

**Open**

## **Cabinet**

## **Agenda**

**6pm**  
**Tuesday, 16th December 2014**  
**Council Chamber**  
**Wyre Forest House**  
**Finepoint Way**  
**Kidderminster**



## **Cabinet**

### **The Cabinet Members and their responsibilities:-**

<b>Councillor M J Hart</b>	<b>Leader of the Council &amp; Environmental Services</b>
<b>Councillor N J Desmond</b>	<b>Deputy Leader &amp; Resources and Transformation</b>
<b>Councillor J-P Campion</b>	<b>Planning and Economic Regeneration</b>
<b>Councillor H E Dyke</b>	<b>Operational Services</b>
<b>Councillor A Hingley</b>	<b>Health, Well-Being and Housing</b>

### **Scrutiny of Decisions of the Cabinet**

The Council has one Scrutiny Committee that has power to investigate policy issues and question members of the Cabinet who have special responsibility for a particular area of the Council's activities. The Cabinet also considers recommendations from this Committee.

In accordance with Section 10 of the Council's Constitution, Overview and Scrutiny Procedure Rules, and Standing Order 2.4 of Section 7, any item on this agenda may be scrutinised by the Scrutiny Committee if it is "called in" by the Chairman or Vice-Chairman of the Overview & Scrutiny Committee and any other three non-Cabinet members.

*The deadline for "calling in" Cabinet decisions is 5pm on 6<sup>th</sup> January 2015.*

Councillors wishing to "call in" a decision on this agenda should contact Sue Saunders, Committee and Electoral Services Officer, Wyre Forest House, Finepoint Way, Kidderminster. Telephone: 01562 732733 or email [susan.saunders@wyreforestdc.gov.uk](mailto:susan.saunders@wyreforestdc.gov.uk)

### **Urgent Key Decisions**

If the Cabinet needs to take an urgent key decision, the consent of the Scrutiny Committee Chairman must be obtained. If the Scrutiny Committee Chairman is unable to act the Chairman of the Council or in his/her absence the Vice-Chairman of the Council, must give consent. Such decisions will not be the subject to the call in procedure.

### **Declaration of Interests by Members – interests of members in contracts and other matters**

Declarations of Interest are a standard item on every Council and Committee agenda and each Member must provide a full record of their interests in the Public Register.

In addition, alongside the Register of Interest, the Members Code of Conduct ("the Code") requires the Declaration of Interests at meetings. Members have to decide first whether or not they have a disclosable interest in the matter under discussion.

Please see the Members' Code of Conduct as set out in Section 14 of the Council's constitution for full details.

### **Disclosable Pecuniary Interest (DPI) / Other Disclosable Interest (ODI)**

DPI's and ODI's are interests defined in the Code of Conduct that has been adopted by the District.

If you have a DPI (as defined in the Code) in a matter being considered at a meeting of the Council (as defined in the Code), the Council's Standing Orders require you to leave the room where the meeting is held, for the duration of any discussion or voting on that matter.

If you have an ODI (as defined in the Code) you will need to consider whether you need to leave the room during the consideration of the matter.

### **For further information**

If you have any queries about this Agenda or require any details of background papers, further documents or information you should contact Sue Saunders, Committee and Electoral Services Officer, Wyre Forest House, Finepoint Way, Kidderminster, DY11 7WF. Telephone: or email [susan.saunders@wyreforestdc.gov.uk](mailto:susan.saunders@wyreforestdc.gov.uk)

Documents referred to in this agenda may be viewed on the Council's website - [www.wyreforestdc.gov.uk/council/meetings/main.htm](http://www.wyreforestdc.gov.uk/council/meetings/main.htm)

### **WEBCASTING NOTICE**

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At the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed.

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**By entering the meeting room and using the public seating area, you are consenting to be filmed and to the possible use of those images and sound recordings for webcasting and or training purposes.**

If members of the public do not wish to have their image captured they should sit in the Stourport and Bewdley Room where they can still view the meeting.

If any attendee is under the age of 18 the written consent of his or her parent or guardian is required before access to the meeting room is permitted. Persons under 18 are welcome to view the meeting from the Stourport and Bewdley Room.

**If you have any queries regarding this, please speak with the Council's Legal Officer at the meeting.**

Wyre Forest District Council

Cabinet

Tuesday, 16th December 2014

Council Chamber, Wyre Forest House, Finepoint Way, Kidderminster

Part 1

Open to the press and public

<b>Agenda item</b>	<b>Subject</b>	<b>Page Number</b>
<b>1.</b>	<b>Apologies for Absence</b>	
<b>2.</b>	<b>Declarations of Interests by Members</b>  In accordance with the Code of Conduct, to invite Members to declare the existence and nature of any Disclosable Pecuniary Interests (DPI's) and / or Other Disclosable Interests (ODI's) in the following agenda items and indicate the action that they will be taking when the item is considered.  Please see the Members' Code of Conduct as set out in Section 14 of the Council's Constitution for full details.	
<b>3.</b>	<b>Minutes</b>  To confirm as a correct record the Minutes of the meeting held on the 16 <sup>th</sup> September 2014.	<b>7</b>
<b>4.</b>	<b>CALL INS</b> a verbal update will be given on any decisions which have been "called in" since the last meeting of the Cabinet.	
<b>5.</b>	<b>Items Requiring Urgent Attention</b>  To consider any item which, in the opinion of the Chairman requires consideration at the meeting as a matter of urgency.	
<b>6.</b>	<b>Public Participation</b>  In accordance with the Council's Scheme for Public Speaking at Meetings of Full Council/Cabinet, to allow members of the public to present petitions, ask questions, or make statements, details of which have been received by 12 noon on Monday 8 <sup>th</sup> December 2014. (See front cover for contact details).	
<b>7.</b>	<b>Leader of the Council</b>	
<b>7.1</b>	<b>Leader's Announcements</b>	

8.		
8.1	<p style="text-align: right;"><b>Councillor N J Desmond</b></p> <p><b>Medium Term Financial Strategy 2015-18</b></p> <p>To consider a report from the Chief Financial Officer which provides Cabinet with financial information in order to make proposals for the Budget Strategy for period 2015-18.</p> <p><i>The appendices to this report have been circulated electronically and a public inspection copy is available on request. (See front cover for details.)</i></p>	10
8.2	<p><b>National Non-Domestic Rates Write-off of Amounts Outstanding</b></p> <p>To consider a report from the Chief Financial Officer which asks Cabinet to give consideration to the writing off of £85,612.87 in respect of National Non-Domestic Rates.</p>	30

9.		
9.1	<p style="text-align: right;"><b>Councillor A T Hingley</b></p> <p><b>Kidderminster's Music Heritage Trail</b></p> <p>To consider a report from the Director of Economic Prosperity and Place that asks for approval of the Music Heritage Trail. To also consider the recommendations from the Overview &amp; Scrutiny Committee at its meeting on 4<sup>th</sup> December 2014.</p> <p><i>The appendix to this report has been circulated electronically and a public inspection copy if available on request. (See front cover for details.)</i></p>	34
9.2	<p><b>Anti Social Behaviour, Crime and Policing Act 214 – Consideration of a Public Spaces Protection Order for Kidderminster Town Centre</b></p> <p>To consider a report from the Director of Community, Wellbeing &amp; Environment which asks for authority to be given to undertake a consultation for the implementation of a PSPO for Kidderminster Town Centre and subject to that consultation for a PSPO to be granted.</p>	39

10.		
10.1	<p style="text-align: right;"><b>Councillor J-P Campion</b></p> <p><b>ReWyre – A Strategic Action Plan for the Next 5 Years</b></p> <p>To consider a report from the Director of Economic Prosperity and Place which advises Cabinet the key outcomes of the ReWyre ReNewed 2014 Autumn Conference held in October 2014, to agree priorities for the ReWyre initiative for the period 2015-2019 and additional activities in support of the Council's priority to contribute to a successful local economy.</p>	50

<b>11.</b>	<b><i>Recommendations from Committees</i></b>	
<b>11.1</b>	<b>Overview &amp; Scrutiny 6<sup>th</sup> November 2014</b> <ul style="list-style-type: none"> <li><b>Joint Worcestershire Regulatory Services (WRS) Task Group Final Report</b></li> </ul>	66

<b>12.</b>	<b>To consider any other business, details of which have been communicated to the Solicitor to the Council before the commencement of the meeting, which the Chairman by reason of special circumstances considers to be of so urgent a nature that it cannot wait until the next meeting.</b>	
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<b>13.</b>	<b>Exclusion of the Press and Public</b>  To consider passing the following resolution:  “That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting during the consideration of the following item of business on the grounds that it involves the likely disclosure of “exempt information” as defined in paragraph 3 of Part 1 of Schedule 12A to the Act”.	
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## Part 2

Not open to the Press and Public

<b>14.</b>		
<b>14.1</b>	<b>Disposal of Land</b>  To consider a report from the Director of Economic Prosperity and Place on disposal of land.	<i><b>Councillor J-P Champion</b></i>  -

<b>15.</b>	<b>To consider any other business, details of which have been communicated to the Solicitor to the Council before the commencement of the meeting, which the Chairman by reason of special circumstances considers to be of so urgent a nature that it cannot wait until the next meeting.</b>	
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**WYRE FOREST DISTRICT COUNCIL  
CABINET**

**COUNCIL CHAMBER, WYRE FOREST HOUSE, FINEPOINT WAY, KIDDERMINSTER  
16TH SEPTEMBER 2014 (6.00PM)**

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**Present:**

Councillors: M J Hart (Chairman), J-P Campion, N J Desmond, H E Dyke and A T Hingley.

**Observers:**

Councillors: C Brewer, A R Clent, J Holden, J Phillips, J A Shaw, M J Stooke, P W Wooldridge and M J Wrench.

**CAB.16 Apologies for Absence**

There were no apologies for absence.

**CAB.17 Declarations of Interests by Members**

No declarations of interest were made.

**CAB.18 Minutes**

**Decision: The minutes of the Cabinet meeting held on 22<sup>nd</sup> July 2014 be confirmed as a correct record and signed by the Chairman.**

**CAB.19 Call Ins**

No decisions had been called in since the last Cabinet meeting.

**CAB.20 Items Requiring Urgent Attention**

There were no items requiring urgent attention.

**CAB.21 Leader's Announcements**

There were no Leader's announcements.

**CAB.22 Worcestershire Regulatory Services (WRS) – Changes to Partnership Agreement**

A report was considered from the Director of Economic Prosperity and Place which asked Cabinet to recommend to Council changes to the Worcestershire Regulatory Services (WRS) Partnership Agreement.

The Leader of the Council advised Members that the report was separate to any partnership arrangement which would be part of a separate report at a later date should it be required.

**Decision:**

**Recommend to Council:**

**The proposed changes to the WRS Partnership Agreement as set out in Appendix 1 to the report to Cabinet be agreed and delegated authority be granted to the Director of Economic Prosperity & Place and Solicitor to the Council to agree and enter into the revised Partnerships Agreement.**

**CAB.23 Chaddesley Corbett Neighbourhood Plan – Referendum**

A report was considered from the Director of Economic Prosperity & Place which asked whether the Chaddesley Corbett Neighbourhood Plan should be made part of the Development Plan for Wyre Forest District following the referendum which was held on Thursday 11<sup>th</sup> September 2014.

Members were informed that the turnout for the referendum had exceeded 27% which was very pleasing. There had been overwhelming support for the plan with 81% voting for it and 19% against. Members of Chaddesley Corbett Parish Council and Council officers were thanked for their hard work.

**Decision:**

- 1. The Chaddesley Corbett Neighbourhood Plan should form part of the Development Plan for Wyre Forest District Council and that the Decision Statement set out at Appendix 1 to the report to Cabinet be approved.**

**Recommend to Council**

- 1. The adoption of the Chaddesley Corbett Neighbourhood Plan as part of the Development Plan for Wyre Forest District Council be agreed.**

**CAB.24 Recommendations from Committees**

Overview & Scrutiny Committee, 10<sup>th</sup> September 2014

- (a) Wyre Forest Health Action Plan Update.

The Vice-Chairman of the Overview & Scrutiny Committee informed Members that the committee had held a lengthy discussion on the subject.

**Decision:**

- The Wyre Forest Health Action Plan 2014/15, as attached at Appendix 2 to the report to the Overview and Scrutiny Committee, be endorsed.**
- The Health Data for the District be used to identify ‘hotspot’ areas within the District (where available) to enable a more targeted approach to specific projects subject to the agreement of the Health Improvement Co-ordinator.**



**CAB.25 Budget Monitoring First Quarter 2014/15**

A report was considered from the Chief Financial Officer which asked Cabinet to note the projected variances.

Members were reminded that the budget process would commence shortly with the first meeting on 30<sup>th</sup> September 2014, and asked Members to play an active role in the committee and looked forward to ideas coming forward.

**Decision: The projected budget variations and comments outlined within the report and appendices 2 to 6 of the report to Cabinet be noted.**

**CAB.25 National Non-Domestic Rates, Write Off of Amounts Outstanding**

A report was considered from the Chief Financial Officer which asked Cabinet to give consideration to the writing off of sums in respect of National Non-Domestic Rates.

Members were informed that the Council did everything possible to pursue outstanding debts.

**Decision: The total of £75,301.41 relating to outstanding National Non-Domestic Rates, as detailed in the Appendices to the report to Cabinet, be written off.**

**CAB.25 Exclusion of Press and Public**

**Decision: "Under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting during the consideration of the following items of business on the grounds that they involve the likely disclosure of "exempt information" as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.**

**CAB.26 Amendment to the Capital programme**

A report was considered from the Director of Community Well-being and Environment which asked Cabinet to recommend to Council that the Capital Programme be updated.

**Decision:**

**Recommend to Council:**

- 1. The Capital Programme be updated as detailed in the confidential report to Cabinet.**
- 2. Any additional expenditure, as detailed in the confidential report to Cabinet, be undertaken only if funding is available from a third party to fund in full the extra borrowing in accordance with rules on prudential borrowing.**

The meeting closed at 6.23 pm.

**WYRE FOREST DISTRICT COUNCIL**

**CABINET**  
**16<sup>TH</sup> DECEMBER 2014**

**Medium Term Financial Strategy 2015-18**

<b>OPEN</b>	
<b>CABINET MEMBER:</b>	Councillor N J Desmond
<b>RESPONSIBLE OFFICER:</b>	Chief Financial Officer
<b>CONTACT OFFICER:</b>	Tracey Southall, Ext 2100 tracey.southall@wyreforestdc.gov.uk
Appendix 1 Appendix 2 Appendix 3 Appendix 4 – Part 1 Appendix 4 – Part 2 Appendix 4 – Part 3 Appendix 5 Appendix 6	Base Budget Projections 2015-18 Variance Analysis Cabinet Proposals Part 1 – Fees and Charges for Noting Part 2 – Fees and Charges - Cabinet Part 3 – Fees and Charges - Council Risk Management Analysis Capital Programme 2014-15 onwards  <i>The appendices to this report have been circulated electronically and a public inspection copy is available on request. (See front cover for details.)</i>

**1. PURPOSE OF REPORT**

- 1.1 In accordance with the Council's Budget and Policy Framework Procedure Rules and in line with the Wyre Forest Forward programme, to provide the Cabinet with financial information in order to make proposals for the Budget Strategy for the period 2015-18.

**2. RECOMMENDATIONS**

**The Cabinet is asked to NOTE:**

- 2.1 **The fees and charges as set out in Appendix 4 – Part 1.**

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

- 2.2 **The fees and charges as set out in Appendix 4 – Part 2.**

**2.2.1 Delegation to the relevant officer in conjunction with the relevant Cabinet member all other future decisions on fees and charges in respect of what are currently executive functions (other than car parking charges).**

**The Cabinet is asked to ENDORSE and RECOMMEND to the Cabinet Financial Strategy Advisory Panel for scrutiny:**

- 2.3 **The Council's updated Medium Term Financial Strategy;**

**2.3.1 Cabinet Proposals – taking into account the impact on the Council's Capital and Revenue Budgets for 2015-18 (Appendix 3) including;**

- a) The creation of two new Localism Funds of £25k each. One fund would be for Parish Councils and the second for a wider range of local community groups; this would continue and extend the good work done so far with Parish and Town Councils;**
- b) Funding for town centre manager post (growth item). The cost of this over the three years of the Strategy is £100,880;**
- c) Approval for the Members' Fund for 2016-17 of £33k.**

**2.3.2 The level of net expenditure and resultant Council Tax for 2015-18 as per paragraph 8.2;**

**2.3.3 The fees and charges in line with this strategy and the impact on the Council's Revenue Budget for 2015-18, as shown in Part 3 of Appendix 4, including Cabinet Proposals to increase external income by agreeing new charges for some services, included in Appendix 3;**

**2.3.4 The Base Capital Programme and Vehicle, Equipment and Systems Renewal Schedule as set out in Appendix 6, Appendices A and B;**

**2.3.5 The variations to the Capital Programme and Vehicle, Equipment and Systems Renewal Schedule in accordance with the Council's Budget Process;**

**2.3.6 That the first £244,000 of Right to Buy (RTB) receipts in 2015-16 and subsequent years be allocated to Disabled Facilities Grants (to a maximum Capital budget of £800,000) and any extra RTB Capital Receipts be allocated to general capital reserves.**

**3. THE ROLE OF THE CABINET FINANCIAL STRATEGY ADVISORY PANEL**

- 3.1** The cross-party Cabinet Financial Strategy Advisory Panel was established in August 2014. The work of the panel will inform the Cabinet's proposed strategy for the meetings on the 16<sup>th</sup> December 2014 and 17<sup>th</sup> February 2015. The panel's final meeting in late January 2015 will focus on scrutiny of this report and alternative budget proposals. The process feeds into key decisions about the shape of the strategy to be approved by full Council in February 2015, when the council tax will also be set.
- 3.2** Comments and recommendations from the September and November 2014 meetings of the Panel are summarised as follows:
  - 3.2.1** Members generally were agreed that external income generation should be increased where-ever possible and a specific suggestion was made that a timed-bulky waste service should be provided with an increased scale of fees for this new service. The proposals on fees and charges in this report reflect this, together with other more commercial proposals from the Income Generation Group to generate additional income from both increased or new fees and charges.

- 3.2.2 A suggestion was put forward to work with a local partner organisation on the options available for a shared service for grounds maintenance. Officers agreed to take the point on board in the work that is currently underway to consider working with a range of partners to better coordinate work in local areas. This is part of the Countywide Project Optimise initiative.
- 3.2.3 Continued membership of the Joint Municipal Waste Strategic Group was favoured by Members to ensure any opportunities to further reduce the costs of the waste service. Given that this Council's costs of waste collection are already extremely low, it was noted that any joint arrangement would need to produce substantial savings if it were to be progressed.
- 3.2.4 It was requested that a sale and part-lease back option be considered for Wyre Forest House. A similar proposal has been previously considered but it was agreed this would be revisited at an opportune time in the New Year.
- 3.2.5 The idea of sourcing energy from a registered social landlord partner was put forward. The potential for energy sourcing with partners can be considered alongside the EC Harris work already being commissioned.
- 3.2.6 A further suggestion was that we move to whole elections every four years rather than the current system of elections by thirds. A paper on this was considered and although no consensus was reached it was agreed all groups would consider this further. The need for a timely decision to facilitate both the necessary consultation and potential savings towards the Wyre Forest Forward savings programme was noted.

#### **4. CONTEXT AND OVERVIEW OF THE FUTURE**

- 4.1 The most significant issue facing the Council remains its financial position. The net revenue budget will have reduced from £16.4m in 2009-10 to £11.32 m (net of new homes bonus) in 2017-18 based upon current plans. This represents a fall of around 31%. The Council is continuing to protect key front-line services in 2014-15 despite significant reductions in government grant. It is streamlining services as part of the Wyre Forest Forward Programme. This includes reducing the costs of 'back office' functions. The approved budget proposals from last year go a considerable way towards closing the gap between what we are spending and our income. However it is dependent on achievement of an ambitious savings programme and, although we have achieved 77.7% of our target savings for this year, savings going forward are increasingly challenging.
- 4.2 It is unlikely the significant further reductions in local government funding announced in the Spending Review last year will be repeated this year, nevertheless, funding reductions look set to continue throughout the term of the next strategy. The ambitious transformation programme to generate essential savings means that the Council continues to face a challenge in delivering a fully balanced budget.

