------|
| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
| Statutory | Yes | N/A | 2 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisational Theme |
| CORPORATE PLAN AIM: | A Well Run and Responsive Council |
| CABINET MEMBER: | Cllr Nathan Desmond |
| HEAD OF SERVICE: | David Buckland |
| CONTACT OFFICER: | David Buckland |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

Undertaking MOTs within the Garage.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

The Council is not currently registered to undertake MOTs and therefore has to pay for such services externally.

This proposal would seek to invest in the services of the garage to allow all internal tests to be undertaken and seek to encourage external tests from groups including Taxis.

Although this would generate external income and internal savings there are capital costs associated with this proposal.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ | After 31/03/13 £ |
|-----------------------------|----------------|----------------|----------------|------------------------|
| Capital Cost | 42,000 | - | - | - |
| Net Revenue Cost | (11,900) | (11,900) | (11,900) | (11,900) |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | No | N/A | 7 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|---|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Stronger Communities |
| CORPORATE PLAN AIM: | A Well Run and Responsive Council/ A Better Quality of Life |
| CABINET MEMBER: | Cllr Nathan Desmond |
| HEAD OF SERVICE: | David Buckland |
| CONTACT OFFICER: | David Buckland |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

Application of unallocated Capital receipts to fund the ICT Strategy.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

As at 31 March 2009 the value of the Council's capital receipts stands at £7.8m. The current Council policy in relation to these capital receipts is to fund future housing capital schemes, for either the provision of Disabled Facilities Grants or grants to enable social housing developments.

Recently, limited use of this fund has been made to fund social housing provision with the majority of support coming directly from the Housing Corporation (now Homes and Community Agency).

The Council has traditionally allowed its cash balances held to be used to fund capital expenditure in areas such as the vehicle and replacement programme and the ICT Strategy. Internal debt charges are made depending upon the assumed useful life of the asset and are charged to the revenue account to reimburse such cash balances. Currently the assumption is that the Council will need to borrow externally in 2012/13, to replace funds used for schemes including the Cemetery project. No revenue debt charges costs are incurred until 2012/13.

It is proposed to achieve valuable revenue savings that a proportion of the capital receipts be applied for non housing schemes, specifically in relation to the ICT strategy. Given the uncertainty that remains in relation to the Icelandic deposits it is felt that this approach should be only considered in relation to this one scheme at this stage.

Under current assumptions this proposal would still make available around £1.3m for housing capital purposes. It should be remembered that the Council has no statutory duty to fund future social housing schemes, and although the receipts were generated via the Large Scale Voluntary Transfer in 2000, the development of the Housing stock in the first place was supported by the Council's general fund. It should also be noted that no allowance has been made within the schedules below for any further Right to Buy receipts which would improve the position.

This move would not impact upon the Council's ability to use prudential borrowing to continue to support specific housing provision, subject to an individual business case.

Impact on Capital receipts of funding ICT Strategy

| | 2009/10 | 2010/11 £ | 2011/12 £ | 2012/13 £ |
|--|------------------|------------------|------------------|------------------|
| Capital Receipts at 1 st April | 7,893,466 | 4,064,126 | 2,799,126 | 1,894,126 |
| Capital commitments | (2,778,130) | (441,000) | (441,000) | (371,000) |
| Capital Requirement – ICT | (1,051,210) | (824,000) | (464,000) | (143,000) |
| Capital Receipts at 31st March | 4,064,126 | 2,799,126 | 1,894,126 | 1,380,126 |

| | | | | |
|--------------------------------|-----------------|------------------|------------------|------------------|
| Revenue account savings | (50,400) | (142,000) | (206,400) | (236,750) |
|--------------------------------|-----------------|------------------|------------------|------------------|

The total value of savings of the 3 year medium term would be £635,550, but would continue to generate savings to the revenue account of £254,000 pa for a further 7.5 years.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ | After 31/03/13 £ |
|-----------------------------|----------------|----------------|----------------|------------------------|
| Capital Cost | As above | | | |
| Net Revenue Cost | (192,400)* | (206,400) | (236,750) | (254,000) |
| Staffing Implications (FTE) | n/a | n/a | n/a | n/a |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|------------------------------------|---|------------------|------|
| Statutory | Yes | Yes | 1 |

* - assumes that the 2009/10 savings will be carried forward and applied in 2010/11

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisational Theme |
| CORPORATE PLAN AIM: | A Well Run and Responsive Council |
| CABINET MEMBER: | Cllr Nathan Desmond |
| HEAD OF SERVICE: | David Buckland |
| CONTACT OFFICER: | David Buckland |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

Review the contract for ICT audit from external provider.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

The Council has made significant savings from Internal Audit in the budget for 2009/10 in excess of £60k pa. The Council has already cancelled the Audit Management contract with an external provider, but still buys in 50 audit days to support the ICT audits.

The Council has invested in the skills of the in-house staff and is now in a position to undertake the ICT audits independently and therefore make savings on the 50 audit days pa. The cost per audit day is £300, therefore this proposal could generate annual savings of £15,000 pa, following the necessary notice period.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | | | | |
| Net Revenue Cost | 0 | (15,000) | (15,000) | (15,000) |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | Yes | N/A | 5 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisational Theme |
| CORPORATE PLAN AIM: | A Well Run and Responsive Council |
| CABINET MEMBER: | Cllr Nathan Desmond |
| HEAD OF SERVICE: | David Buckland |
| CONTACT OFFICER: | David Buckland |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

£50,000 target for procurement gains.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

A key strand in the Government's drive for efficiency relates to the need to deliver on-going gains from procurement. The Council's procurement officer has assisted in significant gains in the last 12 months the most notable being the renewed insurance contract, which delivered c£140k of savings in 2009/10 and on-going savings of c£45k pa.

The Council has participated in a spend analysis along with other West Midland authorities to concentrate upon future collaborative working. It is appropriate for a target to be provided for future gains, and it is suggested that this is £50k in 2010/11. This figure is does not increase as funding for the position is only secured until October 2010.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ | After 31/03/13 £ |
|-----------------------------|----------------|----------------|----------------|------------------------|
| Capital Cost | | | | |
| Net Revenue Cost | (50,000) | (50,000) | (50,000) | (50,000) |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| | | | |
|---------------------------------|--|------------------|------|
| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
| Discretionary | Yes | N/A | 6 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|---|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | A Better Environment for Today and Tomorrow |
| CORPORATE PLAN AIM: | A Sustainable Environment |
| CABINET MEMBER: | Cllr Nathan Desmond |
| HEAD OF SERVICE: | David Buckland |
| CONTACT OFFICER: | David Buckland |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To introduce a recycling reward scheme in conjunction with other Worcestershire councils.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

Until 31 March 2009, the County Council had been paying the District an annual grant of £168k pa to help with the additional cost of the district's recycling initiatives. The rationale for such payments relates to the saving that the County Council receives in reduced landfill tax if items are recycled. It is acknowledged that there is still a cost to the County of dealing with recyclable material; however, these costs are significantly lower than residual waste.

Discussions have been held with the County Council and all Districts of developing a robust replacement for the Enhanced Recycling Grant scheme. So far this has resulted in a one-off arrangement for grant of £144k in 2009/10, along with a payment of £60k for the other Worcestershire Districts.

The future scheme proposed by the District would recognise current efforts, but also recognise that as you increase the recycling rate this results in significantly higher collection costs. At this stage it is too early to determine the level of eventual support that may be available through this scheme. However, a prudent approach would be to allow £60k pa at this stage and potentially increase this as discussions develop.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Net Revenue Cost | (60,000) | (60,000) | (60,000) | (60,000) |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Statutory | Yes | Yes | 1 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisational Theme |
| CORPORATE PLAN AIM: | A Well Run and Responsive Council |
| CABINET MEMBER: | Cllr Nathan Desmond |
| HEAD OF SERVICE: | David Buckland |
| CONTACT OFFICER: | David Buckland |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To review the single person's discount in relation to Council Tax.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

It is a number of years since a full review of single person's discounts have been undertaken.

The authorities within the South Worcestershire Revenues and Benefits partnership have recently undertaken such a review and achieved a reduction in the number of such discounts.

The proposal is to extend this work to include Wyre Forest. The costs of the review is minimal, however, based upon the number of properties in receipt of discount it is expected that the Taxbase should grow to enable the Council to achieve a surplus of around £30k pa.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | | | | |
| Net Revenue Cost | (30,000) | (30,000) | (30,000) | (30,000) |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Statutory | No | N/A | 3 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|---|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | A Better Environment for Today and Tomorrow |
| CORPORATE PLAN AIM: | A Sustainable Environment |
| CABINET MEMBER: | Cllr Nathan Desmond |
| HEAD OF SERVICE: | David Buckland |
| CONTACT OFFICER: | David Buckland |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To review the use of alternative facilities for the disposal of trade waste.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

The Council operates a Trade Waste service which generates small surpluses which contribute towards the overall cost of the Council. The Council collects around 4,000 tonnes of waste per annum from local businesses. The County Council currently requires the Council to transport this waste to the Biffa Landfill site Hartlebury. The Council has to pay the County £65 per tonne for all waste and there are no recycling options available.

The proposal seeks to take advantage of a new facility which has recently opened within Kidderminster for the processing of this waste. There would also be a reduced cost of haulage in respect of such waste. In addition the new facility would offer recycling options which they would accept at a further reduced price per tonne.

Discussions are on-going with the County, however, if this proposal was pursued it would result in reduced costs and improved environmental performance for the Council.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Net Revenue Cost | (20,000) | (20,000) | (20,000) | (20,000) |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Statutory | Yes | Yes | 1 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisational Theme |
| CORPORATE PLAN AIM: | A Well Run and Responsive Council |
| CABINET MEMBER: | Cllr Nathan Desmond |
| HEAD OF SERVICE: | David Buckland |
| CONTACT OFFICER: | David Buckland |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

Review the requirement for an annual recruitment of an ICT student.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

During 2008/09, significant efficiencies were achieved within the ICT section with the result of an overall savings of £103k equivalent to around 21%. The section is implementing the ICT Strategy at present, however, with a reduced workforce within the authority it will be possible to review the position of one ICT student. This is a current vacancy within the authority and therefore there is no cost to implement this decision.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ | After 31/03/13 £ |
|-----------------------------|----------------|----------------|----------------|------------------------|
| Capital Cost | | | | |
| Net Revenue Cost | (17,190) | (17,730) | (18,380) | (18,380) |
| Staffing Implications (FTE) | (1) | (1) | (1) | (1) |

4. APPRAISAL

| | | | |
|---------------------------------|--|------------------|------|
| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
| n/a | Yes | N/A | 6 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Internal Organisational Theme |
| CORPORATE PLAN AIM: | A Well Run and Responsive Council |
| CABINET MEMBER: | Cllr Nathan Desmond |
| HEAD OF SERVICE: | David Buckland |
| CONTACT OFFICER: | David Buckland |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

Implementation of the Total Operational Management System.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

Procurement and implementation of new system to allow the most effective use of resources within the teams located at the depot.

This would involve savings from Parks (Community and Partnerships), Waste management (Resources) and Street Scene (Planning and Regulatory Services).

There is a capital cost upfront, however, there would be a reduced need to procure vehicles and also a greater liaison with the Hub.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Capital Cost | 126,000 | (32,000) | (30,000) | (30,000) |
| Net Revenue Cost | (5,000) | (40,900) | (40,900) | (40,900) |
| Staffing Implications (FTE) | | (1.5) | (1.5) | (1.5) |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| n/a | Yes | N/A | 6 |

WYRE FOREST DISTRICT COUNCIL

RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2010/2011

| | |
|---------------------------------------|-----------------------------------|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Stronger Communities |
| CORPORATE PLAN THEME: | A Well Run and Responsive Council |
| CABINET MEMBER: | Cllr Nathan Desmond |
| HEAD OF SERVICE: | David Buckland |
| CONTACT OFFICER: | David Buckland |
| AN OPEN ITEM | |

1. PURPOSE OF RECOMMENDATION/PROPOSAL

To reinstate 50% of the grants to Parish Councils in 2010/11.

2. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

The current budget forecast allows for the removal of the grants to parish Councils in 2010/11. To soften the impact upon the Town and Parish Councils it is proposed to reinstate half the value for 2010/11 only.

3. FINANCIAL IMPLICATIONS

| | 2010/2011 | 2011/2012 | 2012/2013 | After 31/03/13 |
|-----------------------------|-----------|-----------|-----------|-------------------|
| | £ | £ | £ | £ |
| Net Revenue Cost | 28,500 | 0 | 0 | 0 |
| Staffing Implications (FTE) | | | | |

4. APPRAISAL

| Statutory/Discretionary Service | Contributes to Corporate Plan Priorities | Valued by Public | RANK |
|---------------------------------|--|------------------|------|
| Discretionary | NO | N/A | 7 |

Working Balances, Reserves and Provisions

1. Policy

- 1.1 Council have adopted the general principles of the CIPFA Guidance on Local Authority Reserves and Balances.
- 1.2 The Director of Resources shall advise the Council about the level of working balances, reserves and provisions and administer in accordance with the Council's Finance Strategy.
- 1.3 The Working Balance shall be set at a minimum of 5% of net expenditure and be used to cushion the impact of uneven cash flows, and as a contingency for unexpected events or emergencies.
- 1.4 General Reserves arising from either savings on budgeted expenditure or over achievement of targeted income are to be reviewed annually by the Council as part of the budget process and are to be used to assist with the balancing of the budget over the medium term financial plan.
- 1.5 Earmarked Reserves are set up by the Council to assist with known or predicted liabilities. The level of each Reserve is assessed by the Director of Resources based upon strategic, operational and financial risks facing the Council and agreed by the Council annually as part of the Budget process.
- 1.6 The Director of Resources will establish provisions for defined liabilities in accordance with Accounting Guidelines.

2. Working Balances

- 2.1 The Council have a Working Balance set at a minimum of 5% of net expenditure. The current Working Balance is £700,000 and this amount is felt to be an appropriate level for 2010/11. The Working Balance is used by the Council to cushion the impact of uneven cash flows, and as a contingency for unexpected events or emergencies.

3. General Reserves

- 3.1 General Reserves arise from either saving on budgeted expenditure or over achievement of targeted income. These reserves are reviewed annually by Council as part of the budget process and are used to assist with the balancing of the budget over the medium term financial plan.
- 3.2 Reserves available to meet General Fund Expenditure from 1st April 2009 are currently calculated to be £1.106m. The table shown below identifies the position in relation to reserves over the three year period of the Financial Strategy:

| Reserves Statement | 2009/10 £'000 | 2010/11 £'000 | 2011/12 £'000 | 2012/13 £'000 |
|----------------------------|------------------|------------------|------------------|------------------|
| Reserves as at 1 April | 2,372 | 1,106 | 1,203 | 473 |
| Contribution from Reserves | (1,266) | 97 | (730) | (473) |
| Reserves as at 31 March | 1,106 | 1,203 | 473 | 0 |

4. Earmarked Reserves

4.1 Earmarked Reserves are set up by the Council to assist with known or predicted liabilities. The Council have currently the following main Reserves other than deposit accounts and reserves associated with the overrun of specific projects :-

- a) Area Based Grant - £40,393. This relates to the funding that the Council has received for the Oldington and Foley Path Pathfinder project.
- b) Local Authority Business Growth Incentive (LABGI). The Council have a Reserve of £190,420 available to supplement the General Fund Expenditure Reserve.
- c) Single Site. This Reserve totals £402,670 and was set up by Council last March to meet one-off costs of the project.

The current total of earmarked reserves is £908k (as at 30 November 2009). However, it should be noted that the Council has commitments against such earmarked reserves.

5. Provisions

5.1 Provisions are required for defined liabilities and as such have to be distinguished from Reserves. Provisions are established by the Director of Resources in accordance with the Accounting Code of Practice. The Council's main Provision is in respect of Bad Debts (relating to Sundry and Property Debtors), which amounts to £521,000 which is calculated in accordance with CIPFA guidance.

**Corporate Plan
Priorities 2008 - 09**

The Council has agreed four Priorities for improvement to help focus our activity and allocation of resources. These have been identified as important by the Council and the local community. Each Priority is supported by a set of targets which will be used to measure progress.

| VISION | We want Wyre Forest to be a District with healthy, safe and flourishing communities that are supported by a strong and diverse economy. The local environment will be clean, inspiring and valued, where people are proud to live and work and are attracted to visit and invest | | | |
|--------------|--|---|---|---|
| AIM | A Better Quality of Life | A Sustainable Environment | A Vibrant Local Economy | A Well Run & Responsive Council |
| PRIORITY | More affordable housing | Reducing waste to landfill & increasing recycling | District-wide regeneration | Improving efficiency & value for money |
| TARGET AREAS | <ul style="list-style-type: none"> Units of affordable housing | <ul style="list-style-type: none"> Domestic waste recycling Business waste recycling On-street recycling | <ul style="list-style-type: none"> Regeneration of Kidderminster Public realm improvements in Stourport Supporting the redevelopment of important sites Rural Regeneration Strategy | <ul style="list-style-type: none"> Value for Money Strategy Efficiency savings Customer Satisfaction ICT strategy Sickness absence |

WYRE FOREST DISTRICT COUNCIL

CABINET
22ND DECEMBER 2009

CAPITAL PROGRAMME 2010/2011 ONWARDS

| | |
|--|--|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Economic Success Shared by All |
| CORPORATE PLAN AIM: | A Well Run and Responsive Council |
| CABINET MEMBER: | Councillor Nathan Desmond |
| DIRECTOR: | Director of Resources |
| CONTACT OFFICERS: | David Buckland Ext. 2100 david.buckland@wyreforestdc.gov.uk Tracey Southall Ext 2125 tracey.southall@wyreforestdc.gov.uk |
| APPENDIX 1 APPENDIX 2 APPENDIX 3 | Capital Strategy 2010/2013 Capital Programme 2009/2013 Vehicle, Equipment and Systems Renewal Schedule 2009/2013 |
| AN OPEN ITEM | |

1. PURPOSE OF REPORT

- 1.1 To consider and make recommendations on the Capital Programme 2009/2010 onwards.

2. RECOMMENDATIONS

The Cabinet is asked to **ENDORSE** and **RECOMMEND** for scrutiny:-

- 2.1 The Capital Strategy, Base Capital Programme and Vehicle, Equipment and Systems Renewal Schedule as set out in Appendices 1, 2, and 3 be approved.
- 2.2 The variations to the Capital Programme and Vehicle, Equipment and Systems Renewal Schedule in accordance with the Council's Budget Process be approved.
- 2.3 The Director of Resources funds the Vehicle, Equipment and System Renewal Schedule by means of Prudential Borrowing (repayments based on anticipated life of Vehicle, Equipment or Systems).

The Cabinet is asked to **Note** that:-

- 2.4 The Council has agreed to dispose of surplus assets in order to generate new usable capital receipts for the Single Site Project where this is proven to be economically viable in accordance with the Property Rationalisation Strategy.

- 2.5 An application for Capitalisation Directions has been made in relation to potential impairment for Icelandic Investments. A further report will be required when the outcome of the application is reported.

3. **BACKGROUND**

- 3.1 The Council's revised Capital Strategy (attached as Appendix 1) assists in achieving its vision and corporate strategic objectives by providing a corporate strategy for identifying funding, selecting capital priorities and managing existing capital investments. From the wider perspective it takes into account issues to be considered by the Council on the communities' needs, stakeholders' needs, Government policy/advice and the availability of financial resources. From a Council policy perspective it links with other strategies of the Council and outlines the principles, framework and arrangements for capital investment in the Wyre Forest District.
- 3.2 The strategy focuses on:
- The principles to underpin the capital investment framework.
 - Measures and processes to be used in managing capital investment.
 - Resources and spending programmes the Council will use to maximise the use and financial return on assets.
 - The involvement of partners and the community in delivering the Strategy.
 - How the Council intends to implement the Strategy by providing a framework for an Action Plan.
- 3.3 The Strategy has previously been classified as 'Good' by the West Midlands Government Office.
- 3.4 The Capital Programme is prepared in accordance with the Capital Strategy taking into account all the relevant factors, such as the Priorities for 2010/2011.

4. **KEY ISSUES**

- 4.1 The Cabinet recommends approval of the Capital Strategy, Base Capital Programme and the Vehicle, Equipment and Systems Renewal Schedule, as part of the budget setting process for the Authority.
- 4.2 Due to the uncertainty currently surrounding the Icelandic deposits and considerable global economic pressures affecting this Finance Strategy, a request to Communities for Local Government (CLG) for approval of Capitalisation Directions have been made totalling £2.185 million. This is based on the current assumption that in relation to the Landsbanki deposit the Council is regarded as a preferred creditor. If approved, funding will need to be identified and this will be considered at a later stage in the Finance Strategy when the outcome of the application is reported. This is a prudent approach to mitigate risk.

- 4.3 It is likely that this Council will be entering into External Prudential Borrowing as part of this Strategy. The potential requirement for this is explained and tabulated in Section 5.8.

5. **FINANCIAL IMPLICATIONS**

Base Capital Programme

- 5.1 A Revised Capital Programme of approved schemes, including details of actual expenditure, prior to 1st April 2009 and technical officers' estimates of projected costs, is set out in Appendix 2.

Single Site and Waste Management Strategy

- 5.2 Cabinet will receive separate specific reports providing updated information on the proposals and funding for Single Site in due course. The Future of Waste and Recycling and the Joint Municipal Waste Management Strategy was considered By Cabinet in November and subsequently approved by Council on the 2nd December 2009, these are included within the Capital Programme contained in Appendix 2. Existing approvals for Single Site have been rescheduled to reflect a more achievable timescale for the purposes of this report, and amendments made to the Capital Programme and Vehicle Equipment and System Renewals Schedule for the Waste Management Strategy approval.
- 5.3 In accordance with Council Minute CM67 25th October 2006, out of a target virement of £2 million, £1,909,880 has been identified from the existing Capital Programme to be earmarked for the Single Site project leaving a further £90,120 outstanding.
- 5.4 The Council has agreed to dispose of surplus assets in order to generate new usable capital receipts for the Single Site Project where this is proven to be economically viable in accordance with the Property Rationalisation Strategy. The Table below shows the current funding availability for the Single Site Project.

| Funding Source for Single Site | 2009/10 Receipts Received £ | 2009/10 Receipts Anticipated £ | Total Revised Funding £ |
|---|--|---|--|
| Capital Receipt from sale of Rushock Trading Estate | 4,642,440 | 0 | 4,642,440 |
| Sale Proceeds of Administrative Buildings | | 2,400,000 | 2,400,000 |
| Review of Current Capital Programme | 1,909,880 | 90,120 | 2,000,000 |
| Future Disposal of Surplus Assets | | 3,089,990 | 3,089,990 |
| Disposal of Surplus Assets already received | 660,010 | 0 | 660,010 |
| Funding from Capital Receipts* | | 557,560 | 557,560 |
| Total Funding Plan £ | 7,212,330 | 6,137,670 | 13,350,000 |

*Balance from prudential borrowing, if further receipts not secured from disposal of surplus assets

Unallocated Capital Receipts

- 5.5 The majority of unallocated Capital Receipts have been allocated to the Housing Strategy in accordance with current Council Policy. The proposed allocations have been made by the Director of Planning and Regulatory Services in consultation with the Cabinet Member for Housing and Environmental Services. Full details of the allocations are contained within Appendix 2.
- 5.6 It should be noted that at this stage, £4.3 million is available to be used in 2012/13 and beyond. This includes £2.325 million, approved by Council on the 27th February 2008, for the replacement Cemetery, to be funded by external prudential borrowing to replace the use of temporarily available Capital Receipts.

It should also be noted, that this future funding also includes an estimated underlying Capital Financing Requirement of £7.95 million (as at 31/03/2013 – the end of the Finance Strategy) as a result of the Vehicle Equipment and System Renewals Schedule being funded from internal borrowing and the current requirement to replenish the Capital receipts that have been 'borrowed' to fund the current Capital Programme. This is repaid over the useful life of the assets by the Minimum Revenue Provision in the revenue budget. In addition to this, the ICT Strategy is also now shown as a System Replacement at a total Capital cost of £2.54 million.

- 5.7 The Council has received total grants of £925,380 from the Government Office West Midlands in respect of Decent Homes Initiative. These grants and any future grants have been allocated within the Capital Programme for Projects meeting the requisite criteria. These grants have been allocated in the specific areas within the Capital Programme with individual schemes agreed by the Director of Planning and Regulatory Services, in consultation with the Cabinet Member for Housing and Environmental Services.

Prudential Borrowing

- 5.8 In accordance with the Prudential Borrowing Code, the Council are now able to borrow for capital projects, subject to demonstrating that spending plans are affordable, prudent and sustainable. Prudential Borrowing has been assumed for the Vehicle, Equipment and System Renewals Schedule, subject to paragraph 5.9 below and also to replace the Capital Receipts approved for the replacement Cemetery funding. The balance of funding for the Single Site Project may also be funded from Prudential Borrowing, if further receipts not secured from disposal of surplus assets (see Section 5.4).

Prudential Borrowing will also be necessary to fund the Capital Financing Requirement as outlined in paragraph 5.6, if the Capital Receipts used for this internal borrowing are required before the Minimum Revenue Provision repayments are made to recover this cost from the revenue budget.

Table of Potential Future Prudential Borrowing

| Scheme Description | 2009/10 | 2010/11 | 2011/12 & beyond | Total |
|--------------------------------------|-----------|---------|------------------|------------------|
| | £ | £ | £ | £ |
| Capital Financing Requirement | | | 7,950,000 | 7,950,000 |
| | | | | |
| INCLUDING* | | | | |
| ICT Strategy | 1,109,000 | 824,000 | 607,000 | 2,540,000 |
| Cemetery | 2,325,000 | | | 2,325,000 |

* The balance of funding for the Single Site Project may also be funded from Prudential Borrowing, if further receipts not secured from disposal of surplus assets (see Section 5.4)

5.9 Vehicle, Equipment and Systems Renewal Schedule

A revised Schedule has been prepared and set out as Appendix 3. This now includes the ICT Strategy approval of £2.54 million over 2008/09 to 2012/13. Under Capital Rules vehicles, equipment and systems may be purchased out of Loan, Leasing, Capital Receipts or Revenue. The Director of Resources currently recommends that the Council use Prudential Borrowing where Capital Receipts or Direct Revenue Funding are not available.