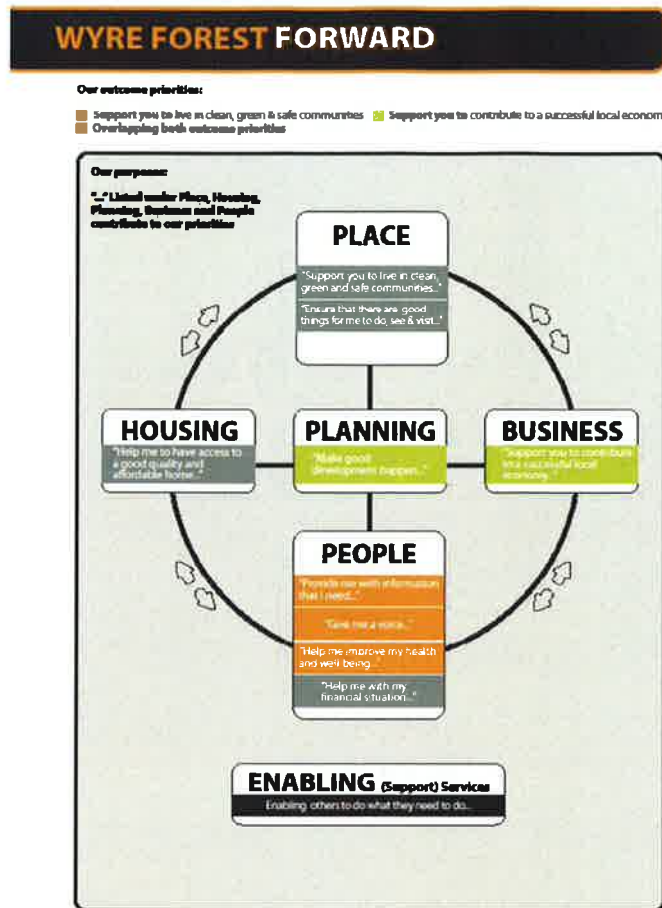
- 4.3 The underlying economic tone is different to last year. We are now planning in the medium term against a slightly more positive background so must consider the impact of this on the assumptions underlying our plans compared to a year ago. As the economy improves, people may expect our services to improve with it. Instead, we are on course for the economic upturn to coincide with service funding continuing to reduce, and the challenge for this budget cycle is how to maintain these services as far as possible within the shrinking funding envelope. This increases the impetus for growth in our business rates income so the local economy can benefit from the funding we are able to retain under the new regime. The increased importance of improved external income generation to supplement other funding is recognised as a key factor going forward.
- 4.4 The general election in May 2015 means there is further uncertainty over future funding. The lack of information on future funding plans so far this year represents a risk to this budget cycle as we are planning against more unknowns than usual and have little/no ability to influence future funding levels going forwards.
- 4.5 The future of new homes bonus funding, after the general election, is of significant concern. As the Council uses the bonus to fund its revenue activities, including important work on economic regeneration and development, this would be put in jeopardy if this funding stream is not continued. New homes bonus has now virtually replaced Revenue Support Grant (RSG) and there is a risk that new allocations will end after the general election which would pose a serious threat to future financial sustainability for this and many other Councils.
- 4.6 The Council is overseeing its most significant capital investment programme in many years, including the new leisure centre as well as major injections of finance in its key priority of securing the economic prosperity of the district. The prospect of increasing interest rates that could increase the costs of borrowing is a risk to these schemes and this has been recognised and mitigated as far as possible within each business case and consequent budgets. Affordability of capital for future schemes could be an issue and we continue to closely monitor market rates.
- 4.7 The approval of the Future Investment Evergreen Fund initiative by Council in September 2014 will provide a sustainable source of funding for future investments in approved projects. This fund will help the Council to realise the regenerative benefits of some of its vacant and underused assets as well as securing some longer term returns from working in partnership with developers. The aim is to help the district grow in housing, business and/or general economic terms. Each business case will be considered by Overview and Scrutiny Committee and it is hoped that once capital receipts start to be realised this may provide the source of some innovative proposals.
- 4.8 Last year's Strategic Review Committee considered afresh what purposes the Council exists for and which of them should be priorities. Given the financial challenge, it concluded there would be sharper focus if the Corporate Plan for 2014-19 had only two priorities and these were approved by Council as part of the budget process last year:
- **Support you to contribute to a successful local economy.**
  - **Support you to live in clean, green and safe communities.**

- 4.9 Even in priority areas, it has been recognised that services should not continue to be organised and funded without challenge, as all areas need to make a contribution to making our financial situation sustainable through growing income, transformation and reviews to reduce waste. Adopting only two priorities has allowed the Council wider scope for seeking savings from other areas of activity – however popular and worthwhile they may be, the Council will find it difficult to remain financially sustainable if extensive areas are categorised as a priority and shielded from reductions.
- 4.10 The approved priorities reflect the commitments in “Worcestershire Next Generation”:
- 4.10.1 **Our prosperity** – making our economy stronger with more skilled jobs (working well).
  - 4.10.2 **Our community** – valuing our people, our health and wellbeing (living well).
  - 4.10.3 **Our environment** – valuing our special place and our natural resources (looking good).

And they support some of the specific targets for 2020 in “Worcestershire Next Generation” such as “Grow existing businesses”, “develop town centres that are social centres” and “close the housing gap between supply and demand”.

<http://www.worcestershirepartnership.org.uk/cms/pdf/Worcs%20Next%20Generation%20A5%204pp%20v5.pdf>

- 4.11 The Council has adopted systems thinking in order to drive change to how it delivers services. There is focus on the customer and meeting their needs in the most effective way possible, driving down cost by simplifying processes and reducing waste. The approved purposes of Wyre Forest District Council are set out in the following chart:



4.12 The Council has also adopted a statement of values and behaviours which drive how staff work.

**Our Values:** We will

- Be confident and honest in expressing our views.
- Work as one team and support each other.
- Put our customers first.
- Be innovative and flexible in the ways we work.
- Invest in giving people the skills to do the job.
- Celebrate good performance.

4.13 Where legislation allows, the Council is considering raising fees, charges and other income ahead of inflation, rather than increasing council tax. This ensures that users of services contribute more to support those services than council tax payers as a whole. There is increased emphasis on income generation in this strategy.

4.14 In line with the strategy adopted by Council in February 2014, it is proposed that council tax will rise by 1.94% a year. At present levels of inflation (RPI) this still represents a further real terms reduction in the tax. As a result of freezing council tax for three years, local residents have already enjoyed a real terms cut worth around 10% between 2010 and 2014. This increase will cost a Band D council taxpayer an extra £3.91 in 2015-16.

- 4.15 Even with increased income, approved as part of the Wyre Forest Forward savings Programme, there is still a gap, albeit a smaller one, between expenditure and income. Therefore, the Council will continue on the trajectory towards becoming a smaller organisation.
- 4.16 There will be opportunities for more shared services in the future, and we should actively seek opportunities for Wyre Forest District Council to host them in line with our strengths. We will continue to consider opportunities going forward subject to each business case for change and alignment with our transformation programme.
- 4.17 The Council is taking positive steps with the objective of empowering parish councils and local groups to deliver more services. The Council will continue to support this devolution to increase the pace of change to help preserve services. Good progress has been made with litter picking and public conveniences and these have ensured the approved target savings reflected in the base budget were achieved in 2014-15. The additional financial support available in 2013-14 to parish councils to enable assets and services to be transferred to them has proved helpful to this process. To maintain the momentum of this work, a £50,000 "localism fund" is recommended to support community groups, sports associations, parish councils and others in taking forward devolution of assets and services.
- 4.18 The proposal to review the current officer leadership structure approved as part of last year's budget proposals has been progressed. The Appeals and Appointments Panel decided upon an enhanced status quo option on the 13<sup>th</sup> October 2014.

## **5. KEY ISSUES**

- 5.1 This report presents the Cabinet's proposed spending plans for the next three years. Attached at Appendix 1 is the forecast base budget position for the period 2015-16 to 2017-18. The Capital Programme together with the details to support the related recommendations in this report is contained in Appendix 6.
- 5.2 The Base Budget shown at Appendix 1 includes the financial implications of all previously approved Cabinet Proposals which reduced costs in areas such as the Wyre Forest Forward Programme. New Cabinet Proposals are considered within this report at Section 8 and Appendix 3.
- 5.3 The Council has an excellent track record in delivering savings, with over £4m achieved from 2010 to 2014. This includes reductions and savings as shown in the following table :

<b>Service Area/Description of Saving</b>	<b>Revenue Savings £</b>	<b>Notes</b>
Pay Budgets	£1,700,000	Cumulative since 2010, including savings from the senior management rationalisation in 2013, saving over £100k pa in 2014/15 (the first full year) and beyond.
Procurement	£450,000	Cumulative savings 2010 - 2014



Shared Services	£810,000	Cumulative savings 2010 - 2014
Waste Collection	£260,000	£365,000 capital has also been saved
Grounds Maintenance and Environmental Maintenance	£300,000	Cumulative savings 2010 - 2014
Revenues and Benefits	£180,000pa	£180,000pa until 2014 increasing to £400,000pa
Wyre Forest House	£500,000pa	Annual savings compared to accommodation costs before move

5.3.1 As shown in the table above, the decision to replace four sets of offices with one at Wyre Forest House has already saved the Council over £500k a year. This has contributed significantly to the savings programme to help preserve front-line services. We have now been able to go further in securing tenancies from a local accountancy firm and Worcestershire Regulatory Services (WRS), including the Council providing ICT services to WRS. In total, the income achieved will be £150k a year, which again will help us to protect front-line services.

5.4 The Council is progressing well with the Wyre Forest Forward programme of savings. Already savings of over £1.857m or 81.3% have been achieved against the target of £2.284m in 2017-18. This has been helped greatly by the savings from the new leisure centre and the good news on the rentals for Wyre Forest House. However, each efficiency saving found reduces the potential for efficiencies in future years, so many councils are being forced to look for savings from service reductions. Wyre Forest continues to deal with funding reductions by efficiencies where-ever possible with service reductions a last resort.

5.5 It has been necessary to reschedule savings targets as part of the revised budget process as some have been more challenging and resource intensive to deliver within existing capacity. The savings shortfall of £184,300 for Wyre Forest Forward Savings and £153,640 for Cabinet Proposals in 2014-15 adds pressure to the new Medium Term Financial Strategy. However, this shortfall in savings has been matched in 2014-15, by other reductions including deferred borrowing costs due to slippage in Capital schemes. The rescheduled generic savings for future years are shown below:

**Wyre Forest Forward Savings to be achieved in revised budget**

Year	Amount	
2014-15	-	<i>Note savings not achieved have been removed from the revised budget</i>
2015-16	£176,200	
2016-17	£318,350	
2017-18	£269,590	

5.6 To create capacity to support the pace and scale of change Cabinet has agreed that £50k be earmarked from the Transformation Fund to meet the cost of additional resource required to meet the ambitious income generation targets. The Transformation Fund has been topped up by £200k as part of the last budget process and currently stands at £114k taking into account all known commitments.

- 5.7 The Council must continue on its transformation programme as it is clear that Government grant support will continue to reduce in the future. The precise figures are not yet known, and there is a wide range of assumptions that have to be made in these recommendations for the medium term financial strategy. However there is confidence that the savings target that needs to be achieved for both Wyre Forest Forward and Cabinet Proposals over the next three years is around £1.38m.
- 5.8 If the Council does not plan for further significant growth in population in the medium to long-term, there is a significant risk of losing resources over time as Wyre Forest's population declines relative to the population of England. Significant growth could be delivered only through the next review of the local development framework which is planned for 2015, so it is therefore highly unlikely to contribute anything significant in the 2015-18 period.
- 5.9 The Council is committed to 4,000 new dwellings in the period to 2026. WFDC's funding position is "safe" so long as the Council delivers housing growth in line with or faster than the English average.

<b>Census</b>	<b>1991</b>	<b>2001</b>	<b>2011</b>
Wyre Forest	95,000	97,000	98,000
Percentage change **	-	+2.3%	+1.1%
Worcestershire	510,000	542,000	566,000
Percentage change **	-	+6.4%	+4.4%
England	47,875,000	49,451,000	53,013,000
Percentage change **	-	+3.3%	+7.2%

\*\* compared to previous census

- 5.10 Population will always be a major driver of any Government funding that is provided. Whatever the long-term future of the new homes bonus, future projections of the bonus have already been taken into account in the financial strategy and therefore this Council would not see any improved funding for this in the medium term, unless growth can be secured, significantly in advance of the projections. The 4,000 dwellings in the local development framework for the period to 2026 would imply an increase of about 9,000 residents. This is a rate of growth over the next 12 years that would roughly match what Worcestershire and England achieved over the previous 20 years. However, the probability is that this Council's long-term population growth will continue to lag behind others, unless a changed approach is adopted. The latest 2012 population projections show that population is projected to grow in Wyre Forest from 98,100 in 2012 to 101,200 by 2031. This is an increase of 3.2%. Worcestershire is projected to grow by 6.9% and England by 12.9% over the same period.
- 5.11 Significant growth can help with our income and tax base in the long- term. The Council will have to provide some additional services (e.g. refuse collection) but many others are not elastic in response to population (e.g. museum, economic development, town centre, street cleaning). More people living locally would mean greater competition and demand for some services and provide greater opportunities for external income generation than might otherwise have been the case.

5.12 Following the changes to local government funding from 2013-14 the Council is now rewarded for economic growth. However, this has brought significantly more financial risk to the Council. The Business Rates Retention Scheme allows the Council to retain a proportion of any new business rates raised locally. From April 2013 Councils took on the risk of any reduction in business rates and the risk associated with the collection rates.

5.13 2013-14 was the first year of the new Business Rates Retention Scheme and our membership of the Worcestershire Business Rates Pool and performance has been closely monitored. The aim of the Pool is to drive forward economic growth, create a positive framework for targeted investment across Worcestershire and reduce the impact of the volatility of business rates income over the Pool by spreading the risk. Performance for Wyre Forest was patchy in 2013-14 given a difficult economic climate for the district and a number of significant failed businesses. This Council was below baseline but above the safety net for the year drawing on the Pool Risk Reserve (this was unfortunately insufficient to fully compensate us). Business rates growth continues to be a key priority so the district can reap the financial benefits but it is challenging for a small district to attract new businesses in competition with other councils with superior infrastructure. The system for accounting for appeals and mandatory reliefs remains a risk to our future position. A fairer system that allowed Councils to retain a greater proportion of growth (ideally 100%) would be more equitable and this is to be reviewed by Central Government.

#### 5.14 Final Business Rates Pool Position 2013-14

The final pool position shows that there was a benefit to pooling for the Worcestershire Pool area which arises because the billing authorities belonging to the Worcestershire Pool, when taken together, have been successful in collecting more business rates than the baselines set by Central Government. The table below shows that all Pool Members were better off in the Pool than out in 2013-14. Those members who collected more Business Rates than their baselines and the County Council received part of the levy retained by the Pool. Those members who collected less business rates than their baselines received greater compensation from the Risk Reserve than the safety net payments they would have received from the DCLG. For this Council we were £130k below our baseline but above the safety net so would have received no payment from the DCLG. However we received £82k from the Pool Risk Reserve.

Authority	NO POOL		POOL		
	Levy paid to DCLG	Safety Net received from DCLG	Levy paid to Pool	Share received from Pool	Safety Net received from Pool
	£	£	£	£	£
Malvern Hills	0	56,304	0	0	110,624
Worcester City	182,052	0	182,052	44,276	0
Wychavon	213,888	0	213,888	52,019	0
Wyre Forest	0	0	0	0	81,966
Worcestershire	0	0	0	96,295	0
Total	395,940	56,304	395,940	192,590	192,590

- 5.15 Business rates is a key area for improvement, and the State of the Area Debate Funding is being used together with other economic regeneration initiatives to help grow the struggling local economy and encourage new businesses to the district. The “Space” business starter units that are now largely occupied by small businesses and attraction of Amtek to the former Lawrence’s site are two examples of our proactive regeneration work. Part of the former Sealine site has also been successfully sold to a company relocating from outside the district.
- 5.16 The introduction of the local council tax reduction scheme has generally been smooth (we charged a minimum of 8.5% in 2013, rising to 10% in 2014 of council tax to people of working age). The impact on collection rates has been modest. The roll out of Universal Credit will continue in 2015 but there is uncertainty about the precise timing and impact on administration grant.

Worcestershire County Council has committed to continue to match fund our £25k Hardship Fund in recognition of the funding benefit our scheme provides to them.

The demographics of the district, including rising pensioners who are protected and number of working age unemployed, albeit that this is on a downward trend: both represent pressures on our Local Scheme.

- 5.17 Worcestershire County Council has committed to a transformation programme including moving to a commissioning authority and is running a raft of “Future Fit” projects. It has significant target savings to achieve against each of these projects and is consulting with district councils in respect of initiatives that may impact on the district as follows:
- **Worcestershire Regulatory Services** – the requirement for continuing significant savings from this shared service by the County could threaten its overall future sustainability and risk an increase in costs to other members such as this Council.
  - **Worcestershire Hub** – significant reductions in Hub funding have already been factored into the base budget, but this looks likely to have a further impact not yet assessed that will need reflecting going forward.

The District Council cannot afford to bridge any funding gaps. The impact upon our budget can only be determined once the County Council have determined their level of support.

## **6. THE BASE BUDGET 2015-18**

- 6.1 The Council’s Summary Budget and individual Directorate summaries are enclosed as Appendix 1.
- 6.2 A copy of the full detailed Budget 2015-18 can be forwarded to Members electronically on request.
- 6.3 Inflation has been included in the Base Budget for 2015-18 onwards as follows:

<b>Inflation Assumptions</b>	<b>2015-16 %</b>	<b>2016-17 %</b>	<b>2017-18 %</b>
Pay (actual)	0.75	0.50	0.50
Business rates	3.0	3.0	3.0
Other contractual commitments	included at actual	included at actual	included at actual

6.4 No other inflation has been included in the estimates for the financial strategy.

6.5 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 spring 2015. The current assumptions that have been used within the Base Budget are as follows:

- Expected returns in 2015-16 based on investment returns of 0.75%;
- Expected returns in 2016-17 based on investment returns of 1.00%;
- Expected returns in 2017-18 based on investment returns of 1.25%.

6.6 Summary of other main assumptions

- Government funding – reductions as set out in 7.2.
- New allocations of New Homes Bonus are assumed to cease after 2015-16. There is a risk that this funding stream will not be continued post general election and also that top-slicing will be reconsidered.
- Council Tax of just under 2% for 2015-16 and beyond.
- £134k/year for increased National Insurance contributions from 2016.
- Fees & charges 5% minimum increase per year but note proposal for generating additional external income that may change some of these assumptions for items such as Garden Waste and Trade Waste and to recommend new fees and charges for services previously either not provided or provided at no cost. An important exception to this is for hackney carriages for which no increase is recommended for the second year due to the statutory requirement that this service is breakeven in terms of cost recovery. A further exception is for car parking charges for which there are no proposals at this stage; the results of the full car parking charges review will be considered by Cabinet in June 2015 for implementation in October 2015.
- Commencement date for the opening of the new leisure centre is planned for June 2016; the base budget allows reasonable flexibility for slippage in this date to mitigate the financial risk should there be a short delay in the commissioning timetable. Existing facilities will operate up to completion date. The success in gaining the award of the maximum £2m grant funding from Sport England, together with the annual payment from the winning contractor to the Council has generated annual savings towards the Wyre Forest Forward savings target. This is a very welcome efficiency saving whilst also securing future enhanced leisure provision within the district.

- Reduction in Worcestershire County Council funding for Hub of £50k pa from 2014-15 with further funding reductions likely.
  - The impact on car parking income of the Bewdley Medical Centre Development has been factored into the base budget from January 2015; there is forecast to be a net loss of summer time income of £30k. It has been assumed that the loss of income streams associated with the redevelopment of Crown House and the Weaver's Wharf extension will be offset in full by new ground rents from property in the redevelopment of these sites.
  - An increase of 884 Band D equivalent properties or a healthy 2.9% has been assumed in the 2015-16 Council Tax Base. This is calculated as at 1<sup>st</sup> December 2014 and will be reviewed until the formal signing off date in early January 2015. The increase is made up of new homes constructed and coming into occupation and also reductions in exemptions, discounts and benefit claimants that all contribute to a higher chargeable Council Tax Base for the district. The increase is around that achieved for the previous year.
  - A Collection Fund surplus of £50k has been assumed for both 2014-15 and 2015-16.
- 6.7 In terms of external Prudential Borrowing, the Council will enter into further external borrowing in 2015-16. This will continue over the medium and longer term and an average interest rate of 4.5% rising to 5% has been assumed within the base budget to fund the cost of this.
- 6.8 In addition to the position on investment returns the Base Budget position also assumes the continued return of the two remaining Council's Icelandic investments. To date out of the £9m original investments the Council has received £8.15m. Further dividend payments are expected throughout the period of the Medium Term Financial Strategy and it is hoped that this matter can be closed in the next two years.
- 6.9 As part of the Welfare Reform Act, grant funding for replacement of the social fund is now paid to the County Council. This non ring-fenced grant has been allocated to the districts to help manage their own schemes and indicative funding was included in the base budget for 2013-14 and 2014-15. The government has consulted on funding for 2015-16 onwards following a legal challenge and confirmation is awaited on whether funding will continue and on what basis.

**7. FUNDING:LOCAL AUTHORITY REVENUE FINANCE SETTLEMENT FOR 2015-16, BUSINESS RATES AND NEW HOMES BONUS**

- 7.1 The Local Government Settlement is still to be announced, following the Chancellor's "Autumn" Statement on 3<sup>rd</sup> December 2014 that contained no new information impacting directly on the funding assumptions included in this report. The funding figures for the Council are expected to be released on 17<sup>th</sup> December 2014 with information on funding for 2015-16 and possibly indicative figures for 2016-17 but it will almost certainly be a one year settlement. Public sector funding reductions look to continue until 2019, and the funding outlook for local government, districts in particular, continues to be challenging.

- 7.2 The table below identifies the estimated position in relation to the Government Grant and Business Rates. The figures show grant income relating to revenue support grant, retained business rates and the Council Tax freeze grant. It also includes Homelessness prevention grants (only assumed for 2014-15 and 2015-16). The table in 7.4 shows the value of the retained business rates separately for further information.

Year	Value of Government Support and including Business Rates £	Decrease	
		£	%
2013-14	6,287,770		
2014-15	5,459,370	828,400	13.17
2015-16	4,545,210 (est)	914,160	16.74
2016-17	4,179,220 (est)	365,990	8.05
2017-18	3,998,420 (est)	180,800	4.33

- 7.3 The Council has estimated the income which it expects to receive from new homes bonus and this has been built into the base budget, no top-slice has been assumed for this year. The assumption adopted in this report is that new funding will not be provided after 2015-16 due to the General Election. It is as yet unknown, if and how this funding stream might be replaced by the next government. The income assumptions for this important income stream are shown in the table below. This shows an improvement over previous estimate of £543k over the term of the strategy. If the scheme is extended past 2015-16 over £400k extra income is forecast in both 2016-17 and 2017-18, however it is likely other funding, most likely RSG would be reduced to compensate for any such continuation:

	2014/15 Total Budget	2015/16 Total Budget	2016/17 Total Budget	2017/18 Total Budget
NHB YEAR 1 2011/12 PAID UNTIL 2016/17	258,420	258,420	258,420	0
NHB YEAR 2 2012/13 PAID UNTIL 2017/18	233,930	233,930	233,930	233,930
NHB YEAR 3 2013/14 PAID UNTIL 2018/19	261,060	261,060	261,060	261,060
NHB YEAR 4 2014/15 PAID UNTIL 2019/20	509,760	501,210	501,210	501,210
NHB YEAR 5 2015/16 PAID UNTIL 2020/21	0	540,160	540,160	540,160
	1,263,170	1,794,780	1,794,780	1,536,360
LESS PREVIOUS BUDGET ASSUMPTIONS	1,254,610	1,616,610	1,616,610	1,358,190
INCREASED NHB INCOME	8,560	178,170	178,170	178,170
TOTAL INCREASE IN NHB BASED ON CURRENT PROJECTIONS				543,070

- 7.4 Business Rate projections based on the Worcestershire pooling agreement are shown in the table below. These take into account this Council's share of forecast growth from major redevelopments, appeals, reliefs, economic regeneration work; forecast increases in the multiplier for inflation and other Business Rates market intelligence. The 2015-16 figures allow for a gap between demolitions and redevelopment on the Lower Mill Street site. These estimates may require updating following completion of the statutory 2015-16 estimates for the DCLG in January 2015.

Year	Value of Retained Business Rates £	Increase	Increase
		£	%
2013-14 *	2,353,310		
2014-15	2,432,280 (est)	78,970	3.36
2015-16	2,517,150 (est)	84,870	3.49
2016-17	2,624,420 (est)	107,270	4.26
2017-18	2,716,200 (est)	91,780	3.50

\* £82k was also received from the Worcestershire Pool Risk Reserve

## 8. **CABINET PROPOSALS**

8.1 The Cabinet Proposals are much fewer in number this year, building on previously approved proposals for transforming the Council and reducing the funding gap. They include three areas of limited growth as attached at Appendix 3. The options for further potential changes that have been considered as set out have been developed in line with the WFF programme. The Cabinet has considered changes to:

- Maximise income from fees and charges - recommendations on fees and charges reflect the need to introduce new fees and charges to take advantage of commercial opportunities and to match what other councils are doing. These proposals include:
  - Introduction of a premium service for bulky waste collection, with a higher charge being levied for collection on a specific date/time period;
  - Introduction of delivery charge for bins provided to new housing developments;
  - Commencement of a range of new charges for services provided in respect of the Council's cemetery;
  - A scheme of penalties In order to discourage claimants from making fraudulent or inaccurate claims for benefits and council tax discounts and exemptions from April 2015;
  - For claims made under the council tax reduction scheme this will require a change to the approved scheme so is proposed to implement a similar scheme of penalties for these from April 2016.
- Reflect the fact that the Council needs to be able to respond swiftly to commercial opportunities and be able to be flexible in setting fees and charges in future. Retailers and other private sector companies do not adjust their prices once a year – they keep them under continuous review. In order to provide flexibility in managing our income, the budget proposals involve a new delegation to allow much swifter decision making in future. These proposals exclude recommendations on car parking fees and charges as in summer 2015 the Cabinet will set car parking charges for implementation in October 2015, allowing members to take account of the latest market intelligence. This will be undertaken following a full review across the district, with decisions to be taken consistent with the overall Council Budget Framework approved in February 2015.



- Agree funding for town centre manager post (growth item); the cost of this over the three years of the Strategy is £100,880. Half can be funded from the approved State of the Area budget and half is included in the Cabinet Proposals (Appendix 3) costing £50,440 in total.
- Create two new Localism Funds of £25k each, from the balance remaining in the Parish Localism fund supplemented by a Cabinet Proposal for a further £26k to take the total to £50k. One funding pot would be for Parish Councils and the second to extend to a wider range of community groups and continue the good work done so far with Parish and Town Councils. There will be revised criteria around grant funding from these new funds to facilitate more clarity and easier access where appropriate, to pump prime the work of Parish Councils and Community Groups where it complements work of this Council and benefits local residents.
- Approval for the Members' Fund for 2016-17 (£33k/year), this was approved for two years as part of last year's budget package so funding is already in place for 2015-16.

8.2 Details of Cabinet Proposals are attached in Appendix 3. The following table demonstrates the forecast position for the Council when all of the Cabinet Proposals are incorporated into the Base Budget. The Council is forecast to hold a balance of £1.220m at the end of 2017-18 (see reserves table in 9.2):

	Revised 2014/15 £	2015/16 £	2016/17 £	2017/18 £
Total Net Expenditure on Services (per Appendix 1)	12,879,030	13,283,300	12,917,030	12,849,100
Less				
Cabinet Proposals identified in Appendix 3	0	42,640	49,800	17,000
Net Expenditure	12,879,030	13,325,940	12,966,830	12,866,100
Contribution (from)/to Reserves	202,760	(402,630)	(332,890)	(542,210)
<b>Net Budget Requirement</b>	<b>13,081,790</b>	<b>12,923,310</b>	<b>12,633,940</b>	<b>12,323,890</b>
Less				
Revenue Support Grants (including Bellwin 2014-15)	2,982,060	1,921,070	1,554,800	1,282,220
Business Rates	2,432,280	2,517,150	2,624,420	2,716,200
New Homes Bonus	1,263,170	1,794,780	1,794,780	1,536,360
Homelessness Prevention Grant	107,030	106,990	0	0
Community Right to Bid/Challenge	16,400	0	0	0
Collection Fund Surplus	50,000	50,000	0	0
Council Tax Income	6,230,850	6,533,320	6,659,940	6,789,110
WFDC Council Tax @ 1.94% increase 2015/16 onwards	<b>201.45</b>	<b>205.36</b>	<b>209.34</b>	<b>213.40</b>

8.3 The Cabinet proposals identified in Appendix 3 build on the savings identified within all previous Financial Strategies with three growth items for funding for the town centre manager post and the two new Localism Funds.

## 9. WORKING BALANCES, RESERVES AND PROVISIONS

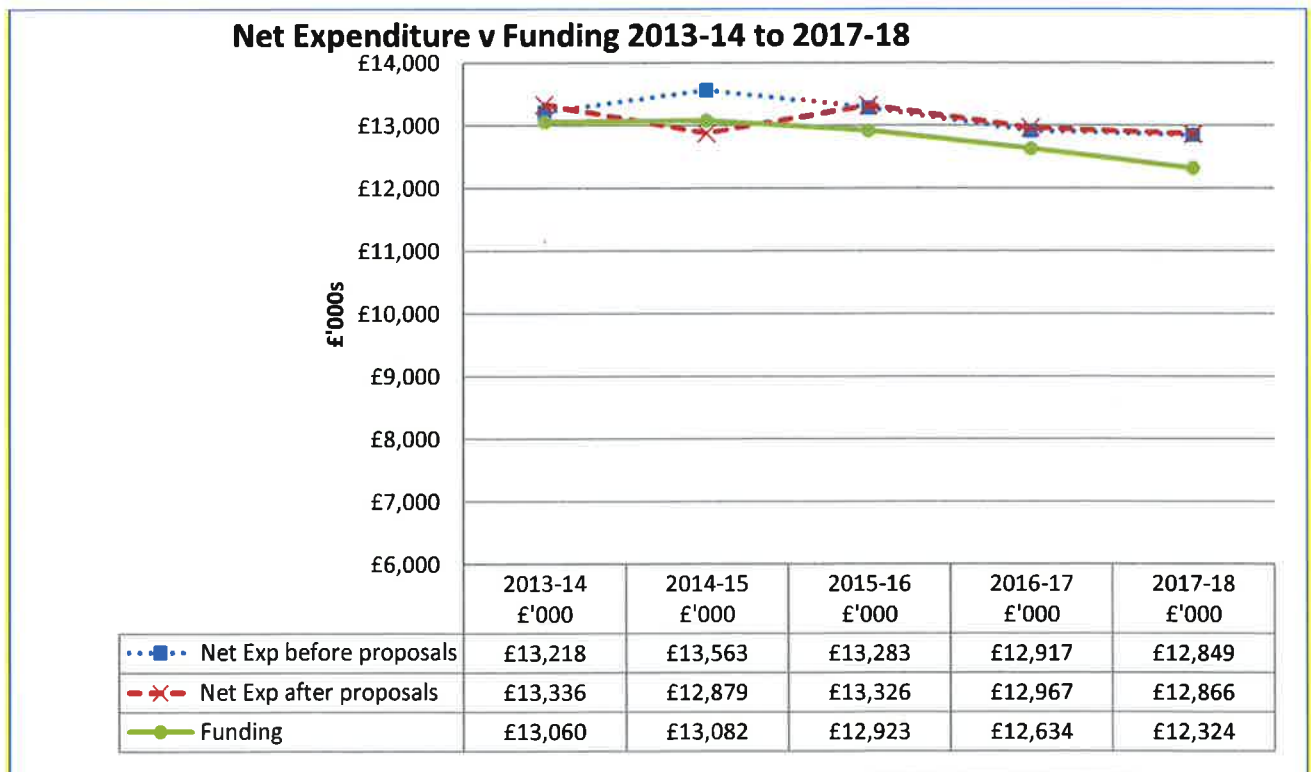
9.1 The Council has adopted the general principles of the Chartered Institute of Public Finance and Accountancy (CIPFA) guidance on Local Authority Reserves and Balances.

- 9.2 The following Reserves are available to assist the Council in meeting General Fund Expenditure 2015-18 as part of the Financial Strategy:

**New Reserves table after all Cabinet Proposals**

Reserves Statement	2014-15 £'000	2015-16 £'000	2016-17 £'000	2017-18 £'000
Reserves as at 1st April	2,295	2,498	2,095	1,762
Contribution (from)/to Reserves	203	(403)	(333)	(542)
Reserves as at 31st March	2,498	2,095	1,762	1,220

- 9.3 In addition the Council holds a working balance of £1m.
- 9.4 The Council also currently holds earmarked reserves of £4.397m (as at 30<sup>th</sup> November 2014). It should be noted that the Council has commitments against such earmarked reserves.
- 9.5 The following graph shows the net expenditure against available funding (excluding reserves) and illustrates the increasing funding gap as the years progress.



## 10. CAPITALISATION OF REVENUE EXPENDITURE

- 10.1 The Chief Financial Officer will apply any unallocated Capital Receipts to fund suitable expenditure at year end in consultation with the Chief Executive in accordance with delegated authority.
- 10.2 No applications have been made for capitalisation directions for 2014-15.

## **11. FINANCE STRATEGY**

11.1 The Council needs a Medium Term Finance Strategy to maintain a sound financial structure for the future.

11.2 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 and legislative requirements whilst securing the Council's financial position.
- To set aside any available balances, initially to be used primarily for "one-offs" (e.g. 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 ensure the early recognition of emerging issues associated with 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 just below 2.0% to avoid the risk of triggering a referendum.
- Maximise external income generation opportunities.

## **12. BUDGET CONSULTATION STRATEGY**

12.1 Last year a comprehensive three week programme of consultation was undertaken to determine the views of the community on future service and spending priorities. This involved twenty one focus groups held with various sectors of the community involving over 150 people (Residents, Businesses, Partners, Town and Parish Councils) as well as with council staff. An online survey and paper was also completed by over 600 people. A summary of the consultation results from the Cabinet Agenda of 22<sup>nd</sup> October 2013 can be found at [http://www.wyreforest.gov.uk/council/docs/doc48462\\_20131022\\_cabinet\\_agenda.pdf](http://www.wyreforest.gov.uk/council/docs/doc48462_20131022_cabinet_agenda.pdf) The results of this consultation informed last year's Cabinet Proposals.

12.2 Following the presentation of this year's Financial Strategy, to Cabinet in December 2014 there will be external and internal consultation through an online questionnaire on the Council's website and specific distribution to interested parties, including staff and unions.

**13. POWERS TO LIMIT EXCESSIVE INCREASE IN COUNCIL TAX AND REFERENDUMS**

- 13.1 The Localism Act abolished the ability for central government to cap the level of Council Tax increase that a local authority can charge. However, to replace these powers government have introduced a 'local tax lock'.
- 13.2 These powers allow local people a vote to stop council tax going up if their local authority increases Council Tax by more than an amount specified by government. For 2015-16 it has been assumed that any council tax increases above 2% would trigger a referendum. If the local electorate votes against that increase, the local authority will have to revert to a council tax level that is compliant. This means the Council must keep our increases to just below the 2% threshold.

**14. EQUALITY IMPACT NEEDS ASSESSMENT (EIA)**

- 14.1 Where the Cabinet Proposals represent significant changes to service delivery, an EIA on the protected groups has been undertaken.

**15. BUDGET RISK MANAGEMENT**

- 15.1 Achieving financial sustainability is the most significant risk facing the Council. The work done by the Cabinet Financial Strategic Advisory Panel provided a range of recommendations for the Cabinet to consider in making its recommendations on the Medium Term Financial Strategy.
- 15.2 The Accounts and Audit (England) Regulations 2011 require Local Authorities to fully consider and manage Risk as part of the Budget process. Attached at Appendix 5 is an analysis of the significant financial risks which are affecting the Council.
- 15.3 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 (England) Regulations 2011:-*

Regulation 4 (1)- "The relevant body is responsible for ensuring that the financial management of the body is adequate and effective and that the body has a sound system of internal control which facilitates the effective exercise of that body's functions and which includes arrangements for the management of risk."

Regulation 5 (4) (a)- "The accounting control systems must include measures:

- i. to ensure that the financial transactions of the body are recorded as soon as, and as accurately as, reasonably practicable;
- ii. to enable the prevention and detection of inaccuracies and fraud, and the reconstitution of any lost records and
- iii. to ensure that risk is appropriately managed".

*b. 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.

*c. CIPFA Guidance on Reserves and Balances:-*

Highlights the need to consider risks facing the authority; the risks posed by the continuing austerity measures place pressure on the Council to hold higher levels of reserves to ensure ongoing sustainability.

15.4 The base budget makes no allowance for headroom for additional investment in priorities. In summary, other pressures not yet known and/or not taken into account at this stage are:

- Redundancy costs of further staffing reductions.
- Any additional reductions in other government grants.
- Potential nationalisation of land charge searches in 2015 or 2016. Might affect some or all of income stream of £140k pa.
- Impact of welfare reforms including rising number of pensioners.
- Pressure to hold higher reserves because of higher risks/decreased funding.
- Impact of Bromsgrove Street redevelopment on car park income.

**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 Section 151 Officer to report on the robustness of the estimates and the adequacy of its proposed financial reserves. This will be reported to Council on 25<sup>th</sup> February 2015.

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 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, with CLT/Cabinet receiving monthly budget monitoring reports, and this practice will continue.

**17. CONSULTEES**

17.1 Corporate Leadership Team

17.2 Cabinet

17.3 Cabinet Financial Strategy Advisory Panel – options for savings/Cabinet Proposals and Overview

**18. BACKGROUND PAPERS**

18.1 Accounts and Audit (England) Regulations 2011

18.2 Cabinet Report on the Fees and Charges 2015-16 onwards

18.3 Agendas and Minutes of the Cabinet Financial Strategy Advisory Panel

**WYRE FOREST DISTRICT COUNCIL**

**REVENUE BUDGET TOTAL REQUIREMENTS - DISTRICT COUNCIL PURPOSES**

SERVICE	2014/15		2015/16			2016/17			2017/18		
	Original Estimate £	Revised Estimate £	At Nov.14 Prices £	Inflation £	TOTAL £	At Nov.14 Prices £	Inflation £	TOTAL £	At Nov.14 Prices £	Inflation £	TOTAL £
CHIEF EXECUTIVE	5,237,290	5,765,490	5,182,700	59,500	5,242,200	5,280,060	111,960	5,392,020	5,422,630	165,700	5,588,330
COMMUNITY WELL-BEING AND ENVIRONMENT	6,420,450	6,360,070	6,337,170	90,080	6,427,250	5,736,720	139,160	5,875,880	5,027,230	188,980	5,216,210
ECONOMIC PROSPERITY AND PLACE	2,423,370	2,226,550	2,370,710	29,010	2,399,720	2,305,020	56,290	2,361,310	2,294,150	90,540	2,384,690
LESS: CAPITAL ACCOUNT	14,081,110	14,352,110	13,890,580	178,590	14,069,170	13,321,800	307,410	13,629,210	12,744,010	445,220	13,189,230
INTEREST RECEIVED	(1,059,650)	(1,397,580)	(653,670)	800	(652,870)	(510,960)	1,570	(509,390)	(73,320)	2,310	(71,010)
INCREASES IN FEES AND CHARGES	(129,600)	(75,500)	(76,540)	0	(76,540)	(90,000)	0	(90,000)	(100,000)	0	(100,000)
	0	0	(56,460)	0	(56,460)	(112,790)	0	(112,790)	(169,120)	0	(169,120)
<b>TOTAL NET EXPENDITURE ON SERVICES</b>	<b>12,891,860</b>	<b>12,879,030</b>	<b>13,103,910</b>	<b>179,390</b>	<b>13,283,300</b>	<b>12,608,050</b>	<b>308,980</b>	<b>12,917,030</b>	<b>12,401,570</b>	<b>447,530</b>	<b>12,849,100</b>
LESS: REVENUE SUPPORT GRANT	(2,920,060)	(2,920,060)			(1,921,070)			(1,554,800)			(1,282,220)
BUSINESS RATES	(2,417,280)	(2,407,280)			(2,491,660)			(2,560,010)			(2,598,510)
BUSINESS RATES GROWTH	0	(25,000)			(25,490)			(64,410)			(117,690)
HOMELESSNESS PREVENTION GRANT	(107,030)	(107,030)			(106,990)			0			0
COMMUNITY RIGHT TO BID/CHALLENGE	(16,400)	(16,400)			0			0			0
COLLECTION FUND SURPLUS	(50,000)	(50,000)			(50,000)			0			0
NEW HOMES BONUS	(1,254,610)	(1,263,170)			(1,794,780)			(1,794,780)			(1,536,360)
BELLWIN GRANT	0	(62,000)			0			0			0
<b>GENERAL EXPENSES -</b>											
COUNCIL TAX INCOME	(6,230,850)	(6,230,850)			(6,533,320)			(6,659,940)			(6,789,110)
<b>(SURPLUS) / DEFICIT FOR YEAR</b>	<b>(104,370)</b>	<b>(202,760)</b>			<b>359,990</b>			<b>283,090</b>			<b>525,210</b>
<b>COUNCIL TAX LEVY</b>		<b>201.45</b>			<b>205.36</b>			<b>209.34</b>			<b>213.40</b>
<b>COUNCIL TAX BASE</b>		<b>30,930</b>			<b>31,814</b>			<b>31,814</b>			<b>31,814</b>

**CHIEF EXECUTIVE - SUMMARY**

Detail	2014/15		2015/16	2016/17	2017/18
	Original £	Revised £	Estimate £	Estimate £	Estimate £
<b>P065 PROPERTY</b>					
A190 CIVIC CENTRE, STOURPORT	0	0	0	0	0
A195 LOAD STREET, BEWDLEY	4,190	11,150	1,330	1,220	1,110
A200 GUILDHALL, BEWDLEY	20,670	18,720	18,680	19,050	19,350
A205 COVENTRY STREET, KIDDERMINSTER	0	0	0	0	0
A215 DUKE HOUSE, KIDDERMINSTER	0	0	0	0	0
A216 WYRE FOREST HOUSE	(47,400)	171,210	74,760	77,720	78,470
A217 NON DISTRIBUTABLE COSTS	0	0	0	0	0
	(22,540)	201,080	94,770	97,990	98,930
<b>P067 FACILITIES MANAGEMENT</b>					
A218 FACILITIES MANAGEMENT	(10,290)	290	4,370	4,440	4,470
	(10,290)	290	4,370	4,440	4,470
<b>P095 FINANCIAL SERVICES ADMINISTRATION</b>					
A265 FINANCIAL SERVICES ADMINISTRATION	16,560	390	340	440	320
	16,560	390	340	440	320
<b>P100 REVENUES</b>					
A270 COUNCIL TAX AND NATIONAL NON-DOMESTIC RATES	692,960	616,590	566,960	587,880	584,980
	692,960	616,590	566,960	587,880	584,980
<b>P105 HOUSING BENEFITS/WELFARE</b>					
A280 BENEFIT PAYMENTS	(110,000)	(128,360)	(150,000)	(150,000)	(150,000)
A285 BENEFITS ADMINISTRATION	705,610	612,200	668,920	691,320	689,460
	595,610	483,840	518,920	541,320	539,460
<b>P115 MEMBER ACTIVITIES</b>					
A305 CHAIRMAN'S AND VICE-CHAIRMAN'S ALLOWANCES	12,360	12,360	12,360	12,360	12,360
A310 OTHER MEMBERS' ALLOWANCES	295,290	298,840	262,840	257,040	257,040
A315 MEMBER SERVICES	239,570	215,470	204,820	207,910	207,990
	547,220	526,670	480,020	477,310	477,390
<b>P130 HUMAN RESOURCES</b>					
A320 HUMAN RESOURCES ADMINISTRATION	1,230	0	(60)	(60)	(70)
A330 TRAINING OF EMPLOYEES	0	0	0	0	0
	1,230	0	(60)	(60)	(70)
<b>P131 WORCESTERSHIRE HUB</b>					
A260 WORCESTERSHIRE HUB	(11,050)	(8,740)	(9,800)	(10,080)	(11,100)
	(11,050)	(8,740)	(9,800)	(10,080)	(11,100)
<b>P133 ADMINISTRATIVE SERVICES</b>					
A264 ADMINISTRATIVE SERVICES	(22,530)	260	250	120	230
	(22,530)	260	250	120	230
<b>P135 COMMON SERVICES</b>					
A335 COMPUTER SERVICES	(87,170)	19,660	(41,800)	(41,420)	(41,520)
A340 COMMUNICATIONS	0	0	0	0	0
A341 PRINT MANAGEMENT	0	0	0	0	0
A342 HOME WORKING	0	0	0	0	0
	(87,170)	19,660	(41,800)	(41,420)	(41,520)

**CHIEF EXECUTIVE - SUMMARY**

Detail	2014/15		2015/16 Estimate £	2016/17 Estimate £	2017/18 Estimate £
	Original £	Revised £			
<b>P136 ELECTIONS AND ELECTORAL REGISTRATION</b>					
A345 ELECTIONS AND ELECTORAL REGISTRATION	252,460	200,430	174,730	186,880	136,870
	252,460	200,430	174,730	186,880	136,870
<b>P137 COMMITTEE ADMINISTRATION</b>					
A350 COMMITTEE ADMINISTRATION	311,720	291,620	291,390	298,630	301,890
	311,720	291,620	291,390	298,630	301,890
<b>P140 LEGAL SERVICES ADMINISTRATION</b>					
A360 LEGAL SERVICES ADMINISTRATION	(1,950)	90	80	110	110
	(1,950)	90	80	110	110
<b>P142 CORPORATE COSTS</b>					
A370 LICENCE FEES	800	800	800	800	800
	800	800	800	800	800
<b>P205 CHIEF EXECUTIVE</b>					
A480 CHIEF EXECUTIVE	6,950	9,060	230	240	290
	6,950	9,060	230	240	290
<b>P233 CORPORATE COSTS</b>					
A294 CENTRAL CORPORATE COSTS	2,281,220	2,474,610	2,385,480	2,599,600	2,798,970
A505 CORPORATE MANAGEMENT EXPENSES	855,510	804,290	797,080	813,680	813,060
A510 CORPORATE COSTS	(312,250)	0	(176,200)	(318,350)	(269,590)
	2,824,480	3,278,900	3,006,360	3,094,930	3,342,440
<b>P235 PARTNERSHIPS AND EQUALITIES</b>					
A501 WYRE FOREST MATTERS	0	0	0	0	0
A525 EQUALITY AND DIVERSITY	0	0	0	0	0
A530 SHARED EMERGENCY PLANNING AND BUSINESS CONTINUITY	20,550	19,000	29,260	24,770	24,960
	20,550	19,000	29,260	24,770	24,960
<b>P240 COMMUNICATIONS</b>					
A376 DESIGN UNIT	0	0	0	0	0
A380 CORPORATE COMMUNICATIONS (EXCLUDING VOICE AND DATA)	122,280	125,550	125,380	127,720	127,880
	122,280	125,550	125,380	127,720	127,880
<b>Total S6 CHIEF EXECUTIVE</b>	<b>5,237,290</b>	<b>5,765,490</b>	<b>5,242,200</b>	<b>5,392,020</b>	<b>5,588,330</b>