6. LEGAL AND POLICY IMPLICATIONS

- 6.1 The Local Government Act 2003 introduced a legislative framework under which Local Authorities prepare and manage capital expenditure known as the Prudential System of Capital Finance.
- 6.2 The Prudential System has been fully incorporated by the Authority in the preparation of the Capital Strategy, the Vehicle, Equipment and System Renewal Schedule and the Base Capital Programme.
- 6.3 Government Regulation in relation to Icelandic deposits exceptionally allows affected Councils to postpone the impact of the principal impairments required by accounting practice, from 2008/2009 to 2010/2011. However, Communities and Local Government indicated in October that applications for Capitalisation of potential impairment losses where evidence of exceptional financial difficulties can be provided will be considered favourably. In view of the fact that these investments were capital funds not yet required and given this Council's diminishing revenue reserves, our case for capitalisation is strong and an application has been submitted. If approved, funding will need to be identified and this will be considered at a later stage in the Finance Strategy when the outcome of the application is reported. It is important to note this action provides a contingency plan for accounting for these potential losses if the worse case scenario occurs and predicted recoveries are not realised. This is therefore a prudent approach to mitigate risk.

7. RISK MANAGEMENT

- 7.1 The risks associated with the Capital Programme 2009/2010 onwards are covered in a separate report.

8. EQUALITY IMPACT NEEDS ASSESSMENT

- 8.1 An Equality Impact Assessment has been undertaken and it is considered that there are no discernable impacts on the six equality strands.

9. CONCLUSION

- 9.1 The Single Site Project will be progressed by separate specific reports on updated development proposals in due course. The Waste Management Strategy has been considered separately and is now approved and included within Appendix 2.
- 9.2 This report identifies that the Council has a de minimis sum of unallocated General Fund Capital Receipts within the Finance Strategy. It is recommended the Director of Resources be given delegation to allocate these at year end. In addition, the Council will still need to identify a further £90,120 virements from the non-Housing Capital projects for the Single Site.
- 9.3 At this stage the unallocated Capital Receipts have been allocated to the Housing Strategy in the Capital Programme by the Director of Planning and Regulatory Services, in consultation with the Cabinet Member for Housing and Environmental Services. £4.3 million in unallocated Capital Receipts have been identified for use outside the period of this Finance Strategy, i.e. 2012/13 onwards. Funding for the new Cemetery borrows £2.325 temporarily available Capital Receipts, to be replaced by Prudential Borrowing when necessary, and this together with the ICT Strategy of £2.54 million, and the projected Capital Financing Requirement (for vehicles and other minor systems replacements) as at 31/03/2012 will also generate a total need for external Prudential Borrowing of £7.95 million when the Capital Receipts are required. A table of Potential Future Prudential Borrowing is given in paragraph 5.8.
- 9.4 If the Council wish to approve additional Capital Schemes these would need to be financed from either Prudential Borrowing, virement from unallocated Capital Receipts or Direct Revenue Funding.

10. CONSULTEES

- 10.1 CMT
10.2 Cabinet

11. BACKGROUND PAPERS

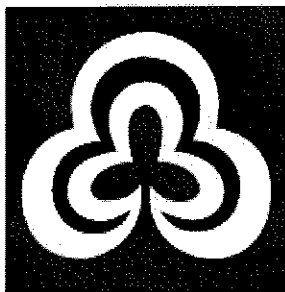
- 11.1 Local Government Act 2003
- 11.2 CIPFA Prudential Code
- 11.3 Council Minute C107 1st March 2006
- 11.4 Council Minute C67 25th October 2006
- 11.5 Cabinet Minute CAB. 82 (1 (iii)) 23rd October 2008
- 11.6 Cabinet Minute CAB.106 (II) 20th November 2008
- 11.7 Capital Regulation re Icelandic Deposits
- 11.8 Letter from CLG 15th October 2009, Capitalisation Directions 2009-10

Capital Strategy

2010/2013

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Wyre Forest

District Council

WYRE FOREST DISTRICT COUNCIL - CAPITAL STRATEGY

1. BACKGROUND INFORMATION ON THIS CAPITAL STRATEGY

- 1.1 This Capital Strategy aims to assist the Council in achieving its mission and corporate strategic objectives. From the wider perspective it takes into account issues to be considered by the Council on the communities' needs, stakeholders' needs, Government policy/advice and the availability of financial resources. From a Council policy perspective it links with other strategies of the Council and outlines the principles, framework and arrangements for capital investment in the Wyre Forest District. It provides a corporate strategy for identifying funding, selecting capital priorities and managing existing capital investments.
- 1.2 This strategy focuses on:
- The principles to underpin our capital investment framework.
 - Measures and processes to be used in managing capital investment.
 - Resources and spending programmes the Council will use to maximise the use and financial return on assets.
 - The involvement of partners and the community in delivering the Strategy.
 - How the Council intends to implement the Strategy by providing a framework for an Action Plan to deliver the Strategy.
- 1.3 Ownership of the Capital Strategy sits at the highest level - corporately with members and key officers. It is a primary document for all capital decision making, together with the Corporate Plan and other strategies.
- 1.4 The Council had £9 million invested in 3 Icelandic banks. The maturity date in all cases was the 30/10/2008. In July 2009 the Council received interim distributions from the Administrators totalling £1.2million. A further £0.5 million was received in early December 2009. The return of the balance of £7.3million investments is fundamental to this Strategy and every effort is being made to secure the remainder as soon as practically possible. Current prospects are optimistic and for the purposes of this report it is assumed these funds will be returned. Prudential Borrowing will be used to bridge finance essential schemes in any interim periods.
- 1.5 In the light of global economic factors, applications to Government Office for Capitalisation Directions totalling £2.185 million are pending to relieve revenue budget pressures. Funding for this will be considered when the outcome of the applications is known and reported to Cabinet and Council.

2. CAPITAL INVESTMENT FRAMEWORK

2.1 Key Objectives and Priorities for Capital Investment

- 2.1.1 The Capital Strategy aims to assist the Council with its vision and corporate strategic objectives. These are contained in the Corporate Plan 2008 - 2011 that was approved by Council on 14th May, 2008. The Corporate Plan is scheduled to be fully revised again in 2011.
- 2.1.2 The Council's vision is :-
- *"We want Wyre Forest to be a District with healthy, safe and flourishing communities that are supported by a strong and diverse economy. The local environment will be clean, inspiring and valued, where people are proud to live and work and are attracted to visit and invest."*
- 2.1.3 The Council's Strategic Aims and Priorities, as detailed in Appendix A, set a clear direction for the Council and cascade down into all other strategic, operational and service specific strategies.
- 2.1.4 The Capital Strategy directly interacts with many key strategies, including:-
- | | |
|--------------------------------|-----------------------------------|
| Sustainable Community Strategy | ICT Strategy |
| Corporate Plan | Finance Strategy |
| Directorate Service Plans | Forward Plan for Asset Management |
| Housing Strategy | |
| Procurement Strategy | |

Further information on these strategies is available from the Council's Chief Executive's Office.

Appendix B illustrates how the Capital Strategy is informed by and links to these other key strategies and Service reviews.

- 2.1.5 In particular the Council's Housing Strategy significantly influences the Capital Strategy and the Capital Programme, even though the Council is no longer a direct provider of Housing. This Strategy informs on how the Council intends to meet the Community's requirements on housing issues over a five year period. It also helps inform housing providers such as Registered Social Landlords and other organisations and individuals about housing provision in the Wyre Forest District.

2.2 Approach to Capital Investment

- 2.2.1 Capital investment will help to achieve the strategic aims and priorities by :-

- Maintaining existing assets.
- Improving and acquiring assets to meet service and customer needs.
- Enabling others, such as Registered Social Landlords, to acquire assets.
- Providing appropriate means of funding including the implementation of the Property Rationalisation Strategy.

- 2.2.2 The Council's approach to capital investment will be based on an assessment of :-

- Identifying alternative ways of achieving the same objectives.
- Consultation with stakeholders and partners.
- The relative cost and benefits in relation to the Council's corporate strategic objectives.
- The cost and funding availability.
- Affordability to the revenue account and sustainability (particularly for external funding).
- The ability for the Council and any partners to deliver the project.

- 2.2.3 The Council's Annual Priorities 2009/2010 (Appendix C) will continue to provide a policy steer to assist the Council in determining the allocation of future capital resources.

- 2.2.4 All Capital projects are considered and prioritised as part of the Council's overall Budget process with affordability a key issue in relation to the Finance Strategy. Incremental effects of future capital financing decisions (Band D equivalent) are provided within the Prudential Indicators, updated as necessary. Revenue implications and funding of any approved capital project are included in the Council's three year Revenue Budget to identify the resultant effect on future Council Tax Levels.

2.3 Control and Funding

- 2.3.1 Capital investment will be controlled and funding identified through the Council's Capital Programme or through exercising enabling powers. Traditionally the Council's capital investment has been planned on the basis of a three year rolling Capital Programme, which is updated each year as part of the annual budget process. Sources of investment funding to be considered will include the following:-

| | |
|--|--|
| • Capital receipts (Property Rationalisation Strategy) | • National lottery funds |
| • EU Grants | • Private sector sources |
| • Partnership & Joint Venture initiatives | • PFI – Private Finance Initiatives |
| • Government grants | • External Grants |
| • Leasing and contract hire | • Revenue Contributions/Direct Revenue Funding |
| • Prudential Borrowing | |

- 2.3.2 Careful consideration will be given to all the funding options available for new capital investment proposals to achieve the objective of best value for Council Taxpayers and achievement of the Council's Key Strategic Aims and Priorities. The relevance of external funding to the Council's approved priorities will be assessed by key members and officers using the planning framework in Appendix B. It will sometimes be necessary to either :-

- a) Divert resources from schemes not matching priorities;
- b) Gain approval for a new/changed priority to take advantage of opportune external funding.

- 2.3.3 April 2004 saw the introduction of the new Capital System that is administered by CIPFA's Prudential Code. The Council will continue to consider carefully the impact of these freedoms as part of the next review of the Capital Programme to be considered as part of the 2010/2011 Budget. It is highly likely that the Council will be entering into Prudential Borrowing over the term of the Strategy to fund approved schemes.

2.4 Review of Capital Strategy

- 2.4.1 The Capital Strategy is reviewed and approved annually by Council as part of the budget process. The review takes into account changes necessitated by reviews to the Corporate Plan and other plans and strategies.
- 2.4.2 The Capital Programme is reviewed on a quarterly basis with a major review as part of the Budget process with reports to the Corporate Management Team and the Cabinet.

3. MANAGEMENT OF CAPITAL INVESTMENT

- 3.1 The Council has adopted a proactive approach to capital investment in the Wyre Forest District. In recognition of the dynamic complexities of Capital Finance, the Director of Resources engages specialist Consultants to review funding and offer innovative solutions to maximise funding opportunities. Corporate internal processes to exercise enabling powers are in place. These include the following elements:-

3.2 Project Identification

- 3.2.1 Each bid will be prepared by a Director of Service and subjected to prior consultation with portfolio holders, Members, stakeholders, partners, etc., as appropriate. Bids will include details of the project, its impact on the Council's strategic aims and priority action areas, the benefits, impact on other Council strategies and the involvement of other organisations in each bid. The bidding process will be overseen by the Cabinet and the Corporate Management Team whose aim will be to minimise abortive work by ensuring that bids comply with corporate aims and objectives.

3.3 Bidding for External Capital Resources

- 3.3.1 Bids for external capital resources for schemes in regional, national and European programmes, together with resources from partners and charitable organisations will be influenced by the Council's priorities as reflected in the Corporate Plan, Forward Plan for the Property Portfolio, Operational Business Plans and the Best Value Performance Plan. This work is co-ordinated by a Multi-disciplinary Officer Working Group under the Chairmanship of the Council's Economic Regeneration and Funding Officer in the Planning and Regulatory Services Directorate.

3.4 Assessing Priority of Capital Investment Options

- 3.4.1 The assessment of priority of capital investment options will follow the established procedure in the Council's financial planning process as part of the budget review which is as follows:-

- **Impact on strategic objectives and priority action areas**, Service Strategies, Targets and Service Plans.
- **Capital and Revenue Resource implications** – cost, phasing and sustainability, income generation/cost saving, capital receipt generation, availability of external funding, grants and partner funding.
- **Impact on other assets** – land, buildings and employees.

- 3.4.2 Bids will be considered by the Cabinet and be subject to the Council's consultation process prior to approval by full Council.

3.5 Capital Programme

- 3.5.1 The Council's major Capital Schemes approved following careful consideration of priorities and having a significant influence on other stakeholders are as follows :-

- **Single Site** – To build a Single Site in Kidderminster (Civic Centre), consider relocation of the Depot and to replace the Civic facilities in Stourport-on-Severn £13,350,000. Proposed funding is £7,702,450 Capital Receipts from the sale of Rushock Trading Estate, future proceeds from the disposal of current administrative offices (New Street and Coventry Street offices are currently being marketed) and other receipts already received from the sale of surplus assets. A further £2,000,000 capital virements from non housing capital projects of which £1,909,880 has already been identified. Future disposals of surplus assets as identified in the Property Rationalisation Strategy of £3,089,990 are also planned. In addition, a Property Rationalisation Strategy has been approved to review the Council's surplus assets and identify a schedule of potential assets for disposal to fund the balance of £557,560 for the scheme. A land acquisition is in the pre-contractual investigatory stage with a likely exchange of contracts in January 2010. Options for progression of the scheme will be considered by the new Chief Executive in due course.

- **ICT Strategy** – A £2.54 million project was agreed over the period 2008/2009 – 2012/2013. This includes £0.800 million to support the Single Site initiative.
- **Waste and Recycling Services** – Following the successful introduction of recycling across the district in September 2003, a Waste and Recycling Services and Joint Municipal Waste Management Strategy was approved by Council on the 2nd December 2009 generating annual revenue savings of approximately £300,000 per annum.
- **Resources Housing Strategy** – Current Council Policy is to allocate the residual Capital Receipts towards the Housing Strategy. The total for this Strategy across all years shown in the current Capital Programme is £8,830,960. Current examples of major schemes are the Decent Homes Initiative and the Stourport Basin improvements.
- **Disabled Facilities Grants/Private Sector Renewal Grants** - Mandatory Grants and Discretionary Grants whose need was established in Housing Needs Survey £7,656,320.
- **New Municipal Cemetery** – Approval was given at Council on 27th February 2008 to provide resources to progress the development of the new cemetery site (Land purchase and preliminary expenditure £350,000 prior to 2008/2009) in partnership with a private developer. This approval is for £2,325,000. Following a competitive tender process Dignity Funerals Limited has now been appointed as the Council's preferred partner with construction work due to commence early in 2010 with the opening of the new crematorium and cemetery facility during 2010/11.

3.6 Procurement Policy

- 3.6.1 All Capital Projects are subject to the Council's procurement policy, at present contained within the Council's Financial Regulations and Standing Orders Relating to Contracts. The Council's Financial Regulations and Standing Orders Relating to contracts are in the process of being revised.

3.7 Performance Measurement, Monitoring, Review and Risk Management

- 3.7.1 Monitoring and review will be carried out by quarterly reports to the Cabinet when an assessment can be made of such factors as:-
- Financial out-turn against budget
 - The success of each project
 - Project management performance/post implementation review
 - The benefits achieved towards the Council's corporate strategic objectives
- 3.7.2 Service Directors and their technical officers are responsible for implementation and supervision of each project. Financial information will be provided in the financial information system for budgetary control purposes and they will monitor cash flow against the Capital Programme projection.
- 3.7.3 Actual and projected performance on capital projects is reported in the Best Value Performance Plan and Property Performance Indicators are being developed for the Forward Plan for the Property Portfolio.
- 3.7.4 Performance Measurement and Benchmarking are intrinsically linked to the Capital Strategy via Best Value and other relevant Service Reviews. This encompasses National and Local PI's. Examples include Recycling and Implementing Electronic Government (IEG). The Covalent Performance Management System is used for Corporate Performance Management.
- 3.7.5 Risk Management was formally introduced to the authority during 2007/2008 with consultancy from Zurich Municipal. Specific risks are managed on the Covalent Performance Management System and link into the existing Budget Risk Matrix for Capital Projects. These are reported to Cabinet quarterly and the Director of Resources is in the process of re-engaging Zurich to update and refresh this area in the near future.
- 3.7.6 The Council's Housing Strategy is reviewed by means of an annual appraisal with Partner Registered Social Landlords to review strategy, performance and the Council's assistance. This is in addition to routine meetings that take place at least twice a year.

4. MAXIMISING THE USE AND FINANCIAL RETURN ON ASSETS

4.1 Forward Plan for the Property Portfolio

- 4.1.1 Following the Divisional restructure effective from 1st April 2009 when Asset Management became part of the Legal and Corporate Directorate, it was decided to revise the existing Asset Management Plan and produce a Forward Plan for the Property Portfolio. This has been supplemented by the commissioning of a Condition Survey and Property Rationalisation Strategy and also includes an Action Plan. This will be fully developed by June 2010, and will contain the following in relation to the Council's own assets:-
Provide a rolling review of all the Council's asset holdings.

- Continuously review asset suitability for service and customer needs.
- Inform on future capital investment requirements to maintain the Council's asset holdings at standards as determined.
- Establish property performance targets, some of which are included in the Best Value Performance Plan.
- Contain internal and external benchmarks for performance measurement.
- Inform on assets that are surplus to requirements in the short, medium and long term.
- Inform on assets not achieving financial or service delivery targets.
- Identify disposal programme

4.1.2 Monitoring and review of the Forward Plan for the Property Portfolio will prompt corporate consideration of the Council's property holdings. In particular where assets are declared surplus to requirements and not achieving required financial or service delivery performance targets, they can be considered for disposal to provide usable capital receipts towards funding the Single Site Initiative.

4.1.3 The Council's Annual Priorities (Appendix C) identifies priorities for the review of the Council's Assets. This includes consideration of the future of certain assets, better use of office accommodation and to maintain the momentum of local regeneration initiatives and town centre improvements/redevelopments.

5. WORKING WITH PARTNERS AND THE COMMUNITY

5.1 The Council will continue to work closely through the Local Strategic Partnership and others in delivering capital investment to the District. Partnerships have enabled significant additional projects/services for the benefit of the District and will continue to do so. Partners and Consultees include the following :-

| | |
|--|------------------------------|
| • Central Government | • Lottery |
| • Worcestershire County Council/Local Area Agreement | • Parish Councils |
| • Neighbouring District Councils | • Private Sector Companies |
| • Housing Associations | • Voluntary Organisations |
| • Housing Companies | • Charitable Concerns |
| • Worcestershire Health Authority | • Town Centre Forums |
| • Private Sector Landlords | • Housing Corporation |
| • West Mercia Police | • Advantage West Midlands |
| | • Leisure Services Providers |

Examples of Current Partnerships include :-

- **Redevelopment of Worcester Street (KTC3)** – discussions are continuing with the preferred developer to formulate alternative development proposals.
- **Externalisation of the Districts 3 Leisure Centres to a Private Sector Company** with the Council retaining responsibility for the external maintenance of the buildings. Annual Revenue Savings in excess of £500,000.
- **Provision of New Social Housing** in Partnership with Registered Social Landlords. Capital Programme allocation £9m over 5 year period.
- **Stourport Development (STC4)** – The Council has a partnership arrangement for the regeneration of the Stourport Town Centre for which it has initially contributed £500,000 from housing capital receipts. To be replenished from associated sale proceeds.
- **Waste and Recycling Services** – Following the successful introduction of recycling across the district in September 2003, a Waste and Recycling Services and Joint Municipal Waste Management Strategy was approved by Council on the 2nd December 2009 generating annual revenue savings of approximately £300,000 per annum.
- **Market Town Initiatives** in Bewdley and Stourport-on-Severn, to deliver economic growth.
- **Worcestershire Hub** – The Town Hall in Kidderminster is operational in delivering One-Stop Customer Services and Telephony throughout the County.
- **Bewdley Museum** – A Lottery bid for approximately £500,000 was successful and together with the £96,000 from this Council has been used for major works to the museum.

5.2 The Council continues to investigate options to increase the involvement of stakeholders and new and existing partners. These include:-

- **Consulting with and involving the Community in new ways** – full district wide consultation meetings were carried out as part of the Budget process. Public response to this Consultation directly influenced priority and service provision.

- **Joint Ventures with partner organisations** – There are numerous examples of new and ongoing Partnerships, examples include :-

| | | |
|--|---|---------|
| New Municipal Cemetery and Crematorium facility |) | |
| Redevelopment of Kidderminster Town Centre |) | |
| Externalised Management of Three Leisure Centres |) | See 5.1 |
| Market Towns Initiative in Stourport-on-Severn and Bewdley |) | |
| Stourport Canal Basin |) | |

- 5.3 The Council is committed to increasing the consultation and involvement of stakeholders. The Community Strategy is central to this. The Strategy identifies cross cutting and sustainability issues and will become a source document for support bids for external funding in satisfying community needs.

6. **ACTION PLAN**

- 6.1 A synopsis of the more detailed Action Plan in Appendix D (which contains details of "What, When and Who") is given below:-

6.1.1 Immediate Action

- Resolve residual Key Priorities 2009/2010. (Appendix C)
- Identify funding for 2010/2011 Priorities.

6.1.2 Action to be taken over the next 12 months

- To further develop the Procurement Strategy
- To complete the review of the current Asset Management Plan, supplemented by the Condition Survey to result in a new Forward Plan for the Property Portfolio,
- To agree potential Vicar Street dilapidations.
- To work with the preferred partner Dignity Funerals Limited to progress the new Municipal Cemetery/Crematorium facility.
- Finalise purchase of land for Single Site.
- Incorporation of final approval of the Single Site scheme subject to revision of business case (including ICT requirements) and Council approval. To include disposal strategy in accordance with the Property Rationalisation Strategy and identification of the balance of virements from non housing capital.
- Continue to develop and utilise the Prudential Code for Capital Finance, entering into borrowing for Single Site, the new Cemetery, the ICT Strategy and the Vehicle Equipment and Renewals Schedule dependant on Capital cash flows and expenditure streams.
- To make all efforts to secure the return of the remaining £7.3 million principal invested with Icelandic Banks.
- Review of current Council policy on debt free status.
- Review of the Housing Strategy.
- Additional technical requirements in relation to Capital Accounting Statement of Recommended Accounting Practice (SORP) and Specific Capital Regulation in response to Icelandic deposits.
- Consultation with Stakeholders.
- Focus on funding and optimising external and partnership resources matching approved corporate priorities.
- Continue to develop relevant relationships with partner organisations.

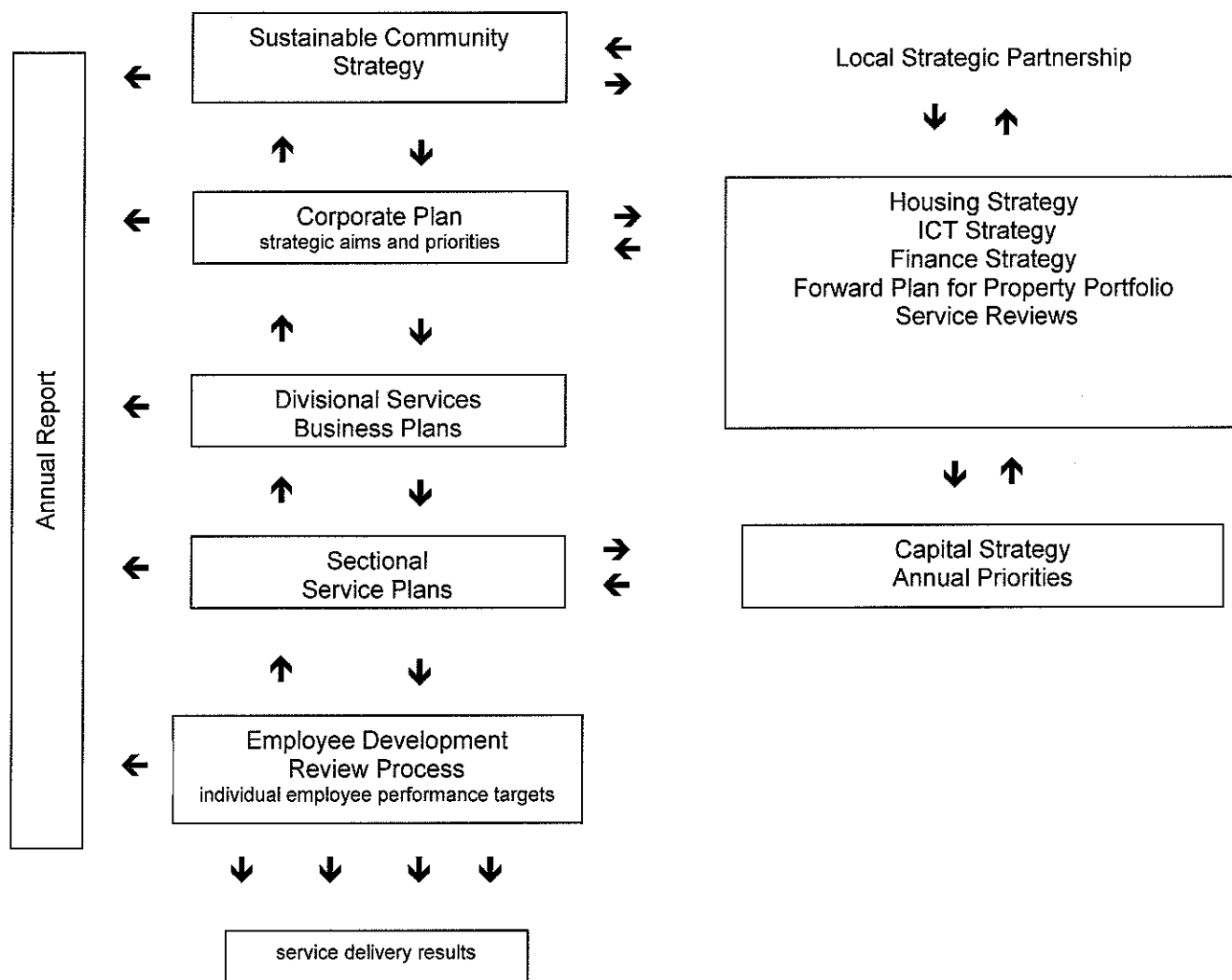
6.1.3 Ongoing Action

- Consultation with Stakeholders.
- Focus on funding and optimising external and partnership resources matching approved corporate priorities.
- Continue to develop relevant relationships with partner organisations.