**COMMUNITY WELL-BEING AND ENVIRONMENT - SUMMARY**

Detail	2014/15		2015/16	2016/17	2017/18
	Original £	Revised £	Estimate £	Estimate £	Estimate £
<b>P001 WASTE COLLECTION</b>					
A001 COLLECTION OF DOMESTIC WASTE	912,350	860,790	904,250	923,100	937,440
A002 TRADE WASTE COLLECTION	(129,140)	(37,050)	(47,230)	(40,190)	(33,280)
A005 KERBSIDE RECYCLING (RECYCLED MATTER)	968,050	949,550	916,270	926,420	933,680
A010 RECYCLING ACTIVITIES	(11,000)	(11,000)	(11,000)	(11,000)	(11,000)
A266 WASTE/FLEET MANAGEMENT	0	0	0	0	0
	1,740,260	1,762,290	1,762,290	1,798,330	1,826,840
<b>P010 ENVIRONMENTAL MAINTENANCE</b>					
A025 PUBLIC CONVENIENCES	161,300	138,920	143,560	148,140	149,730
A145 PARKING FACILITIES	(474,010)	(487,760)	(462,140)	(465,540)	(456,150)
A146 CIVIL ENFORCEMENT	119,270	90,690	87,810	88,670	89,190
A150 STREET FURNITURE AND NAMEPLATES	62,530	37,830	32,840	32,860	32,850
A155 HIGHWAYS GENERAL CLEANSING	657,490	632,910	660,510	680,030	686,810
A165 HIGHWAYS RESIDUAL FUNCTION	2,790	2,470	2,460	2,540	2,540
A235 ENVIRONMENTAL ENFORCEMENT	61,640	56,900	56,660	57,420	57,540
	591,010	471,960	521,700	544,120	562,510
<b>P015 CEMETERIES</b>					
A030 CEMETERY	159,070	148,800	150,090	152,000	154,020
	159,070	148,800	150,090	152,000	154,020
<b>P021 EVENTS AND TOWN HALL</b>					
A036 LEISURE DEVELOPMENT	109,060	92,340	91,090	91,790	91,770
A110 STOURPORT COMMUNITY CENTRE	7,480	7,460	7,470	7,480	7,510
A170 TOWN HALL, KIDDERMINSTER	260,700	340,290	328,120	326,620	314,760
	377,240	440,090	426,680	425,890	414,040
<b>P025 PLAY DEVELOPMENT</b>					
A040 PLAY DEVELOPMENT	88,540	69,680	69,370	71,650	69,970
	88,540	69,680	69,370	71,650	69,970
<b>P030 MUSEUM AND TIC</b>					
A045 BEWDLEY TOURIST INFORMATION CENTRE	53,950	62,910	62,770	63,760	63,630
A050 MUSEUM STORE	22,510	49,300	51,640	52,370	52,690
A055 BEWDLEY MUSEUM	253,010	258,140	261,970	267,050	269,820
	329,470	370,350	376,380	383,180	386,140
<b>P032 ARTS DEVELOPMENT</b>					
A065 ARTS DEVELOPMENT	76,040	72,850	72,050	72,560	72,600
A066 WORCESTERSHIRE DANCING	0	0	0	0	0
	76,040	72,850	72,050	72,560	72,600
<b>P034 SPORTS AND PHYSICAL RECREATION</b>					
A070 WYRE FOREST GLADES LEISURE CENTRE	909,580	888,870	891,640	422,230	(7,760)
A075 STOURPORT SPORTS CENTRE	361,170	359,260	354,660	260,840	0
A076 BEWDLEY LEISURE CENTRE	47,830	41,880	42,170	42,620	43,060
A080 STOURPORT SPORTS CLUB	16,440	17,630	29,410	29,980	30,310
	1,335,020	1,307,640	1,317,880	755,670	65,610
<b>P037 SPORTS DEVELOPMENT</b>					
A094 SPORTS DEVELOPMENT	95,370	81,020	81,580	82,360	82,410
A095 SPORTIVATE	0	0	0	0	0
A096 PHYSICAL ACTIVITY	0	0	0	0	0
A100 EXTERNAL FUNDING	0	0	0	0	0
A102 BEST FOOT FORWARD	0	0	0	0	0
A103 COMMUNITY DEVELOPMENT	2,140	(5,310)	(10,380)	(15,310)	(15,330)
A106 THE DANCE PROJECT	0	0	0	0	0
	97,510	75,710	71,200	67,050	67,080

**COMMUNITY WELL-BEING AND ENVIRONMENT - SUMMARY**

Detail	2014/15		2015/16 Estimate £	2016/17 Estimate £	2017/18 Estimate £
	Original £	Revised £			
<b>P039 COUNTRYSIDE AND CONSERVATION SERVICE</b>					
A118 COUNTRYSIDE AND CONSERVATION SERVICE	344,580	312,760	340,900	326,670	327,150
	344,580	312,760	340,900	326,670	327,150
<b>P040 ALLOTMENTS</b>					
A120 ALLOTMENTS	1,850	1,590	1,590	1,630	1,630
	1,850	1,590	1,590	1,630	1,630
<b>P045 PARKS AND GREEN SPACES</b>					
A085 SPORTS PITCHES AND FACILITIES	97,670	72,100	70,930	70,960	71,730
A125 PARKS AND GREEN SPACES	856,470	867,700	868,810	860,270	848,750
A160 HIGHWAYS MAINTENANCE OF VERGES	65,370	58,580	58,550	59,790	61,120
	1,019,510	998,380	998,290	991,020	981,600
<b>P065 PROPERTY</b>					
A210 GREEN STREET DEPOT, KIDDERMINSTER	27,690	72,080	72,320	73,540	74,570
	27,690	72,080	72,320	73,540	74,570
<b>P070 COMMERCIAL SERVICES-OPERATIONAL AREAS</b>					
A220 GROUNDS MAINTENANCE	(27,040)	0	0	0	0
A221 GARAGE HOLDING ACCOUNT	(650)	0	0	0	0
	(27,690)	0	0	0	0
<b>P090 COMMUNITY WELL-BEING AND ENVIRONMENT ADMINISTRATION</b>					
A257 COMMUNITY WELL-BEING AND ENVIRONMENT ADMINISTRATION	(13,190)	3,950	3,760	1,930	1,830
	(13,190)	3,950	3,760	1,930	1,830
<b>P215 CRIME AND DISORDER ACT 1998</b>					
A495 COMMUNITY SAFETY	179,620	161,880	163,340	164,200	164,170
A496 EXTERNAL FUNDING	0	0	0	0	0
	179,620	161,880	163,340	164,200	164,170
<b>P220 COMMUNITY STRATEGY</b>					
A500 COMMUNITY STRATEGY	42,520	43,680	34,740	1,770	1,780
	42,520	43,680	34,740	1,770	1,780
<b>P225 CORPORATE COSTS</b>					
A382 CORPORATE COSTS	51,400	46,380	44,670	44,670	44,670
	51,400	46,380	44,670	44,670	44,670
<b>Total S11 COMMUNITY WELL-BEING AND ENVIRONMENT</b>	<b>6,420,450</b>	<b>6,360,070</b>	<b>6,427,250</b>	<b>5,875,880</b>	<b>5,216,210</b>

**ECONOMIC PROSPERITY AND PLACE - SUMMARY**

Detail	2014/15		2015/16	2016/17	2017/18
	Original £	Revised £	Estimate £	Estimate £	Estimate £
<b>P085 INDUSTRIAL ESTATES AND OTHER PROPERTY</b>					
A245 OTHER INDUSTRIAL ESTATES	(131,470)	(246,460)	(93,720)	(92,780)	(92,240)
A250 HOOBROOK ENTERPRISE CENTRE	(49,890)	(26,310)	(41,830)	(40,300)	(38,960)
A255 OTHER PROPERTY	(44,220)	(42,670)	(44,990)	(40,850)	(35,460)
	(225,580)	(315,440)	(180,540)	(173,930)	(166,660)
<b>P138 LAND CHARGES</b>					
A355 LAND CHARGES	(39,220)	(33,980)	(45,100)	(43,550)	(43,340)
	(39,220)	(33,980)	(45,100)	(43,550)	(43,340)
<b>P145 PLANNING POLICY FORMULATION</b>					
A385 PLANNING POLICY FORMULATION	338,200	270,900	298,370	302,460	301,520
A416 ADMINISTRATION OF STREET NAMING AND NUMBERING	14,300	9,040	8,630	9,200	9,270
	352,500	279,940	307,000	311,660	310,790
<b>P147 HOUSING AND PLANNING DELIVERY GRANT</b>					
A386 HOUSING AND PLANNING DELIVERY GRANT	0	0	0	0	0
	0	0	0	0	0
<b>P150 IMPLEMENTATION OF PLANNING POLICY</b>					
A390 DEVELOPMENT CONTROL	185,860	126,090	114,870	126,410	124,530
A395 ENFORCEMENT	95,390	81,550	80,780	83,430	83,710
A400 ENVIRONMENTAL IMPROVEMENT AND PROTECTION	44,030	35,570	34,570	35,390	35,510
A405 CONSERVATION OF THE HISTORIC ENVIRONMENT	66,830	55,890	55,520	57,370	57,640
	392,110	299,100	285,740	302,600	301,390
<b>P155 BUILDING CONTROL</b>					
A410 BUILDING CONTROL	68,510	57,250	57,450	58,220	58,680
	68,510	57,250	57,450	58,220	58,680
<b>P160 ECONOMIC PROSPERITY AND PLACE ADMINISTRATION</b>					
A415 ECONOMIC PROSPERITY AND PLACE ADMINISTRATION	(67,310)	680	740	670	670
	(67,310)	680	740	670	670
<b>P165 CORPORATE COSTS</b>					
A296 NNDR RATE RELIEF	0	0	0	0	0
A420 MAPPING SERVICE AGREEMENT	0	0	0	0	0
A422 SHARED REGULATORY SERVICES	400,380	389,690	336,270	308,920	317,060
	400,380	389,690	336,270	308,920	317,060
<b>P169 EXTERNAL FUNDING - REGULATORY SERVICES</b>					
A424 EXTERNAL FUNDING - REGULATORY SERVICES	0	0	0	0	0
	0	0	0	0	0
<b>P190 PRIVATE SECTOR HOUSING</b>					
A256 FLOOD RELIEF	0	0	0	0	0
A455 HOUSING GRANTS AND ASSISTANCE	0	0	0	0	0
A460 PRIVATE SECTOR HOUSING	298,850	296,560	285,140	278,390	286,070
	298,850	296,560	285,140	278,390	286,070

**ECONOMIC PROSPERITY AND PLACE - SUMMARY**

Detail	2014/15		2015/16	2016/17	2017/18
	Original £	Revised £	Estimate £	Estimate £	Estimate £
<b>P195 HOUSING ENABLING FUNCTION</b>					
A461 NORTH WORCESTERSHIRE WATERCOURSE MANAGEMENT	109,520	111,160	102,820	103,980	102,340
A465 HOUSING, HEALTH AND SUSTAINABILITY-STRATEGY AND	183,730	172,460	168,180	171,720	170,820
A466 CLINICAL COMMISSIONING (CCG) FUNDING	0	0	0	0	0
A467 CARBON MANAGEMENT PLAN	(44,120)	(33,950)	(43,600)	(85,010)	(87,680)
A468 EXTERNAL FUNDING - DISTRICT AGEING WELL	0	0	0	0	0
A470 HOMELESSNESS, HOUSING ADVICE AND ACCESS TO HOUSING	572,330	602,480	608,490	608,520	615,380
A471 EXTERNAL FUNDING - HOUSING ENABLING FUNCTION	(78,000)	(78,000)	0	0	0
	743,460	774,150	835,890	799,210	800,860
<b>P210 REGENERATION AND ECONOMIC DEVELOPMENT ACTIVITIES</b>					
A130 WYRE FOREST PROPERTY SERVICES	0	0	0	0	0
A485 NORTH WORCS ECONOMIC DEVELOPMENT & REGENERATION	282,090	296,630	336,990	340,130	341,700
A486 STATE OF THE AREA FUNDING	205,160	175,840	174,800	173,410	171,830
A489 WYRE FOREST BUSINESS CENTRES	0	0	0	0	0
A490 TOURISM	11,520	11,730	11,770	11,950	12,000
A491 REDDITCH BUSINESS CENTRES	40	1,380	1,410	1,420	1,430
A492 MARKETS	860	(6,980)	(7,840)	(7,790)	(7,790)
	499,670	478,600	517,130	519,120	519,170
<b>Total S5 ECONOMIC PROSPERITY AND PLACE</b>	<b>2,423,370</b>	<b>2,226,550</b>	<b>2,399,720</b>	<b>2,361,310</b>	<b>2,384,690</b>

**CAPITAL ACCOUNT / INTEREST RECEIVED - SUMMARY**

Detail	2014/15		2015/16	2016/17	2017/18
	Original £	Revised £	Estimate £	Estimate £	Estimate £
<b>P230 CAPITAL ACCOUNT/INTEREST RECEIVED</b>					
A515 CAPITAL ACCOUNT	(1,059,650)	(1,397,580)	(652,870)	(509,390)	(71,010)
A520 INTEREST RECEIVED	(129,600)	(75,500)	(76,540)	(90,000)	(100,000)
	(1,189,250)	(1,473,080)	(729,410)	(599,390)	(171,010)
<b>Total S7 CAPITAL ACCOUNT / INTEREST RECEIVED</b>	<b>(1,189,250)</b>	<b>(1,473,080)</b>	<b>(729,410)</b>	<b>(599,390)</b>	<b>(171,010)</b>

**OVERALL BUDGET VARIATIONS**  
**ORIGINAL COMPARED TO REVISED BUDGET 2014/15**

<b>TOTAL REVISED BUDGET 2014/15</b>	<b>£</b> <b>12,879,030</b>
<b>LESS: TOTAL ORIGINAL BUDGET 2014/15</b>	<b>12,891,860</b>

**ADDITIONAL NET EXPENDITURE ON YEAR**

**(12,830)**

<b><u>Description of Estimated Major Variances</u></b>	<b>Extra Costs/ Reduced Income £</b>	<b>Savings/ Additional Income £</b>
<b><u>Chief Executive</u></b>		
Wyre Forest Forward Savings Rescheduled	184,300	
Community Asset Transfer savings not made	10,000	
Benefits payments increase in budget allowance for retained overpayments		(18,360)
Wyre Forest Hub - Reduced contribution from WCC	50,000	
Admin Buildings additional Health and Safety Work	13,000	
<b><u>Community Well Being and Environment</u></b>		
Museum Store saving not realised	20,000	
Vehicle running costs reduction from rationalisation of fleet		(44,000)
Green Street Depot - reduced Income	18,000	
Street Furniture and Nameplates		(10,000)
Leisure provision (Glades repairs and maintenance)		(20,000)
Cemetery Extra Income		(10,000)
<b><u>Economic Prosperity and Place</u></b>		
Carbon Management	10,000	
Development control - Increased income		(40,000)
Building Control less costs on non fee earning account		(8,300)
Industrial lease extension premiums		(100,000)
District Local Plan Development - one-off release of earmarked reserve		(20,000)
<b><u>Capital Account</u></b>		
Reduced Interest on external borrowing due to Capital Programme rescheduling to later years		(229,830)
Reduction in Minimum Revenue Provision as above		(127,970)
<b><u>Corporate Variations</u></b>		
MMI Liability Insurance provision	50,000	
All Pay Bank Charges	10,000	
Procurement savings removed	25,000	
Pay Award - total will be realised over a longer timeframe due to higher rise in year 1	82,550	
Pay Variance	20,320	
Cabinet Proposals Not Achieved	33,090	
	526,260	(628,460)
Other minor variations		89,370
<b>Reduced Net Expenditure on Year</b>		<b>(12,830)</b>

**OVERALL BUDGET VARIATIONS**  
**REVISED BUDGET 2014/15 COMPARED TO BASE BUDGET 2015/16**

<b>TOTAL BASE BUDGET 2015/16</b>	<b>£</b> <b>13,160,370</b>
<b>LESS: TOTAL REVISED BUDGET 2014/15</b>	<b>12,879,030</b>

**INCREASED NET EXPENDITURE ON YEAR****281,340**

Note: This report is for validation, most of the identified movements are known approvals

<b><u>Description of Estimated Major Variances</u></b>	<b>Extra Costs/ Reduced Income £</b>	<b>Savings/ Additional Income £</b>
<b><u>Chief Executive</u></b>		
Emergency Planning	9,260	
Elections savings due to extra cost recovery		(28,500)
Members Allowances		(32,000)
Housing Benefits - additional recovery of overpayments		(21,000)
Wyre Forest House Rent increase		(65,000)
Reduced Admin Subsidy due to transfer of Housing Benefit Fraud Function to DWP	185,910	
Additional Income for ICT from WRS contract		(61,000)
Admin Buildings additional Health and Safety Work in 2014/15 only		(13,000)
<b><u>Community Well Being and Environment</u></b>		
Stourport Sports Club Grant - previously 3 years paid on advance	12,080	
Town Hall Income Cabinet Proposal		(23,000)
Reduced Car Parking Income - impact of developments	30,000	
<b><u>Economic Prosperity and Place</u></b>		
District Local Plan Development - one-off release of earmarked reserve in 2014/15	20,000	
Property income - lower due to lease premiums in 2014/15 only	130,390	
Business Support Grants, Town Centre expenditure and Rewyre additional approval for 2015/16	40,000	
Carbon Management Plan		(10,000)
WRS cost reduction - achievement of last years Cabinet Proposal		(47,660)
<b><u>Capital Account</u></b>		
Increased Interest on external borrowing as per revised Capital Programme requirements	578,890	
Interest on Investments		(10,000)
<b><u>Corporate Variations</u></b>		
MMI Liability Insurance provision		(50,000)
WFF Savings - 2015/16 target		(176,200)
Transformation Fund one off top up		(200,000)
Pay Variance		(110,020)
Corporate Pensions Increase agreed with actuary	145,610	
	1,152,140	(847,380)
Other minor variations		(23,420)
<b>Increased Net Expenditure on Year</b>		<b>281,340</b>

**WYRE FOREST DISTRICT COUNCIL****CABINET PROPOSALS 2015/16 ONWARDS**

Cost Centre	ACTIVITY AND DESCRIPTION OF CABINET PROPOSAL	KEY	CHANGE IN RESOURCES			
			2015/16 £	2016/17 £	2017/18 £	After 2018/19 £
SUCCESSFUL LOCAL ECONOMY						
R705	<b><u>Economic Regeneration Activities</u></b> To continue funding for Town Centre Manager post for a further three years when the current funding ceases at the end of March 2015 with 50% funded from the SotAD approved revenue budget	C R S	- 16,640 1.00	- 16,800 1.00	- 17,000 1.00	- - -
CLEAN, GREEN AND SAFE COMMUNITIES						
R335	<b><u>Parish Localism Funds</u></b> To create two Parish Localism funds of £25k each from the balance of the existing fund of C£24k supplemented by Parish Councils and the second for an extended range of Community Groups. There will be revised award criteria for this funding to facilitate easier access and more clarity.	C R S	- 26,000 -	- - -	- - -	- - -
R720	<b><u>Community Leadership Fund</u></b> Continue a fund of £1,000 per Member for 2016/17 based on the reduced number of Councillors.	C R S	- - -	- 33,000 -	- - -	- - -
	<b>TOTALS</b>	C R S	- 42,640 1.00	- 49,800 1.00	- 17,000 1.00	- - -

**KEY - Changes in Resources**

- C Capital
- R Revenue
- S Staffing - Stated in FTEs



**WYRE FOREST DISTRICT COUNCIL**  
**FEES AND CHARGES 2015/2016 at 5%**  
**SUMMARY**

DIRECTORATE	KEY	CHANGES IN INCOME at 5%		
		2015/16 £	2016/17 £	2017/18 £
<b>Fees and Charges - Noting</b> Appendix 4 (Part 1)	C R S	- - -	- - -	- - -
<b>Fees and Charges - Cabinet</b> Appendix 4 (Part 2)	C R S	- 54,300 CR -	- 54,300 CR -	- 54,300 CR -
<b>Fees and Charges - Council</b> Appendix 4 (Part 3)	C R S	- 2,160 CR -	- 2,030 CR -	- 2,030 CR -
<b>GRAND TOTAL</b>	<b>C R S</b>	- <b>56,460 CR</b> -	- <b>56,330 CR</b> -	- <b>56,330 CR</b> -

**Key - Changes in Resources**

C - Capital  
R - Revenue  
S - Staffing - Stated in FTE's

Compounded Effect of Fees and Charges  
For Summary

2015/16	2016/17	2017/18
£	£	£

56,460 CR	56,330 CR	56,330 CR
	56,460 CR	56,330 CR
		56,460 CR

<b>56,460 CR</b>	<b>112,790 CR</b>	<b>169,120 CR</b>
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**WYRE FOREST DISTRICT COUNCIL****FEES AND CHARGES 2015/2016****NOTING**

Cost Centre	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES		
			2015/16 £	2016/17 £	2017/18 £
R605	<b><u>ECONOMIC PROSPERITY AND PLACE</u></b> <b><u>Development Control</u></b> Planning application fees are set by statute. They were last increased on 22/11/2012.	C	-	-	-
		R	-	-	-
		S	-	-	-
R637	<b><u>Environmental Health - Pollution Control</u></b> To maintain LAPPC charges at statutory level (revised annually).	C	-	-	-
		R	-	-	-
		S	-	-	-
R638	<b><u>Licensing Activities - Gambling Act 2005</u></b> To charge permit fees as determined by Government.	C	-	-	-
		R	-	-	-
		S	-	-	-
R638	<b><u>Licensing Activities - Licensing Act 2003</u></b> To maintain Liquor Licensing fees at statutory levels.	C	-	-	-
		R	-	-	-
		S	-	-	-
	<b>TOTALS</b>	C	-	-	-
		R	-	-	-
		S	-	-	-



Service	Planning Applications	Service Manager	Development Control Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Planning and Economic Regeneration

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 01/04/2015 £ Charges before VAT *	Proposed Charge FROM 01/04/2015 £ Charges inclusive of VAT **
<b>Planning Applications - Statutory Fees Set By Central Government</b>			
<b>OPERATIONS</b>			
<b>New Dwellings</b>			
<u>Outline planning permission</u>			
Site does not exceed 2.5 hectare - rate per 0.1 hectare	385.00	385.00	No VAT currently charged
Site exceeds 2.5 hectares	9,527.00	9,527.00	No VAT currently charged
Rate per additional 0.1 hectare in excess of 2.5 hectares	115.00	115.00	No VAT currently charged
Maximum	125,000.00	125,000.00	No VAT currently charged
<u>In other cases</u>			
New Dwellings - dwellings less than 50 houses - rate per dwelling	385.00	385.00	No VAT currently charged
New Dwellings - dwellings exceeds 50 houses	19,409.00	19,409.00	No VAT currently charged
rate per additional dwelling over 50 houses	115.00	115.00	No VAT currently charged
Maximum	250,000.00	250,000.00	No VAT currently charged
<b>Buildings other than dwellings, agricultural building, plant or glasshouses etc.)</b>			
<u>Outline planning permission</u>			
Site does not exceed 2.5 hectares - rate per 0.1 hectare	385.00	385.00	No VAT currently charged
Site exceeds 2.5 hectares	9,527.00	9,527.00	No VAT currently charged
Rate per additional 0.1 hectare in excess of 2.5 hectares	115.00	115.00	No VAT currently charged
Maximum	125,000.00	125,000.00	No VAT currently charged
<u>In other cases</u>			
No additional floor space	195.00	195.00	No VAT currently charged
Gross area less than 40 sq metres	195.00	195.00	No VAT currently charged
Gross floor area between 40 and 75 sq metres	385.00	385.00	No VAT currently charged
Rate in excess of 75 sq metres, but less than 3,750 (per 75 sq metres)	385.00	385.00	No VAT currently charged
Gross floor area in excess of 3,750 sq metres	19,049.00	19,049.00	No VAT currently charged
Rate per additional 75 sq meter in excess of 3,750 sq meters	115.00	115.00	No VAT currently charged
Maximum	250,000.00	250,000.00	No VAT currently charged
<b>Agricultural buildings on agricultural land (other than glasshouses)</b>			
<u>Outline planning permission</u>			
Site does not exceed 2.5 hectares - rate per 0.1 hectare	385.00	385.00	No VAT currently charged
Site exceeds 2.5 hectares	9,527.00	9,527.00	No VAT currently charged
Rate per additional 0.1 hectare in excess of 2.5 hectares	115.00	115.00	No VAT currently charged
Maximum	125,000.00	125,000.00	No VAT currently charged
<u>In other cases</u>			
Gross area less than 465 sq metres	80.00	80.00	No VAT currently charged
Gross floor area between 465 and 540 sq metres	385.00	385.00	No VAT currently charged
Gross floor area between 540 and 4,215 sq meters	385.00	385.00	No VAT currently charged
Rate per additional 75 sq metres in excess of 540 sq meters	385.00	385.00	No VAT currently charged
Gross floor area in excess of 4,215 sq metres	19,049.00	19,049.00	No VAT currently charged
Rate per additional 75 sq metres in excess of 4,215 sq meters	115.00	115.00	No VAT currently charged
Maximum	250,000.00	250,000.00	No VAT currently charged
<b>Glasshouses on agricultural land</b>			
Gross area less than 465 sq meters	80.00	80.00	No VAT currently charged
Gross floor area in excess of 465 sq meters	2,150.00	2,150.00	No VAT currently charged
<b>Erection, alteration or replacement of plant or machinery</b>			
Gross area less than 5 hectares	385.00	385.00	No VAT currently charged
Gross area in excess of 5 hectares	19,049.00	19,049.00	No VAT currently charged
Rate per additional 0.1 hectare in excess of 5 hectares	115.00	115.00	No VAT currently charged
Maximum	250,000.00	250,000.00	No VAT currently charged



Service	Planning Applications	Service Manager	Development Control Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Planning and Economic Regeneration

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 01/04/2015 £ Charges before VAT *	Proposed Charge FROM 01/04/2015 £ Charges inclusive of VAT **
<b>Planning Applications - Statutory Fees Set By Central Government</b>			
<b>Enlargement, improvement or alteration of dwellings for domestic purposes</b>			
One dwelling	172.00	172.00	No VAT currently charged
2 or more dwellings	339.00	339.00	No VAT currently charged
Operations within residential curtilage for domestic purposes (including buildings, gates and fences etc.)	172.00	172.00	No VAT currently charged
Car parks, roads and access to serve a single undertaking where associated with existing use	195.00	195.00	No VAT currently charged
Operations not within above categories - rate per 0.1 hectare	195.00	195.00	No VAT currently charged
Maximum	1,690.00	1,690.00	No VAT currently charged
<b>USES</b>			
Change of use of a building to one or more dwellings			
From single dwelling to 50 or fewer dwellings	385.00	385.00	No VAT currently charged
From single dwelling to more than 50 dwellings	19,049.00	19,049.00	No VAT currently charged
Rate per additional dwelling in excess of 50 dwellings	115.00	115.00	No VAT currently charged
Maximum	250,000.00	250,000.00	No VAT currently charged
From other building to 50 or fewer dwellings	385.00	385.00	No VAT currently charged
From other building to more than 50 dwellings	19,049.00	19,049.00	No VAT currently charged
Rate per additional dwelling in excess of 50 dwellings	115.00	115.00	No VAT currently charged
Maximum	250,000.00	250,000.00	No VAT currently charged
Material changes of use on land or building(s) other than above	385.00	385.00	No VAT currently charged
<b>ADVERTISEMENTS</b>			
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	110.00	110.00	No VAT currently charged
Sign relating to business in the locality but not visible from that site	110.00	110.00	No VAT currently charged
All other advertisements	385.00	385.00	No VAT currently charged
<b>OTHER APPLICATIONS</b>			
Certificate of existing use or development	As for a planning application	As for a planning application	
Certificate of proposed use or development	50% of planning application	50% of planning application	
Prior approval application under the General Permitted Development Order			
Application made under parts 6, 7 or 31	80.00	80.00	No VAT currently charged
Application made under part 24	385.00	385.00	No VAT currently charged
Renewal of permission			
Under the Town and Country Planning and Compulsory Purchase Act 2004 you can renew an application that was approved before 1st October 2009 and has not expired.			
Householder	57.00	57.00	No VAT currently charged
Major Development	575.00	575.00	No VAT currently charged
All other cases	195.00	195.00	No VAT currently charged



Service	Planning Applications	Service Manager	Development Control Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Planning and Economic Regeneration

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 01/04/2015 £ Charges before VAT *	Proposed Charge FROM 01/04/2015 £ Charges inclusive of VAT **
<b>Planning Applications - Statutory Fees Set By Central Government</b>			
Variation or removal of a condition	195.00	195.00	No VAT currently charged
Requests for confirmation that a condition or conditions attached to a grant of planning permission has been complied with			
Householder developments (per request)	28.00	28.00	No VAT currently charged
All other cases (per request)	97.00	97.00	No VAT currently charged
Application for Non-Material Amendments following a grant of planning permission			
Householder developments (per request)	28.00	28.00	No VAT currently charged
All other cases	195.00	195.00	No VAT currently charged
Applications for Certificates of Alternative Development	195.00	195.00	No VAT currently charged
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 material			

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge  TO 31/03/2015 £	Proposed Charge  FROM 1/04/2015 £ Charges before VAT *	Proposed Charge  FROM 1/04/2015 £ Charges inclusive of VAT **
<b>Pollution Control</b>			
<b>LAPPC CHARGES</b>			
<b>Application Fee</b>			
Standard process (includes solvent emission activities)	1,579.00	1,579.00	No VAT currently charged
Additional fee for operating without a permit	1,137.00	1,137.00	No VAT currently charged
PVRI, SWOBs and Dry Cleaners	148.00	148.00	No VAT currently charged
PVR I and II combined	246.00	246.00	No VAT currently charged
VRs and other Reduced Fee Activities	346.00	346.00	No VAT currently charged
Reduced fee activities: Additional fee for operating without a permit	68.00	68.00	No VAT currently charged
Mobile plant**	1,579.00	1,579.00	No VAT currently charged
for the third to seventh applications	943.00	943.00	No VAT currently charged
for the eighth and subsequent applications	477.00	477.00	No VAT currently charged
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			
<b>Annual Subsistence Charge</b>			
Standard process - Low	739.00 (+99.00)***	739.00 (+99.00)***	No VAT currently charged
Standard process - Medium	1,111.00 (+149.00)***	1,111.00 (+149.00)***	No VAT currently charged
Standard process - High	1,672.00 (+198.00)***	1,672.00 (+198.00)***	No VAT currently charged
PVRI, SWOBs and Dry Cleaners - Low	76.00	76.00	No VAT currently charged
PVRI, SWOBs and Dry Cleaners - Medium	151.00	151.00	No VAT currently charged
PVRI, SWOBs and Dry Cleaners - High	227.00	227.00	No VAT currently charged
PVR I and II combined - Low	108.00	108.00	No VAT currently charged
PVR I and II combined - Medium	216.00	216.00	No VAT currently charged
PVR I and II combined - High	326.00	326.00	No VAT currently charged
VRs and other Reduced Fees - Low	218.00	218.00	No VAT currently charged
VRs and other Reduced Fees - Medium	349.00	349.00	No VAT currently charged
VRs and other Reduced Fees - High	524.00	524.00	No VAT currently charged
Mobile plant, for first and second permits - Low****	618.00	618.00	No VAT currently charged
Mobile plant, for first and second permits - Medium****	989.00	989.00	No VAT currently charged
Mobile plant, for first and second permits - High****	1,484.00	1,484.00	No VAT currently charged
for the third to seventh permits - Low	368.00	368.00	No VAT currently charged
for the third to seventh permits - Medium	590.00	590.00	No VAT currently charged
for the third to seventh permits - High	884.00	884.00	No VAT currently charged
eighth and subsequent permits - Low	189.00	189.00	No VAT currently charged
eighth and subsequent permits - Medium	302.00	302.00	No VAT currently charged
eighth and subsequent permits - High	453.00	453.00	No VAT currently charged
Late payment Fee	50.00	50.00	No VAT currently charged
Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £99 to the above amounts			
<b>Transfer and Surrender</b>			
Standard process transfer	162.00	162.00	No VAT currently charged
Standard process partial transfer	476.00	476.00	No VAT currently charged
New operator at low risk reduced fee activity (extra one-off subsistence charge - see Art 15(2) of charging scheme)	75.00	75.00	No VAT currently charged
Surrender: all Part B activities	0.00	0.00	No VAT currently charged
Reduced fee activities: transfer	0.00	0.00	No VAT currently charged
Reduced fee activities: partial transfer	45.00	45.00	No VAT currently charged
<b>Temporary transfer for mobiles</b>			
First transfer	51.00	51.00	No VAT currently charged
Repeat following enforcement or warning	51.00	51.00	No VAT currently charged
<b>Substantial Change</b>			
Standard process	1,005.00	1,005.00	No VAT currently charged
Standard process where the substantial change results in a new PPC activity	1,579.00	1,579.00	No VAT currently charged
Reduced fee activities	98.00	98.00	No VAT currently charged
<b>LAPPC Mobile Plant Charges (not using simplified permits)</b>			
First and second permits - Application Fee	1,579.00	1,579.00	No VAT currently charged
First and Second permits - Subsistence Fee - Low	618.00	618.00	No VAT currently charged
First and second permits - Subsistence Fee - Medium	989.00	989.00	No VAT currently charged
First and second permits - Subsistence Fee - High	1,484.00	1,484.00	No VAT currently charged



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ Charges before VAT *	Proposed Charge FROM 1/04/2015 £ Charges inclusive of VAT **
<b>Pollution Control</b>			
For the third to seventh permits - Application Fee	943.00	943.00	No VAT currently charged
For the third to seventh permits - Subsistence Fee - Low	368.00	368.00	No VAT currently charged
For the third to seventh permits - Subsistence Fee - Medium	590.00	590.00	No VAT currently charged
For the third to seventh permits - Subsistence Fee - High	884.00	884.00	No VAT currently charged
Eighth and subsequent permits - Application Fee	477.00	477.00	No VAT currently charged
Eighth and subsequent permits - Subsistence Fee - Low	189.00	189.00	No VAT currently charged
Eighth and subsequent permits - Subsistence Fee - Medium	302.00	302.00	No VAT currently charged
Eighth and subsequent permits - Subsistence Fee - High	453.00	453.00	No VAT currently charged
<b>LA-IPPC CHARGES</b>			
Note: every subsistence charge below includes the additional £99 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation.			
Application	3,218.00	3,218.00	No VAT currently charged
Additional Fee for operating without a permit	1,137.00	1,137.00	No VAT currently charged
Annual Subsistence - Low	1,384.00	1,384.00	No VAT currently charged
Annual Subsistence - Medium	1,541.00	1,541.00	No VAT currently charged
Annual Subsistence - High	2,233.00	2,233.00	No VAT currently charged
Late Payment Fee	50.00	50.00	No VAT currently charged
Substantial Variation	1,309.00	1,309.00	No VAT currently charged
Transfer	225.00	225.00	No VAT currently charged
Partial Transfer	668.00	668.00	No VAT currently charged
Surrender	668.00	668.00	No VAT currently charged

**NOTES:**

- \* Charge before VAT (if applicable) at the prevailing rate  
 \*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate  
 \*\*\* The additional amounts in brackets must be charged where a permit is for a combined Part B and waste installation  
 \*\*\*\* Not using simplified permits

**LA-IPPC Charges****KEY**

Subsistence charges can be paid in 4 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 listed in the Schedule to the Part B scheme.

**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.



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge  TO 31/03/2015 £	Proposed Charge  FROM 1/04/2015 £ Charges before VAT *	Proposed Charge  FROM 1/04/2015 £ Charges inclusive of VAT **
<b>Gambling Permits - Statutory Fee Set By Central Government</b>			
<b>Fee Type</b>			
FEC Gaming Machine - Grant	300.00	300.00	No VAT currently charged
FEC Gaming Machine - Renewal	300.00	300.00	No VAT currently charged
FEC Gaming Machine - Existing Operator Grant	100.00	100.00	No VAT currently charged
Prize Gaming - Grant	300.00	300.00	No VAT currently charged
Prize Gaming - Renewal	300.00	300.00	No VAT currently charged
Prize Gaming - Existing Operator Grant	100.00	100.00	No VAT currently charged
Licensed Premises Gaming Machine Permit - Grant	150.00	150.00	No VAT currently charged
Licensed Premises Gaming Machine Permit - Existing Operator Grant	100.00	100.00	No VAT currently charged
Licensed Premises Gaming Machine Permit - Annual Fee	50.00	50.00	No VAT currently charged
Club Gaming Permit - Grant ***	100.00	100.00	No VAT currently charged
Club Gaming Permit - Renewal ***	100.00	100.00	No VAT currently charged
Club Gaming Permit - Existing Operator Grant	100.00	100.00	No VAT currently charged
Club Gaming Permit - Annual Fee	50.00	50.00	No VAT currently charged
Club Machine Permits - Grant ***	100.00	100.00	No VAT currently charged
Club Machine Permits - Renewal ***	100.00	100.00	No VAT currently charged
Club Machine Permits - Existing Operator Grant	100.00	100.00	No VAT currently charged
Club Machine Permits - Annual Fee	50.00	50.00	No VAT currently charged
Small Lottery Registration - Grant	40.00	40.00	No VAT currently charged
Small Lottery Registration - Renewal	20.00	20.00	No VAT currently charged
<b>Miscellaneous Fees</b>			
FEC Permits - Change of name	25.00	25.00	No VAT currently charged
FEC Permits - Copy of permit	15.00	15.00	No VAT currently charged
Prize Gaming Permits - Change of name	25.00	25.00	No VAT currently charged
Prize Gaming Permits - Copy of permit	15.00	15.00	No VAT currently charged
Licensed premises Gaming machine Permits - Change of name	25.00	25.00	No VAT currently charged
Licensed premises Gaming machine Permits - Copy of permit	15.00	15.00	No VAT currently charged
Licensed premises Gaming machine Permits - Variation	100.00	100.00	No VAT currently charged
Licensed premises Gaming machine Permits - Transfer	25.00	25.00	No VAT currently charged
Licensed Premises Automatic Notification Process - Notification	50.00	50.00	No VAT currently charged
Gaming Club Permits - Change of name	100.00	100.00	No VAT currently charged
Gaming Club Permits - Copy of permit	15.00	15.00	No VAT currently charged
Gaming Club Permits - Variation	100.00	100.00	No VAT currently charged
Gaming Machine Permits - Change of name	100.00	100.00	No VAT currently charged
Gaming Machine Permits - Copy of permit	15.00	15.00	No VAT currently charged
Gaming Machine Permits - Variation	100.00	100.00	No VAT currently charged

**NOTES:**

- \* Charge before VAT (if applicable) at the prevailing rate  
 \*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate  
 \*\*\* Fee will be £200 if premises does not sell alcohol





Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ Charges before VAT *	Proposed Charge FROM 1/04/2015 £ Charges inclusive of VAT **
<b>Licensing Act 2003 - Statutory Fee Set By Central Government</b>			
<b>Band A - (rateable value £0 to £4,300)</b>			
Annual	70.00	70.00	No VAT currently charged
New Licence	100.00	100.00	No VAT currently charged
Future Variation	100.00	100.00	No VAT currently charged
<b>Band B - (rateable value £4,301 to £33,000)</b>			
Annual	180.00	180.00	No VAT currently charged
New Licence	190.00	190.00	No VAT currently charged
Future Variation	190.00	190.00	No VAT currently charged
<b>Band C - (rateable value £33,001 to £87,000)</b>			
Annual	295.00	295.00	No VAT currently charged
New Licence	315.00	315.00	No VAT currently charged
Future Variation	315.00	315.00	No VAT currently charged
<b>Band D - (rateable value £87,001 to £125,000)</b>			
Annual ***	320.00	320.00	No VAT currently charged
New Licence ***	450.00	450.00	No VAT currently charged
Future Variation ***	450.00	450.00	No VAT currently charged
<b>Band E - (rateable value over £125,000)</b>			
Annual ****	350.00	350.00	No VAT currently charged
New Licence ****	635.00	635.00	No VAT currently charged
Future Variation ****	635.00	635.00	No VAT currently charged
Premises with no NDRV = Band A			
Premises under construction = Band C			
Number of persons present			
5,000 to 9,999 - Additional Fee	1,000.00	1,000.00	No VAT currently charged
5,000 to 9,999 - Annual Fee	500.00	500.00	No VAT currently charged
10,000 to 14,999 - Additional Fee	2,000.00	2,000.00	No VAT currently charged
10,000 to 14,999 - Annual Fee	1,000.00	1,000.00	No VAT currently charged
15,000 to 19,999 - Additional Fee	4,000.00	4,000.00	No VAT currently charged
15,000 to 19,999 - Annual Fee	2,000.00	2,000.00	No VAT currently charged
20,000 to 29,999 - Additional Fee	8,000.00	8,000.00	No VAT currently charged
20,000 to 29,999 - Annual Fee	4,000.00	4,000.00	No VAT currently charged
30,000 to 39,999 - Additional Fee	16,000.00	16,000.00	No VAT currently charged
30,000 to 39,999 - Annual Fee	8,000.00	8,000.00	No VAT currently charged
40,000 to 49,999 - Additional Fee	24,000.00	24,000.00	No VAT currently charged
40,000 to 49,999 - Annual Fee	12,000.00	12,000.00	No VAT currently charged
50,000 to 59,999 - Additional Fee	32,000.00	32,000.00	No VAT currently charged
50,000 to 59,999 - Annual Fee	16,000.00	16,000.00	No VAT currently charged
60,000 to 69,999 - Additional Fee	40,000.00	40,000.00	No VAT currently charged
60,000 to 69,999 - Annual Fee	20,000.00	20,000.00	No VAT currently charged
70,000 to 79,999 - Additional Fee	48,000.00	48,000.00	No VAT currently charged
70,000 to 79,999 - Annual Fee	24,000.00	24,000.00	No VAT currently charged
80,000 to 89,999 - Additional Fee	56,000.00	56,000.00	No VAT currently charged
80,000 to 89,999 - Annual Fee	28,000.00	28,000.00	No VAT currently charged
90,000 and over - Additional Fee	64,000.00	64,000.00	No VAT currently charged
90,000 and over - Annual Fee	32,000.00	32,000.00	No VAT currently charged



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ Charges before VAT *	Proposed Charge FROM 1/04/2015 £ Charges inclusive of VAT **
<b>Licensing Act 2003 - Statutory Fee Set By Central Government</b>			
<b>Other Fees</b>			
Application for a grant or renewal of personal licence	37.00	37.00	No VAT currently charged
Temporary event notice	21.00	21.00	No VAT currently charged
Theft, loss etc. of premises licence or summary	10.50	10.50	No VAT currently charged
Application for a provisional statement	315.00	315.00	No VAT currently charged
Notification of change of name or address	10.50	10.50	No VAT currently charged
Application to vary licence to specify DPS	23.00	23.00	No VAT currently charged
Application for transfer of premises licence	23.00	23.00	No VAT currently charged
Interim authority notice following death etc. of licence holder	23.00	23.00	No VAT currently charged
Theft, loss etc. of certificate or summary	10.50	10.50	No VAT currently charged
Notification of change of name or alternation of rules of club	10.50	10.50	No VAT currently charged
Change of relevant registered address of club	10.50	10.50	No VAT currently charged
Theft, loss etc. of temporary event licence	10.50	10.50	No VAT currently charged
Theft, loss etc. of personal licence	10.50	10.50	No VAT currently charged
Duty to notify change of name or address	10.50	10.50	No VAT currently charged
Right of freeholder etc. to be notified of licensing matters	21.00	21.00	No VAT currently charged

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

\*\*\* 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.