CORPORATE PLAN AIMS

We have **four Corporate Aims**, which represent what we want to achieve for the social, economic and environmental wellbeing of the District. Each Aim is delivered through a range of specific services, both statutory and non-statutory, and these are listed below under the Aim which they support.

| A Better Quality of Life | A Sustainable Environment | A Vibrant Local Economy | A Well Run & Responsive Council |
|--|---|--|---|
| <ul style="list-style-type: none"> ● Children and young people ● Community Safety Partnership ● Environmental health (food safety, pollution control, public protection) ● Housing services ● Local Strategic Partnership ● Street scene (street furniture and Public toilets) ● Cultural services (leisure services, play, sport & arts) | <ul style="list-style-type: none"> ● Environmental health (contaminated land) ● Planning and Building Control Services ● Refuse collection and recycling ● Street scene (street cleansing, pest control) ● Countryside and conservation (Rangers) ● Parks and green spaces ● Sustainability and Climate Change ● Urban design | <ul style="list-style-type: none"> ● Licensing ● Planning services ● Economic development and regeneration ● Street scene (car parks) ● Tourism | <ul style="list-style-type: none"> ● Corporate governance ● Democratic services ● Elections ● Emergency planning ● Equality and Diversity ● Human Resources ● Legal services ● Management of financial and other assets ● Revenues and benefits administration ● Corporate and service planning ● Communications and marketing ● Community leadership, engagement and consultation ● Customer Services (Worcestershire Hub) ● Information and Communications Technology (ICT) |
| ● Statutory services | ● Non-statutory services | | |

CORPORATE PLANNING FRAMEWORK

Examples of Cross Cutting Initiatives included in the Annual Priorities (see Appendix C), include

- Single Site
- ICT Strategy/Worcestershire Hub
- Customer Services
- Performance Management
- Training

Corporate Plan
Priorities 2009 - 10

The Council has agreed four Priorities for improvement to help focus our activity and allocation of resources. These have been identified as important by the Council and the local community. Each Priority is supported by a set of targets which will be used to measure progress.

| VISION | We want Wyre Forest to be a District with healthy, safe and flourishing communities that are supported by a strong and diverse economy. The local environment will be clean, inspiring and valued, where people are proud to live and work and are attracted to visit and invest | | | |
|--------------|--|---|---|---|
| AIM | A Better Quality of Life | A Sustainable Environment | A Vibrant Local Economy | A Well Run & Responsive Council |
| PRIORITY | More affordable housing | Reducing waste to landfill & increasing recycling | District-wide regeneration | Improving efficiency & value for money |
| TARGET AREAS | <ul style="list-style-type: none"> Units of affordable housing | <ul style="list-style-type: none"> Domestic waste recycling Business waste recycling On-street recycling | <ul style="list-style-type: none"> Regeneration of Kidderminster Public realm improvements in Stourport Supporting the redevelopment of important sites Rural Regeneration Strategy | <ul style="list-style-type: none"> Value for Money Strategy Efficiency savings Customer Satisfaction ICT strategy Sickness absence |

| WYRE FOREST DISTRICT COUNCIL CAPITAL STRATEGY ACTION PLAN 2009/2013 | | | WHAT | WHEN | WHO |
|--|--|--|--|--|--|
| 1 | | | Resolve residual Key Priorities 2009/2010 | Council 24th February 2010 | Cabinet/CMT/Council |
| 2 | | | Identify funding for 2010/2011 Key Priorities | Council 24th February 2010 | Cabinet/CMT/Council |
| 3 | | | Secure the return of the remaining £7.3m Icelandic deposits as soon as possible | Ongoing | Led by Director of Resources/CMT |
| 4 | | | To complete the review of the current Asset Management Plan, supplemented by the Condition Survey to result in a new Forward Plan for the Property Portfolio | June 2010 | Director of Legal and Corporate Services |
| 5 | | | Procurement Strategy/Risk Management Strategy | Ongoing | Led by Director Of Resources/CMT |
| 6 | | | To agree potential Vicar Street Dilapidations | June 2010 | Director of Legal and Corporate Services |
| 7 | | | To work with the preferred partner Dignity Funerals Limited to progress this partnership project to ensure the new cemetery/crematoria facility is available for public use during 2010/11. | During 2010/2011 | Led by Director of Community and Partnership |
| 8 | | | Finalise purchase of preferred location for Single Site | March 2010 | Director of Legal and Corporate Services |
| 9 | | | Incorporation of final approval of Single Site scheme, revision of business case (including ICT requirements) and Council approval. To include disposal strategy in accordance with Property Rationalisation Strategy and identification of the balance of virements from non housing capital projects | Council 24 th February 2010 or later if necessary, and resultant actions next 6 – 12 months | Chief Executive/Cabinet/CMT/Council |
| 10 | | | Continue to develop the Prudential Code for Capital Finance, including approval of an action plan for External Prudential Borrowing in accordance with revised guidance issued in November 2009 | Ongoing | Led by the Director of Resources/Portfolio Holder for Finance |
| 11 | | | Review of current Council policy on debt free status | Ongoing | Led by Director of Resources |
| 12 | | | Review of Housing Strategy | Ongoing | Director of Planning & Regulatory Services, Cabinet Member for Housing and Environmental Services |
| 13 | | | Additional technical requirements in relation to Capital Accounting SORP changes and consideration of either the application of specific Capital Regulation in relation to Icelandic deposits or Capitalisation Direction if successful | April – June 2010 | Director of Resources |
| 14 | | | Consultation with Stakeholders | January 2010 | Cabinet |
| 15 | | | Focus on funding and optimising external and partnership resources matching approved corporate priorities | Ongoing | Officer Working Group led by Community & Partnership Services in liaison with Local Strategic Partnership. |

CAPITAL PROGRAMME
REVISED 2009-10

| Detail | 2009/2010 | | 2010/2011 Estimate | 2011/2012 Estimate | 2012/2013 and beyond | Prior to 01/04/2009 | Total |
|--|------------------|------------------|-----------------------|-----------------------|-------------------------|------------------------|-------------------|
| | Original | Revised | | | | | |
| | £ | £ | £ | £ | £ | £ | £ |
| 1. COMMITTED EXPENDITURE | | | | | | | |
| 1. SINGLE SITE | | | | | | | |
| Single Site - Accommodation | | | | | | | |
| Replacement of Civic facilities in Stourport-on-Severn | | | | | | | |
| ICT Investment: ICT Consultants | * 4,120,000 | * 1,100,000 | * 4,000,000 | * 7,040,100 | - | 209,900 | 12,350,000 |
| | * 1,000,000 | - | * 1,000,000 | - | - | - | 1,000,000 |
| | - | - | 15,000 | - | - | 10,000 | 25,000 |
| * Project Briefs to be within the parameters of the Council Approval | | | | | | | |
| SUB TOTAL | 5,120,000 | 1,100,000 | 5,015,000 | 7,040,100 | - | 219,900 | 13,375,000 |
| 2. PLANNING AND REGULATORY SERVICES | | | | | | | |
| Public Conveniences - Infrastructure and Servicing | | | | | | | |
| Rowland Hill Public Conveniences Refurbishment Grant | - | 2,460 | - | - | - | 86,670 | 89,130 |
| Market Street Public Conveniences | - | - | 27,000 | - | - | - | 27,000 |
| | - | 15,060 | - | - | - | 112,940 | 128,000 |
| Parking Facilities: Payment under Contractual Agreement | - | - | 159,280 | - | - | 33,220 | 192,500 |
| Parking Facilities: Improvement to Car Parks | 96,350 | 32,100 | 36,090 | - | - | 231,810 | 300,000 |
| Decriminalisation of Parking Enforcement | 60,110 | - | 60,170 | - | - | 116,830 | 177,000 |
| Housing Strategy: | | | | | | | |
| Disabled Facilities Grants | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 | 4,456,320 | 7,656,320 |
| Affordable Housing Grants to Registered Social Landlords** | 500,000 | 525,000 | 975,000 | 500,000 | - | 2,490,740 | 4,490,740 |
| Housing Assistance (Including Decent Homes Grant) | 408,050 | 492,070 | 356,000 | 356,000 | - | 826,990 | 2,031,060 |
| Housing Capital Pot** | - | - | - | - | 4,340,220 | - | 4,340,220 |
| Community Alarm Equipment Grant | 70,000 | 49,190 | 70,000 | 70,000 | - | 300,810 | 490,000 |
| Stourport Development - STC4 (CPO 8 & 8a Bridge Street) | 479,300 | 487,940 | - | - | - | 12,060 | 500,000 |
| Planning Delivery Grant Capital Projects | - | - | - | 87,620 | - | 211,490 | 299,110 |
| Partnership Scheme in Conservation Areas (Stourport on Severn) | 116,000 | 106,000 | - | - | - | - | 106,000 |
| Flood Relief | - | 40,000 | 29,580 | - | - | 129,420 | 199,000 |
| SUB TOTAL | 2,529,810 | 2,549,820 | 2,513,120 | 1,813,620 | 5,140,220 | 9,009,300 | 21,026,080 |

**Subject to Cabinet Proposal

CAPITAL PROGRAMME
REVISED 2009-10

| Detail | 2009/2010 | | 2010/2011 Estimate | 2011/2012 Estimate | 2012/2013 and beyond | Prior to 01/04/2009 | Total |
|---|------------------|------------------|-----------------------|-----------------------|-------------------------|------------------------|------------------|
| | Original | Revised | | | | | |
| | £ | £ | £ | £ | £ | £ | £ |
| 3. COMMUNITY AND PARTNERSHIP SERVICES | | | | | | | |
| Bewdley Museum Improvement Works | 121,230 | 231,660 | 15,340 | - | - | 278,590 | 525,590 |
| Haberley Playing Fields Changing Rooms | - | 1,110 | - | - | - | 227,890 | 229,000 |
| Improvements to Paddling Pools | 90,000 | 90,000 | - | - | - | - | 90,000 |
| Brownwesthead Park Changing Rooms Refurbishment | - | 2,470 | - | - | - | 12,530 | 15,000 |
| St Georges Park Multi Activity Play Area | - | 8,080 | - | - | - | 48,050 | 56,130 |
| Play Equipment: Replacement/Repairs Programme | 20,640 | 20,640 | - | - | - | 672,360 | 693,000 |
| Municipal Cemetery | - | 22,880 | - | - | - | 327,120 | 350,000 |
| Municipal Cemetery (Partnership Contribution) | 1,325,000 | 2,325,000 | - | - | - | - | 2,325,000 |
| St Mary's Churchyard Boundary Wall | - | 9,910 | - | - | - | 29,890 | 39,800 |
| Liveability Scheme: Brinton Park | - | 7,810 | - | - | - | 380,690 | 388,500 |
| Grant Aid to Stourport Sports Club towards Rebuild Costs | - | 36,000 | - | - | - | - | 36,000 |
| Stourvale - Stackpool | - | 12,590 | - | - | - | 47,410 | 60,000 |
| Software - Sports & Leisure Facilities | - | 8,380 | 2,190 | - | - | - | 10,570 |
| Local Public Service Agreement Scheme: Sport & Recreation | - | 10,610 | - | - | - | 76,160 | 86,770 |
| Wild Walshes Project | - | 6,370 | - | - | - | 102,990 | 109,360 |
| BMX Track at St Georges Park | - | 330 | - | - | - | 14,670 | 15,000 |
| Wyre Hill Play Area | - | - | 20,000 | - | - | - | 20,000 |
| White Wickets Play Area | - | 80,000 | - | - | - | - | 80,000 |
| Franchise Street S106 - Brinton Park | - | - | 62,210 | - | - | - | 62,210 |
| Franchise Street S106 - Arts Development | - | - | 9,330 | - | - | - | 9,330 |
| Franchise Street S106 - Countryside / Rangers | - | 7,260 | - | - | - | - | 7,260 |
| Community Safety | - | - | - | - | - | - | - |
| Worcs LAA: Wyre Forest Community Safety Partnership | 20,000 | 20,000 | - | - | - | - | 20,000 |
| Grants to Voluntary Bodies: CAB | 22,430 | 22,430 | - | - | - | 19,180 | 41,610 |
| CCTV - Stourport-on-Severn & Bewdley | 10,000 | 10,000 | - | - | - | - | 10,000 |
| SUB TOTAL | 1,609,300 | 2,949,050 | 109,070 | - | - | 2,412,510 | 5,470,630 |

| Detail | 2009/2010 | | 2010/2011 Estimate | 2011/2012 Estimate | 2012/2013 and beyond | Prior to 01/04/2009 | Total |
|---|-------------------|------------------|-----------------------|-----------------------|-------------------------|------------------------|-------------------|
| | Original | Revised | | | | | |
| | £ | £ | £ | £ | £ | £ | £ |
| 4. LEGAL & CORPORATE SERVICES | | | | | | | |
| Administrative Buildings: Imp. Works for Disabled | - | - | - | - | - | 98,620 | 98,620 |
| Worcestershire Hub: Town Hall Conversion | - | 43,660 | - | - | - | 1,330,340 | 1,374,000 |
| KTC 3 Disposal (Costs to be met by Developer) | - | - | - | - | - | 103,210 | 103,210 |
| Boundary Wall at 49 Worcester Street | - | 10,000 | - | - | - | - | 10,000 |
| ICT Investment: Electoral Registration | 3,900 | 11,400 | - | - | - | 19,500 | 30,900 |
| SUB TOTAL | 3,900 | 65,060 | - | - | - | 1,551,670 | 1,616,730 |
| 5. RESOURCES | | | | | | | |
| Council Tax Efficiency (funded by Grant) | - | 10,000 | - | - | - | 600 | 10,600 |
| Waste Strategy - Green Waste Containers | - | - | 93,750 | - | - | - | 93,750 |
| SUB TOTAL | - | 10,000 | 93,750 | - | - | 600 | 104,350 |
| 6. VEHICLE, EQUIPMENT & SYSTEMS RENEWAL SCHEDULE | | | | | | | |
| Vehicles & Equipment | 321,420 | 224,500 | 1,737,170 | 712,000 | 843,000 | 2,931,500 | 6,448,170 |
| Financial Management System Replacement | 215,900 | 142,000 | 73,900 | - | - | - | 215,900 |
| ICT Strategy | 1,295,000 | 1,051,210 | 824,000 | 464,000 | 143,000 | 57,790 | 2,540,000 |
| SUB TOTAL | 1,832,320 | 1,417,710 | 2,635,070 | 1,176,000 | 986,000 | 2,989,290 | 9,204,070 |
| TOTAL COMMITTED EXPENDITURE | 11,095,330 | 8,091,640 | 10,366,010 | 10,029,720 | 6,126,220 | 16,183,270 | 50,796,860 |

CAPITAL PROGRAMME
REVISED 2009-10

| Detail | 2009/2010 | | 2010/2011 Estimate | 2011/2012 Estimate | 2012/2013 and beyond | Prior to 01/04/2009 | Total |
|--|-----------|-----------|-----------------------|-----------------------|-------------------------|------------------------|------------|
| | Original | Revised | | | | | |
| | £ | £ | £ | £ | £ | £ | £ |
| 2. FINANCING | | | | | | | |
| Capital Receipts: Funding Approved | 388,610 | 381,690 | 156,000 | - | - | | 537,690 |
| Single Site Proposed Funding | 4,562,440 | 1,100,000 | 5,000,000 | 6,482,540 | - | | 12,582,540 |
| Other Capital Receipts Funding | 1,540,300 | 1,554,240 | 1,416,000 | 941,000 | 2,157,220 | | 6,068,460 |
| Cemetery Funded initially from unallocated Capital Receipts | 1,325,000 | 2,325,000 | - | - | - | | 2,325,000 |
| Prudential Borrowing for Schemes to replace Cemetery applications | - | - | - | - | 2,325,000 | | 2,325,000 |
| Capital Receipts/Prudential Borrowing for Single Site Scheme Balance | - | - | - | - | 229,000 | | 229,000 |
| Disabled Facilities Grant | 429,000 | 429,000 | 429,000 | 557,560 | - | | 557,560 |
| Decent Homes Grant | 288,050 | 372,070 | 356,000 | 356,000 | 429,000 | | 1,716,000 |
| Liveability/Heritage Lottery Grant Funding (for Brinton Park) | - | 7,810 | - | - | - | | 1,084,070 |
| Local Public Service Agreement Scheme Grant (from WCC for Skatepark) | - | 930 | - | - | - | | 7,810 |
| Council Tax Efficiency Grant | - | 10,000 | - | - | - | | 930 |
| Planning Delivery Grant | - | - | - | 87,620 | - | | 10,000 |
| S.106 Funding (Parking - Contractual Agreement) | - | - | 159,280 | - | - | | 87,620 |
| S.106 Funding (from Cattle Market for St Georges Park) | - | 6,120 | - | - | - | | 159,280 |
| S.106 Funding (from Football Foundation for St Georges Park) | - | 1,960 | - | - | - | | 6,120 |
| S.106 Funding (for Stourvale - Stackpool) | - | 12,590 | - | - | - | | 1,960 |
| S.106 Funding (for White Wickets Play Area) | - | 80,000 | - | - | - | | 12,590 |
| S.106 Funding (Franchise Street) | - | 7,260 | - | - | - | | 80,000 |
| WCC LAA Funding (for Community Safety) | 22,430 | 22,430 | 71,540 | - | - | | 78,800 |
| Flood Relief Grant (from CLG) | - | 40,000 | - | - | - | | 22,430 |
| Flood Relief Grant (from Advantage West Midlands) | - | - | 5,080 | - | - | | 45,080 |
| Heritage Lottery Fund Grant (for Bewdley Museum) | - | - | 24,500 | - | - | | 24,500 |
| Big Lottery Fund Grant (for Wild Walshes Project) | 25,230 | 178,580 | 15,340 | - | - | | 193,920 |
| Contribution for BMX Track at St Georges Park | - | 2,120 | - | - | - | | 2,120 |
| | - | 330 | - | - | - | | 330 |

| Detail | 2009/2010 | | 2010/2011 Estimate | 2011/2012 Estimate | 2012/2013 and beyond | Prior to 01/04/2009 | Total |
|--|------------|-----------|-----------------------|-----------------------|-------------------------|------------------------|------------|
| | Original | Revised | | | | | |
| | £ | £ | £ | £ | £ | £ | £ |
| 2. FINANCING (continued) | | | | | | | |
| English Heritage Grant Funding (for Bridge Street Conservation) | - | 58,000 | - | - | - | | 58,000 |
| Vehicles & Equipment (Prudential Borrowing) | 321,420 | 224,500 | 1,737,170 | 712,000 | 843,000 | | 3,516,670 |
| Financial Management System Replacement (Prudential Borrowing) | 215,900 | 142,000 | 73,900 | - | - | | 215,900 |
| ICT Strategy (Prudential Borrowing) | 1,295,000 | 1,051,210 | 824,000 | 464,000 | 143,000 | | 2,482,210 |
| Direct Revenue Funding: | | | | | | | |
| Decriminalisation of Car Parking | 4,390 | - | 4,450 | - | - | | 4,450 |
| Bewdley Museum Improvement Works | 96,000 | 53,080 | - | - | - | | 53,080 |
| Brownwesthead Park Changing Rooms Refurbishment | - | 2,470 | - | - | - | | 2,470 |
| Partnership Scheme in Conservation Areas (Stourport on Severn) | 24,000 | 24,000 | - | - | - | | 24,000 |
| Wild Walshes Project | - | 4,250 | - | - | - | | 4,250 |
| Single Site | 557,560 | - | - | - | - | | - |
| Waste Strategy - Green Waste Containers | - | - | 93,750 | - | - | | 93,750 |
| | 11,095,330 | 8,091,640 | 10,366,010 | 10,029,720 | 6,126,220 | | 34,613,590 |
| 3. MEMORANDUM | | | | | | | |
| Single Site Proposed Funding | | | | | | | |
| Rushock & Coventry Street Sales | | | | | | | 5,042,440 |
| Capital Receipts/Prudential Borrowing for Single Site Scheme Balance | | | | | | | 557,560 |
| Sale of existing admin offices | | | | | | | 2,000,000 |
| Review of current capital programme (£1,909,880 already identified) | | | | | | | 2,000,000 |
| Disposal of surplus assets | | | | | | | 3,089,990 |
| Disposal of surplus assets received | | | | | | | 660,010 |
| | | | | | | | 13,350,000 |

VEHICLE, EQUIPMENT AND SYSTEMS RENEWAL SCHEDULE 2010-2013

| Detail | 2009/10 | | 2010/11 | 2011/12 | 2012/13 |
|--|---------------|--------------|---------------|---------------|---------------|
| | Original £ | Revised £ | Estimate £ | Estimate £ | Estimate £ |
| 1. VEHICLES AND EQUIPMENT | | | | | |
| Blitz Vehicle | - | - | - | 34,000 | - |
| Blitz Vehicle | - | - | - | 34,000 | - |
| Blitz Vehicle | - | - | - | 34,000 | - |
| Blitz Vehicle | - | - | - | 34,000 | - |
| Blitz Vehicle | - | - | - | - | 33,000 |
| Blitz Vehicle | - | - | - | - | 33,000 |
| Garage Equipment - Replacement (slippage from 08/09) | 21,920 | 2,500 | 23,420 | - | - |
| Mechanical Sweeper with washer capabilities | 57,000 | 57,000 | - | - | - |
| Mechanical Sweeper (Medium) | 57,000 | 57,000 | - | - | 100,000 |
| Mechanical Sweeper (Medium) | 57,000 | 57,000 | - | - | - |
| Mechanical Sweeper (Schmit) | - | - | - | - | 75,000 |
| Mechanical Sweeper (Small) | - | - | - | - | 20,000 |
| Mechanical Sweeper (Small) | - | - | - | - | 20,000 |
| Refuse Freighter | - | - | - | 125,000 | - |
| Refuse Freighter | - | - | - | 125,000 | - |
| Refuse Freighter | - | - | - | - | 125,000 |
| Refuse Freighter | - | - | - | - | 125,000 |
| Transit Van (Dog Warden) | - | - | - | 26,000 | - |
| Small Refuse Freighter | 63,500 | - | 70,000 | - | - |
| Recycling Freighter | - | - | 135,000 | - | - |
| Recycling Freighter | - | - | 135,000 | - | - |
| Recycling Freighter | - | - | 135,000 | - | - |
| Recycling Freighter | - | - | 135,000 | - | - |
| Recycling Freighter | - | - | 125,000 | - | - |
| Recycling Freighter | - | - | 135,000 | - | - |
| Flatbeds for Bulky | - | - | - | 32,000 | - |
| Small Recycling Freighter | - | - | - | - | 100,000 |
| Small Recycling Freighter | - | - | - | - | 100,000 |
| Tractor Mower (small) | 16,000 | 16,000 | - | - | - |
| Tractor Mower (small) | - | 16,000 | - | - | - |
| Tractor | - | - | - | 51,000 | - |
| Tractor | - | - | - | - | 22,000 |
| Mowing Machine | - | - | - | 33,000 | - |
| Transit Tipper | - | - | - | 30,000 | - |
| Transit Tipper (no longer required) | 30,000 | - | - | - | - |
| Transit Tipper - Iveco Daily | - | - | - | - | 30,000 |
| Transit Tipper - Iveco Daily | - | - | - | - | 30,000 |
| Transit Tipper - Iveco Daily | - | - | - | - | 30,000 |
| Small Van | - | - | - | 18,000 | - |
| Small Van | - | - | - | 18,000 | - |
| Small Van - Low range electrical | - | - | - | 25,000 | - |
| Small Van - High range electrical (will swap with toilet cleaners) | - | - | - | 32,000 | - |
| Small Van | - | - | - | 18,000 | - |
| Small Van | - | - | - | 18,000 | - |
| Ransome Gang Mower | - | - | - | 25,000 | - |
| Chipper (replaces need for 2 x Mowing Equipment) | 19,000 | 19,000 | - | - | - |
| Waste Strategy - Waste Containers | - | - | 843,750 | - | - |
| 2. OTHER | | | | | |
| Financial Management System replacement | 215,900 | 142,000 | 73,900 | - | - |
| ICT Strategy | 1,295,000 | 1,051,210 | 824,000 | 464,000 | 143,000 |
| | 1,832,320 | 1,417,710 | 2,635,070 | 1,176,000 | 986,000 |

To be reviewed as part of Efficiency Strategy

WYRE FOREST DISTRICT COUNCIL

CABINET
22ND DECEMBER 2009

BASE BUDGET VARIATIONS

| AN OPEN ITEM | |
|--|--|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Economic Success Shared by All |
| CORPORATE PLAN AIM: | A Well-Run and Responsive Council |
| CABINET MEMBER: | Councillor Nathan Desmond |
| DIRECTOR: | Director of Resources |
| CONTACT OFFICER: | David Buckland Ext. 2100 david.buckland@wyreforestdc.gov.uk |
| APPENDIX 1 | Budget Variations - Original to Revised 2009/2010 |
| APPENDIX 2 | Budget Variations - Revised Budget 2009/2010 to Base 2010/2011 |

1. PURPOSE OF REPORT

- 1.1 To monitor the Budget Variations between Original and Revised Budgets 2009/2010 and between the Revised Budget 2009/2010 and the Base Budget for 2010/2011.

2. RECOMMENDTIONS

The Cabinet is asked to **DECIDE:-**

- 2.1 That the Cabinet takes account of the Budget Variations in arriving at their Financial Strategy 2010/2013.

3. BACKGROUND

- 3.1 Council on 25th February 2009 agreed the Revenue Budget and Capital Programme for the period 2009/2012.
- 3.2 The Cabinet is responsible for overall Revenue Budget and Capital Programme performance and monitoring.
- 3.3 The Director of Resources provides each Director monthly financial statements to assist with budget monitoring.
- 3.4 Each Director is responsible for the administration and monitoring of resources allocated to their Directorate.
- 3.5 The Cabinet are required under the Local Government Act 2003 (S.28) to consider on a regular basis relevant financial information relating to Budget monitoring and take appropriate action where necessary.

4. KEY ISSUES

- 4.1 Appendix 1 shows an increased net expenditure of £213,930 when Original Budget 2009/2010 is compared with Revised Budget 2009/2010. Appendix 2 shows a reduced net expenditure of £521,810 for 2010/2011 Base Budget when compared with Revised Budget 2009/2010. The cumulative Base Budget expenditure reduction of £307,880 over the two financial years 2009/2010 and 2010/2011 will be taken into account when Cabinet formulate their budget strategy.
- 4.2 Directors continue to monitor closely the Budget and the Director of Resources continues to report to the Cabinet on a quarterly basis.

5. BUDGET VARIATIONS

- 5.1 A Schedule of Budget Variations between the Original Budget 2009/2010 and Revised Budget 2009/2010 is enclosed as Appendix 1 for Members Information.
- 5.2 A Schedule of the Budget Variations between the Revised Budget 2009/2010 and the 2010/2011 Base Budget is enclosed as Appendix 2 to explain the reduction in next year's new Base Budget.