**WYRE FOREST DISTRICT COUNCIL****FEES AND CHARGES 2015/2016****CABINET**

Cost Centre	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES		
			2015/16 £	2016/17 £	2017/18 £
R251	<b><u>CHIEF EXECUTIVE</u></b>				
	<b><u>Wyre Forest House</u></b>	C	-	-	-
	No change to the Wyre Forest House charges.	R S	- -	- -	- -
R505	<b><u>Committee Administration</u></b>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	10 CR	10 CR	10 CR
		S	-	-	-
R515	<b><u>Road Closure Orders</u></b>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	930 CR	930 CR	930 CR
		S	-	-	-
R002	<b><u>COMMUNITY WELL-BEING AND ENVIRONMENT</u></b>				
	<b><u>Waste</u></b>	C	-	-	-
	New LGV courses implemented this year, so no increase proposed.	R S	- -	- -	- -
R002	<b><u>Bulky waste - Domestic and Trade</u></b>	C	-	-	-
	Increase charges to cover costs.	R	2,500 CR	2,500 CR	2,500 CR
		S	-	-	-
R003	<b><u>Trade Waste</u></b>	C	-	-	-
	Increase charges by an average of 8.5% as per service director recommendation.	R	22,820 CR	22,820 CR	22,820 CR
		S	-	-	-
R005	<b><u>Garden Waste</u></b>	C	-	-	-
	Increase charges by an average of 5% in line with Council.	R	7,240 CR	7,240 CR	7,240 CR
		S	-	-	-
R040	<b><u>Cemeteries</u></b>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	1,340 CR	1,340 CR	1,340 CR
		S	-	-	-
R055	<b><u>Play Leadership</u></b>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	340 CR	340 CR	340 CR
		S	-	-	-
R160	<b><u>Parks and Green Spaces</u></b>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	-	-	-
		S	-	-	-
R163	<b><u>Rangers Services</u></b>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	60 CR	60 CR	60 CR
		S	-	-	-
R185	<b><u>Car Parks</u></b>	C	-	-	-
	Management Fee only	R	6,450 CR	6,450 CR	6,450 CR
		S	-	-	-

**WYRE FOREST DISTRICT COUNCIL****FEES AND CHARGES 2015/2016****CABINET**

Cost Centre	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES		
			2015/16 £	2016/17 £	2017/18 £
<b>R200</b>	<b><u>Cleansing - Contract Work</u></b> Increase charges by 5% in line with Council Policy.	C R S	- 3,460 CR -	- 3,460 CR -	- 3,460 CR -
<b>R216</b>	<b><u>Kidderminster Town Hall</u></b> Increase charges by 5% in line with Council Policy.	C R S	- 2,130 CR -	- 2,130 CR -	- 2,130 CR -
<b>R229</b>	<b><u>Garage</u></b> Increase charges by 5% in line with Council Policy.	C R S	- 2,930 CR -	- 2,930 CR -	- 2,930 CR -
<b>R236</b>	<b><u>Grounds Maintenance</u></b> Increase charges by 5% in line with Council Policy.	C R S	- 3,560 CR -	- 3,560 CR -	- 3,560 CR -
<b>R510</b>	<b><u>ECONOMIC PROSPERITY AND PLACE</u></b> <b><u>Land Charges</u></b> No increase subject to the related decision of Worcs County Council. Any change to this decision will be included in a further budget report.	C R S	- - -	- - -	- - -
<b>R625</b>	<b><u>Building Control</u></b> To Implement charges as set by Worcestershire Regulatory Services.	C R S	- - -	- - -	- - -
<b>R631</b>	<b><u>Street Naming and Numbering</u></b> Increase charges by 5% in line with Council Policy.	C R S	- 530 CR -	- 530 CR -	- 530 CR -
<b>R704</b>	<b><u>Regeneration and Economic Development</u></b> New town centre promotional charges implemented in 2014/15, so no increase proposed.	C R S	- - -	- - -	- - -
	<b>TOTALS</b>	C R S	- 54,300 CR -	- 54,300 CR -	- 54,300 CR -



Service	Facility Hire	Service Managers	Facilities Manager
Directorate	Chief Executive	Cabinet Member	Resources and Transformation

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ *	Proposed Charge FROM 1/04/2015 £ **
<b>Facilities Fees and Charges</b>			
<b>WYRE FOREST HOUSE</b>			
<b>Partnership rate</b>			
Council Chamber - half hourly	18.90	15.75	18.90
Council Chamber - Max room charge	189.00	157.50	189.00
SoS & Bewdley rooms combined - half hourly	12.60	10.50	12.60
SoS & Bewdley rooms combined - Max room charge	126.00	105.00	126.00
SoS & Bewdley rooms separately - half hourly	9.45	7.88	9.45
SoS & Bewdley rooms separately - Max room charge	94.50	78.75	94.50
Cookley, Kidderminster, Rock - half hourly	7.56	6.30	7.56
Cookley, Kidderminster, Rock - Max room charge	75.60	63.00	75.60
Kidderminster & Rock rooms combined - half hourly	9.45	7.88	9.45
Kidderminster & Rock rooms combined - Max room charge	94.50	78.75	94.50
Wolverley room - half hourly	6.30	5.25	6.30
Wolverley room - Max room charge	63.00	52.50	63.00
Chaddesley Corbett room - half hourly	6.30	5.25	6.30
Chaddesley Corbett room - Max room charge	63.00	52.50	63.00
<b>Commercial Rate</b>			
Council Chamber - half hourly	28.35	23.63	28.35
Council Chamber - Max room charge	283.50	236.25	283.50
SoS & Bewdley rooms combined - half hourly	18.90	15.75	18.90
SoS & Bewdley rooms combined - Max room charge	189.00	157.50	189.00
SoS & Bewdley rooms separately - half hourly	12.60	10.50	12.60
SoS & Bewdley rooms separately - Max room charge	126.00	105.00	126.00
Cookley, Kidderminster, Rock - half hourly	11.55	9.63	11.55
Cookley, Kidderminster, Rock - Max room charge	115.50	96.25	115.50
Kidderminster & Rock rooms combined - half hourly	15.75	13.13	15.75
Kidderminster & Rock rooms combined - Max room charge	157.50	131.25	157.50
Wolverley room - half hourly	9.45	7.88	9.45
Wolverley room - Max room charge	94.50	78.75	94.50
Chaddesley Corbett room - half hourly	9.45	7.88	9.45
Chaddesley Corbett room - Max room charge	94.50	78.75	94.50
<b>For All Venues</b>			
<b>Commercial Organisations and bookings for any Bank Holidays</b>			
Per hour	Commercial Judgement	Commercial Judgement	Commercial Judgement
<b>Legal Services Administration Account</b>			
Fees relating to surveys prior to lettings	Commercial Judgement	Commercial Judgement	Commercial Judgement
<b>NOTE</b>			
Commercial judgement is delegated to the Director of Service			

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Committee Administration	Service Managers	Head of Transformation and Communication
Directorate	Chief Executive	Cabinet Member	Resources and Transformation

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ *	Proposed Charge FROM 1/04/2015 £ **
<b>Committee Administration</b>			
<b>SUPPLY OF MINUTES / AGENDAS TO OUTSIDE BODIES / COMPANIES</b>			
Cabinet and Full Council Agendas (per annum)	87.00	91.00	No VAT currently charged
Scrutiny Committees Agendas (per annum)	82.00	86.00	No VAT currently charged
Development Control Agendas (per annum)	100.00	105.00	No VAT currently charged
Other Committee Agendas - individual (per annum)	17.00	18.00	No VAT currently charged

**NOTES:**

- \* Charge before VAT (if applicable) at the prevailing rate  
 \*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Road Closures	Service Managers	Solicitor to the Council
Directorate	Chief Executive	Cabinet Member	Resources and Transformation

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ *	Proposed Charge FROM 1/04/2015 £ **
<b>Road Closure Orders</b>			
Charitable / community events (if the application received less than 6 weeks in advance of the event)	115.00	121.00	No VAT currently charged
Charitable / community events (if the application received more than 6 weeks in advance of the event)	87.00	91.00	No VAT currently charged
Remembrance Day Parades	Free	Free	No VAT currently charged
National Royal Celebrations	Free	Free	No VAT currently charged
All other events / reasons for road closure, including commercial events (if application received less than 6 weeks in advance of the event)	145.00	152.00	No VAT currently charged
All other events / reasons for road closure, including commercial events (if application received more than 6 weeks in advance of the event)	115.00	121.00	No VAT currently charged

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Operational Services	Service Manager	Operational Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Operational Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ *	Proposed Charge FROM 1/04/2015 £ **
<b>Trade Waste and Commercial Waste Collections</b>			
<b>WEEKLY COLLECTION</b>			
<b>COUNCIL OWNED WHEELIE BINS - Cat 1 -</b>			
<b>liable to landfill tax</b>			
120 litre (one lift per week) - phasing out	212.00	230.00	No VAT currently charged
240 litre (one lift per week)	257.00	279.00	No VAT currently charged
360 litre (one lift per week)	316.00	343.00	No VAT currently charged
660 litre (one lift per week)	490.00	532.00	No VAT currently charged
1100 litre (one lift per week)	687.00	745.00	No VAT currently charged
<b>COUNCIL OWNED WHEELIE BINS - Cat 2 -</b>			
<b>not liable to landfill tax</b>			
120 litre (one lift per week) - phasing out	179.00	194.00	No VAT currently charged
240 litre (one lift per week)	191.00	207.00	No VAT currently charged
360 litre (one lift per week)	217.00	235.00	No VAT currently charged
660 litre (one lift per week)	312.00	339.00	No VAT currently charged
1100 litre (one lift per week)	388.00	421.00	No VAT currently charged
1100 litre Schools (40 weeks)	328.00	356.00	No VAT currently charged
<b>ALTERNATE WEEKLY COLLECTION</b>			
<b>COUNCIL OWNED WHEELIE BINS - Cat 1 -</b>			
<b>liable to landfill tax</b>			
120 litre (one lift every other week) - phasing out	116.00	126.00	No VAT currently charged
240 litre (one lift every other week)	140.00	152.00	No VAT currently charged
360 litre (one lift every other week)	176.00	191.00	No VAT currently charged
660 litre (one lift every other week)	296.00	321.00	No VAT currently charged
1100 litre (one lift every other week)	411.00	446.00	No VAT currently charged
<b>COUNCIL OWNED WHEELIE BINS - Cat 2 -</b>			
<b>not liable to landfill tax</b>			
120 litre (one lift every other week) - phasing out	99.00	107.00	No VAT currently charged
240 litre (one lift every other week)	107.00	116.00	No VAT currently charged
360 litre (one lift every other week)	127.00	138.00	No VAT currently charged
660 litre (one lift every other week)	206.00	224.00	No VAT currently charged
1100 litre (one lift every other week)	261.00	283.00	No VAT currently charged
1100 litre Schools (40 weeks every other week)	232.00	252.00	No VAT currently charged
<b>PLASTIC SACKS</b>	2.70	3.00	No VAT currently charged

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

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

Prompt payment of annual contracts in full (before the 17th April 2015) will attract a discount of 3.5%.

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

Charges are expressed in the new format to allow customers to better understand the charges, and to draw comparison with the commercial sector.





Service	Operational Services	Service Manager	Operational Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Operational Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ *	Proposed Charge FROM 1/04/2015 £ **
<b>Domestic Waste Collections</b>			
<b>Trade and Domestic Bulky Collections</b>			
<b>BULKY CHARGES – TRADE***</b>			
0-5 Items - Urban	50.00	55.00	No VAT currently charged
0-5 Items - Rural	55.00	60.00	No VAT currently charged
5-10 Items - Urban	55.00	60.00	No VAT currently charged
5-10 Items - Rural	80.00	90.00	No VAT currently charged
10+ Items - Urban	80.00	90.00	No VAT currently charged
10+ Items - Rural	105.00	120.00	No VAT currently charged
Premium additional charge for timed collections	New charge	15.00	No VAT currently charged
<b>BULKY CHARGES – DOMESTIC ***</b>			
0-5 Items - Urban	25.00	30.00	No VAT currently charged
0-5 Items - Rural	50.00	60.00	No VAT currently charged
5-10 Items - Urban	50.00	60.00	No VAT currently charged
5-10 Items - Rural	75.00	90.00	No VAT currently charged
10+ Items - Urban	75.00	90.00	No VAT currently charged
10+ Items - Rural	100.00	110.00	No VAT currently charged
Premium additional charge for timed collections	New charge	15.00	No VAT currently charged
<b>Charges for the Supply of a Replacement Wheelie Bin</b>	31.00	34.00	No VAT currently charged
<b>Developers / RSL's bin charge for delivery</b>			
240 litre	New charge	25.00	No VAT currently charged
1100 litre	New charge	300.00	No VAT currently charged
<b>Garden Waste Contracts</b>			
Annual collection contract	38.00	43.00	No VAT currently charged
Initial charge for bin (delivery and hire)	20.00	21.00	No VAT currently charged

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

\*\*\* New system of costs based on pickup at urban and rural and number of items

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

Replacement bins are only provided where proven damage has occurred, and only after the first instance. Subsequent bins are replaced at the rates stipulated above.



Service	Parks and Open Spaces	Service Manager	Parks and Open Spaces Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Operational Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ *	Proposed Charge FROM 1/04/2015 £ **
<b>Cemetery Fees</b>			
<b>CHARGES ONLY APPLY TO KIDDERMINSTER CEMETERY</b>			
<b>INTERMENTS - RESIDENTS ONLY</b>			
Child aged 1 month to 16 years ***	134.00	141.00	No VAT currently charged
Persons over 16 years ***	428.00	449.00	No VAT currently charged
Burial of cremated remains ***	156.00	164.00	No VAT currently charged
<b>INTERMENTS - NON-RESIDENTS OF WYRE FOREST</b>			
Child aged 1 month to 16 years ***	270.00	284.00	No VAT currently charged
Persons over 16 years ***	857.00	900.00	No VAT currently charged
Burial of cremated remains ***	313.00	329.00	No VAT currently charged
<b>PURCHASED GRAVES - RESIDENTS ONLY</b>			
Purchase of burial rights	486.00	510.00	No VAT currently charged
Purchase of burial rights for cremated remains	255.00	268.00	No VAT currently charged
These fees are also charged if the deceased lived in the District for the majority of their life and took up a place in full time care outside the District within 2 years of their death. The family is to provide the relevant information for demonstrating this to the burial authority.			
<b>PURCHASED GRAVES - NON-RESIDENTS OF WYRE FOREST</b>			
Purchase of burial rights	972.00	1,021.00	No VAT currently charged
Purchase of burial rights for cremated remains	509.00	534.00	No VAT currently charged
<b>MISCELLANEOUS CHARGES</b>			
Maintenance of grave. Planting with Spring and Summer bedding per annum (specified areas of the Cemetery only)	92.00	97.00	116.40
<b>CHARGES OF USE OF STAFF/FACILITIES</b>			
For attendance of Registrar other than between 9:00am and 10:00am (weekdays other than Bank/Public Holidays)	46.00	48.00	57.60
Use of Cemetery Chapel per hour (or part of)	87.00	91.00	109.20
Premium to be applied to cost of burials taking place wholly or partially outside normal working hours	10%	10%	
Assessing suitability of grave for additional burials	25.00	26.00	31.20
<b>MONUMENTS / GRAVE STONES ETC</b>			
The right to place or erect a memorial including first inscription	180.00	189.00	226.80
The right to place or erect a commemorative plaque or kerb stone	91.00	96.00	115.20
Each additional inscription	30.00	32.00	38.40
Vase	30.00	32.00	38.40
Certified copy of entry in Register of Burials / Burial Grant	New charge	20.00	24.00
Transfer of exclusive Right of Burial	New charge	60.00	72.00
Surrender of exclusive Right of Burial	New charge	40.00	48.00

**NOTES:**

- \* Charge before VAT (if applicable) at the prevailing rate  
 \*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate  
 \*\*\* Subject to attendance charge for Registrar



Service	Cultural Services	Service Manager	Cultural Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Health, Well-Being and Housing

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ *	Proposed Charge FROM 1/04/2015 £ **
<b>Community Development and Museums</b>			
<b>COMMUNITY DEVELOPMENT</b>			
<b>RANGER SERVICES</b>			
Minimum Charge	Free	Free	No VAT currently charged
Maximum Charge	47.00	49.00	No VAT currently charged
Young Rangers (per term)	19.00	20.00	No VAT currently charged
<b>SPORTS, ARTS AND PLAY DEVELOPMENT ACTIVITIES</b>			
Per session Minimum Charge	Free	Free	No VAT currently charged
Per session Maximum Charge	10.00	11.00	No VAT currently charged
<b>NATURE RESERVES</b>			
Small charitable or community events (less than 20 people)			
up to 3 hrs	7.50	8.00	No VAT currently charged
over 3 hrs	13.00	14.00	No VAT currently charged
Medium charitable or community events (more than 20 people less than 100)			
up to 3 hrs	19.00	20.00	No VAT currently charged
over 3 hrs	37.00	39.00	No VAT currently charged
Large charitable or community events (more than 100 people)			
up to 3 hrs	44.50	47.00	No VAT currently charged
over 3 hrs	57.00	60.00	No VAT currently charged
Commercial and fund raising events	Commercial Judgement	Commercial Judgement	No VAT currently charged
<b>MUSEUMS</b>			
<b>Bewdley Museum</b>			
Adults	Free	Free	No VAT currently charged
Senior Citizen	Free	Free	No VAT currently charged
Accompanied Children	Free	Free	No VAT currently charged
Unaccompanied Children	Free	Free	No VAT currently charged
Residents' Season Ticket	Free	Free	No VAT currently charged
School Parties Admission Charge***	Donation	Donation	No VAT currently charged
General Enquiries (per hour)	11.50	10.00	12.00
<b>Hire of Education Room</b>			
Minimum Charge	Free	Free	No VAT currently charged
Maximum Charge (per half day)	36.00	38.00	No VAT currently charged
Commercial Bookings	Commercial Judgement	Commercial Judgement	No VAT currently charged
<b>Hire of Wyre Forest Gallery</b>			
Minimum charge for local organisations & emerging community artists (per week)	46.00	Free	No VAT currently charged
Commercial Bookings	Commercial Judgement	50.00	No VAT currently charged
<b>Hire of Sawyard Gallery</b>			
Minimum charge for local organisations & emerging community artists (per week)	New charge	Free	No VAT currently charged
Commercial Bookings	New charge	12.00	No VAT currently charged
<b>Hire of Guild Hall</b>			
Minimum Charge	Free	Free	No VAT currently charged
Maximum Charge	Commercial Judgement	Commercial Judgement	No VAT currently charged

## NOTES:

\* Charge before VAT (if applicable) at the prevailing rate  
 \*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate  
 \*\*\* Minimum donation £1 per child, maximum dependent on programme  
 Commercial judgement is delegated to the Director of Service



Service	Parks and Open Spaces	Service Manager	Parks and Open Spaces Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Operational Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ *	Proposed Charge FROM 1/04/2015 £ **
<b>Parks Events</b>			
<b>GREEN SPACES - Parks and Green Spaces (not Nature Reserves)</b>			
Administration charge for use of Public Open Space			
Fund Raising and Charity Events (per day) - Minimum Charge	Free	Free	No VAT currently charged
Fund Raising and Charity Events (per day) - Maximum Charge (refundable deposit applies)	174.00	183.00	No VAT currently charged
Commercial Events (refundable deposit applies)	Commercial Judgement	Commercial Judgement	No VAT currently charged
<b>Grounds maintenance - external contracts</b>			
based upon an hourly rate	Commercial Judgement	Commercial Judgement	VAT charged at current rate
Arborists	Commercial Judgement	Commercial Judgement	VAT charged at current rate
Plus Vehicle and Materials at cost	Commercial Judgement	Commercial Judgement	VAT charged at current rate

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Operational Services	Service Manager	Operational Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Operational Services

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ Charges before VAT	Proposed Charge FROM 1/04/2015 £ Charges inclusive of VAT
<b>Parking restrictions and event support</b>			
<b>Parking Restrictions</b>			
Charge per application - for up to 7 days	41.00	43.00	No VAT currently charged
<b>EVENTS SUPPORT</b>			
<b>Provision of additional temporary toilet facilities</b>			
Includes all cost of delivery, set up and collection			
Single WC unit (minimum of 3) - charge per unit	46.00	48.00	57.60
Single wheelchair access WC	116.00	122.00	146.40
Trailer cabin unit - charge per unit	405.00	425.00	510.00
The provision of above, but on a more permanent basis	commercial judgement based upon full actual cost	commercial judgement based upon full actual cost	VAT charged at current rate
Facilitating access or removing bollards - charge per hour	34.00	36.00	43.20
Car Boot events	43.00	45.00	No VAT currently charged
Private Cleansing work	Commercial Judgement	Commercial Judgement	VAT charged at current rate

## NOTES:

VAT will be included at the prevailing rate if applicable  
Commercial Judgement is delegated to the Director of Service



Service	Cultural Services	Service Manager	Cultural Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Health, Well-Being and Housing

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ *	Proposed Charge FROM 1/04/2015 £ **
<b>Town Hall Fees and Charges</b>			
<b>KIDDERMINSTER TOWN HALL</b>			
<b>All costs per hour</b>			
<b>MUSIC ROOM</b>			
Meetings, Lectures, Amateurs, Sports etc - Off Peak	22.00	23.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Mid Peak	32.00	34.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Peak Rate	45.00	47.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Internal Rate - Off Peak	18.00	19.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Internal Rate - Mid Peak	27.00	28.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Internal Rate - Peak Rate	38.00	40.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Off Peak	30.00	32.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Mid Peak	35.00	37.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Peak Rate	52.00	55.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Internal Rate - Off Peak	26.00	27.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Internal Rate - Mid Peak	30.00	32.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Internal Rate - Peak Rate	44.00	46.00	No VAT currently charged
Trade Functions & Commercial	Commercial Judgement	Commercial Judgement	No VAT currently charged
<b>CORN EXCHANGE ONLY</b>			
Meetings, Lectures, Amateurs, Sports etc - Off Peak	16.00	17.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Mid Peak	25.00	26.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Peak Rate	35.00	37.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Internal Rate - Off Peak	13.00	14.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Internal Rate - Mid Peak	22.00	23.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Internal Rate - Peak Rate	30.00	32.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Off Peak	22.00	23.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Mid Peak	32.00	34.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Peak Rate	42.00	44.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Internal Rate - Off Peak	18.00	19.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Internal Rate - Mid Peak	27.00	28.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Internal Rate - Peak Rate	35.00	37.00	No VAT currently charged
Trade Functions & Commercial	Commercial Judgement	Commercial Judgement	No VAT currently charged
<b>MUSIC ROOM &amp; CORN EXCHANGE</b>			
Meetings, Lectures, Amateurs, Sports etc - Off Peak	32.00	34.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Mid Peak	47.00	49.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Peak Rate	58.00	61.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Internal Rate - Off Peak	27.00	28.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Internal Rate - Mid Peak	40.00	42.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Internal Rate - Peak Rate	49.00	51.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Off Peak	45.00	47.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Mid Peak	55.00	58.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Peak Rate	78.00	82.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Internal Rate - Off Peak	38.00	40.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Internal Rate - Mid Peak	47.00	49.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Internal Rate - Peak Rate	66.00	69.00	No VAT currently charged
Trade Functions & Commercial	Commercial Judgement	Commercial Judgement	No VAT currently charged



Service	Cultural Services	Service Manager	Cultural Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Health, Well-Being and Housing

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ *	Proposed Charge FROM 1/04/2015 £ **
<b>Town Hall Fees and Charges</b>			
<b>KING CHARLES ROOM, COURT ROOM OR COUNCIL CHAMBER</b>			
Meetings, Lectures, Amateurs, Sports etc - Off Peak	18.00	19.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Mid Peak	30.00	32.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Peak Rate	44.00	46.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Internal Rate - Off Peak	15.00	16.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Internal Rate - Mid Peak	26.00	27.00	No VAT currently charged
Meetings, Lectures, Amateurs, Sports etc - Internal Rate - Peak Rate	37.00	39.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Off Peak	18.00	19.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Mid Peak	30.00	32.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Peak Rate	44.00	46.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Internal Rate - Off Peak	15.00	16.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Internal Rate - Mid Peak	26.00	27.00	No VAT currently charged
Dances, Concerts, Theatrical Performances, Parties - Internal Rate - Peak Rate	37.00	39.00	No VAT currently charged
Trade Functions & Commercial	Commercial Judgement	Commercial Judgement	No VAT currently charged
<b>WEDDING CEREMONIES</b>			
<b>KING CHARLES ROOM</b>			
30 Minute Ceremony	N/A	100.00	No VAT currently charged
60 Minute Ceremony	N/A	200.00	No VAT currently charged
<b>MUSIC ROOM</b>			
60 Minute Ceremony	N/A	200.00	No VAT currently charged
<b>Bar Charge</b> - charge will apply to the Hirer when booking the services of a bar.	18.00	19.00	22.80
<b>Health and Safety Check</b> - charge may apply to the Hirer when providing external sound, lighting and additional equipment within the Town Hall.	35.00	35.00	42.00
<b>Technical Support</b> may be compulsory for certain events and will be agreed at the time of booking.	N/A	65.00	78.00
<b>Steinway Piano Model B</b> - per day	N/A	50.00	60.00
<b>Hire of Equipment</b>			
Hire of flipchart (including pens and paper) per day	N/A	7.00	8.40
Hire of Projector/Screen per day	N/A	15.00	18.00
<b>Refreshments:</b> Tea / coffee with biscuit per serving	1.25	1.25	1.50
<b>Booking Fee / Credit Card Charges for Tickets</b>			
Over the phone - Booking fee when paying by Debit Card	1.00	1.50	1.80
In person - Booking fee when paying by Debit Card	1.00	Free	0.00
Over the phone - Booking Fee and credit card charge when paying by Credit Card	1.00	1.50 plus 1.75% of ticket price	1.80 plus 1.75% of ticket price
In person - Credit Card Charge	1.00 + 1.75% of ticket price	1.75% of ticket price	No VAT currently charged

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

OFF PEAK - Monday to Friday - 8.00am until 4.00pm.

MID PEAK - Monday to Thursday - 4.00pm until 12.00am

PEAK - Friday to Sunday - 4.00pm Friday until 12.00am. All day Saturday &amp; Sunday.

All facilities - Hourly rate will be doubled after midnight and on all bank holidays.

For certain events, an additional charge for Council employed casual labour could be added to room costs - this would be agreed before the date of hire.

Booking times must include preparation and clearing up.

Wi-Fi is available to Hirers free of charge.

Additional hours outside normal operating times will be charged for accordingly.

Performing Rights Society fees are in addition to the above charges.



Service	Operational Services	Service Manager	Fleet and Waste Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Operational Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ *	Proposed Charge FROM 1/04/2015 £ **
<b>Fleet Management</b>			
<b>External contracts based upon</b>	Commercial Judgement	Commercial Judgement	VAT charged at current rate
<b>Internal Servicing</b>			
Fixed service charges - up to 1.7cc Std A	109.00	114.00	136.80
(note: includes materials up to £30 in value) Full B	118.00	124.00	148.80
Fixed service charges - over 1.7cc Std A	108.00	113.00	135.60
(note: includes materials up to £30 in value) Full B	145.50	153.00	183.60
Materials above the £30 limit will be charged at cost			
<b>Car Inspection</b>	31.00	33.00	39.60
<b>Staff / Members Cars</b>			
Labour charges per hour based upon	34.00	36.00	43.20
PLUS additional material at cost			
Work undertaken is dependant upon workload capacity and the need to maintain the operational fleet			
<b>MOT</b>			
Class 4	38.00	38.00	No VAT currently charged
Class 5	56.00	56.00	No VAT currently charged
Class 7	56.00	56.00	No VAT currently charged
WFDC Taxi	10.50	11.00	No VAT currently charged
<b>Internal Charges to PRS</b>			
Taxi inspection - internal charge	31.00	33.00	No VAT currently charged
Booking Charge per taxi including MOT/inspection booking	10.50	11.00	No VAT currently charged

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

Commercial judgement is delegated to the Director of Service





Service	Operational Services	Service Manager	Fleet and Waste Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Operational Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ *	Proposed Charge FROM 1/04/2015 £ **
<b>LGV Courses</b>			
Practical driving test on a 1 to 1 basis (2 to 1 price on application) Course includes: 1 hour assessment, 5 day course, based on 8 hours drive time / and classroom based. Test included in price (£115.00) and use of vehicle for test.	1,200.00	1,200.00	No VAT currently charged
Theory / hazard perception course 1 day course includes loan of materials (books, DVD): 4 hour practice classroom bases, and the booking of an official test in Worcester.	80.00	80.00	No VAT currently charged
2 day course CPC theory / CPC practical course Course included: loan of materials (books, DVD). Use of vehicle for practical test.	200.00	200.00	No VAT currently charged
CPC Course per 7 hour module	50.00 + upload fee 8.75	50.00 + upload fee 8.75	No VAT currently charged
All courses start and finish at Green Street, Kidderminster, DY10 1HA			
Practical Test	1,200.00	1,200.00	No VAT currently charged
Test Fee	115.00	115.00	No VAT currently charged
4 days training	1,085.00	1,085.00	No VAT currently charged
Use of vehicle for test included in price			
Theory / hazard (Green ST) and test station	80.00	80.00	No VAT currently charged
Theory	28.00	28.00	No VAT currently charged
Hazard	12.00	12.00	No VAT currently charged
CPC theory on site (Green St) and at test station / CPC practical onsite and at test station	200.00	200.00	No VAT currently charged
CPC Theory	24.00	24.00	No VAT currently charged
CPC Practical	55.00	55.00	No VAT currently charged
<b>Information Only</b>			
DVD			
Theory test / hazard perception	34.99	34.99	No VAT currently charged
<b>BOOKS</b>			
Theory Test	17.99	17.99	No VAT currently charged
CPC	9.99	9.99	No VAT currently charged
Highway Code / Signs	6.99	6.99	No VAT currently charged

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

Commercial judgement is delegated to the Director of Service



Service	Land Charges	Service Managers	Land Charges Officer
Directorate	Economic Prosperity and Place	Cabinet Member	Resources and Transformation

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ *	Proposed Charge FROM 1/04/2015 £ **
Land Charges			
<b>LAND CHARGES</b>			
1) a. Increase the basic Land Charges Search Fee	96.50	96.50	No VAT currently charged
2) a. Increase to optional enquiries	18.00	18.00	No VAT currently charged
b. Increase to each additional property/parcel of land	41.00	41.00	No VAT currently charged
3) a. Increase to the basic Land Charges Search Fee in respect of Highway information supplied by Worcester County Council	17.00	17.00	No VAT currently charged
4) a. Increase the basic Commercial properties search fee (previously charged at basic search fee - as per 1a)	125.00	125.00	No VAT currently charged
b. Increase to each additional property/parcel of land (previously charged at basic additional fee - as per 2b)	47.00	47.00	No VAT currently charged

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Building Control	Service Manager	Building Control Manager - North Worcestershire
Directorate	Economic Prosperity & Place	Cabinet Member	Planning and Economic Regeneration

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ Charges before VAT *	Proposed Charge FROM 1/04/2015 £ Charges inclusive of VAT **
<b>Building Control - Fees Set By North Worcestershire Building Control Shared Service</b>			
<b>STANDARD CHARGES FOR THE CREATION OR CONVERSION TO NEW HOUSING</b>			
Application Charge	620.00	Please Ring for Quote	VAT Charged at Current Rate
Regularisation Charge	780.00	Please Ring for Quote	VAT Charged at Current Rate
Additional Charge ***	110.00	Please Ring for Quote	VAT Charged at Current Rate
<b>DOMESTIC EXTENSIONS TO A SINGLE BUILDING</b>			
Conversion of attached garage into habitable room:			
Application Charge	300.00	258.33	310.00
Regularisation Charge	Please Ring for Quote	Please Ring for Quote	VAT Charged at Current Rate
Additional Charge ***	120.00	191.67	230.00
Extension where floor area is less than 10m <sup>2</sup> :			
Application Charge	415.00	Please Ring for Quote	VAT Charged at Current Rate
Regularisation Charge	Please Ring for Quote	Please Ring for Quote	VAT Charged at Current Rate
Additional Charge ***	120.00	191.67	230.00
All Other Extensions:			
Application Charge	Please Ring for Quote	Please Ring for Quote	VAT Charged at Current Rate
Regularisation Charge	Please Ring for Quote	Please Ring for Quote	VAT Charged at Current Rate
Additional Charge ***	Within Provided Quote	Within Provided Quote	
Loft Conversions:			
Application Charge	Please Ring for Quote	Please Ring for Quote	VAT Charged at Current Rate
Regularisation Charge	Please Ring for Quote	Please Ring for Quote	VAT Charged at Current Rate
Additional Charge ***	Within Provided Quote	Within Provided Quote	
Detached Garage over 30m <sup>2</sup>			
Application Charge	Please Ring for Quote	Please Ring for Quote	VAT Charged at Current Rate
Regularisation Charge	Please Ring for Quote	Please Ring for Quote	VAT Charged at Current Rate
Additional Charge ***	Within Provided Quote	Within Provided Quote	
Electrical Works by Non-Qualified Electrician:			
Application Charge	295.00	254.17	305.00
Regularisation Charge	Please Ring for Quote	Please Ring for Quote	VAT Charged at Current Rate
Renovation of Thermal Element:			
Application Charge	165.00	141.67	170.00
Regularisation Charge	Please Ring for Quote	Please Ring for Quote	VAT Charged at Current Rate
Installing Steel Beams(s) within an Existing House:			
Application Charge	165.00	120.83	145.00
Regularisation Charge	Please Ring for Quote	Please Ring for Quote	VAT Charged at Current Rate
Window Replacement:			
Application Charge	165.00	141.67	170.00
Regularisation Charge	Please Ring for Quote	Please Ring for Quote	VAT Charged at Current Rate
Installing New Boiler or Wood Burner, etc:			
Application Charge	230.00	200.00	240.00
Regularisation Charge	Please Ring for Quote	Please Ring for Quote	VAT Charged at Current Rate
<b>ALL OTHER WORK - ALTERATIONS</b>			
Application Charge	Please Ring for Quote	Please Ring for Quote	VAT Charged at Current Rate
Regularisation Charge	Please Ring for Quote	Please Ring for Quote	VAT Charged at Current Rate



Service	Building Control	Service Manager	Building Control Manager - North Worcestershire
Directorate	Economic Prosperity & Place	Cabinet Member	Planning and Economic Regeneration

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ Charges before VAT *	Proposed Charge FROM 1/04/2015 £ Charges inclusive of VAT **
<b>Building Control - Fees Set By North Worcestershire Building Control Shared Service</b>			
<b>Supplementary Charges</b>			
Archived plans			
Re-open archived file and issue completion certificate	40.00	40.83	49.00
Site Visit relating to archived case - per site visit	62.00	53.33	64.00
<b>Withdrawn Applications</b>			
Process request - Admin Charge	40.00	40.83	49.00
Building Notice - No inspection having taken place	refund fee less admin charge	refund fee less admin charge	
Building Notice - Inspections having taken place	refund fee less admin charge less £62 per visit	refund fee less admin charge less £64 per visit	
Full Plans - not checked, no inspections	refund fee less admin charge	refund fee less admin charge	
Full Plans - checked, no inspections	refund inspection fee less admin charge	refund inspection fee less admin charge	
Full Plans - checked, with site inspections	refund inspection fee less admin charge, less £62 per site inspection	refund inspection fee less admin charge, less £64 per site inspection	
<b>Redirected Inspection fees/issue copy documents</b>			
Re invoice to new address	40.00	40.83	49.00
Optional Consultancy Services	£72.00 per hour	Please Ring for Quote	VAT Charged at Current Rate

## NOTES:

For Quotations by Telephone Please Ring North Worcestershire Building Control on 01527 881402

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

\*\*\* The additional charge is payable on deposit if the electrician is not specified on the application form, or the person / company specified is not a Part P registered electrician

These charges have been set on the following basis:

1. That the building work does not consist of, or include innovative or high risk construction techniques and / or the duration of the building work from commencement to completion does not exceed 12 months.

2. That the design and building work is undertaken by a person or company that is competent to carry out the relevant design and building work. If they are not, the building control service may impose supplementary charges.



Service	Planning	Service Manager	Planning Policy Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Planning and Economic Regeneration

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ Charges before VAT *	Proposed Charge FROM 1/04/2015 £ Charges inclusive of VAT **
<b>Street Naming and Numbering</b>			
<b>Existing Properties</b>			
Renaming an existing street	232.00	244.00	No VAT currently charged
Additional charge per premise	58.00	61.00	No VAT currently charged
Renaming (where the premise is NOT also numbered) or renumbering a premise	115.00	121.00	No VAT currently charged
Additional charge per premise	23.00	24.00	No VAT currently charged
Adding a name to or renaming a premise (where the premise is also numbered)	Free	24.00	No VAT currently charged
Additional charge where this includes naming of a building (e.g. a block of flats)	58.00	61.00	No VAT currently charged
<b>New Developments</b>			
Naming a New Street	232.00	244.00	No VAT currently charged
Naming and Numbering a new Premises	115.00	121.00	No VAT currently charged
Additional charge for each adjoining premise	23.00	24.00	No VAT currently charged
Additional Charge where this includes naming of a building (e.g. a block of flats)	58.00	61.00	No VAT currently charged
Confirmation of address to solicitors/conveyancers/occupiers or owners	Free	24.00	No VAT currently charged

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Regeneration	Service Manager	Head of Economic Development and Regeneration for North Worcestershire
Directorate	Economic Prosperity & Place	Cabinet Member	Planning and Economic Regeneration

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ Charges before VAT *	Proposed Charge FROM 1/04/2015 £ Charges inclusive of VAT **
<b>Regeneration and Economic Development</b>			
<b>Town Centre Promotions</b>			
National brand - Bus, van or marquee per day	100.00	100.00	No VAT currently charged
Established local business - Bus, van or marquee per day	75.00	75.00	No VAT currently charged
New local business or start-up - first occasion	Free	Free	
New local business or start-up - second occasion	50.00	50.00	No VAT currently charged
New local business or start-up - thereafter	75.00	75.00	No VAT currently charged
Leafleting only (without stall or table) per day	25.00	25.00	No VAT currently charged
Registered charities (local) - first occasion	Free	Free	
Registered charities (local) - second occasion	25.00	25.00	No VAT currently charged
Registered charities (local) - thereafter	50.00	50.00	No VAT currently charged
Registered charities (national) per day	75.00	75.00	No VAT currently charged

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

**WYRE FOREST DISTRICT COUNCIL****FEES AND CHARGES 2015/2016****COUNCIL**

Cost Centre	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES		
			2015/16 £	2016/17 £	2017/18 £
	<b><u>CHIEF EXECUTIVE</u></b>				
<b>R310</b>	<b><u>Council Tax and NNDR</u></b>	C	-	-	-
	Summons Costs £50	R	-	-	-
	Liability Order Costs £30	S	-	-	-
	£80				
	Bi-annual review of summons costs and liability orders to reflect inflation and additional Magistrates Court costs.				
<b>R500</b>	<b><u>Elections and Electoral Registration</u></b>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	120 CR	120 CR	120 CR
		S	-	-	-
	<b><u>ECONOMIC PROSPERITY AND PLACE</u></b>				
<b>R605</b>	<b><u>Development Control - Planning Advice</u></b>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	20 CR	20 CR	20 CR
		S	-	-	-
<b>R605</b>	<b><u>Development Control - Permitted Developments</u></b>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	30 CR	-	-
		S	-	-	-
<b>R605</b>	<b><u>Development Control - Pre-application advice</u></b>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	350 CR	250 CR	250 CR
		S	-	-	-
<b>R625</b>	<b><u>Building Control - Decision Notices</u></b>	C	-	-	-
	To increase charges by 5% for copies of decision notices held by the Council prior to the formation of the North Worcestershire Building Control Shared Service.	R	-	-	-
		S	-	-	-
<b>R605</b>	<b><u>Development Control - Sale of Documents</u></b>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	110 CR	110 CR	110 CR
		S	-	-	-
<b>R637</b>	<b><u>Environmental Health - Water Sampling</u></b>	C	-	-	-
	Water sampling and analysis charges are set by Worcs Regulatory Services. No increase is being proposed.	R	-	-	-
		S	-	-	-
<b>R638</b>	<b><u>Licensing Activities - Hackney Carriages</u></b>	C	-	-	-
	To propose no increase to Hackney Carriage licences	R	-	-	-
		S	-	-	-
<b>R638</b>	<b><u>Licensing Activities - General Licensing</u></b>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	1,210 CR	1,210 CR	1,210 CR
		S	-	-	-
<b>R638</b>	<b><u>Licensing Activities - Gambling Act 2005 (Premises)</u></b>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	320 CR	320 CR	320 CR
		S	-	-	-
	<b>TOTALS</b>	C	-	-	-
		R	2,160 CR	2,030 CR	2,030 CR
		S	-	-	-



Service	Elections and Electoral Registration	Service Managers	Head of Transformation and Communication
Directorate	Chief Executive	Cabinet Member	Resources and Transformation

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ *	Proposed Charge FROM 1/04/2015 £ **
<b>Elections and Electoral Registration</b>			
<b>Council Tax and NNDR</b>			
<b>SALE OF EDITED AND FULL ELECTORAL REGISTERS</b>			
Charges for Market Registers only (per legislation)			
<b>Edited and Full Register</b>			
Data	20.00 plus 1.50 per 1,000 entries	21.00 plus 1.60 per 1,000 entries	No VAT currently charged
Printed	10.00 plus 5.00 per 1,000 entries	11.00 plus 5.25 per 1,000 entries	No VAT currently charged
<b>Overseas Electors</b>			
Data	20.00 plus 1.50 per 1,000 entries	21.00 plus 1.60 per 1,000 entries	No VAT currently charged
Printed	10.00 plus 5.00 per 1,000 entries	11.00 plus 5.25 per 1,000 entries	No VAT currently charged
<b>Marked Registers</b>			
Data	10.00 plus 1.00 per 1,000 or part	11.00 plus 1.05 per 1,000 or part	No VAT currently charged
Printed	10.00 plus 2.00 per 1,000 or part	11.00 plus 2.10 per 1,000 or part	No VAT currently charged
<b>Council Tax and NNDR</b>			
Summons costs	45.00	50.00	No VAT currently charged
Liability Orders	30.00	30.00	No VAT currently charged
Penalties for non Compliance Discount applications / failure to notify of change	New charge	70.00	No VAT currently charged

**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate





Service	Planning & Building Control	Service Manager	Development Control Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Planning and Economic Regeneration

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ Charges before VAT *	Proposed Charge FROM 1/04/2015 £ Charges inclusive of VAT **
<b>Planning Advice</b>			
<b>Building Control Decision Notices (Pre 01/01/2012)</b>			
<b>Sale of Copy Documents</b>			
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)	22.00 per Question	23.00 per Question	No VAT currently charged
If any query requires a site visit to be made (e.g. compliance with conditions)	59.00	62.00	No VAT currently charged
<b>Charges for Copy Documents</b>			
Monthly Decision List	Free	0.00	0.00
Weekly Planning Application List	Free	0.00	0.00
Decision Notices	17.00	15.00	18.00
Decision Notices Additional Copies	1.00	0.83	1.00
A4 - For each copy	1.00	0.83	1.00
A3 - For each copy	1.10	0.83	1.00
A2 - For each copy	2.70	2.50	3.00
A1 - For each copy	3.50	3.33	4.00
A0 - For each copy	4.60	4.17	5.00
Note 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.			