6. FINANCIAL IMPLICATIONS

- 6.1 The Cabinet will consider the Budget Variations in arriving at their Budget Strategy 2010/2013.

7. LEGAL AND POLICY IMPLICATIONS

- 7.1 The Local Government Act 2003 imposed duties on Local Authorities designed to ensure they make prudent allowance for risk and uncertainties in their budget and that they regularly monitor their finances during the course of the year.
- 7.2 Section 25 of the Act deals with budget calculations and requires the statutory Finance Officer to report on the robustness of estimates and reserves.

8. RISK MANAGEMENT

- 8.1 The Cabinet needs to ensure all known budget variations are taken into account in arriving at their Budget Strategy 2010/2013.
- 8.2 The Accounts and Audit Regulations 2003 require Local Authorities to fully consider and manage risk as part of the budget process. A separate report is presented to this meeting of the Cabinet.

9. **EQUALITY IMPACT ASSESSMENT**

- 9.1 An Equality Impact Assessment has been undertaken and it is considered that there are no discernable impacts on the six equality strands.

10. **CONCLUSION**

- 10.1 The information contained within Appendices 1 and 2 provides Members with key information to assist with their deliberations in formulating the new Budget Strategy 2010/2013.

11. **CONSULTEES**

- 11.1 CMT/Cabinet Member for Resources

12. **BACKGROUND PAPERS**

- 12.1 Council 25th February 2009 Minute C.80.
- 12.2 Reports to Cabinet 24th November 2009 and 22nd September 2009 on Budget Monitoring.

OVERALL BUDGET VARIATIONS
ORIGINAL COMPARED TO REVISED BUDGET 2009/2010

TOTAL REVISED BUDGET 2009/2010
 LESS: TOTAL ORIGINAL BUDGET 2009/10
 INCREASED NET EXPENDITURE ON YEAR

£
 16,391,870
 (16,177,940)
213,930

| Description of Estimated Major Variances | Extra Costs/ Reduced Income £ | Savings/ Additional Income £ |
|--|--|---|
| Community & Partnership Services | | |
| 1. Grounds Maintenance - Reduced External Income for WCC Tree work | 45,920 | |
| 2. Leisure Centre Deficit Guarantee - saving due to reduced inflation compared to forecast | | (23,930) |
| 3. Worcestershire-Hub - non policy savings made in addition to approved budget - 1 post plus costs of security | | (50,000) |
| 4. Capital Projects Managements eg Cemetery | 10,000 | |
| Resources | | |
| 1. New improved value Insurance Contract annual ongoing saving | | (60,000) |
| 2. Benefits- additional administration grant received from CLG | | (53,640) |
| 3. Recycling - Grant income from WCC formerly £168k now negotiated to £144k, and reduction in price of recycled commodities (£5k). | 28,900 | |
| 4. Waste Transfer Station - reduction in contribution from Community Housing Group (net of associated marginal costs) | 30,330 | |
| 5. Waste - overtime reduced by £32k, increased costs of Fleet Maintenance £30k, loss of Trade Waste income £53k net of associated costs | 51,000 | |
| 6. ICT Strategy - savings not yet achieved | 13,300 | |
| 7. Garage Trading Account reduced income - partly offset by reduced costs | 59,520 | |
| 8. National Non- Domestic Rates - Discretionary Relief - Additional Approvals | 16,880 | |
| 9. External Audit Fees - increase re Grant Claim work and additional Final Account Scrutiny areas | 12,560 | |
| Legal and Corporate Services | | |
| 1. Land Charges - actuals are still running behind Original projection | 15,000 | |
| 2. Administrative Buildings - Energy - Reduced Costs anticipated in line with 2008/09 actuals (energy costs now Capped until Jan 2010) | | (80,060) |
| 3. Court and Legal Costs - reduced income - exceptional receipts in previous year | 10,000 | |
| 4. Protracted negotiations in respect of Non Policy Saving re letting of Stadium Close Car park - possibly not achievable (see Appendix 6) | 14,000 | |
| 5. Property/Asset Management related Projects Management Budget | 23,000 | |
| 6. Elections - Cabinet Proposal not required until next year | | (29,000) |
| Planning & Regulatory Services | | |
| 1. Development Control - reduced Income due to current economic climate | 63,700 | |
| 2. Housing Grants & Assistance - Care & Repair - Payment to WFCH instead of New Street Premises | 10,450 | |
| 3. TIC Cabinet Proposals not yet fully realised, restructuring exercise currently in progress | 31,640 | |
| 4. Licensing Act 2003 - Income decrease as original projection found to be too ambitious | 10,000 | |
| 5. Other Cabinet Proposal post reductions not achieved - currently under review | 17,000 | |
| Capital Account | | |
| 1. Interest - Reduction in interest rates due to the collapse of national rates | 164,420 | |
| 2. Minimum Revenue Provision - Slippage in Vehicle Replacement Programme | | (46,870) |
| 3. Direct Revenue Funding - Bewdley Museum Funding advanced to 2008/09 | | (36,140) |
| Corporate Variations | | |
| 1. Overachievement of restructuring saving Cabinet Proposal | | (48,350) |
| 2. Administration Savings below £75,000 allowed for in the approved budget are currently projected | 15,000 | |
| 3. Shift Payments - non policy budget saving. | 62,300 | |
| 4. Inflation - over-allowed provision for pay award | | (100,000) |
| 5. Corporate Pension costs - reduction | | (55,500) |
| 6. Corporate Costs of Office - moves | 10,000 | |
| 7. Other Minor Variations | 82,500 | |
| | 797,420 | (583,490) |
| Increased Net Expenditure on Year | | 213,930 |

OVERALL BUDGET VARIATIONS
REVISED 2009/2010 COMPARED TO BASE BUDGET 2010/2011

TOTAL BASE BUDGET 2010/2011
 ADD: INCOME SERVICE OPTIONS
 LESS: INFLATION
 LESS: TOTAL REVISED BUDGET 2009/2010
 DECREASED NET EXPENDITURE ON YEAR

£
 15,981,790
 84,780
 (196,510)
 (16,391,870)
 (521,810)

| Description of Estimated Major Variances | Extra Costs/ Reduced Income £ | Savings/ Additional Income £ |
|--|--|---------------------------------------|
| Community & Partnership Services | | |
| 1. Cemetery Reduction in income in existing facility now close to capacity for burials | 23,000 | |
| 2. Parks and Open Spaces - Cabinet Proposal for changes to Nursery service | | (18,000) |
| 3. Allotment Income rise as per Cabinet Proposal | | (4,000) |
| 4. Worcestershire Hub - reduction in County Council Contribution | 15,000 | |
| 5. Area Based Grant reduction - offset by grant shown separately re presentational change | | (76,000) |
| 6. Publicity, Promotion, Consultation - increase in budget to reflect Place Survey (biannual activity) | 20,000 | |
| Resources | | |
| 1. Concessionary Travel Cabinet Proposal re Travel Tokens | | (26,000) |
| 2. Concessionary Travel Cabinet Proposal re. Dial a Ride | | (16,000) |
| 3. Benefits - reduction in administration grant received from CLG | 53,640 | |
| 4. Aid to Parish Councils Cabinet Proposal | | (55,390) |
| 5. Recycling - Grant income from WCC in 2009/10 of £144k only, also DEFRA Grant of £41k ends in 2009/10 | 185,380 | |
| 6. Waste Management Strategy as per Cabinet Proposal, reduced to reflect a 2 month delay | | (250,000) |
| 7. ICT Strategy savings | | (87,850) |
| 8. ICT Equipment Increase | 22,000 | |
| 9. Garage Trading Account increase in Income | | (15,000) |
| 10. Income from Green Waste Bins used to fund Capital Purchase see Capital Account below* | | (100,000) |
| Legal and Corporate Services | | |
| 1. Land Charges - increase in income | | (10,000) |
| 2. Vicar Street running costs and rent reduction now lease terminated | | (88,260) |
| 3. New Street reduced costs now mothballed and marketed for sale | | (29,540) |
| 4. War Memorial - Cabinet Proposal for 2009/10 only | | (10,000) |
| 5. Property/Asset Management related Project Management Budget | | (23,000) |
| 6. Elections - Increase in expenditure re. Local Elections | 91,730 | |
| Planning & Regulatory Services | | |
| 1. Parking Facilities - reduction in Income re change in VAT rate of £19k plus extra pay costs re funding of formerly vacant posts £69k | 88,110 | |
| 2. Development Control - forecast increase in income | | (35,000) |
| 3. Building Control - reduction in net deficit | | (33,000) |
| 4. Streetscene Cleansing Team - cabinet proposal 2009/10 only | | (35,000) |
| Chief Executive | | |
| 1. WMLGA Subscription approval for 2009/10 only | | (14,500) |
| Capital Account | | |
| 1. Interest - Increase in interest rates due to forecast Improvement of national rates | | (76,500) |
| 2. Minimum Revenue Provision - Increase in Requirement due to ICT Strategy, FMS etc | 271,700 | |
| 3. Direct Revenue Funding for Green Waste Bins from Income see Resources item 10 above* | 100,000 | |
| 4. Other Direct Revenue Funding - none required for 2010/11 | | (88,250) |
| Corporate Variations | | |
| 1. Pay Variance (excluding Car Parking, Shift Allowance, and Cabinet Proposals all shown separately) | | (230,670) |
| 2. Administration Savings below £75,000 allowed for in the approved budget are currently projected | 15,000 | |
| 3. Shift Payments - non policy budget saving - currently being considered by CMT, may not be achieved for 2009/10 but assumed they are for 2010/11 | | (45,550) |
| 4. Corporate Pension costs - reduction re restructuring | | (57,410) |
| 5. Other Minor Variations | 17,550 | |
| | 903,110 | (1,424,920) |
| Reduced Net Expenditure on Year | | (521,810) |

WYRE FOREST DISTRICT COUNCIL

CABINET

22ND DECEMBER 2009

CALCULATION OF THE COUNCIL TAX BASE: 2010/2011

| | |
|--|---|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Economic Success Shared by All |
| CORPORATE PLAN THEME: | A Well Run and Responsive Council |
| CABINET MEMBER: | Councillor Nathan Desmond |
| DIRECTOR: | Director of Resources |
| CONTACT OFFICERS: | David Buckland Ext. 2100 david.buckland@wyreforestdc.gov.uk Val Upton Ext. 2620 val.upton@wyreforestdc.gov.uk |
| APPENDICES: | Appendix 1 District Council Tax Base Appendix 2 Parish Council Tax Base |
| AN OPEN ITEM | |

1. PURPOSE OF REPORT

- 1.1 To enable the Cabinet to calculate the Council Tax base for the Wyre Forest District as required under Section 67 of the Local Government Finance Act 1992.

2. RECOMMENDATION

The Cabinet is asked to DECIDE :-

- 2.1 That pursuant to the report of the Director of Resources and in accordance with the above Act and the Local Authorities (Calculation of Council Tax Base) Regulations 1992, the Council Tax base for Wyre Forest District for the financial year 2010/11 shall be:

| <u>Parish</u> | <u>Tax Base</u> |
|--|------------------------|
| Upper Arley | 339 |
| Bewdley | 3736 |
| Broome | 175 |
| Chaddesley Corbett | 732 |
| Churchill and Blakedown | 756 |
| Town of Kidderminster | 18093 |
| Kidderminster Foreign | 394 |
| Ribbesford | 202 |
| Rock | 1212 |
| Rushock | 71 |
| Stone | 257 |
| Stourport on Severn | 7189 |
| Wolverley and Cookley | 1789 |
| Tax Base for Wyre Forest District | 34945 |

(Note: The Tax base for 2009/2010 was 34816)

3. BACKGROUND

The Council Tax base is the figure representing the total of all domestic properties within the District and is used in the calculation for Council Tax bills. It is based on the contents of the Valuation List, which is a statutory list of all properties and their valuation bands - A to H - with band D being the average.

The final figure is expressed as a 'Band D equivalent', and is adjusted to reflect discounts, exemptions, likely changes in the number of properties over the year and the projected rate of Council Tax collection.

Appendix 1 gives the total of all properties within each band, and the adjustments made to arrive at the band D equivalent figure for the *District*.

Appendix 2 shows the figures for each *Parish*.

4. KEY ISSUES

- 4.1 The Council Tax Base will be used by Council in arriving at the Council Tax Levels for 2010/2011 and Three Year Financial Strategy.

5. FINANCIAL IMPLICATIONS

- 5.1 These will be determined in arriving at the Council's Three Year Financial Strategy for 2010/2013.

6. LEGAL AND POLICY IMPLICATIONS

- 6.1 The Council is required to determine the Council Tax Base by Section 67 of the Local Government Finance Act 1992.

7. RISK MANAGEMENT

- 7.1 The Council is required to calculate the Council Tax Base between 1st December and 31st January every year based upon the properties on The Council Tax List on 30th November. The Valuation Office Schedule of Alterations to the Council Tax List dated 30th November 2009 determines the numbers of properties in each Band and these have been used in the calculations. Whilst reasonable estimates have been made in respect of possible variations, actual changes in circumstances can vary the amount of income received, both up and down.

8. EQUALITY IMPACT ASSESSMENT

- 8.1 An Equality Impact Assessment has been undertaken and it is considered that there are no discernable impacts on the six equality strands.

9. CONCLUSION

- 9.1 The information contained within Appendices 1 and 2 provide Members with full details of how the Council Tax Base has been calculated for 2010/2011.

10. CONSULTEES

10.1 CMT

11. BACKGROUND

11.1 Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended).

COMBINED PROPERTY TOTALS FOR THE DISTRICT 2010/2011

| | A | B | C | D | E | F | G | H | TOTAL |
|----|--|----------|---------|---------|---------|---------|---------|--------|--------------|
| 1 | 10796 | 10946 | 10817 | 5967 | 3180 | 1644 | 1138 | 118 | 44606 |
| 2 | 74.68 | 5.75 | 0 | 0.75 | 0 | 0 | 0 | 0 | 81.18 |
| 3 | -734 | -258 | -186 | -100 | -57 | -25 | -10 | -2 | -1372 |
| 4 | 10136.68 | 10693.75 | 10631 | 5867.75 | 3123 | 1619 | 1128 | 116 | 43315.18 |
| 5 | 4430.68 | 6535.75 | 7372 | 4267.75 | 2453 | 1319 | 950 | 97 | 27425.18 |
| 6 | 5428 | 4027 | 3131 | 1509 | 615 | 254 | 154 | 11 | 15129 |
| 7 | 278 | 131 | 128 | 91 | 55 | 46 | 24 | 8 | 761 |
| 8 | 8640.68 | 9621.50 | 9784.25 | 5445.00 | 2941.75 | 1532.50 | 1077.50 | 109.25 | 39152.43 |
| 9 | 6/9 | 7/9 | 8/9 | 1 | 11/9 | 13/9 | 15/9 | 2 | |
| 10 | 5759.97 | 7483.39 | 8697.08 | 5445.00 | 3595.48 | 2213.60 | 1795.85 | 218.50 | 35208.87 |
| 11 | TAXBASE AFTER 0.75% PROVISION FOR NON-COLLECTION | | | | | | | | 34945 |

(1) Allows for appeals against the valuation band, new building, splits/mergers/demolitions and disablement reductions.

(2) Line 5 plus Lines 6 and 7 after adjustment for 25% and 50% discounts

BAND "D" EQUIVALENT TOTALS BY PARISH 2010/2011

APPENDIX 2

| | A | B | C | D | E | F | G | H | TOTAL | TOTAL x 99.25% |
|-----------------------|---------|---------|---------|---------|---------|---------|---------|--------|----------|-------------------|
| Upper Arley | 45.28 | 10.31 | 68.22 | 30.25 | 75.78 | 73.67 | 26.67 | 11.50 | 341.68 | 339 |
| Bewdley | 329.94 | 639.14 | 889.33 | 743.00 | 516.69 | 419.97 | 214.17 | 12.00 | 3764.24 | 3736 |
| Broome | 1.50 | 0.00 | 8.22 | 6.75 | 3.67 | 33.94 | 97.92 | 24.00 | 176.00 | 175 |
| Chaddesley Corbett | 18.17 | 28.78 | 113.11 | 56.75 | 112.75 | 130.36 | 203.75 | 73.50 | 737.17 | 732 |
| Churchill & Blakedown | 29.50 | 24.89 | 91.33 | 135.75 | 144.22 | 159.25 | 147.08 | 30.00 | 762.02 | 756 |
| Town of Kidderminster | 3901.43 | 4968.64 | 4402.44 | 2628.25 | 1532.36 | 473.42 | 311.25 | 11.50 | 18229.29 | 18093 |
| Kidderminster Foreign | 122.72 | 12.64 | 34.00 | 28.00 | 58.67 | 54.89 | 78.33 | 8.00 | 397.25 | 394 |
| Ribbesford | 135.67 | 2.14 | 4.44 | 8.50 | 5.81 | 10.11 | 36.67 | 0.00 | 203.34 | 202 |
| Rock | 47.24 | 33.44 | 131.33 | 72.50 | 241.39 | 347.75 | 326.67 | 21.00 | 1221.32 | 1212 |
| Rushock | 0.00 | 0.00 | 9.33 | 4.50 | 9.78 | 13.36 | 32.50 | 2.00 | 71.47 | 71 |
| Stone | 4.00 | 11.08 | 37.11 | 29.25 | 82.19 | 43.33 | 47.92 | 4.00 | 258.88 | 257 |
| Stourport on Severn | 867.65 | 1531.44 | 2366.44 | 1490.25 | 601.03 | 283.83 | 98.75 | 4.00 | 7243.39 | 7189 |
| Wolverley & Cookley | 256.87 | 220.89 | 541.78 | 211.25 | 211.14 | 169.72 | 174.17 | 17.00 | 1802.82 | 1789 |
| Band totals | 5759.97 | 7483.39 | 8697.08 | 5445.00 | 3595.48 | 2213.60 | 1795.85 | 218.50 | 35208.87 | 34945 |

WYRE FOREST DISTRICT COUNCIL

CABINET MEETING
22nd December 2009

COMPREHENSIVE SPENDING REVIEW (CSR 2007)
EFFICIENCY GAINS 2009/2010 – 2012/2013

| OPEN | |
|---|---|
| SUSTAINABLE COMMUNITY STRATEGY THEME | Stronger communities |
| CORPORATE PLAN AIM | A Well-Run and Responsive Council |
| CABINET MEMBER | Councillor Nathan Desmond |
| DIRECTOR | Director of Resources Ext. 2100 david.buckland@wyreforestdc.gov.uk |
| CONTACT OFFICER | Director of Resources Ext. 2100 |
| APPENDIX 1 | Efficiency Gains – CSR07 Budget Efficiency 2009-2010 |

1. PURPOSE OF REPORT

- 1.1 To inform members of the identified estimated total net value of ongoing cash-releasing value for money gains for 2009-10 and further efficiency gains required under the Comprehensive Spending Review 2007 (CSR07).

2. RECOMMENDATION

The Cabinet is asked to **ENDORSE** and **RECOMMEND** for scrutiny:-

- 2.1 The 2009-2010 estimated total net value of ongoing cash-releasing value for money gains.

The Cabinet is asked to Note:-

- 2.2 That a separate report will be taken to a future meeting detailing the Proposed Efficiency Strategy to achieve the future efficiency targets required under CSR07 and assist with the Council's financial position.

3. BACKGROUND

- 3.1 Councils have a long track record of enhancing value for money in public services, with excellent progress made in the Gershon 2004 Spending Review (SR04) period. During 2004-05 to 2007-08, the council reported efficiency gains of £2.114 million.

- 3.2 Gershon SR04 has now been replaced with the 2007 Comprehensive Spending Review (CSR07) covering the period 2008-09 to 2010-11.

4. KEY ISSUES

- 4.1 CSR07 has set a target for all public services of achieving at least 3% net cash releasing value for money gains per annum over 2008-09 to 2009-10 when compared to the 2007-08 baseline expenditure for English Local Authorities. The efficiency target was increased by one percentage point, to a savings target of at least 4% for 2010-2011.
- 4.2 Individual councils will no longer have an individual efficiency target, although achievement will be monitored by a single measure in the National Indicator Set.
- 4.3 Based on the 2007-08 baseline expenditure for the Council, a voluntary internal target has been set of £1.289M for 2008-09 to 2009-10, a total compounded target of £2.176 million over the three year period to 2010-2011, covered by CSR07.
- 4.4 Councils will be required to submit a figure for the value for money indicator twice in each calendar year. Councils will forecast their position in October and will report the actual position as at the end of the financial year in July.
- 4.5 To recognise the success of councils in making gains to date, the value of any cash-releasing efficiencies reported by councils in the SR04 period that are over and above the 7.5% target set, will be eligible to be counted towards the CSR07 target in so far as they remain on-going.
- 4.6 Total on-going Efficiency gains identified by the Council to date are forecast at £2.149M. The gains have been revised as part of the budget process and the details are set out in Appendix 1.
- 4.7 This is a position statement reflecting the current proposed base budget; Budget Review Panel on the 19th November 2009 approved a report from the Director of Resources Proposing an Efficiency Strategy to bring the existing policies and strategies listed below together into a single strand:-
- The Value for Money Policy
 - The Procurement Strategy
 - The Shared Service Strategy

This Strategy for a revised approach to Efficiency will be the subject of a separate Cabinet report following consideration by Corporate Resources Scrutiny Committee.

5. FINANCIAL IMPLICATIONS

- 5.1 Efficiency gains are intended to be available for improvement to front-line services. They will also help to deliver low council tax rises. The cash releasing value for money gains have been included in the Budget 2010-2013.

6 LEGAL AND POLICY IMPLICATIONS

- 6.1 Although there is no statutory requirement to achieve these efficiencies there are implications for underperformance. In cases where underperformance is not addressed quickly and effectively at a local level, Government Office will work closely with government departments, inspectorate and other bodies to agree appropriate action. This may include further capacity building support, or tougher intervention action, ranging from improvement notices to directive action or removal of functions from an authority in very exceptional circumstances.

7. RISK MANAGEMENT

- 7.1 The potential impact of not meeting Government requirements for efficiency and improvement already feature in our Corporate Risk Register for key risks. If the Council were unable to fulfil the annual cash releasing value for money gains, this would have a negative impact on the Council's reputation amongst its residents and other key stakeholders.

8. EQUALITY IMPACT ASSESSMENT

- 8.1 An Equality Impact Assessment has been undertaken and it is considered that there are no discernable impacts on the six equality strands.

9. CONCLUSION

- 9.1 The Council is on target to achieve its internal target based on CSR07.

10. CONSULTEES

- 10.1 Cabinet Member for Resources/CMT.

11. BACKGROUND PAPERS

- 11.1 Budget Review Panel 19/11/2009 – report on Approach to Efficiency

**EFFICIENCY GAINS - COMPREHENSIVE SPENDING REVIEW 2007 CSR07
BUDGET 2009/2010**

| Efficiency Gains | Annual Efficiency Forecast Statement 2009/2010 |
|--|---|
| | £ |
| REVENUE BUDGET | |
| Spending Review 2004 b/fwd to CSR07 | 1,022,324 |
| Inflation Savings | 10,223 |
| Spending Review 2004 b/fwd to CSR07 | 1,032,547 |
| CSR07 2008-09 - Actual | |
| Planning Health & Environment | 35,058 |
| Financial Services | 102,039 |
| Community & Partnership Services | 60,380 |
| Human Resources | 17,424 |
| Legal and Democratic | 7,348 |
| Chief Executive Office | 11,313 |
| Property & Operational Services | 152,524 |
| Vacancy, Overtime and Administrative Savings | 93,500 |
| CSR07 2009-10 - Forecast | |
| Planning and Regulatory Services | 264,641 |
| Resources | 162,970 |
| Community and Partnership Services | 97,674 |
| Legal and Corporate | 9,489 |
| Chief Executive Office | 1,513 |
| Further efficiencies from HR and POS | 100,222 |
| Total Revenue Gains | 2,148,642 |
| CAPITAL PROGRAMME | |
| Total Capital Gains | 0 |
| Total Efficiency Gains | 2,148,642 |
| Target Figures for 2009/10 | 1,288,700 |
| Target Figure (Not Exceeded)/Exceeded | 859,942 |

WYRE FOREST DISTRICT COUNCIL

CABINET

22ND DECEMBER 2009

RISK MANAGEMENT AND THE BUDGET PROCESS

| | |
|--|--|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Economic Success Shared by All |
| CORPORATE PLAN THEME: | A Well Run and Responsive Council |
| CABINET MEMBER: | Councillor Nathan Desmond |
| DIRECTOR: | Director of Resources |
| CONTACT OFFICER: | David Buckland Ext. 2100 david.buckland@wyreforestdc.gov.uk |
| APPENDIX 1 | Risk Matrix |
| APPENDIX 2 | Budgetary Response |
| AN OPEN ITEM | |

1. PURPOSE OF REPORT

- 1.1 To provide members with information on risk management and the budget process.

2. RECOMMENDATION

The Cabinet is **RECOMMENDED TO ENDORSE :-**

- 2.1 The Budget Risk Management process and consider the contents of this report in arriving at the Budget Strategy for 2010/2013.

3. BACKGROUND – LOCAL AUTHORITIES AND RISK

- 3.1 The assessment of significant risks and the recommendation of appropriate financial provision to cover them has always been an integral part of the budget process. This last year has seen the Council reacting to the situation with the Icelandic Banks, which although previously, Treasury management was identified as Low Risk have affected the Council significantly.
- 3.2 This Council faces the following types of risks, these play an intrinsic part in the budgetary process and examples of cross reference points in other sections of the suite of budgetary reports are given in a format suggested by the Chartered Institute of Public Finance and Accountancy (CIPFA).

a) Governance/ Regulatory Framework Changes

- Examples include :
- : Changes in Grant Settlement e.g. CSR07, Housing Benefit Subsidy changes
 - : Central Government's push for E Government
 - : Central Government's increased recycling targets
 - : New/changed legislation e.g. change in Concessionary Travel responsibilities

b) Operational

- Examples Include :
- : Any changes in the delivery of service i.e.
 - : Recycling
 - : New Municipal Cemetery
 - : Single Site

c) Financial

- Examples include :
- : Reserves, balances and contingencies
 - : Budgetary Control
 - : Return of investments both principal and interest
 - : On-going sustainability of budgets

d) External

- Examples include :
- : External Funding, Partnerships, Worcestershire Hub, Shared Services
 - : Demographic/economic changes e.g. inflation, pay/price increases, pension contributions, bank base rates and other energy pressures
 - : Increased and changing demand for services, including Benefits.

4. KEY ISSUES

- 4.1 All local authorities are required to formalise their approach to risk management and evidence it more directly as part of the budgetary process. This requirement has arisen as a result of :-

a) *The Accounts and Audit Regulations 2003:-*

Regulation 4- "The relevant body shall be responsible for adequate and effective financial management and a sound system of internal control which includes risk management arrangements".

Regulation 5- "The Chief Financial Officer to be responsible for accounting records and control systems including measures to ensure risk is appropriately managed".

b) *Use of Resources*

The Audit Commission undertakes annual assessments on how well the Council manages and uses its financial resources. The assessment focuses on the importance of having sound and strategic financial management to ensure resources are available to support the Council's priorities and to improve services. It covers :-

- Managing Finances
- Governing the Business
- Managing Resources

The overall Use of Resources score judgement is based on combining the auditors' scores for each of the three areas covered. The judgement for each area consists of a number of Key Lines of Enquiry (KLOE) and areas of audit focus and evidence.

Risk management comes under the area of Governing the Business. The KLOE in respect of risk management assesses how effectively the Council manages its significant business risks, including risk management of the budget process.

c) *Prudential Framework:-*

The assessment of affordability of financial plans requires a judgement about risk. Prudential Indicators are the monitoring tool to assess performance and risk.

d) *CIPFA Guidance on Reserves and Balances:-*

Highlights the need to consider risks facing the authority.

- 4.2 The objective of risk management within the budget process is to agree acceptable levels of exposure to risk so the probability of these factors preventing the Council from achieving our corporate objectives is minimised whilst being clearly identified and managed.
- 4.3 The risk management issues relating to the budget process in this report are included in the Council's Corporate Risk Management Strategy.

5. **FINANCIAL IMPLICATIONS - MANAGING (MINIMISING THE RISK TO ACCEPTABLE LEVELS)**

- 5.1 Once identified, risk within the budgetary process can be managed in a number of ways as follows:-
- a) Transferring
 - b) Avoiding
 - c) Management/mitigation
 - d) Accepting

Evidence to show the Authority manages the budgetary process is as follows :-

5.2 The Role of the Council's Finance Strategy.

This plays a key role in managing the risk of exposure for the Council. This Strategy and guidance gives:-

- A clear timetable with individual responsibilities;
- Monitoring of progress – Details of how this will be achieved;
- Consultation details;
- Level of resources available, and appropriate sensitivity testing;
- Savings required (when applicable);
- Service priorities and pressures; and
- Budget Monitoring – Regular quarterly reports to the Cabinet with presentations of financial forecast.

5.3 The budget process adopted within Wyre Forest is such that it is an open and inclusive approach involving Service Managers who have a great degree of ownership, the Council:-

- Uses the Corporate Management team to “lead” the budget process;
- Consults Service Managers when developing new guidance;
- Communicates clearly with involved parties;
- Ensures Service Divisions are given the opportunity to present their budgets to the Budget Review Panel, and
- Devolves budget responsibility.

The integration of service and financial processes via the Corporate Plan, Finance, Community and other various Strategies has resulted in increased member awareness, this Council continues to ensure :-

- Members are involved at an early stage;
- Officers work with members in developing the budget strategy, and
- Decision making in Policy and Scrutiny Panels is informed by joint consideration of service plans and available resources.

The Authority is progressing with embedding risk management and corporate/divisional risk registers have been finalised. These risk registers detail risk and how they are being managed. They have been reviewed to ensure that all items have been reflected as appropriate in the Appendices.

5.4 Performance Management during the financial year is such that the quarterly Budget Monitoring Report is informed by the Risk Management process. Its development will continue and it will be further enhanced to report in the context of overall aims and objectives and ensure the information is accessible and provided in a “user friendly” form.

The system on the monitoring of Prudential Indicators promotes “early warning” of problem areas as they will be recalculated based on budget proposals and reported to members.

The new Financial Management System implemented in July 2005 will continue to be developed to enhance financial and performance information provided to managers, in order to enable better monitoring and to lead to improved financial performance for the Authority.

6. LEGAL AND POLICY IMPLICATIONS

- 6.1 Sound corporate governance requires budgets be regularly and rigorously monitored. This best practice in place at Wyre Forest gained statutory footing on 1st April 2004 under Sections 25 to 29 of Part 2 of the Local Government Act 2003. This Act imposes duties on local authorities designed to ensure they make prudent allowance for risk and uncertainties in their budgets and they regularly monitor their finances during the year.

7. RISK MANAGEMENT ASSESSMENT – THE BUDGET RISK MATRIX

- 7.1 Appendix 1 shows this Council's Budget Risk Matrix highlighting the issues which have been dealt with in the budgetary process. Appendix 2 details the budgetary response to each issue which is largely dependant on its assigned "Risk Quadrant" which is explained below:-

Note: High impact is risk assessed to be in excess of £100,000 in line with the Risk Management Implementation Strategy.

7.2 Risk Quadrant 1

Issues which have Low Risk and Low Impact – most of these do not represent an immediate problem and are kept under periodic review.

7.3. Risk Quadrant 2

Issues which have High Risk but Low Impact for which we should consider action.

7.4 Risk Quadrant 3

Issues which have Low Risk but High Impact for which we should review the risk and consider making contingency plans.

7.5 Risk Quadrant 4

Issues which have High Risk and High Impact – for which immediate action is needed.

8. QUALITY AND IMPACT ASSESSMENT

- 8.1 An Equality Impact Assessment has been undertaken and it is considered that there are no discernable impacts on the six equality strands.

9. CONCLUSION

- 9.1 Risk Management has a high profile within the budgetary process and this report aims to focus on the key issues for members and senior officers.
- 9.2 The adoption of the Risk Matrix facilitates the identification, assessment enabling appropriate management of risks.

10. CONSULTEES

10.1 CMT/Leader of the Council.

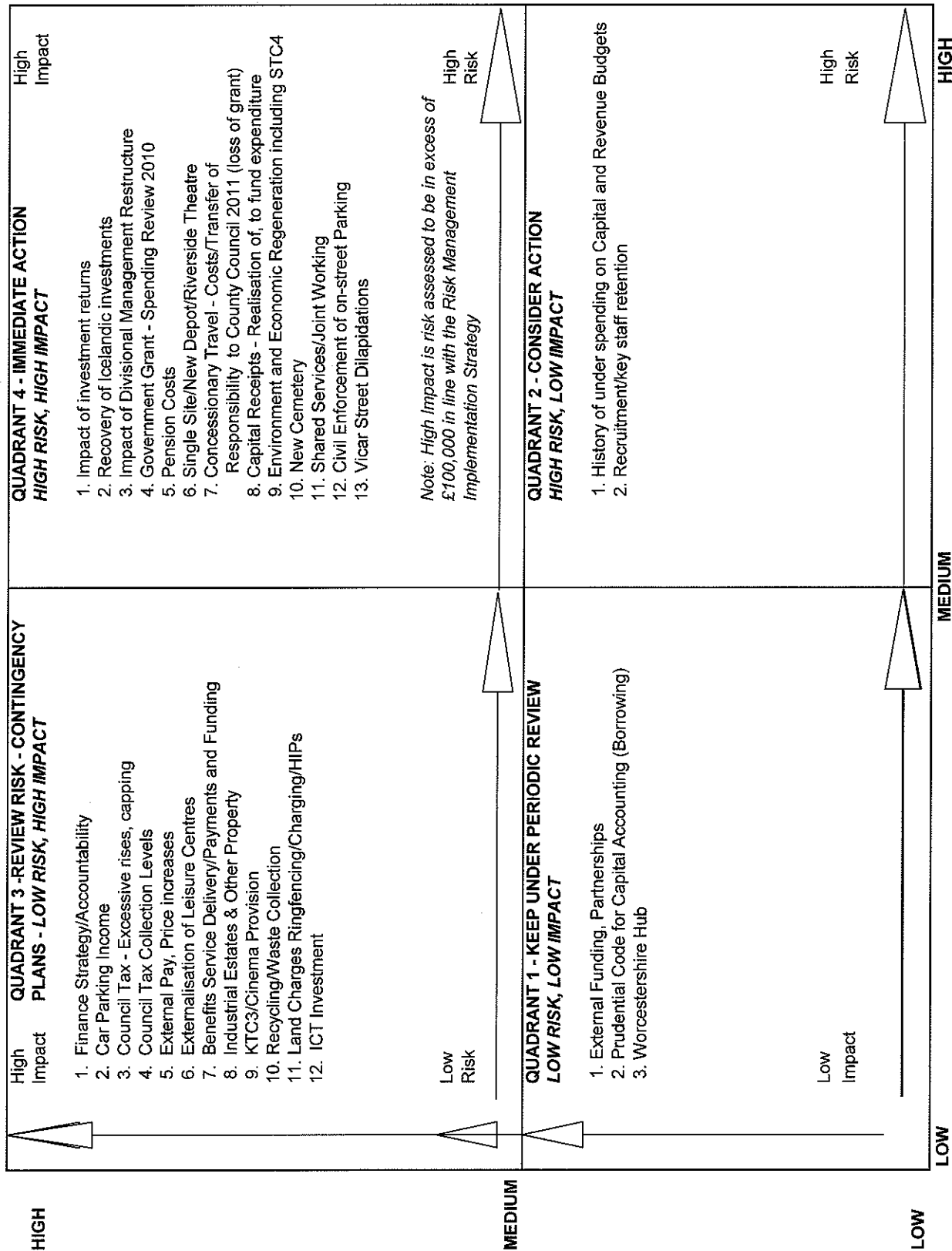
11. BACKGROUND PAPERS

- 11.1 Local Government Act 2003 and 2006 Amendments
- 11.2 Local Authorities (Capital Finance and Accounting Regulations) 2003
- 11.3 CIPFA Prudential Code for Capital Finance in Local Authorities
- 11.4 Risk Management Policy – Cabinet 20th December 2007
- 11.5 Risk Management Implementation Strategy – Cabinet 20th December 2007
- 11.6 Audit Commission Use of Resources Guidance for Councils October 2008

IMPACT

RISK/IMPACT

BUDGET RISK MATRIX



APPENDIX 1

RISK

RISK/IMPACT

Budget Risk Matrix

| BUDGETARY RESPONSE TO EACH RISK MANAGEMENT ISSUE IN ORDER OF QUADRANT | |
|--|---|
| ISSUE | BUDGETARY RESPONSE |
| Quadrant 1 - Low Risk, Low Impact | Keep under periodic review |
| 1. External Funding, Partnerships | Continue to evaluate sustainability of each scheme as part of project appraisal. |
| 2. Prudential Code for Capital Accounting (Borrowing) | Keep under review; proposals in the last year include incurring borrowing to help improve/invest in services. Council carries out full option appraisals and has fully adopted the Prudential Code. |
| 3. Worcestershire Hub | Works at Bewdley completed, whole service progress being closely monitored |
| Quadrant 2 - High Risk, Low Impact | Consider Action |
| 1. History of Under spending on Final Accounts | Appropriate action has been taken to reduce the level of under spend in accordance with Use of Resources. |
| 2. Recruitment/key staff retention | Use of agency/temporary staff from existing budgets to facilitate management of vacancies. However, such appointments require the authorisation of Corporate Management Team. |
| Quadrant 3 - Low Risk, High Impact | Review Risk - Contingency Plans |
| 1. Finance Strategy/Accountability | Council are required to adopt a three year Balanced Budget Strategy. |
| 2. Car Parking | Usages/Income Level closely monitored, have not been adversely affected during current economic downturn. |
| 3. Council Tax - Excessive rises, capping | Low risk due to political prudence/Key Commitments. |
| 4. Council Tax Collection Levels | Low risk - closely monitored through P.I. |
| 5. External Pay, Price Increases | The Council continues to ensure that the best value is achieved from suppliers. There is a risk however of escalating inflation in future years |
| 6. Externalisation of Leisure Centres | Contract closely monitored, contingency now removed from budget, any claims would need to be considered by Cabinet. |
| 7. Benefits Service Delivery/Payments and Funding | Significant increase in Case Load in the last year, however performance has been maintained. |
| 8. Industrial Estates and Other Property | Managed through Asset Management Plan. |
| 9. KTC3/Cinema Provision | Approved Scheme in progress to be closely monitored. |
| 10. Recycling/Waste Collection | Currently achieving targets. |
| 11. Land Charges Ring fencing /Charging/HIPs | Reduced income allowed within Base Budget reduces the scale of any challenge. |
| 12. ICT Strategy | ICT Strategy and funding approved in July 2008, implementation and costing to be monitored by ICE and Cabinet. |
| Quadrant 4 - High Risk, High Impact | Immediate Action |
| 1. Impact of Investment Returns | The Council has had reduced returns from investments with the reduction in UK Base Rate, the budgets have been reduced by over £1m. |
| 2. Return of Icelandic Investments | The Council is still confident that the majority of investments will be returned, however, at present these are not available to invest. |
| 3. Restructuring/Organisational Review | The Council has implemented the Senior Management Review; however, this position needs to be closely monitored. |
| 4. Government Grant – Awaiting 2010 Spending Review | Significant issue given the scale of the Spending deficit, plans being made to reduce the Council's budget accordingly |
| 5. Pension Costs | Additional pension costs included in last years Financial Strategy, however, still needs to be reviewed. |
| 6. Single Site /New Depot/Riverside Theatre | Progress has been made since the approval in July 2008; the Council is in the process of acquiring a site and will be undertaking a procurement for contractors in the new year. |
| 7. Concessionary Travel – Costs/ Transfer of Responsibility to County Council 2011 (loss of grant) | Changes were made within the budget for 2009/10 to restrict travel to off-peak. However, transfer of activity will impact upon the grants which the Council receives. |
| 8. Capital Receipts - realisation of to fund expenditure | Capital Programme funding does not anticipate any future receipts, other than Centralised Office Accommodation. |
| 9. Environment and Economic Regeneration including STC4 | The Council has undertaken a CPO in relation to Stourport in the last year, and under the current economic conditions the Council needs to monitor the best opportunity to realise the value. |
| 10. New Cemetery | Approach approved as part of Financial Strategy 2008/2011, work due to commence in near future. |
| 11. Shared Service Joint Working | Council approved Shared Services Strategy in July 2008 which identifies Council's approach to Shared Services |
| 11. Land Charges Ring fencing /Charging/HIPs | Reduced income allowed within Base Budget reduces the scale of any challenge. |
| 12. Civil enforcement of On-street Parking | Resources made available in budget, reduction in income assumptions allowed within the 2010/11 Base Budget |
| 13. Vicar Street Dilapidations | Part of centralised office initiative; to be negotiated prior to lease surrender |

WYRE FOREST DISTRICT COUNCIL

CABINET

22nd December 2009

INCOME SERVICE OPTIONS 2010/2013

| | |
|--|--|
| SUSTAINABLE COMMUNITY STRATEGY THEME: | Economic Success Shared by All |
| CORPORATE PLAN AIM: | A Well-Run and Responsive Council |
| CABINET MEMBER: | Councillor Nathan Desmond |
| DIRECTOR: | Director of Resources |
| CONTACT OFFICER: | David Buckland Ext. 2100 david.buckland@wyreforestdc.gov.uk |
| APPENDIX 1: | Income Service Options Summary 2010/2011 |
| APPENDIX A | Community & Partnership Services |
| APPENDIX B | Legal & Corporate Services |
| APPENDIX C | Planning & Regulatory Services |
| APPENDIX D | Resources Directorate |
| OPEN | |

1. PURPOSE OF REPORT

- 1.1 To present Income Service Options for consideration.

2. RECOMMENDATION

The Cabinet is asked to **ENDORSE** and **RECOMMEND** for scrutiny:-

- 2.1 The approval of increases in fees and charges and consequential income outlined in the attached Income Service Options.

3. BACKGROUND

- 3.1 The Council's financial strategy in respect of Fees and Charges is to increase in line with inflation or above, with the Directors of Services expected to maximise the potential for income generation. In line with the Government's underlying assumption for long-term inflation the target increase proposed for 2010/2011 is 2.5%.

Certain Income Options reflect increases above the target figure in order to recover costs charged to the Council by outside organisations, or where charges are not reviewed on an annual basis, for example, Revenues Court Costs.

Attached is a list of Service Directors proposals, the majority of which are for a one year increase. However, certain Income Options cover a period of in excess of one year in accordance with Council Policy on charging in respect of that particular service.

4. KEY ISSUES

- 4.1 The Authority needs to generate additional income in accordance with Council Policy to meet requirements of the Financial Strategy.

5. FINANCIAL IMPLICATIONS

- 5.1 The target increase of a minimum 2.5% for 2010/2011 will generate target additional income of £84,780 for the Authority for 2010/2011, and over the three year Budget 2010/2011 - 2012/2013 total target additional income of £558,520.

6. LEGAL AND POLICY IMPLICATIONS

- 6.1 The proposed target increase is in accordance with the Council's current Financial Strategy.

7. RISK MANAGEMENT

- 7.1 The Council needs to generate additional income and to maximise the potential for income generation in line with the Financial Strategy, in order to ensure the Authority makes best use of all opportunities to generate additional income.

8. EQUALITY IMPACT ASSESSMENT

- 8.1 The current Income Service Option proposals contain a number of changes to Council Policy, which will need to be considered against the six equality strands.

9. CONCLUSION

- 9.1 By acceptance and recommendation of the Income Service Options 2010/2011, the Council will generate total target additional income of £558,520 over the three year Budget 2010/2011 - 2012/2013, in line with Council Policy.

10. CONSULTEES

- 10.1 Corporate Management Team.
- 10.2 Cabinet

11. BACKGROUND PAPERS

- 11.1 None.

WYRE FOREST DISTRICT COUNCIL**INCOME SERVICE OPTIONS 2010/2011****DIVISIONAL SUMMARY**

| DIVISION | KEY | CHANGES IN RESOURCES | | |
|---|-------------|----------------------|----------------------|----------------------|
| | | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ |
| COMMUNITY AND PARTNERSHIP SERVICES See Appendix A | C R S | - 7,590 CR - | - 4,590 CR - | - 4,590 CR - |
| LEGAL AND CORPORATE SERVICES See Appendix B | C R S | - 5,680 CR - | - 5,680 CR - | - 5,680 CR - |
| PLANNING AND REGULATORY SERVICES See Appendix C | C R S | - 20,920 CR - | - 38,570 CR - | - 38,970 CR - |
| RESOURCES See Appendix D | C R S | - 50,590 CR - | - 51,970 CR - | - 53,320 CR - |
| GRAND TOTAL | C R S | - 84,780 CR - | - 100,810 CR - | - 102,560 CR - |

KEY - Changes in Resources

C - Capital
R - Revenue
S - Staffing

WYRE FOREST DISTRICT COUNCIL

APPENDIX A

INCOME SERVICE OPTIONS 2010/2011

COMMUNITY AND PARTNERSHIP SERVICES

| Cost Centre | ACTIVITY AND DESCRIPTION OF SERVICE OPTION | CHANGES IN RESOURCES | | | |
|-------------|---|----------------------|--------------------|--|--------------------|
| | | KEY | 2010/11 £ | 2011/12 £ | 20012/13 £ |
| R040 | Cemeteries Increase charges by an average of 5% as per Chief Officer Recommendation | C R S | - 3,000 CR - | All future income will arise from the new Stourport Road Facility. This facility will be managed by the preferred partner who will assume responsibility for all revenue and associated costs. | |
| R055 | Play Leadership Increase charges by 2.5% in accordance with Council policy | C R S | - 160 CR - | - 160 CR - | - 160 CR - |
| R095 | Other Sports Facilities Increase charges by an average of 2.5% as per Chief Officer Recommendation | C R S | - 820 CR - | - 820 CR - | - 820 CR - |
| R145 | Stourport Community Centre Increase charges by 2.5% in accordance with Council policy | C R S | - 160 CR - | - 160 CR - | - 160 CR - |
| R155 | Allotments Increase for future years already approved by Council and income included in base projection | C R S | - - - | - - - | - - - |
| R160 | Parks and Green spaces Increase charges by an average of 2.5% as per Chief Officer Recommendation | C R S | - 640 CR - | - 640 CR - | - 640 CR - |
| R163 | Rangers Services Increase charges by 2.5% in accordance with Council policy | C R S | - 30 CR - | - 30 CR - | - 30 CR - |
| R236 | Grounds Maintenance Increase charges by an average of 2.5% as per Chief Officer Recommendation | C R S | - 2,780 CR - | - 2,780 CR - | - 2,780 CR - |
| | TOTALS | C R S | - 7,590 CR - | - 4,590 CR - | - 4,590 CR - |

**WYRE FOREST DISTRICT COUNCIL
COMMUNITY AND PARTNERSHIP SERVICES
Income Service Options 2010/11
CEMETERY FEES**

Note: these charges will only apply to the Kidderminster Cemetery.

| | | Current Charge 2009/10 £ excl VAT | Proposed Charge 2010/11 £ excl VAT | Note |
|--|---|--|---|-------------|
| Interments - Residents only | | | | |
| 1 | Child aged one month to 16 years | 110.00 | 113.00 | A |
| 2 | Person any age over 16 years | 300.00 | 360.00 | A |
| 3 | Burial of Cremated remains | 125.00 | 130.00 | A |
| Purchased Graves - Residents only | | | | |
| 4 | Purchase of burial rights | 300.00 | 400.00 | |
| 5 | Purchase of burial rights for cremated remains | 120.00 | 200.00 | |
| Note to Interments and Purchased Graves | | | | |
| The exclusive right of burial and interment fees are doubled:- | | | | |
| i. When deceased is not a resident or Council Tax Payer of Wyre Forest District Council. | | | | |
| ii. When the burial rights are pre-purchased by anyone who is not a resident or Council Tax Payer of Wyre Forest District Council. | | | | |
| Exception | | | | |
| When deceased lived in the District for the majority of their life and took up a place in full time care outside the District within two years of their death. The family is to provide the relevant information for claiming this exception to this burial authority. | | | | |
| Miscellaneous Charges | | | | |
| 6 | Maintenance of grave, planting with Spring and Summer Bedding per annum | 56.00 | 60.00 | |
| Charges of use of Staff/Facilities | | | | |
| 7 | For attendance of Registrar other than between the hours of 9.00am and 10.00am (weekdays other than Bank/Public Holidays). For each and every attendance. | 37.00 | 38.00 | |
| 8 | Use of Cemetery Chapel per hour (or part of) | 46.00 | 70.00 | |
| 9 | Premium to be applied to cost of burials taking place wholly or partially outside normal working hours. | 10% | 10% | |
| 10 | Assessing suitability of grave for additional burials | 20.00 | 21.00 | |
| Monuments/Grave Stones etc. | | | | |
| 11 | The right to place or erect a memorial including first inscription | 146.00 | 150.00 | |
| 12 | The right to place or erect a commemorative plaque or kerb stones | 75.00 | 77.00 | |
| 13 | Each additional inscription | 25.00 | 26.00 | |
| 14 | Vase | 25.00 | 26.00 | |

A Subject to attendance charge for registrar

**WYRE FOREST DISTRICT COUNCIL
COMMUNITY AND PARTNERSHIP SERVICES
Income Service Options 2010/11
Proposed Recreational Fees & Charges as from 1st April 2010**

APPENDIX A

| | Current Charges from 1 Apr 2009 £ | Proposed Charges from 1 Apr 2010 £ | VAT Status |
|---|---|--|---------------|
| <u>COMMUNITY DEVELOPMENT</u> | | | |
| RANGER SERVICES | | | |
| Minimum Charge | Free | Free | |
| Maximum Charge | 6.45 | 40.00 | Inc VAT* |
| Young Rangers (per term) | 15.50 | 15.90 | Inc VAT* |
| PLAY SCHEMES | | | |
| Per session Minimum Charge | Free | Free | |
| Per session Maximum Charge | 14.75 | 20.00 | Inc VAT* |
| SPORTS, ARTS AND PLAY DEVELOPMENT ACTIVITIES | | | |
| Per session Minimum Charge | Free | Free | |
| Per session Maximum Charge | 6.20 | 8.00 | Inc VAT* |
| NATURE RESERVES | | | |
| Small charitable or community events (less than 20 people)** | | | |
| up to 3 hrs | 5.00 | 6.00 | Inc VAT* |
| over 3 hrs | 10.00 | 11.00 | Inc VAT* |
| Medium charitable or community events (more than 20 people less than 100)** | | | |
| up to 3 hrs | 15.00 | 16.00 | Inc VAT* |
| over 3 hrs | 30.00 | 31.00 | Inc VAT* |
| Large charitable or community events (more than 100 people)** | | | |
| up to 3 hrs | 35.00 | 37.50 | Inc VAT* |
| over 3 hrs | 45.00 | 48.00 | Inc VAT* |
| Commercial and fund raising events** | Commercial Judgement | Commercial Judgement | Inc VAT* |
| <u>MUSEUMS</u> | | | |
| Bewdley Museum | | | |
| Adults | Free | Free | |
| Senior Citizen | Free | Free | |
| Accompanied Children | Free | Free | |
| Unaccompanied Children | Free | Free | |
| Residents' Season Ticket | Free | Free | |
| School Parties Admission Charge*** | Donation | Donation | |
| General Enquiries (per hour) | 7.25 | 7.45 | Inc VAT* |

*** Minimum donation £1 per child, maximum dependent on programme

**WYRE FOREST DISTRICT COUNCIL
COMMUNITY AND PARTNERSHIP SERVICES
Income Service Options 2010/11
Proposed Recreational Fees & Charges as from 1st April 2010**

APPENDIX A

| | Current Charges from 1 Apr 2009 £ | Proposed Charges from 1 Apr 2010 £ | VAT Status |
|--|---|--|---------------|
| Hire of Education Room | | | |
| Minimum Charge | N/A | Free | |
| Maximum Charge (per half day) | N/A | 30.00 | Inc VAT* |
| Commercial Bookings | N/A | Commercial Judgement | |
| Hire of Severn Gallery | | | |
| Minimum Charge for local organisations & emerging community artists (per week) | N/A | 10.00 | Inc VAT* |
| Commercial Bookings | N/A | Commercial Judgement | |

HALLS & RECREATION CENTRES

Stourport-on-Severn Community Centre

| | | | |
|--|-------|----------------------|----------|
| <u>Main Hall</u> | | | |
| Bookings ending before 6.00pm Monday - Friday (per hour) | 8.00 | 9.00 | Inc VAT* |
| Bookings ending after 6.00pm Monday - Friday (per hour) | 9.00 | 10.00 | Inc VAT* |
| Bookings Saturday & Sunday (per hour) | N/A | 15.00 | Inc VAT* |
| Community Groups - Less 25% of the above rates | | | |
| Commercial Bookings Minimum Charge (per hour) | 23.80 | Commercial Judgement | Inc VAT* |
| <u>Meeting Room</u> | | | |
| All times (per hour) | 5.70 | 6.00 | Inc VAT* |

* Where applicable

** A returnable deposit to cover damages to land or site infrastructure may be required

OTHER SPORTS FACILITIES

Bowls Green - Pre-purchased Passes

| | | | |
|----------------------|-------|-------|---------|
| Per game | Free | Free | |
| Bowls Club per match | 14.00 | 28.00 | Inc VAT |

Cricket

| | | | |
|--|-------|-------|---------|
| First Saturday in May to last Saturday in August | | | |
| Per match | 60.00 | 61.50 | Inc VAT |

**WYRE FOREST DISTRICT COUNCIL
COMMUNITY AND PARTNERSHIP SERVICES
Income Service Options 2010/11
Proposed Recreational Fees & Charges as from 1st April 2010**

APPENDIX A

| | Current Charges from 1 Apr 2009 £ | Proposed Charges from 1 Apr 2010 £ | VAT Status |
|--|---|--|---------------|
| Soccer | | | |
| Price increases to apply from the start of the 2010 season | | | |
| <u>Grade A Pitch</u> | | | |
| Adults - Wyre Forest Resident Team | 55.00 | 56.50 | Inc VAT |
| Adults - Non Resident Team | 65.00 | 66.50 | Inc VAT |
| Junior - Wyre Forest Resident Team | 27.50 | 28.50 | Inc VAT |
| Junior - Non Resident Team | 30.00 | 30.50 | Inc VAT |
| <u>Grade B Pitch</u> | | | |
| Adults - Wyre Forest Resident Team | 40.00 | 41.00 | Inc VAT |
| Adults - Non Resident Team | 46.00 | 47.50 | Inc VAT |
| Junior - Wyre Forest Resident Team | 27.00 | 27.50 | Inc VAT |
| Junior - Non Resident Team | 30.00 | 31.00 | Inc VAT |
| Fines | | | |
| For littering pitches or changing rooms | 50.00 | 50.00 | Inc VAT |
| Vandalism - plus cost of repairs Per occasion, per team | 50.00 | 50.00 | Inc VAT |
| Silent Flight per season | 156.50 | 160.00 | Inc VAT |
| <u>GREEN SPACES - Parks and Green Spaces (not Nature Reserves)</u> | | | |
| Fund Raising and Charity Events (per day) - Minimum Charge | 20.00 | Free | Inc VAT |
| Fund Raising and Charity Events (per day) - Maximum Charge | 39.00 | 150.00 | Inc VAT |
| Commercial Events | Commercial Judgement | Commercial Judgement | |
| Allotments Wyre Forest District Resident | Per Sq mtr p.a 0.10000 | Per Sq mtr p.a 0.20000 | Inc VAT |
| All now with Water Note. As from September 2003 allotment rental charges for non-residents are double the standard rate. (Approved by Council February 25th 2009) | | | |
| Grounds maintenance - external contracts | Commercial Judgement | Commercial Judgement | |
| based upon an hourly rate | 25.00 | Commercial judgement | Excl VAT |
| Arborists | 30.00 | Commercial judgement | Excl VAT |
| Plus Vehicle and Materials at cost | at cost | at cost | |

NOTE:

Commercial judgement is delegated to the Service Director

WYRE FOREST DISTRICT COUNCIL**INCOME SERVICE OPTIONS 2010/2011****LEGAL & CORPORATE SERVICES**

| Cost Centre | ACTIVITY AND DESCRIPTION OF SERVICE OPTION | KEY | CHANGES IN RESOURCES | | |
|-------------|--|-----|----------------------|-----------------|-----------------|
| | | | 2010/11 £ | 2011/2012 £ | 2012/2013 £ |
| R500 | <u>Elections and Electoral Registration</u> | C | - | - | - |
| | Reduction to charges for Marked Registers made according to Statute | R | - | - | - |
| | | S | - | - | - |
| R510 | <u>Land Charges</u> | C | - | - | - |
| | To raise charges for all Land Charges by 2.5% in line with Council Policy | R | 3,750 CR | 3,750 CR | 3,750 CR |
| | | S | - | - | - |
| R515 | <u>Legal & Corporate Services Administration</u> | C | - | - | - |
| | To raise charges for the supply of minutes and agendas by 2.5% in line with Council Policy | R | - | - | - |
| | | S | - | - | - |
| R221 | <u>Civic Halls</u> | C | - | - | - |
| | Increase charges by an average of 2.5% as per Service Director Recommendation | R | 1,930 CR | 1,930 CR | 1,930 CR |
| | | S | - | - | - |
| | TOTALS | C | - | - | - |
| | | R | 5,680 CR | 5,680 CR | 5,680 CR |
| | | S | - | - | - |

WYRE FOREST DISTRICT COUNCIL**INCOME SERVICE OPTIONS 2010/11****SCHEDULE OF RECOMMENDED CHARGES - LEGAL & CORPORATE SERVICES**

| | Present Charges 2009/10 £ | Proposed Charges 2010/11 £ |
|--|-------------------------------------|-------------------------------------|
| ACTIVITY A1 SALE OF EDITED & FULL ELECTORAL REGISTERS Decrease charges for Marked Registers only (per legislation) | | |
| 1. Edited & Full Register | | |
| - Data | 20.00 plus 1.50 per 1000 entries | No change |
| - Printed | 10.00 plus 5.00 per 1000 entries | No change |
| 2. Overseas Electors - Data or Printed | as above | No change |
| 3. Marked Registers | | |
| - Data | as above | 10.00 + 1.00 per 1000 or part |
| - Printed | as above | 10.00 + 2.00 per 1000 or part |
| ACTIVITY A3 - LAND CHARGES To increase charges in line with inflation: - | | |
| 1. a. increase to the basic Land Charges Search Fee | 86.00 | 88.00 |
| 2. a. increase to optional enquiries | 16.00 | 16.50 |
| b. increase to each additional property/parcel of land | 37.00 | 38.00 |
| 3. increase to the basic Land Charges Search Fee in respect of Highway Information supplied by WCC | 16.00 | 16.00 |
| ACTIVITY A4 SUPPLY OF MINUTES/AGENDAS TO OUTSIDE BODIES/COMPANIES To increase charges in line with inflation:- | | |
| Cabinet and Full Council Agendas (per annum) | 75.50 | 77.00 |
| Scrutiny Committees Agendas (per annum) | 70.00 | 72.00 |
| Development Control Agendas (per annum) | 87.00 | 89.00 |
| Other Committee Agendas (individual) (per annum) | 15.00 | 15.00 |

**WYRE FOREST DISTRICT COUNCIL
LEGAL & CORPORATE SERVICES
Income Service Options 2010/11
Proposed Recreational Fees & Charges as from 1st April 2010**

| | Current Charges 2009/10 £ | Proposed Charge 2010/11 £ |
|--|--|--|
| <u>CIVIC HALLS</u> | | |
| Kidderminster Town Hall | | |
| <u>Non Commercial Organisations</u> | | |
| Music Room - Minimum (per hour) | 25.00 | 25.50 |
| Music Room - Maximum (per hour) | 100.00 | 102.50 |
| | | |
| Corn Exchange - Minimum (per hour) | 20.00 | 20.50 |
| Corn Exchange - Maximum (per hour) | 75.00 | 77.00 |
| | | |
| Both Facilities - Minimum (per hour) | 38.00 | 39.00 |
| Both Facilities - Maximum (per hour) | 125.00 | 128.00 |
| Both Facilities - hourly rate will double for Bank Holidays | | |
| Both Facilities - hourly rate will double after midnight | | |
| | | |
| Use of raking (seats) | 175.00 | 180.00 |
| Use of Kitchen Facilities Civic and KTH | 120.00 | 123.00 |
| Use of Kitchen Facilities King Charles Room | 18.00 | 18.50 |
| Use of Bar facilities - per hour | 12.00 | 12.50 |
| | | |
| King Charles Room/Council Chamber/Court Room | | |
| Minimum (per hour) | 34.00 | 35.00 |
| | | |
| Stourport Civic Hall | | |
| Minimum (per hour) | 33.00 | 34.00 |
| Maximum (per hour) | 77.00 | 79.00 |
| Civic Hall - hourly rate will double for Bank Holidays | | |
| Civic Hall - hourly rate will double after midnight | | |
| | | |
| For All Venues | | |
| <u>Commercial Organisations and bookings for any Bank Holidays</u> | | |
| Per hour | Commercial Judgement | Commercial judgement |
| | | |
| Legal and Corporate Services Administration Account | | |
| Fees relating to surveys prior to lettings | Commercial Judgement | Commercial judgement |

NOTE:

Commercial judgement is delegated to the Director of Legal and Corporate Services

WYRE FOREST DISTRICT COUNCIL
INCOME SERVICE OPTIONS 2010/2011
PLANNING & REGULATORY SERVICES

APPENDIX C

| Cost Centre | ACTIVITY AND DESCRIPTION OF SERVICE OPTION | KEY | CHANGES IN RESOURCES | | |
|-------------|--|-----|--------------------------------|----------------|----------------|
| | | | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ |
| R185 | <u>Car Parks</u> To increase charges by 2.5% in line with Council Policy. | C | - | - | - |
| | | R | 17,560 CR | 35,210 CR | 35,330 CR |
| | | S | - | - | - |
| R250 | <u>Control of Rats and Other Pests</u> To increase charges by 2.5% in line with Council Policy. | C | - | - | - |
| | | R | 350 CR | 350 CR | 350 CR |
| | | S | - | - | - |
| R255 | <u>Control of Dogs</u> To increase charges by 2.5% in line with Council Policy. | C | - | - | - |
| | | R | 20 CR | 20 CR | 20 CR |
| | | S | - | - | - |
| R605 | <u>Development Control</u> To maintain Planning Application fees at statutory levels (last increased 2008/09). | C | | | |
| | | R | To be determined by Government | | |
| | | S | | | |
| R605 | <u>Development Control</u> To increase the charge for Planning Enquiries by 2.5% in line with Council Policy. | C | - | - | - |
| | | R | 10 CR | 10 CR | 10 CR |
| | | S | - | - | - |
| R625 | <u>Building Control</u> To increase the charge for Building Control Enquiries by 2.5% in line with Council Policy. | C | - | - | - |
| | | R | 10 CR | 10 CR | 10 CR |
| | | S | - | - | - |
| R625 | <u>Building Control</u> Building Control Charges for Plan and Inspection Fees (all schedules) have been increased by 10% w.e.f. 05/10/09 under the Director's delegated powers. This additional income already forms part of the Base Budget | C | - | - | - |
| | | R | - | - | - |
| | | S | - | - | - |
| R625 | <u>Building Control</u> To increase the charge for the sale of documents by 2.5% in line with Council Policy. | C | - | - | - |
| | | R | 20 CR | 20 CR | 20 CR |
| | | S | - | - | - |
| R630 | <u>Planning & Regulatory Services Administration</u> To increase the charge for the sale of documents by 2.5% in line with Council Policy. | C | - | - | - |
| | | R | 50 CR | 50 CR | 50 CR |
| | | S | - | - | - |
| R640 | <u>Food & Health & Safety</u> To increase charges by 2.5% in line with Council Policy. | C | - | - | - |
| | | R | 50 CR | 50 CR | 50 CR |
| | | S | - | - | - |
| R645 | <u>Pollution Control</u> To maintain LAPPC charges at statutory level (revised annually). | C | | | |
| | | R | To be determined by Government | | |
| | | S | | | |
| R645 | <u>Pollution Control</u> To maintain water sampling fees at statutory levels (last increased 2004/05). To increase other charges by 2.5% in line Council Policy. | C | - | - | - |
| | | R | 10 CR | 10 CR | 10 CR |
| | | S | - | - | - |
| R655 | <u>Hackney Carriage/Private Hire</u> To increase fees by 2.5% in line with Council Policy to ensure the activity remains self financing. | C | - | - | - |
| | | R | 1,960 CR | 1,960 CR | 2,240 CR |
| | | S | - | - | - |
| R660 | <u>General Licensing & Registration</u> To increase charges by 2.5% in line with Council Policy. | C | - | - | - |
| | | R | 620 CR | 620 CR | 620 CR |
| | | S | - | - | - |

WYRE FOREST DISTRICT COUNCIL
INCOME SERVICE OPTIONS 2010/2011
PLANNING & REGULATORY SERVICES

APPENDIX C

| Cost Centre | ACTIVITY AND DESCRIPTION OF SERVICE OPTION | KEY | CHANGES IN RESOURCES | | |
|-------------|--|-----|--------------------------------|----------------|----------------|
| | | | 2010/2011 £ | 2011/2012 £ | 2012/2013 £ |
| R660 | <u>Gambling Act 2005</u> To increase premises licence fees by 2.5% in line with Council Policy | C | - | - | - |
| | | R | 260 CR | 260 CR | 260 CR |
| | | S | - | - | - |
| R660 | <u>Gambling Act 2005</u> To charge permit fees as determined by Government. | C | - | - | - |
| | | R | To be determined by Government | | |
| | | S | - | - | - |
| R665 | <u>Licensing Act 2003</u> To maintain Liquor Licensing fees at statutory levels | C | - | - | - |
| | | R | To be determined by Government | | |
| | | S | - | - | - |
| | TOTALS | C | - | - | - |
| | | R | 20,920 CR | 38,570 CR | 38,970 CR |
| | | S | - | - | - |

**INCOME SERVICE OPTIONS 2010/2011
PLANNING AND REGULATORY SERVICES**

APPENDIX C

Car Parking - Daily rates and Season Tickets

| | Current Charges From Oct 2009 Rounded | Proposed Charges From Oct 2010 Rounded | |
|---|--|---|--|
| Comberton Place Surface Vehicle Park, Kidderminster | Free 70 p 100 p 180 p 360 p | Free 50 p 100 p 150 p 250 p | Up to 30 minutes Up to 1 hour Up to 2 hours Up to 3 hours Over 3 hours |
| Horsefair - Kidderminster | Free 360 p | Free 370 p | Up to 30 mins All day |
| Market Street Surface Vehicle Park, Kidderminster | 70 p | 80 p | Up to 1 hour |
| Aldi Store Surface Vehicle Park, Kidderminster | 100 p | 110 p | Up to 2 hours |
| New Road and Batemans Yard Kidderminster | 180 p | 190 p | Up to 3 hours |
| Pike Mills Surface Vehicle Park, Kidderminster | 360 p | 370 p | Over 3 Hours |
| Part Bromsgrove Street Surface Vehicle Park, Kidderminster | 70 p | 80 p | Up to 1 hour |
| Youth Centre Surface Vehicle Park, Kidderminster | 100 p 180 p 360 p | 110 p 190 p 370 p | Up to 2 hours Up to 3 hours Over 3 hours |
| Castle Road Surface Vehicle Park, Kidderminster | 100 p 180 p 360 p | 110 p 190 p 370 p | Up to 2 hours Up to 3 hours Over 3 hours |
| St. Mary's Church Surface Vehicle Park, Kidderminster | 100 p 180 p 360 p | 110 p 190 p 370 p | Up to 2 hours Up to 3 hours Over 3 hours |
| Youth Centre Surface Vehicle Park, Kidderminster | 100 p 180 p 360 p | 110 p 190 p 370 p | Up to 2 hours Up to 3 hours Over 3 hours |
| Load Street Surface Vehicle Park, Bewdley | 50 p 70 p 500 p | 50 p 80 p 520 p | Up to 30 minutes Up to 1 hour Over 1 hour |
| Dog Lane Surface Vehicle Park, Bewdley | 70 p 100 p 180 p 500 p | 80 p 110 p 190 p 520 p | Up to 1 hour Up to 2 hours Up to 3 hours Over 3 hours |
| Gardners Meadow Surface Vehicle Park, Bewdley | 100 p 200 p | 110 p 210 p | Up to 2 hours Over 2 hours |
| Raven Street Surface Vehicle Park, Stourport-on-Severn | 70 p 500 p | 80 p 520 p | Up to 2 hours Over 2 hours |
| Seven Meadows No. 1 Surface Vehicle Park, Stourport-on-Severn | 100 p 180 p 400 p | 110 p 190 p 410 p | Up to 2 hours Up to 3 hours All Day |
| Stourport Sports Centre No. 1 Surface Vehicle Park, Stourport-on-Severn | 100 p 180 p 400 p | 110 p 190 p 410 p | Up to 2 hours Up to 3 hours All Day |
| Stourport Sports Centre No. 2 Surface Vehicle Park, Stourport-on-Severn | 100 p 180 p 400 p | 110 p 190 p 410 p | Up to 2 hours Up to 3 hours All Day |
| Stourport Sports Centre No. 3 Surface Vehicle Park, Stourport-on-Severn | 100 p 180 p 400 p | 110 p 190 p 410 p | Up to 2 hours Up to 3 hours All Day |
| Stadium Close Surface Vehicle Park, Kidderminster | 150 p 150 p 150 p 150 p | 30 p 50 p 100 p 160 p | Up to 1 hour Up to 2 hours Up to 3 hours Over 3 hours |
| Seven Meadows No. 1 Surface Vehicle Park, Stourport-on-Severn | 200 p 400 p | 210 p 410 p | Up to 3 hours All day |
| Severn Meadows No. 2 Surface Vehicle Park, Stourport-on-Severn | 200 p 400 p | 210 p 410 p | Up to 3 hours All day |
| Severn Meadows No. 3 Surface Vehicle Park, Stourport-on-Severn | 200 p 400 p | 210 p 410 p | Up to 3 hours All day |
| Riverside Meadows Surface Vehicle Park, Stourport-on-Severn | 200 p 400 p | 210 p 410 p | Up to 3 hours All day |
| NON-PAYING CAR PARKS | | | |
| Hoobrook Surface Vehicle Park, Kidderminster | | | |
| Vale Road Surface Car Park, Stourport-on-Severn | | | |
| Lax Lane Surface Vehicle Park, Bewdley | | | |
| The Avenue Surface Car Park, Blakedown | | | |
| Broadwaters Surface Car Park, Kidderminster | | | |
| Westbourne Surface Car Park, Bewdley | | | |

**INCOME SERVICE OPTIONS 2010/2011
PLANNING AND REGULATORY SERVICES**

APPENDIX C

| | Current Charges From Oct 2009 Rounded | Proposed Charges From Oct 2010 Rounded | |
|---|---|--|---------------|
| FULL SEASON TICKET | | | |
| Pike Mills Surface Vehicle Park, Kidderminster | £47.00 | £50.00 | 1 month |
| Pike Mills Surface Vehicle Park, Kidderminster | £272.00 | £280.00 | 6 months |
| Aldi Store Surface Vehicle Park, Kidderminster | £500.00 | £520.00 | 12 months: |
| Bateman Yard Surface Vehicle Park, Kidderminster | | | Payable as 10 |
| Market Street Surface Vehicle Park, Kidderminster | | | monthly DD |
| Bromsgrove Street Surface Vehicle Park, Kidderminster | | | |
| Bromsgrove Street Surface Vehicle Park, Kidderminster | | | |
| Bromsgrove Street Surface Vehicle Park, Kidderminster | | | |
| Youth Centre Surface Vehicle Park, Kidderminster | | | |
| St. Mary's Church Surface Vehicle Park, Kidderminster | | | |
| Raven Street Surface Vehicle Park, Stourport-on-Severn | | | |
| Severn Meadows Nos. 1, 2 & 3 Surface Vehicle Parks, Stourport-on-Severn | | | |
| Riverside Meadow Surface Vehicle Park, Kidderminster | | | |
| Stourport Sports Centre Nos. 1 & 2 Surface Vehicle Parks, Stourport-on-Severn | | | |
| Load Street Surface Vehicle Park, Bewdley | | | |
| Gardners Meadow Surface Vehicle Park, Bewdley | | | |
| <p>* Short Stay Vehicle Parks only if used for a maximum 1 hour continuous stay with no return within 2 hours</p> <p>** Medium Stay Vehicle Parks only if used for a maximum 3 hours (Horsefair SVP 2½ hours only) continuous stay with no return within 2 hours</p> | | | |
| RESTRICTED SEASON TICKET | | | |
| Stourport Sports Centre SVP, Stourport-on-Severn | £28.00 | £30.00 | 1 month |
| Castle Road | £140.00 | £145.00 | 6 months |
| Comberton Hill | £250.00 | £260.00 | 12 months: |
| Horsefair | | | Payable as 10 |
| Stadium Close | | | monthly DD |
| RESIDENT SEASON TICKET | | | |
| Dog Lane SVP, Bewdley | £65.00 | £75.00 | 6 months |
| Gardners Meadow SVP, Bewdley | £125.00 | £130.00 | 12 months: |
| Vale Road SVP, Stourport-on-Severn | | | Payable as 10 |
| | | | monthly DD |
| SENIOR CITIZEN SEASON TICKET | | | |
| All vehicle parks | £39.00 | £39.00 | 6 months |
| | £65.00 | £65.00 | 12 months: |
| | | | Payable as 10 |
| | | | monthly DD |
| OTHER | | | |
| <p>Any other type of Season Ticket that the Council so decide to issue which is considered reasonably appropriate to issue, including being available to any specified categories of persons that the Council so decide, with such conditions that the Council shall decide to apply in respect of Parking Places as the Council shall decide</p> | | | |



PLANNING AND REGULATORY SERVICES

Duke House, Clensmore Street, Kidderminster, Worcs. DY10 2JX

Tel. 01562 732928 Fax. 01562 732556

SUMMARY OF PLANNING APPLICATION FEES FROM 6TH APRIL 2008

| CATEGORY OF DEVELOPMENT | | FEE PAYABLE | MAXIMUM FEE |
|---|--|--|--|
| Operations | | | |
| New dwellings | (a) Where the application is for outline planning permission and <ul style="list-style-type: none"> (i) the site area does not exceed 2.5 hectares (ii) the site area exceeds 2.5 hectares (b) In other cases <ul style="list-style-type: none"> (i) where the number of dwellinghouses to be created by the development is 50 or fewer, (ii) where the number of dwellinghouses to be created by the development exceeds 50 | £335 for each 0.1 hectare (or part thereof) £8,285 and an additional £100 for each 0.1 hectare in excess of 2.5 hectares £335 for each dwelling £16,565 and an additional £100 for each dwellinghouse in excess of 50 dwellinghouses | £125,000 £250,000 |
| Buildings (other than dwellings, agricultural buildings, plant or glasshouses etc.) | (a) Where the application is for outline planning permission and <ul style="list-style-type: none"> (i) the site area does not exceed 2.5 hectares (ii) the site area exceeds 2.5 hectares (b) In other cases <ul style="list-style-type: none"> (i) where no floor space is to be created by the development (ii) where the area of gross floor space to be created by the development does not exceed 40 square metres (iii) where the area of the gross floor space to be created by the development exceeds 40 square metres, but does not exceed 75 square metres (iv) where the area of the gross floor space to be created by the development exceeds 75 square metres, but does not exceed 3750 square metres (v) where the area of gross floor space to be created by the development exceeds 3750 square metres | £335 for each 0.1 hectare (or part thereof) £8,285 and an additional £100 for each 0.1 hectare in excess of 2.5 hectares £170 £170 £335 £335 for each 75 sq. m. £16,565 and an additional £100 for each 75 square metres in excess of 3750 square metres | £125,000 £250,000 |
| Agricultural buildings on agricultural land (other than glasshouses) | (a) Where the application is for outline planning permission and <ul style="list-style-type: none"> (i) the site area does not exceed 2.5 hectares (ii) the site area exceeds 2.5 hectares (b) In other cases <ul style="list-style-type: none"> (i) where the area of gross floor space to be created by the development does not exceed 465 square metres (iii) where the area of gross floor space to be created by the development exceeds 465 square metres but does not exceed 540 square metres (iii) where the area of the gross floor space to be created by the development exceeds 540 square metres but does not exceed 4215 square metres (iv) where the area of gross floor space to be created by the development exceeds 4215 square metres | £335 for each 0.1 hectare (or part thereof) £8,285 and an additional £100 for each additional 0.1 hectare in excess of 2.5 hectares £70 £335 £335 for the first 540 square metres, and an additional £335 for each 75 square metres in excess of 540 square metres £16,565 and an additional £100 for each 75 square metres in excess of 4215 square metres | £125,000 £250,000 |

| | | | | |
|--|--|---|---|----------|
| Glasshouses on agricultural land | (a) Where the gross floor space to be created by the development does not exceed 465 square metres | £70 | | |
| | (b) Where the gross floor space to be created by the development exceeds 465 square metres | £1,870 | £1,870 | |
| Erection, alteration or replacement of plant or machinery | (a) Where the site area does not exceed 5 hectares | £335 for each 0.1 hectare (or part thereof) | | |
| | (b) Where the site area exceeds 5 hectares | £16,565 and an additional £100 for each 0.1 hectare in excess of 5 hectares | £250,000 | |
| Enlargement, improvement or alteration of dwellings for domestic purposes | | | | |
| (a) in respect of one dwelling | | £150 | | |
| (b) 2 or more dwellings | | £295 | | |
| (a) Operations within residential curtilage for domestic purposes (including buildings, gates and fences etc.) | | £150 | | |
| | (b) Car parks, roads and access to serve a single undertaking where associated with existing use | £170 | | |
| Operations not within above categories | | £170 for each 0.1 hectare (or part thereof) | £250,000 | |
| Uses | | | | |
| Change of use of a building to one or more dwellings | (a) From single dwelling to two or more dwellings | (i) 50 or fewer dwellings | £335 for each additional dwelling £16,565 and an additional £100 for each dwelling in excess of 50 dwellings £335 for each dwelling | £250,000 |
| | | (ii) more than 50 dwellings | | |
| | (b) From other building to one or more dwellings | (i) 50 or fewer dwellings | £16,565 and an additional £100 for each dwelling in excess of 50 | £250,000 |
| | | (ii) more than 50 dwellings | | |
| Material change of use on land or building(s) other than above | | £335 | | |
| Advertisements | | | | |
| Advertisements on business premises or other land within the business curtilage relating to nature of business, goods sold, services provided, or name of persons undertaking business | | £95 | | |
| Sign relating to business in the locality but not visible from that site | | £95 | | |
| All other advertisements | | £335 | | |
| Other applications | | | | |
| Certificate of existing use or development | | As for a planning application | | |
| Certificate of proposed use or development | | 50% of planning application | | |
| Prior approval application (including demolition of dwelling houses) | | £70 | | |
| Renewal of permission - unless the original permission was not implemented and has expired | | £170 | | |
| Variation or removal of a condition | | £170 | | |

Fee for confirmation of compliance with condition attached to planning permission: England

- (1) Where a request is made to a local planning authority for written confirmation of compliance with a condition or conditions attached to a grant of planning permission, a fee shall be paid to that authority as follows -
- (a) where the request relates to a permission for development which falls within category 6 or 7(a) of Part 2 to Schedule 1, £25 for each request;
 - (b) where the request relates to a permission for development which falls within any other category of that Schedule, £85 for each request.
- (2) Any fee paid under this regulation shall be refunded if the local planning authority fails to give the written confirmation requested within a period of twelve weeks from the date on which the authority received the request.

Please note that the following applications are County Matters which should be submitted to Worcestershire County Council:

- a) Operations connected with exploratory drilling for oil or gas
- b) Mineral operations
- c) Use for disposal of refuse or waste materials

SUMMARY OF EXEMPTIONS Fees are not payable in the following circumstances:-

(a) Facilities for Disabled Persons

Where the development relates to alterations or extensions to a dwelling house or operations within the curtilage of a dwelling house and the development is for the purpose of providing access or facilities for greater safety, health or comfort of a resident or intended resident who is disabled (i.e. within any of the descriptions to which Section 29 of the National Assistance Act 1948 applies or a child who is disabled for the purposes of the Children Act 1989). This exemption extends to works to improve a disabled access to a public building.

(b) Development otherwise Permitted Development

Applications required by a restrictive condition on a previous planning permission, or because of the effect of an Article 4 Direction, for development which is otherwise permitted by a General Development Order, or for a change of use within the same class specified in the Use Classes Order.

(c) Resubmissions

Resubmission of applications following refusals of permission or withdrawn applications, and the submission of amended proposals following the grant of permission or approval of reserved matters, subject to the following conditions:-

- (i) The application is made within twelve months of the date of the decision or, in the case of a withdrawn application, within twelve months of the date the previous application was submitted
- (ii) The site is the same as, or part of the original site and no other land is included
- (iii) The development is of the same character
- (iv) The applicant is the same
- (v) That the earlier application is one to which no exemption was granted and the relevant fee was paid
- (vi) If the original application was in outline the resubmission is in outline

(d) Listed Buildings and Conservation Areas

Applications for Listed Building Consent or Conservation Area consent

(e) Other Consents and Consultations

- (i) Notifications of proposed development by Government Departments and other Crown bodies
- (ii) Notifications of overhead electric lines
- (iii) Applications for felling licences or to fell trees under a Tree Preservation Order or in a Conservation Area or to remove hedgerows
- (iv) Applications to stop up or divert footpaths
- (v) Commenting on applications or other development which the Authority is not determining
- (vi) Applications for certificates of alternative development

SUMMARY OF REDUCED FEES

1. Use of land for sports fields or other ancillary operations (other than buildings) by non-profit making club or society - fee payable £335.
2. Applications for approval of one or more reserved matters require fees in accordance with the schedule, except where such applications have been previously made and the sum is not less than would be payable in respect of all reserved matters authorised by the outline permission. On subsequent applications for approval of reserved matters by the same applicant the fee payable is £335.
3. Applications by Parish Councils - fee payable is one half the normal rate.
4. Alternative proposals on the same site. Submitted by the same applicant. Highest category at full fee, remainder at half fee (normal fees are required for duplicate applications).
5. Applications straddling district or county boundaries are subject to special rules. Generally one fee is paid to the Authority having the larger site but calculated by the whole scheme, and subject to special ceiling. Applicants in these cases and any other cases of doubt are advised to consult the Local Planning Authority.

WYRE FOREST DISTRICT COUNCIL
INCOME SERVICE OPTIONS 2010/11

| Planning and Building Control Advice | Current Charges 2009/10 | Proposed Charges 2010/11 |
|--|------------------------------------|-------------------------------------|
| Reply to general individual queries, Planning or Building Control for up to 6 questions (after that the full Local Land Charge Search fee will be charged) | £18.00 per Question | £18.50 per Question |
| If any query requires a site visit to be made (e.g. compliance with conditions) | £47.50 | £49.00 |

| Charges for Copy Documents | Current Charges 2009/10 | Proposed Charges 2010/11 | VAT Status |
|---|------------------------------------|-------------------------------------|-------------------|
| Monthly Decision List | £77.50 | £79.50 | |
| Weekly Planning Application List | £129.50 | £133.00 | |
| Decision Notices | £13.70 | £14.00 | Incl. VAT |
| Decision Notices Additional Copies | £0.65 | £0.70 | Incl. VAT |
| A4 - For each copy | £0.65 | £0.70 | Incl. VAT |
| A3 - For each copy | £0.85 | £0.90 | Incl. VAT |
| A2 - For each copy | £2.25 | £2.30 | Incl. VAT |
| A1 - For each copy | £2.75 | £2.80 | Incl. VAT |
| A0 - For each copy | £3.80 | £3.90 | Incl. VAT |
| <u>Note</u> Copies, where appropriate, are available free up to a cumulative single transaction value of £10 for individuals (the discretion of Director of Service to be applied in cases of multiple separate transactions) and charged at full cost to representatives of professional and/or commercial companies. | | | |



Wyre Forest District Council



PLANNING, HEALTH & ENVIRONMENT DIVISION BUILDING CONTROL SECTION

Duke House, Clensmore Street, Kidderminster, Worcs. DY10 2JX

Telephone 01562 732928 Fax 01562 732556

E-mail: john.moss@wyreforestdc.gov.uk or ian.martin@wyreforestdc.gov.uk

BUILDING CONTROL CHARGES

Applicable From 1st December 2008

GUIDANCE NOTES:

The Building Regulation charges are divided into Plan and Inspection charges, Building Notice charges and Regularisation charges. They are different for each type of work.

The following tables are for guidance only and are not a substitute for the Statutory Instrument 1998 No. 3129 which contains a full statement of the law.

All charges are subject to V.A.T. at the appropriate rate, except the Regularisation Charge.
Please make Cheques payable to Wyre Forest District Council.

- 1 **FULL PLANS:-**The Plan Charge must be paid on the deposit of the plans with the Council.
- 2 **BUILDING NOTICES:-** The Charge must be paid when the notice is submitted to the Council.
- 3 **INSPECTION CHARGES:-** These will be payable after the first inspection has been undertaken.
- 4 **REGULARISATION CHARGE:-** This is 120% of the Building Notice Charge and is not subject to VAT.
- 5 **EXEMPTIONS:-** (i) Where works are solely improving access and facilities for disabled persons in existing public buildings and dwelling alterations and extensions, no charge is applicable.
(ii) When putting insulating material into an existing cavity wall, as long as it is certified to an approved standard and the work is carried out by an approved installer, no charge is applicable.
(iii) When putting in an approved unvented hot-water system as long as the work is carried out by an approved installer or is part of a larger project, no charge is applicable.
- 6 **TOTAL ESTIMATED COST** - This means a reasonable estimate that would be charged by a professional builder, but excluding professional fees and V.A.T.
- 7 **MULTIPLE WORKS** - Where plans show more than one type of work (i.e.. Two separate extensions) the charge payable is aggregated accordingly.
- 8 **MINOR WORK** - Where the work is estimated as costing under £5,000 the total charge is payable on deposit of the plans.
- 9 **MINIMUM CHARGES** - Apply to domestic Loft Conversions and Extensions exceeding 60m2.
- 10 **INSTALMENTS** - In certain cases the charges may be paid in instalments, contact the Building Control Office for information.
- 11 **HELP** - If you have any difficulty, contact the local Building Control Office.
- 12 **POINTS OF CONTACT** - For quotations or to submit your application please contact the office that is relevant to your proposal.

WYRE FOREST DISTRICT COUNCIL: Building Control Manager, Duke House, Clensmore Street, Kidderminster DY10 2JX. Tel: 01562 732528

BROMSGROVE DISTRICT COUNCIL: The Building Control Manager, The Council House, Burcot Lane, Bromsgrove B60 1AA. Tel: 01527 881348

HEREFORD COUNCIL: Principal Building Control Surveyor, Planning Services, P.O.Box 230, Hereford HR1 2ZB. Tel: 01432 260000

MALVERN HILLS DISTRICT COUNCIL: The Building Control Manager, Brunel House, Portland Road, Malvern WR14 2TB. Tel: 01684 862328

REDDITCH BOROUGH COUNCIL: Building Control Manager, Town Hall, Alcester Street, Redditch B98 8AH. Tel: 01527 64252

WORCESTER CITY COUNCIL: Chief Building Control Officer, Orchard House, Farrier Street, Worcester WR1 3BB. Tel: 01905 722537

WYCHAVON DISTRICT COUNCIL: Building Consultancy Manager, Civic Centre, Queen Elizabeth Drive, Pershore, Worcester WR10 2LT. Tel: 01386 565382

Schedule 1: Charges for new dwellings

| Number of Dwellings | Plan | | | Inspection | | | Building Notice | | | Regularisation |
|---------------------|--------|-------|--------|------------|--------|--------|-----------------|--------|----------|-----------------|
| | Charge | VAT | Total | Charge | VAT | Total | Charge | VAT | Total | Charge (NO VAT) |
| 1 | 150.00 | 22.50 | 172.50 | 325.00 | 48.75 | 373.75 | 475.00 | 71.25 | 546.25 | 570.00 |
| 2 | 205.00 | 30.75 | 235.75 | 449.00 | 67.35 | 516.35 | 654.00 | 98.10 | 752.10 | 784.80 |
| 3 | 270.00 | 40.50 | 310.50 | 570.00 | 85.50 | 655.50 | 840.00 | 126.00 | 966.00 | 1008.00 |
| 4 | 335.00 | 50.25 | 385.25 | 655.00 | 98.25 | 753.25 | 990.00 | 148.50 | 1,138.50 | 1188.00 |
| 5 | 405.00 | 60.75 | 465.75 | 723.00 | 108.45 | 831.45 | 1,128.00 | 169.20 | 1,297.20 | 1353.60 |

When you will be using similar house types we can reduce our charges, for details of this reduction or for a competitive quotation for more than 5 dwellings please telephone 01562 732526 or 01562 732528

Schedule 2: Charges for small buildings, extensions and alterations to dwellings

| Type of Work | Plan | | | Inspection | | | Building Notice | | | Regularisation |
|--|--------|-------|--------|------------|-------|--------|-----------------|-------|--------|-----------------|
| | Charge | VAT | Total | Charge | VAT | Total | Charge | VAT | Total | Charge (NO VAT) |
| Detached/Attached Garages/Car Ports under 40m2 | 95.65 | 14.35 | 110.00 | 19.85 | 2.98 | 22.83 | 115.50 | 17.33 | 132.83 | 138.60 |
| Detached/Attached Garages/Car Ports over 40m2 but under 60m2 | 95.65 | 14.35 | 110.00 | 135.35 | 20.30 | 155.65 | 231.00 | 34.65 | 265.65 | 277.20 |
| Domestic Extensions under 10m2 | 95.65 | 14.35 | 110.00 | 135.35 | 20.30 | 155.65 | 231.00 | 34.65 | 265.65 | 277.20 |
| Domestic Extensions over 10m2 but under 40m2 | 95.65 | 14.35 | 110.00 | 250.85 | 37.63 | 288.48 | 346.50 | 51.98 | 398.48 | 415.80 |
| Domestic Extensions over 40m2 but under 60m2 | 95.65 | 14.35 | 110.00 | 366.35 | 54.95 | 421.30 | 462.00 | 69.30 | 531.30 | 554.40 |
| Loft Conversions costing up to £22,000 | 95.65 | 14.35 | 110.00 | 250.85 | 37.63 | 288.48 | 346.50 | 51.98 | 398.48 | 415.80 |
| *Replacement Windows Doors, Rooflights or Boilers | 95.65 | 14.35 | 110.00 | 0.00 | 0.00 | 0.00 | 95.65 | 14.35 | 110.00 | 114.78 |

If your extension is over 60 sq metres or your loft conversion costs more than £22,000, the charge should be calculated by using the estimated cost of the work and schedule 3, but the charge cannot be less than the amount shown in schedule 2 for extensions up to 60 sq metres or for loft conversions costing up to £22,000.

Schedule 3: Charges for all other works

| Total Cost of Work | Plan | | | Inspection | | | Building Notice | | | Regularisation |
|--------------------|--------|-------|--------|------------|-------|--------|-----------------|-------|--------|-----------------|
| | Charge | VAT | Total | Charge | VAT | Total | Charge | VAT | Total | Charge (NO VAT) |
| 0-2,000 | 100.00 | 15.00 | 115.00 | 0.00 | 0.00 | 0.00 | 100.00 | 15.00 | 115.00 | 120.00 |
| 2,001-5,000 | 165.00 | 24.75 | 189.75 | 0.00 | 0.00 | 0.00 | 165.00 | 24.75 | 189.75 | 198.00 |
| 5,001-6,000 | 43.50 | 6.53 | 50.03 | 130.50 | 19.58 | 150.08 | 174.00 | 26.10 | 200.10 | 208.80 |
| 6,001-7,000 | 45.75 | 6.86 | 52.61 | 137.25 | 20.59 | 157.84 | 183.00 | 27.45 | 210.45 | 219.60 |
| 7,001-8,000 | 48.00 | 7.20 | 55.20 | 144.00 | 21.60 | 165.60 | 192.00 | 28.80 | 220.80 | 230.40 |
| 8,001-9,000 | 50.25 | 7.54 | 57.79 | 150.75 | 22.61 | 173.36 | 201.00 | 30.15 | 231.15 | 241.20 |
| 9,001-10,000 | 52.50 | 7.88 | 60.38 | 157.50 | 23.63 | 181.13 | 210.00 | 31.50 | 241.50 | 252.00 |
| 10,001-11,000 | 54.75 | 8.21 | 62.96 | 164.25 | 24.64 | 188.89 | 219.00 | 32.85 | 251.85 | 262.80 |
| 11,001-12,000 | 57.00 | 8.55 | 65.55 | 171.00 | 25.65 | 196.65 | 228.00 | 34.20 | 262.20 | 273.60 |
| 12,001-13,000 | 59.25 | 8.89 | 68.14 | 177.75 | 26.66 | 204.41 | 237.00 | 35.55 | 272.55 | 284.40 |
| 13,001-14,000 | 61.50 | 9.23 | 70.73 | 184.50 | 27.68 | 212.18 | 246.00 | 36.90 | 282.90 | 295.20 |
| 14,001-15,000 | 63.75 | 9.56 | 73.31 | 191.25 | 28.69 | 219.94 | 255.00 | 38.25 | 293.25 | 306.00 |
| 15,001-16,000 | 66.00 | 9.90 | 75.90 | 198.00 | 29.70 | 227.70 | 264.00 | 39.60 | 303.60 | 316.80 |
| 16,001-17,000 | 68.25 | 10.24 | 78.49 | 204.75 | 30.71 | 235.46 | 273.00 | 40.95 | 313.95 | 327.60 |
| 17,001-18,000 | 70.50 | 10.58 | 81.08 | 211.50 | 31.73 | 243.23 | 282.00 | 42.30 | 324.30 | 338.40 |
| 18,001-19,000 | 72.75 | 10.91 | 83.66 | 218.25 | 32.74 | 250.99 | 291.00 | 43.65 | 334.65 | 349.20 |
| 19,001-20,000 | 75.00 | 11.25 | 86.25 | 225.00 | 33.75 | 258.75 | 300.00 | 45.00 | 345.00 | 360.00 |
| 20,001-21,000 | 77.00 | 11.55 | 88.55 | 231.00 | 34.65 | 265.65 | 308.00 | 46.20 | 354.20 | 369.60 |
| 21,001-22,000 | 79.00 | 11.85 | 90.85 | 237.00 | 35.55 | 272.55 | 316.00 | 47.40 | 363.40 | 379.20 |
| 22,001-23,000 | 81.00 | 12.15 | 93.15 | 243.00 | 36.45 | 279.45 | 324.00 | 48.60 | 372.60 | 388.80 |
| 23,001-24,000 | 83.00 | 12.45 | 95.45 | 249.00 | 37.35 | 286.35 | 332.00 | 49.80 | 381.80 | 398.40 |
| 24,001-25,000 | 85.00 | 12.75 | 97.75 | 255.00 | 38.25 | 293.25 | 340.00 | 51.00 | 391.00 | 408.00 |

If the estimated cost exceeds £25,000. Please phone 01562 732528 or 01562 732526 for a competitive quote



PLANNING & REGULATORY SERVICES DIRECTORATE BUILDING CONTROL SECTION

Duke House, Clensmore Street, Kidderminster, Worcs. DY10 2JX

Telephone 01562 732526 or 01562 732525 Fax 01562 732556

E-mail: ian.martin@wyreforestdc.gov.uk or mick.hudson@wyreforestdc.gov.uk

BUILDING CONTROL CHARGES

Applicable From 5th October 2009

GUIDANCE NOTES:

The Building Regulation charges are divided into Plan and Inspection charges, Building Notice charges and Regularisation charges. They are different for each type of work.

The following tables are for guidance only and are not a substitute for the Statutory Instrument 1998 No. 3129 which contains a full statement of the law.

All charges are subject to V.A.T. at the appropriate rate, except the Regularisation Charge.
Please make Cheques payable to Wyre Forest District Council.

- 1 **FULL PLANS:-** The Plan Charge must be paid on the deposit of the plans with the Council.
- 2 **BUILDING NOTICES:-** The Charge must be paid when the notice is submitted to the Council.
- 3 **INSPECTION CHARGES:-** These will be payable after the first inspection has been undertaken.
- 4 **REGULARISATION CHARGE:-** This is 120% of the Building Notice Charge and is not subject to VAT.
- 5 **EXEMPTIONS:-** (i) Where works are solely improving access and facilities for disabled persons in existing public buildings and dwelling alterations and extensions, no charge is applicable.
(ii) When putting insulating material into an existing cavity wall, as long as it is certified to an approved standard and the work is carried out by an approved installer, no charge is applicable.
(iii) When putting in an approved unvented hot-water system as long as the work is carried out by an approved installer or is part of a larger project, no charge is applicable.
- 6 **TOTAL ESTIMATED COST** - This means a reasonable estimate that would be charged by a professional builder, but excluding professional fees and V.A.T.
- 7 **MULTIPLE WORKS** - Where plans show more than one domestic extension the charge payable is aggregated accordingly.
- 8 **MINOR WORK** - Where the work is estimated as costing under £5,000 the total charge is payable on deposit of the plans.
- 9 **MINIMUM CHARGES** - Apply to domestic Loft Conversions and Extensions exceeding 60m².
- 10 **INSTALMENTS** - In certain cases the charges may be paid in instalments, contact the Building Control Office for information.
- 11 **HELP** - If you have any difficulty, please contact the local Building Control Office.
- 12 **POINTS OF CONTACT** - For quotations or to submit your application, please contact the office that is relevant to your proposal.

WYRE FOREST DISTRICT COUNCIL: Principal Building Control Officer, Duke House, Clensmore Street, Kidderminster DY10 2JX. Tel: 01562 732526

BROMSGROVE DISTRICT COUNCIL: Principal Building Control Surveyor, The Council House, Burcot Lane, Bromsgrove B60 1AA. Tel: 01527 881348

HEREFORDSHIRE COUNCIL: Building Control Manager, Planning Services, P.O.Box 230, Hereford HR1 2ZB. Tel: 01432 260000

REDDITCH BOROUGH COUNCIL: Building Control Manager, Town Hall, Walter Stranz Square, Redditch B98 8AH. Tel: 01527 534076

***SWBC PARTNERSHIP** Building Control Services, The Council House, Avenue Road, Malvern, WR14 3AF. Tel: 01684 862223

***WYCHAVON DISTRICT COUNCIL/WORCESTER CITY COUNCIL/MALVERN HILLS DISTRICT COUNCIL**

Schedule 1: Charges for new dwellings

| Number of Dwellings | Plan | | | Inspection | | | Building Notice | | | Regularisation |
|---------------------|--------|-------|--------|------------|--------|--------|-----------------|--------|----------|-----------------|
| | Charge | VAT | Total | Charge | VAT | Total | Charge | VAT | Total | Charge (NO VAT) |
| 1 | 165.00 | 24.75 | 189.75 | 357.50 | 53.63 | 411.13 | 522.50 | 78.38 | 600.88 | 627.00 |
| 2 | 225.50 | 33.83 | 259.33 | 493.90 | 74.09 | 567.99 | 719.40 | 107.91 | 827.31 | 863.28 |
| 3 | 297.00 | 44.55 | 341.55 | 627.00 | 94.05 | 721.05 | 924.00 | 138.60 | 1,062.60 | 1108.80 |
| 4 | 368.50 | 55.28 | 423.78 | 720.50 | 108.08 | 828.58 | 1,089.00 | 163.35 | 1,252.35 | 1306.80 |
| 5 | 445.50 | 66.83 | 512.33 | 795.30 | 119.30 | 914.60 | 1,240.80 | 186.12 | 1,426.92 | 1488.96 |

When you will be using similar house types we can reduce our charges, for details of this reduction or for a competitive quotation for more than 5 dwellings please telephone 01562 732526 or 01562 732525

Schedule 2: Charges for small buildings, extensions and alterations to dwellings

| Type of Work | Plan | | | Inspection | | | Building Notice | | | Regularisation |
|--|--------|-------|--------|------------|-------|--------|-----------------|-------|--------|-----------------|
| | Charge | VAT | Total | Charge | VAT | Total | Charge | VAT | Total | Charge (NO VAT) |
| Detached/Attached Garages/Car Ports under 40m2 | 105.22 | 15.78 | 121.00 | 21.84 | 3.28 | 25.12 | 127.05 | 19.06 | 146.11 | 152.46 |
| Detached/Attached Garages/Car Ports over 40m2 but under 60m2 | 105.22 | 15.78 | 121.00 | 148.89 | 22.33 | 171.22 | 254.10 | 38.12 | 292.22 | 304.92 |
| Domestic Extensions under 10m2 | 105.22 | 15.78 | 121.00 | 148.89 | 22.33 | 171.22 | 254.10 | 38.12 | 292.22 | 304.92 |
| Domestic Extensions over 10m2 but under 40m2 | 105.22 | 15.78 | 121.00 | 275.94 | 41.39 | 317.33 | 381.15 | 57.17 | 438.32 | 457.38 |
| Domestic Extensions over 40m2 but under 60m2 | 105.22 | 15.78 | 121.00 | 402.99 | 60.45 | 463.44 | 508.20 | 76.23 | 584.43 | 609.84 |
| Loft Conversions costing up to £26,000 | 105.22 | 15.78 | 121.00 | 275.94 | 41.39 | 317.33 | 381.15 | 57.17 | 438.32 | 457.38 |
| *Replacement Windows Doors, Rooflights or Boilers | 105.22 | 15.78 | 121.00 | 0.00 | 0.00 | 0.00 | 105.22 | 15.78 | 121.00 | 126.26 |

If your extension is over 60 sq metres or your loft conversion costs more than £26,000, the charge should be calculated by using the estimated cost of the work and schedule 3, but the charge cannot be less than the amount shown in schedule 2 for extensions up to 60 sq metres or for loft conversions costing up to £26,000.

Schedule 3: Charges for all other works

| Total Cost of Work | Plan | | | Inspection | | | Building Notice | | | Regularisation |
|--------------------|--------|-------|--------|------------|-------|--------|-----------------|-------|--------|-----------------|
| | Charge | VAT | Total | Charge | VAT | Total | Charge | VAT | Total | Charge (NO VAT) |
| 0 -2,000 | 110.00 | 16.50 | 126.50 | 0.00 | 0.00 | 0.00 | 110.00 | 16.50 | 126.50 | 132.00 |
| 2,001-5,000 | 181.50 | 27.23 | 208.73 | 0.00 | 0.00 | 0.00 | 181.50 | 27.23 | 208.73 | 217.80 |
| 5,001-6,000 | 47.85 | 7.18 | 55.03 | 143.55 | 21.53 | 165.08 | 191.40 | 28.71 | 220.11 | 229.68 |
| 6,001-7,000 | 50.33 | 7.55 | 57.88 | 150.98 | 22.65 | 173.63 | 201.30 | 30.20 | 231.50 | 241.56 |
| 7,001-8,000 | 52.80 | 7.92 | 60.72 | 158.40 | 23.76 | 182.16 | 211.20 | 31.68 | 242.88 | 253.44 |
| 8,001-9,000 | 55.28 | 8.29 | 63.57 | 165.83 | 24.87 | 190.70 | 221.10 | 33.17 | 254.27 | 265.32 |
| 9,001-10,000 | 57.75 | 8.66 | 66.41 | 173.25 | 25.99 | 199.24 | 231.00 | 34.65 | 265.65 | 277.20 |
| 10,001-11,000 | 60.23 | 9.03 | 69.26 | 180.68 | 27.10 | 207.78 | 240.90 | 36.14 | 277.04 | 289.08 |
| 11,001-12,000 | 62.70 | 9.41 | 72.11 | 188.10 | 28.22 | 216.32 | 250.80 | 37.62 | 288.42 | 300.96 |
| 12,001-13,000 | 65.18 | 9.78 | 74.96 | 195.53 | 29.33 | 224.86 | 260.70 | 39.11 | 299.81 | 312.84 |
| 13,001-14,000 | 67.65 | 10.15 | 77.80 | 202.95 | 30.44 | 233.39 | 270.60 | 40.59 | 311.19 | 324.72 |
| 14,001-15,000 | 70.13 | 10.52 | 80.65 | 210.38 | 31.56 | 241.94 | 280.50 | 42.08 | 322.58 | 336.60 |
| 15,001-16,000 | 72.60 | 10.89 | 83.49 | 217.80 | 32.67 | 250.47 | 290.40 | 43.56 | 333.96 | 348.48 |
| 16,001-17,000 | 75.08 | 11.26 | 86.34 | 225.23 | 33.78 | 259.01 | 300.30 | 45.05 | 345.35 | 360.36 |
| 17,001-18,000 | 77.55 | 11.63 | 89.18 | 232.65 | 34.90 | 267.55 | 310.20 | 46.53 | 356.73 | 372.24 |
| 18,001-19,000 | 80.03 | 12.00 | 92.03 | 240.08 | 36.01 | 276.09 | 320.10 | 48.02 | 368.12 | 384.12 |
| 19,001-20,000 | 82.50 | 12.38 | 94.88 | 247.50 | 37.13 | 284.63 | 330.00 | 49.50 | 379.50 | 396.00 |
| 20,001-21,000 | 84.97 | 12.71 | 97.68 | 254.93 | 38.24 | 293.17 | 339.90 | 50.98 | 390.88 | 407.88 |
| 21,001-22,000 | 87.45 | 13.04 | 100.49 | 262.35 | 39.35 | 301.70 | 349.80 | 52.47 | 404.27 | 419.76 |
| 22,001-23,000 | 89.92 | 13.37 | 103.29 | 269.78 | 40.46 | 310.24 | 359.70 | 53.95 | 417.65 | 431.64 |
| 23,001-24,000 | 92.40 | 13.70 | 106.10 | 277.20 | 41.57 | 318.77 | 369.60 | 55.44 | 430.04 | 443.52 |
| 24,001-25,000 | 94.87 | 14.03 | 108.90 | 284.63 | 42.68 | 327.31 | 379.50 | 56.93 | 442.43 | 455.40 |
| 25,001-26,000 | 97.35 | 14.36 | 111.71 | 292.05 | 43.79 | 335.84 | 389.40 | 58.42 | 454.82 | 467.28 |

If the estimated cost exceeds £26,000. Please phone 01562 732526 or 01562 732525 for a competitive quote

Department for Environment, Food and Rural Affairs

Annex 1

2010-2011 Charges

LAPPC charges for 2010/11

| Type of charge | Type of process | 2010/11 Fee | | |
|---------------------------|--|----------------|------|-------|
| Application Fee | Standard process | £1579 | | |
| | Additional fee for operating without a permit | £1137 | | |
| | Reduced fee activities (except VRs) | £148 | | |
| | PVR I & II combined | £246 | | |
| | Vehicle refinishers (VRs) | £346 | | |
| | Reduced fee activities: Additional fee for operating without a permit | £68 | | |
| | Mobile screening and crushing plant for the third to seventh applications | £1579 | | |
| | for the eighth and subsequent applications | £943 | | |
| | Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts | £477 | | |
| | | | | |
| Annual Subsistence Charge | Standard process Low | £739 (+£99)* | | |
| | Standard process Medium | £1111(+£149)* | | |
| | Standard process High | £1672 (+£198)* | | |
| | Reduced fee activities Low/Med/High | £76 | £151 | £227 |
| | PVR I & II combined | £108 | £216 | £326 |
| | Vehicle refinishers Low/Med/High | £218 | £349 | £524 |
| | | | | |
| | Odorising of natural gas Low/Med/High | £76 | £151 | £227 |
| | Mobile screening and crushing plant, for first and second permits L/M/H | £618 | £989 | £1485 |
| | for the third to seventh permits L/M/H | £368 | £590 | £884 |
| | eighth and subsequent permits L/M/H | £189 | £302 | £453 |
| | * the additional amounts in brackets must be charged where a permit is for a combined Part B and waste installation | | | |
| | Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £99 to the above amounts | | | |
| Transfer and Surrender | Standard process transfer | £162 | | |
| | Standard process partial transfer | £476 | | |
| | New operator at low risk reduced fee activity | £75 | | |
| | Surrender: all Part B activities | £0 | | |
| | Reduced fee activities: transfer | £0 | | |
| | Reduced fee activities: partial transfer | £45 | | |

| | | |
|---------------------------------------|--|--------------|
| Temporary transfer for mobiles | First transfer | £51 |
| | Repeat transfer | £10 |
| | Repeat following enforcement or warning | £51 |
| Substantial change | Standard process | £1005 |
| | Standard process where the substantial change results in a new PPC activity | £1579 |
| | Reduced fee activities | £98 |

LAPPC mobile plant charges for 2010/11

| Number of permits | Application fee 2010/11 | Subsistence fee 2010/11 | | |
|--------------------------|--------------------------------|--------------------------------|-------------|--------------|
| | | Low | Med | High |
| 1 | £1579 | £618 | £989 | £1484 |
| 2 | £1579 | £618 | £989 | £1484 |
| 3 | £943 | £368 | £590 | £884 |
| 4 | £943 | £368 | £590 | £884 |
| 5 | £943 | £368 | £590 | £884 |
| 6 | £943 | £368 | £590 | £884 |
| 7 | £943 | £368 | £590 | £884 |
| 8 and over | £477 | £189 | £302 | £453 |

LA-IPPC charges for 2010/11

NB – every subsistence charge in the table below includes the additional £99 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation.

| Type of charge | Local authority element 2009/10 |
|---|---------------------------------|
| Application | £3218 |
| Additional fee for operating without a permit | £1137 |
| Annual Subsistence LOW | £1384 |
| Annual Subsistence MEDIUM | £1541 |
| Annual Subsistence HIGH | £2233 |
| Substantial Variation | £1309 |
| Transfer | £225 |
| Partial transfer | £668 |
| Surrender | £668 |

Key

Subsistence charges can be paid in four equal quarterly instalments paid on 1st April, 1st July, 1st October and 1st January. Where paid quarterly the total amount payable to the local authority will be increased by £36.

Reduced fee activities are; Service Stations, Vehicle Refinishers, Dry Cleaners and Small Waste Oil Burners under 0.4MW

Newspaper advertisements

Newspaper adverts may be required under EPR at the discretion of the LA as part of the consultation process when considering an application (see Chapter 9 of the General Guidance Manual). This will be undertaken and paid for by the LA and the charging scheme contains a provision for the LA to recoup its costs

Environment Agency Subsistence Fees for Discharge to Controlled Waters 2010/11

| Charge band | Charge | Applicability |
|-------------|---------|---|
| A | £ 2,270 | Where permit conditions contain numerical water discharge limits other than for the pollutants or parameters listed in bands B and C |
| B | £ 760 | Where permit conditions contain numerical water discharge limits for BOD, COD ¹ or ammonia |
| C | £ 222 | Where permit conditions contain numerical limits for water flow, volume, suspended solids, pH, temperature, or oil or grease |
| D | £ 66 | Where conditions are included in a permit which do not fall within any of the descriptions in bands A-C (e.g. descriptive conditions) |

There is no extra fee payable to the Environment Agency where quarterly payments are made.

¹ biological oxygen demand and chemical oxygen demand

WYRE FOREST DISTRICT COUNCIL
INCOME SERVICE OPTIONS 2010/2011

| LICENSING AND REGISTRATION | | PRESENT CHARGES 2009/2010 | PROPOSED CHARGES 2010/2011 |
|---|----------|---------------------------------------|---------------------------------------|
| Acupuncture, Tattooing, Electrolysis, Ear Piercing , Skin Piercing & Semi-Permanent Skin Colouring – Certificate of Registration: (a) Person | | £128.00 | £131.00 |
| (b) Premise | | £185.00 | £190.00 |
| (c) Persons & Premises | | £313.00 | £321.00 |
| Animal Boarding Establishments* | Initial | £263.00 | £270.00 |
| | Renewal | £175.00 | £179.00 |
| Dangerous Wild Animals* | Initial | £263.00 | £270.00 |
| | Renewal | £175.00 | £179.00 |
| Dog Breeding Establishments* | Initial | £263.00 | £270.00 |
| | Renewal | £175.00 | £179.00 |
| Registration of Motor Salvage Operators | | £87.00 | £89.00 |
| Copy of Register Entry, Motor Salvage Operators Register | | £4.00 + VAT | £4.00 + VAT |
| Pet Animals Act* | Initial | £263.00 | £270.00 |
| | Renewal | £175.00 | £179.00 |
| Public Realm and Streetscene (Control of Street Furniture | | £250.00 | £256.00 |
| Riding Establishments* | Initial | £263.00 | £270.00 |
| | Renewal | £175.00 | £179.00 |
| Sex Establishments | Initial | £3,897.00 | £3,994.00 |
| | Renewal | £1,497.00 | £1,534.00 |
| | Transfer | £270.00 | £277.00 |
| Zoo Licences* | Initial | £1,273.00 (+ Inspector's Expenses) | £1,305.00 (+ Inspector's Expenses) |
| | Renewal | £1,144.00 (+ Inspector's Expenses) | £1,173.00 (Inspector's Expenses) |
| * Plus Vet fees where applicable | | | |

WYRE FOREST DISTRICT COUNCIL
INCOME SERVICE OPTIONS 2010/2011

| HACKNEY CARRIAGE/PRIVATE HIRE FEES | Present Charges 2009/2010 | Proposed Charges 2010/2011 |
|---|--------------------------------------|---------------------------------------|
| Hackney Carriage/Private Hire Drivers Licence (valid for 2 years) | £255.00 | £261.00 |
| Drivers' Knowledge Test | £47.00 | £48.00 |
| Drivers Badge | £21.00 | £22.00 |
| Hackney Carriage Vehicle | £359.00 | £368.00 |
| Private Hire Vehicle | £359.00 | £368.00 |
| Private Hire Operators | £400.00 | £410.00 |
| Vehicle Decals - Replacements | £17.00 | £17.00 |
| Vehicle Retest Fee (if re-tested within 48 hours of failure) | £26.00 + VAT | £27.00 + VAT |
| Vehicle Retest Fee (if re-tested after 48 hours of failure) | £51.00 + VAT | £52.00 + VAT |
| Change of Business (Sell Car and Transfer Plate) | £309.00 | £309.00 |
| Exemption Notice (Executive Vehicles) | £25.00 | £25.00 |
| Internal (Executive Vehicles) Car Plate | £19.00 | £19.00 |
| External Car Plate | £43.00 | £44.00 |
| CRB check | £54.00 | £55.00 |

INCOME SERVICE OPTIONS 2010/2011

| | Present Charges 2009/2010 | Proposed Charges 2010/2011 |
|--|--------------------------------------|---------------------------------------|
| FOOD, HEALTH AND SAFETY | | |
| Issue of Food Surrender Certificates | £52.00 + VAT | £53.00 + VAT |
| Release of Officers Statements | £239.00 + VAT | £245.00 + VAT |
| Release of Documents | £85.00 + VAT | £87.00 + VAT |
| <u>Food Hygiene Training courses:</u> | | |
| CIEH Level 2 Award in Food Safety in Catering | £35.00 + VAT | £36.00 + VAT |
| CIEH Level 3 Award in Implementing Food Safety Management Procedures | £230.00 + VAT | £236.00 + VAT |
| CIEH Level 4 Advanced Certificate in Food Hygiene | £650.00 + VAT | £666.00 + VAT |
| HACCP Awareness | £75.00 + VAT | £77.00 + VAT |
| * Plus actual cost of reproducing photographs and photocopy charges | | |
| POLLUTION CONTROL | | |
| Sampling of Private Water Supplies # | £50 + Analysts Fees + VAT | £50 + Analysts Fees + VAT |
| Release of Environmental Information (basic) | £26.00 + VAT | £27.00 + VAT |
| Release of Environmental Information (detailed) | £54.00 + VAT | £55.00 + VAT |
| Any information required above the advanced search, will be charged at the advanced search rate plus an hourly officer fee. Details of the approximate amount to be charged will be provided to the applicant prior to any work being undertaken following assessment of the information required. | | |
| # Statutory Charge | | |
| CONTROL OF RATS & OTHER PESTS | | |
| Labour Rate per hour | £40.00 incl VAT | £41.00 incl VAT |
| Plus use of poisons - recharged at cost plus 50% | | |
| Annual contracts (requiring more than one visit) | Commercial Judgement | Commercial Judgement |
| WASPS NESTS | £45.00 incl VAT | £46.50 incl VAT |
| CONTROL OF DOGS | | |
| Dog Recovery Fee | £40.00 incl VAT | £41.00 incl VAT |
| Plus Vets fees at cost plus 10% | | |

WYRE FOREST DISTRICT COUNCIL
INCOME SERVICE OPTIONS 2010/2011

| LICENSING AND REGISTRATION | Present Charges 2009/2010 | Proposed Charges 2010/2011 |
|--|--------------------------------------|---------------------------------------|
| STREET TRADING | | |
| Single Unit up to 12 x 12 Food - Initial | £1,579.00 | £1,618.00 |
| (max 5m length) - Renewal | £1,499.00 | £1,536.00 |
| Single Unit up to 12 x 12 | | |
| (max 5m length) Non-Food - Initial | £1,318.00 | £1,351.00 |
| - Renewal | £1,185.00 | £1,215.00 |
| For every additional 12 x12 or part thereof or length more than 5m | £649.00 | £665.00 |
| Mobile Traders | £618.00 | £633.00 |

WYRE FOREST DISTRICT COUNCIL
GAMBLING ACT 2005



Premises Licence Fees 2010/2011

| Premises Type | New Application | Annual Fee |
|--|------------------------|-------------------|
| | £ | £ |
| Existing Casinos | n/a | n/a |
| New Small Casino | n/a | n/a |
| New Large Casino | n/a | n/a |
| Regional Casino | n/a | n/a |
| Premises Type | New Application | Annual Fee |
| | £ | £ |
| Bingo Club | 1940 | 555 |
| Betting Premises (excluding Tracks) | 1665 | 333 |
| Tracks | 1387 | 555 |
| Family Entertainment Centres | 1109 | 416 |
| Adult Gaming Centre | 1109 | 555 |
| Temporary Use Notices | 282 | N/A |

| | Application to Vary | Application to Transfer | Application for Re- instatement | Application for Provisional Statement | Licence Application (Provisional Statement holders | Copy Licence | Notification of Change |
|--|--------------------------------|------------------------------------|--|--|---|-------------------------|-----------------------------------|
| | £ | £ | £ | £ | £ | £ | £ |
| Existing Casinos | n/a | n/a | n/a | n/a | n/a | n/a | n/a |
| New Small Casino | n/a | n/a | n/a | n/a | n/a | n/a | n/a |
| New Large Casino | n/a | n/a | n/a | n/a | n/a | n/a | n/a |
| Regional Casino | n/a | n/a | n/a | n/a | n/a | n/a | n/a |
| Bingo Club | 971 | 665 | 665 | 1940 | 665 | 28 | 56 |
| Betting Premises (excluding Tracks) | 831 | 665 | 665 | 1665 | 665 | 28 | 56 |
| Tracks | 693 | 527 | 527 | 1387 | 527 | 28 | 56 |
| Family Entertainment Centres | 555 | 527 | 527 | 1109 | 527 | 28 | 56 |
| Adult Gaming Centre | 555 | 665 | 665 | 1109 | 665 | 28 | 56 |

Permits

Local authorities already issue a number of permits or registrations for activities under existing gambling legislation. Under the Gambling Act 2005, Wyre Forest District Council will be responsible for dealing with the following permits and registrations:

- Unlicensed Family Entertainment Centre Gaming Machine Permits
- Registration of Small Lottery Licences
- Club Gaming Permits
- Club Gaming Machine Permits
- Licensed Premises Gaming Machine Permits
- Prize Gaming Permits

Unlike premises licence fees, permit fees are prescribed by the Government and therefore licensing authorities have no discretion in this matter.

| Fee Type Permit Type | Grant | Renewal | Existing Operator Grant | Annual Fee |
|---|--------------|----------------|--------------------------------|-------------------|
| FEC Gaming Machine | 300 | 300 | 100 | N/A |
| Prize Gaming | 300 | 300 | 100 | N/A |
| Licensed Premises Gaming Machine Permit | 150 | N/A | 100 | 50 |
| Club Gaming Permit | 100* | 100* | 100 | 50 |
| Club Machine Permits | 100* | 100* | 100 | 50 |
| Small Lottery Registration | 40 | 20 | N/A | N/A |

* fee will be £200 if premises doesn't sell alcohol.

Miscellaneous Fees

| | Change of Name £ | Copy of Permit £ | Variation £ | Transfer £ | Notification £ |
|--|-----------------------------------|-----------------------------------|------------------------------|-----------------------------|---------------------------------|
| FEC Permits | 25 | 15 | N/A | N/A | N/A |
| Prize Gaming Permits | 25 | 15 | N/A | N/A | N/A |
| Licensed Premises Gaming Machine Permit | 25 | 15 | 100 | 25 | N/A |
| Licensed Premises Automatic Notification Process | N/A | N/A | N/A | N/A | 50 |
| Club Gaming Permit | 100 | 15 | 100 | N/A | N/A |
| Club Machine Permits | 100 | 15 | 100 | N/A | N/A |

**WYRE FOREST DISTRICT COUNCIL
INCOME SERVICE OPTIONS 2010/2011**

LICENSING ACT 2003

| Band | A | B | C | D | E |
|------------------|------------|---------------|-----------------|------------------|---------------|
| Rateable Value | £0-£4300 | £4301-£33,000 | £33,001-£87,000 | £87,001-£125,000 | OVER £125,000 |
| Annual | £70 | £180 | £295 | £320* | £350** |
| New Licence | £100 | £190 | £315 | £450* | £635** |
| Future variation | £100 | £190 | £315 | £450* | £635** |

* A multiplier of twice the fee and annual charge applies where use of the premises is exclusively or primarily for the carrying on, on the premises of the supply of alcohol for consumption on the premises.

** A multiplier of three times the fee and annual charge applies where use of the premises is exclusively or primarily for the carrying on, on the premises of the supply of alcohol for consumption on the premises.

(Premises with no NDRV = Band A; Premises under construction = Band C)

| Number of persons present | Additional fee | Annual fee |
|---------------------------|----------------|------------|
| 5,000 - 9,999 | £1,000 | £500 |
| 10,000 - 14,999 | £2,000 | £1,000 |
| 15,000 - 19,999 | £4,000 | £2,000 |
| 20,000 - 29,999 | £8,000 | £4,000 |
| 30,000 - 39,999 | £16,000 | £8,000 |
| 40,000 - 49,999 | £24,000 | £12,000 |
| 50,000 - 59,999 | £32,000 | £16,000 |
| 60,000 - 69,999 | £40,000 | £20,000 |
| 70,000 - 79,999 | £48,000 | £24,000 |
| 80,000 - 89,999 | £56,000 | £28,000 |
| 90,000 and over | £64,000 | £32,000 |

OTHER FEES

| | |
|---|---------|
| Application for a grant or renewal of personal licence | £37.00 |
| Temporary event notice | £21.00 |
| Theft, loss, etc. of premises licence or summary | £10.50 |
| Application for a provisional statement | £315.00 |
| Notification of change of name or address | £10.50 |
| Application to vary licence to specify DPS | £23.00 |
| Application for transfer of premises licence | £23.00 |
| Interim authority notice following death etc. of licence holder | £23.00 |
| Theft, loss etc of certificate or summary | £10.50 |
| Notification of change or name or alteration of rules of club | £10.50 |
| Change of relevant registered address of club | £10.50 |
| Theft, loss etc. of temporary event notice | £10.50 |
| Theft, loss etc. of personal licence | £10.50 |
| Duty to notify change of name or address | £10.50 |
| Right of freeholder etc. to be notified of licensing matters | £21.00 |

APPENDIX D

WYRE FOREST DISTRICT COUNCILINCOME SERVICE OPTIONS 2010/2011RESOURCES DIRECTORATE

| Cost Centre | ACTIVITY AND DESCRIPTION OF SERVICE OPTION | KEY | CHANGES IN RESOURCES | | |
|-------------|--|-------------|----------------------|---------------------|---------------------|
| | | | 2010/11 £ | 2011/12 £ | 2012/13 £ |
| R229 | Garage Increase charges by an average of 2.5% in line with commercial rates | C R S | - 420 CR - | - 480 CR - | - 480 CR - |
| R234 | Trade Waste Increase charges by an average of 8% in line with commercial rates (to accommodate landfill fees) | C R S | - 45,350 CR - | - 46,670 CR - | - 48,020 CR - |
| R235 | Bulky waste Increase charges by 5% as per Service Director Recommendation | C R S | - 1,370 CR - | - 1,370 CR - | - 1,370 CR - |
| R310 | Council Tax & NNDR Summons Costs £40 Liability Order Costs £25 £65 Note: This is an increase of £5 on Summons costs only. Costs have to reflect actual costs incurred and be subsequently agreed with the Magistrates Court. It is felt that the proposed costs can be justified. Normally these costs are increased every two years. Next review due for 2012/2013 budget. | C R S | - 3,450 CR - | - 3,450 CR - | - 3,450 CR - |
| R330 | Concessionary Travel - WFDC Scheme To have no increase in the cost of a replacement card of £5. However a charge of £10 was introduced in 2008/2009 for any subsequent replacement cards in any one financial year in order to fully recover costs. | C R S | - - - | - - - | - - - |
| R335 | Corporate Costs - Bank Charges Maintain existing policy of full cost recovery of bank charges in respect of credit card transactions for those services where there is no provision to include in charge levied (1.75%) | C R S | - - - | - - - | - - - |
| | TOTALS | C R S | - 50,590 CR - | - 51,970 CR - | - 53,320 CR - |

**WYRE FOREST DISTRICT COUNCIL
RESOURCES
Income Service Options 2010/11
COMMERCIAL WASTE COLLECTION**

| | Current Charge 2009/10 £ Excluding VAT | Proposed Charge 2010/11 £ Excluding VAT |
|---|---|--|
| PALIDIN CONTAINERS | | |
| First Bin | 500.00 | 540.00 |
| Subsequent Bin | 380.00 | 410.00 |
| Schools (40 weeks) | 380.00 | 410.00 |
| PRIVATE WHEELIE BINS | | |
| 240 litre | 210.00 | 230.00 |
| 660 litre | 410.00 | 440.00 |
| 1100 litre | 450.00 | 490.00 |
| COUNCIL OWNED WHEELIE BINS | | |
| 120 litre (one lift per week) | 150.00 | 160.00 |
| 240 litre (one lift per week) | 250.00 | 270.00 |
| 360 litre (one lift per week) | 360.00 | 390.00 |
| 660 litre (one lift per week) | 470.00 | 510.00 |
| 1100 litre (one lift per week) | 550.00 | 590.00 |
| 1100 litre Schools (40 weeks) | 425.00 | 460.00 |
| PLASTIC SACKS | 2.25 | 2.40 |
| REMOTE COLLECTION POINTS | | |
| Properties in excess of 5 miles from the Kidderminster Depot may attract a surcharge per lift at discretion of the Head Of Property and Operational Services - per lift | 1.10 | 1.20 |
| DOMESTIC DISCOUNT - where domestic waste is collected within trade bins - for example Public Houses and shops - discount per annum (this has changed from a percentage charge to a monetary one) | 20.00 | 20.00 |
| DISCOUNT FOR LANDFILL TAX CHARGE - only for eligible organisations - based upon declared rates provided by Worcestershire County Council | | |
| 120 litre (one lift per week) | 23.92 | 25.00 |
| 240 litre (one lift per week) | 47.32 | 51.00 |
| 360 litre (one lift per week) | 71.24 | 76.00 |
| 660 litre (one lift per week) | 130.52 | 140.00 |
| 1100 litre (one lift per week) | 217.36 | 234.00 |
| 1100 litre Schools (40 weeks) | 160.00 | 172.00 |
| BULKY CHARGES – TRADE | | |
| First 3 items | 15.50 | 16.75 |
| additional items | 3.50 | 3.80 |
| Special jobs on quotation based upon | | Commercial Judgement |
| Hourly rate per crew: | | |
| 15 minutes | 21.00 | 21.50 |
| 30 minutes | 40.00 | 41.00 |
| 60 minutes | 68.00 | 70.00 |

NOTES:

In the instance of multiple collections a discount not exceeding 20% may be awarded at the discretion of the Director of Service.

Free 240 litre bin collections are provided to institutions that have 100% NNDR relief (e.g. Village Halls), a second bin will attract an annual charge based upon the Commercial Trade Price list.

The above charges exclude VAT.

**WYRE FOREST DISTRICT COUNCIL
RESOURCES
Income Service Options 2010/11
DOMESTIC WASTE COLLECTION**

| | Current Charge 2009/10 £ Inc VAT | Proposed Charge 2010/11 £ Inc VAT |
|---|---|--|
| BULKY CHARGES – DOMESTIC | | |
| First 3 items | 13.60 | 14.00 |
| additional items | 3.20 | 3.50 |
| Special jobs on quotation based upon | | |
| Hourly rate per crew: | | |
| 15 minutes | | 18.00 |
| 30 minutes and pro rata up to 1 hour | | 32.00 |
| 60 minutes and multiples of thereafter | | 60.00 |
| <u>Charges for the Supply of a Replacement Wheelie Bin</u> | | |
| Replacement bins - delivered | 34.60 | 35.50 |
| Replacement bins - collected | 26.00 | 27.00 |
| Replacement recycling boxes - collection only | 6.50 | 6.50 |
| Recycling box lids - collection only | 1.50 | 1.50 |
| Garden Waste Bins - Contribution to cost | 0.00 | 20.00 |
| Garden Waste Collection Service - Annual Fee | 0.00 | 30.00 |
| <u>Side Waste collections</u> | | |
| Per black bin bag | 2.75 | 2.90 |

NOTES:

Additional Capacity bins will only be provided in circumstances where:-

A family consists of 6 or more members or

A family member produces medical waste.

There is an over riding proviso that all households actively participate in the Recycling Scheme

Bins may be replaced where proven damage has occurred. This however will only apply to the first instance. Any subsequent bins are replaced at the rates stipulated above.

Bulky collections charges are waived for housing benefits recipients (max 2 collections per year, 4 items first visit, 2 items second visit).

**WYRE FOREST DISTRICT COUNCIL
RESOURCES
Income Service Options 2010/11
FLEET MANAGEMENT**

| | | | Current Charge 2009/10 £ Excluding VAT | Proposed Charge 2010/11 £ Excluding VAT |
|--|------|---|---|--|
| External contracts based upon | | | Commercial Judgement | Commercial Judgement |
| Fixed service charges - up to 1.4cc (note: includes materials up to £30 in value) | Std | A | 70.00 | 72.00 |
| | Full | B | 85.00 | 87.50 |
| Fixed service charges - 1.4 to 1.7cc (note: includes materials up to £30 in value) | Std | A | 80.00 | 82.00 |
| | Full | B | 95.00 | 97.50 |
| Fixed service charges - over 1.7cc (note: includes materials up to £30 in value) | Std | A | 90.00 | 92.50 |
| | Full | B | 115.00 | 118.00 |
| Materials above the £30 limit will be charged at cost | | | | |
| Car Inspection | | | 25.00 | 25.50 |
| Staff / Members Cars | | | | |
| Labour charges per hour based upon | | | 25.00 | 26.00 |
| PLUS additional material at cost | | | | |
| Work undertaken is dependant upon workload capacity and the need to maintain the operational fleet | | | | |

NOTE:

Commercial judgement is delegated to the Director of Service