## NOTES:

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\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Planning	Service Manager	Development Control Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Planning and Economic Regeneration

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2015	FROM 1/04/2015	FROM 1/04/2015
	£	£	£
Permitted Developments and Pre-application Advice		Charges before VAT	Charges inclusive of VAT
		*	**
<b>Permitted Development enquiries</b>			
<b>Proposed development type</b>			
Householder	Free	Free	Free
Other	Free	Free	Free
<b>Pre-Application advice</b>			
<b>Householder</b>	Free	Free	Free
Cost of each additional meeting	Free	Free	Free
1 - 4 dwellings	Free	Free	Free
Cost of each additional meeting	Free	Free	Free
Cost of Highway Advice	Free	Free	Free
Cost of each additional meeting with Highway Authority	Free	Free	Free
<b>Residential Development (see note 1)</b>			
5 - 9 dwellings (site <1ha) (gross floor area <1,000m2)	Free	Free	Free
Cost of each additional meeting	Free	Free	Free
Cost of Highway Advice	Free	Free	Free
Cost of each additional meeting with Highway Authority	Free	Free	Free
10 - 49 dwellings (site 1-1.25ha) (gross floor area 1,000 - 2,499m2)	1,182.00	1,034.17	1,241.00
Cost of each additional meeting	591.00	517.50	621.00
Cost of Highway Advice	414.00	362.50	435.00
Cost of each additional meeting with Highway Authority	207.00	180.83	217.00
50 - 199 dwellings (site 1.26-2ha) (gross floor area 2,500 - 9,999m2)	2,365.00	2,069.17	2,483.00
Cost of each additional meeting	875.00	765.83	919.00
Cost of Highway Advice	828.00	724.17	869.00
Cost of each additional meeting with Highway Authority	307.00	268.33	322.00
200+ dwellings (site 2+ha) (gross floor area +10,000m2)	3,547.00	3,103.33	3,724.00
Cost of each additional meeting	1,182.00	1,034.17	1,241.00
Cost of Highway Advice	1,241.00	1,085.83	1,303.00
Cost of each additional meeting with Highway Authority	414.00	362.50	435.00
<b>Non Residential/Commercial Development (see note 1)</b>			
Gross floor area up to 500m2 (site up to 0.5ha)	Free	Free	Free
Cost of each additional meeting	Free	Free	Free
Cost of Highway Advice	Free	Free	Free
Cost of each additional meeting with Highway Authority	Free	Free	Free
Gross floor area 501m2 - 999m2 (site 0.5 -1ha)	Free	Free	Free
Cost of each additional meeting	Free	Free	Free
Cost of Highway Advice	Free	Free	Free
Cost of each additional meeting with Highway Authority	Free	Free	Free
Gross floor area 1,000 - 2,499m2 (site 1-1.25ha)	1,182.00	1,034.17	1,241.00
Cost of each additional meeting	591.00	517.50	621.00
Cost of Highway Advice	414.00	362.50	435.00
Cost of each additional meeting with Highway Authority	207.00	180.83	217.00
Gross floor area 2,500 - 9,999m2 (site 1.26-2ha)	2,365.00	2,069.17	2,483.00
Cost of each additional meeting	875.00	765.83	919.00
Cost of Highway Advice	828.00	724.17	869.00
Cost of each additional meeting with Highway Authority	307.00	268.33	322.00
Gross floor area +10,000m2 (site +2ha)	3,547.00	3,103.33	3,724.00
Cost of each additional meeting	1,182.00	1,034.17	1,241.00
Cost of Highway Advice	1,241.00	1,085.83	1,303.00
Cost of each additional meeting with Highway Authority	414.00	362.50	435.00



Service	Planning	Service Manager	Development Control Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Planning and Economic Regeneration

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2015	FROM 1/04/2015	FROM 1/04/2015
	£	£	£
Permitted Developments and Pre-application Advice		Charges before VAT *	Charges inclusive of VAT **
<b>Other Categories</b>			
Advertisements	Free	Free	Free
Cost of each additional meeting	Free	Free	Free
Change of Use	Free	Free	Free
Cost of each additional meeting	Free	Free	Free
Telecommunications	Free	Free	Free
Cost of each additional meeting	Free	Free	Free
Glasshouses/Poly Tunnels	Free	Free	Free
Cost of each additional meeting	Free	Free	Free
Others (see note 2)	Free	Free	Free
Cost of each additional meeting	Free	Free	Free
<b>Historic Environmental and Tree related enquiries</b>			
Separate Listed Building and Conservation Area Advice			
(Up to 3 Separate Matters)	37.00	32.50	39.00
(More than 3 Separate Matters)	72.00	63.33	76.00
Cost of each additional meeting	18.00	15.83	19.00
Separate Tree related Advice - number of trees not exceeding 10	37.00	32.50	39.00
Cost of each additional meeting	18.00	15.83	19.00
Separate Tree related Advice - number of trees over 10 but not exceeding 30	72.00	63.33	76.00
Cost of each additional meeting	18.00	15.83	19.00
<b>Exemptions</b>			
As set out in Guidance Note (e.g. Parish Councils, etc)			

## NOTES:

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

Note 1 - If only principle to be discussed

Note 2 - Includes other development proposals such as variation or removal of conditions-proposed changes of use, car parks and certificates of lawfulness.



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ Charges before VAT *	Proposed Charge FROM 1/04/2015 £ Charges inclusive of VAT **
<b>Water Sampling and Analysis Charges - Set By Worcestershire Regulatory Services</b>			
<b>POLLUTION CONTROL</b>			
<b>Water Sampling Charges</b>			
The Regulations allow local authorities to charge a fee, subject to prescribed maximum levels to enable reasonable costs of services (lab fees etc) to be recovered.			
<b>Proposed Fees and Charges</b>			
Risk Assessment	40.00 per hour (up to £500 Max)	40.00 per hour (up to £500 Max)	48.00 per hour (up to £600 Max)
Sampling (each visit)	100.00 Max	100.00 Max	120.00 Max
Investigation (each investigation)	40.00 per hour (up to £100 Max)	40.00 per hour (up to £100 Max)	48.00 per hour (up to £120 Max)
Granting an Authorisation	100.00 Max	100.00 Max	120.00 Max
Analysing a sample			
- taken under regulation 10 (small supplies)	25.00 Max	25.00 Max	30.00 Max
- taken during check monitoring	100.00 Max	100.00 Max	120.00 Max
- taken during audit monitoring	500.00 Max	500.00 Max	600.00 Max

**NOTES:**

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\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

Where the request is made by the Owner/Occupier and the Authority is not the only service provider - VAT will be added

Where the authority instigates the testing under regulations i.e. Periodic tests, assessments - VAT is not applicable in this instance



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ Charges before VAT *	Proposed Charge FROM 1/04/2015 £ Charges inclusive of VAT **
<b>Hackney Carriage/Private Hire Fees</b>			
Hackney Carriage/Private Hire Drivers Licence (valid for 2 years)	295.00	295.00	No VAT currently charged
Drivers' Knowledge Test	54.00	54.00	No VAT currently charged
Drivers Badge	25.00	25.00	No VAT currently charged
Hackney Carriage Vehicle	416.00	416.00	No VAT currently charged
Private Hire Vehicle	416.00	416.00	No VAT currently charged
Private Hire Operators	463.00	463.00	No VAT currently charged
Vehicle Decals - Replacements	19.00	19.00	No VAT currently charged
Vehicle Retest Fee (if re-tested within 48 hours of failure)	31.00	25.83	31.00
Vehicle Retest Fee (if re-tested after 48 hours of failure)	59.00	49.17	59.00
Change of Business (Sell Car and Transfer Plate)	105.00	105.00	No VAT currently charged
Exemption Notice (Executive Vehicles)	29.00	29.00	No VAT currently charged
Internal (Executive Vehicles) Car Plate	21.00	21.00	No VAT currently charged
External Car Plate	49.00	49.00	No VAT currently charged
Disclosure Scotland check	62.00	62.00	No VAT currently charged

**NOTES:**

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<b>Service</b>	<b>Worcestershire Regulatory Services</b>	<b>Service Manager</b>	<b>Worcestershire Regulatory Services Officer</b>
<b>Directorate</b>	<b>Economic Prosperity &amp; Place</b>	<b>Cabinet Member</b>	<b>Environmental Services</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

<b>INCOME DESCRIPTION</b>	<b>Current Charge TO 31/03/2015 £</b>	<b>Proposed Charge FROM 1/04/2015 £ Charges before VAT *</b>	<b>Proposed Charge FROM 1/04/2015 £ Charges inclusive of VAT **</b>
<b>Licensing and Registration</b>			
Acupuncture, Tattooing, Electrolysis, Ear Piercing, Skin Piercing & Semi-Permanent Skin Colouring -			
Certificate of Registration: (a) Person	156.00	164.00	No VAT currently charged
(b) Premise	226.00	237.00	No VAT currently charged
(c) Persons & Premises	380.00	399.00	No VAT currently charged
Animal Boarding Establishments*** Initial	321.00	337.00	No VAT currently charged
Renewal	212.00	223.00	No VAT currently charged
Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	
Dangerous Wild Animals*** Initial	321.00	337.00	No VAT currently charged
Renewal	212.00	223.00	No VAT currently charged
Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	
Dog Breeding Establishments*** Initial	321.00	337.00	No VAT currently charged
Renewal	212.00	223.00	No VAT currently charged
Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	
Pet Animals Act*** Initial	321.00	337.00	No VAT currently charged
Renewal	212.00	223.00	No VAT currently charged
Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	
Public Realm and Streetscene (Control of Street Furniture)	303.00	318.00	No VAT currently charged
Riding Establishments*** Initial	321.00	337.00	No VAT currently charged
Renewal	212.00	223.00	No VAT currently charged
Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	
Sex Establishments Initial	4,740.00	4,977.00	No VAT currently charged
Renewal	1,820.00	1,911.00	No VAT currently charged
Transfer	329.00	345.00	No VAT currently charged
Zoo Licences*** Initial	1,549.00	1,626.00	No VAT currently charged
	(plus Inspector's expenses)	(plus Inspector's expenses)	
Renewal	1,391.00	1,461.00	No VAT currently charged
	(plus Inspector's expenses)	(plus Inspector's expenses)	
Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	

**NOTES:**

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\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

\*\*\*Plus Vet fees where applicable



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

## PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ Charges before VAT *	Proposed Charge FROM 1/04/2015 £ Charges inclusive of VAT **
<b>Gambling Premises License Fees</b>			
Bingo Club - New Application	2,302.00	2,417.00	No VAT currently charged
Annual Fee	659.00	692.00	No VAT currently charged
Application to vary	1,152.00	1,210.00	No VAT currently charged
Application to Transfer	790.00	830.00	No VAT currently charged
Application for re-instatement	790.00	830.00	No VAT currently charged
Application for Provisional Statement	2,302.00	2,417.00	No VAT currently charged
Licence Application (Provisional Statement holders)	790.00	830.00	No VAT currently charged
Copy Licence	35.00	37.00	No VAT currently charged
Notification of change	66.00	69.00	No VAT currently charged
Betting Premises - New Application (excluding Tracks)	1,976.00	2,075.00	No VAT currently charged
Annual Fee	395.00	415.00	No VAT currently charged
Application to vary	987.00	1,036.00	No VAT currently charged
Application to Transfer	790.00	830.00	No VAT currently charged
Application for re-instatement	790.00	830.00	No VAT currently charged
Application for Provisional Statement	1,976.00	2,075.00	No VAT currently charged
Licence Application (Provisional Statement holders)	790.00	830.00	No VAT currently charged
Copy Licence	35.00	37.00	No VAT currently charged
Notification of change	66.00	69.00	No VAT currently charged
Tracks - New Application	1,646.00	1,728.00	No VAT currently charged
Annual Fee	659.00	692.00	No VAT currently charged
Application to vary	822.00	863.00	No VAT currently charged
Application to Transfer	625.00	656.00	No VAT currently charged
Application for re-instatement	625.00	656.00	No VAT currently charged
Application for Provisional Statement	1,646.00	1,728.00	No VAT currently charged
Licence Application (Provisional Statement holders)	625.00	656.00	No VAT currently charged
Copy Licence	35.00	37.00	No VAT currently charged
Notification of change	66.00	69.00	No VAT currently charged
Family Entertainment Centres - New Application	1,317.00	1,383.00	No VAT currently charged
Annual Fee	492.00	517.00	No VAT currently charged
Application to vary	659.00	692.00	No VAT currently charged
Application to Transfer	625.00	656.00	No VAT currently charged
Application for re-instatement	625.00	656.00	No VAT currently charged
Application for Provisional Statement	1,317.00	1,383.00	No VAT currently charged
Licence Application (Provisional Statement holders)	625.00	656.00	No VAT currently charged
Copy Licence	35.00	37.00	No VAT currently charged
Notification of change	66.00	69.00	No VAT currently charged
Adult Gaming Centres - New Application	1,317.00	1,383.00	No VAT currently charged
Annual Fee	659.00	692.00	No VAT currently charged
Application to vary	659.00	692.00	No VAT currently charged
Application to Transfer	625.00	656.00	No VAT currently charged
Application for re-instatement	625.00	656.00	No VAT currently charged
Application for Provisional Statement	1,317.00	1,383.00	No VAT currently charged
Licence Application (Provisional Statement holders)	625.00	656.00	No VAT currently charged
Copy Licence	35.00	37.00	No VAT currently charged
Notification of change	66.00	69.00	No VAT currently charged
Temporary Use Notices - New Application	335.00	352.00	No VAT currently charged

## NOTES:

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ Charges before VAT *	Proposed Charge FROM 1/04/2015 £ Charges inclusive of VAT **
<b>Street Trading</b>			
Single Unit up to 12 x 12 (max 5m length) Food - Initial	1,918.00	2,014.00	No VAT currently charged
- Renewal	1,824.00	1,915.00	No VAT currently charged
Single Unit up to 12 x 12 (max 5m length) Non-Food - Initial	1,604.00	1,684.00	No VAT currently charged
- Renewal	1,442.00	1,514.00	No VAT currently charged
For every additional 12 x 12 or part thereof or length more than 5m	790.00	830.00	No VAT currently charged
Mobile Traders	752.00	790.00	No VAT currently charged

**NOTES:**

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\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate





Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ Charges before VAT *	Proposed Charge FROM 1/04/2015 £ Charges inclusive of VAT **
<b>Scrap Metal Dealers Act 2013</b>			
Site Licence - Initial	305.00	320.00	No VAT currently charged
Site Licence - Renewal	252.00	265.00	No VAT currently charged
Collectors Licence - Initial	152.00	160.00	No VAT currently charged
Collectors Licence - Renewal	100.00	105.00	No VAT currently charged
Variation of Licence	68.00	71.00	No VAT currently charged
Copy of licence (if lost or stolen)	26.00	27.00	No VAT currently charged

**NOTES:**

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\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2015 £	Proposed Charge FROM 1/04/2015 £ Charges before VAT *	Proposed Charge FROM 1/04/2015 £ Charges inclusive of VAT **
<b>Control of Dogs</b>			
Dog Recovery Fee	25.00	26.00	No VAT currently charged
Dog Recovery Fee - out of hours	55.00	58.00	No VAT currently charged
Repeat offence - charge in addition to fees above	25.00	26.00	No VAT currently charged

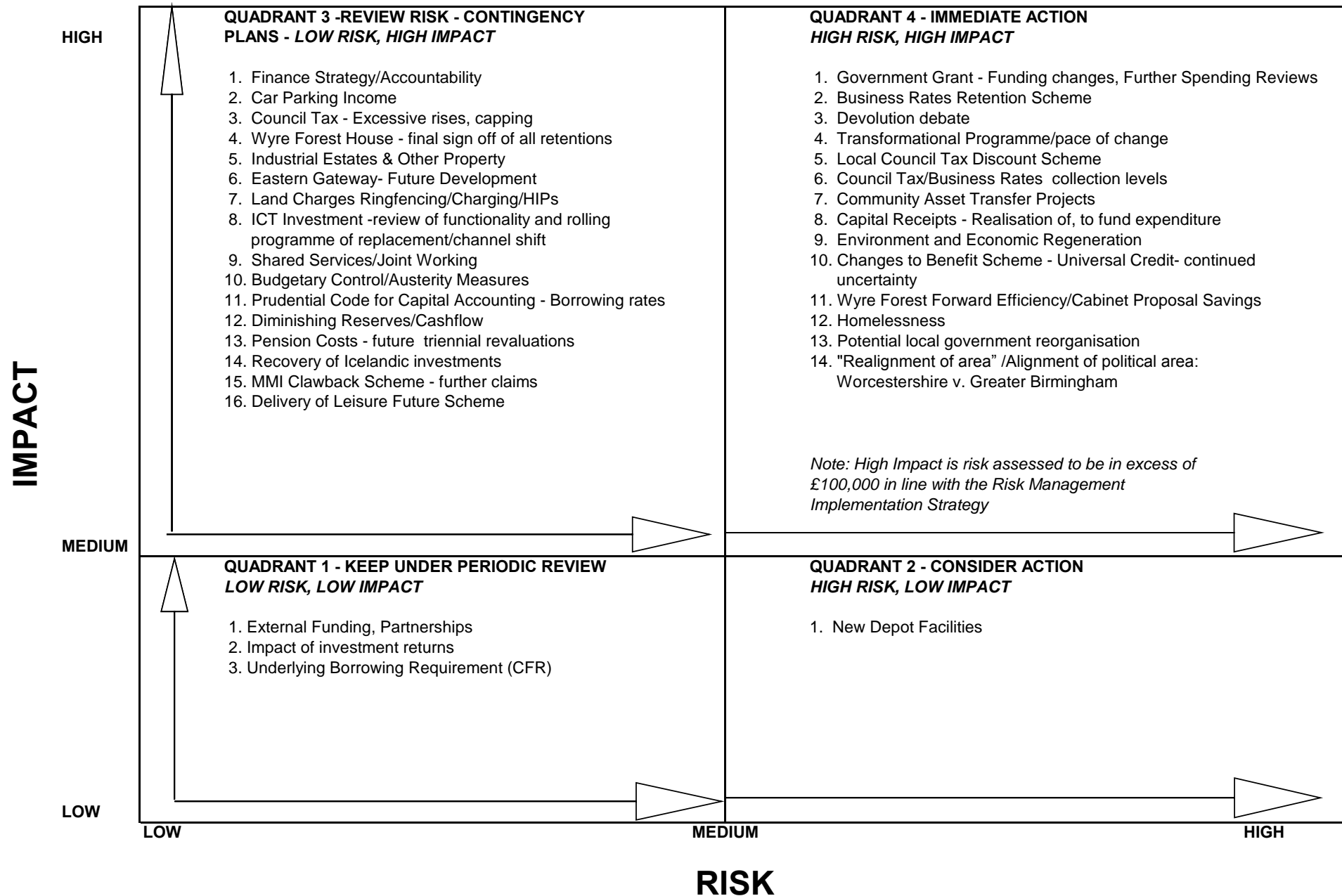
**NOTES:**

\* Charge before VAT (if applicable) at the prevailing rate

\*\* Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

# BUDGET RISK MATRIX 2015/2018

APPENDIX 5 (Part 1)



**Budget Risk Matrix**

ISSUE	BUDGETARY RESPONSE
<b>Quadrant 1 - Low Risk, Low Impact</b> 1. External Funding, Partnerships  2. Impact of Investment Returns  3. Underlying Borrowing Requirement (CFR)	<b>Keep under periodic review</b>  Continue to evaluate sustainability of each scheme as part of project appraisal.  Continue to monitor and report as appropriate. The Governor of the bank of England has indicated that the rate will remain at 0.50% under 2015/16. Balances available for investment are reducing over the MTFP and this together with the lower returns has been taken into account in the base budget. We continue to work with Capita in this area.  The rising CFR over the term of the Budget Strategy will be carefully monitored in close liaison with Capita to gauge both the timing and type of external borrowing.
<b>Quadrant 2 - High Risk, Low Impact</b> 1. New Depot Facilities	<b>Consider Action</b>  Under consideration as part of longer term Budget Process
<b>Quadrant 3 - Low Risk, High Impact</b> 1. Finance Strategy/Accountability 2. Car Parking Income  3. Council Tax - Excessive rises, referendum 4. Wyre Forest House final sign off of all retentions 5. Industrial Estates and Other Property 6. Eastern Gateway - Future Development 7. Land Charges Ring fencing /Charging/HIPs 8. ICT Investment/channel shift  9. Shared Services Joint working  10. Budgetary Control/Austerity Measures  11. Prudential Code for Capital Accounting – Borrowing rates  12. Diminishing Reserves/Cash flow  13. Pension Costs  14. Recovery of Icelandic Investments	<b>Review Risk - Contingency Plans</b>  Council are required to adopt a three year Balanced Budget Strategy. Usages/Income level closely monitored, have been adversely affected during current economic downturn, this, together with alternative usage of car parking land is factored in the MTFP  Low risk due to political prudence/Key Commitments.  Managed closely by Chief Executive and CLT/Cabinet  Managed through Property Disposal Strategy  Development opportunities continue to be explored.  Reduced income allowed for within Base Budget reduces the scale of any challenge. Settlement of claim with lawyers.  ICT Strategy Group formed to oversee/enhance the governance, planning and delivery arrangements of the strategy between ICT and council service areas.  Shared Services partnerships continue to contribute to collaborative efficiencies but will be monitored to ensure risk is managed and mitigated.  Continue to discourage non-essential expenditure, monthly budget monitoring reports provide more management information  External borrowing is now £6m, rates remain low but the economy is still volatile and future rates difficult to predict; Capita continue to provide technical advice  Cash flow management will be tighter given reduction in capital and revenue reserves and use of the Capita Cash flow model is being trialled to improve management information to help mitigate any risk in this area  Higher payments are now being made as a result of last year's triennial revaluation and the impact of future reviews will be carefully assessed.  Under £1m in outstanding and work will continue to achieve maximum recovery.

<p><b>Quadrant 3 Continued</b></p> <p>15. MMI Claw Scheme</p> <p>16. Delivery of Leisure Scheme</p>	<p>One further claim received so far, ear marked reserve held.</p> <p>This will be carefully managed and regular reports made to members.</p>
<p><b>Quadrant 4 - High Risk, High Impact</b></p> <p>1. Government Grant –Funding Changes, further Spending Reviews and New Homes Bonus</p> <p>2. Business Rates Retention Scheme</p> <p>3. Devolution</p> <p>4. Impact of Transformational Programme</p> <p>5. Local Council Tax Discount Scheme</p> <p>6. Council Tax Collection levels</p> <p>7. Community Asset Transfer Projects (CATS)</p> <p>8. Capital Receipts - Realisation of to fund expenditure</p> <p>9. Environment and Economic Regeneration</p> <p>10. Changes to Housing Benefit Scheme – universal credit/localisation of support for Council Tax</p> <p>11. Wyre Forest Forward Efficiency savings</p> <p>12. Homelessness</p> <p>13. Local Government Reorganisation</p> <p>14. Realignment of area/political area</p>	<p><b>Immediate Action</b></p> <p>Significant issue given the scale of the Spending deficit. The Cabinet Financial Strategy Advisory Panel process will assist Wyre Forest Forward coordinating Councils future Plans.</p> <p>Funding arrangements introduce uncertainty and risk, the second year of membership of the Worcestershire Pool should mitigate this, together with our robust regeneration programme</p> <p>Monitored closely by CLT/Cabinet</p> <p>Managed by CLT/Cabinet with reports to Group Leaders.</p> <p>The impact of the Local Scheme will be kept under review by the Chief Executive/Chief Financial Officer</p> <p>Assumptions in relation to decreased collection rates have been made in the Council Tax Base calculations as a result of the Local Council Tax Discount Scheme and these will be carefully managed and reported on.</p> <p>Wyre Forest Forward is continuing to manage significant CATS with CLT/reports to Group Leaders.</p> <p>Capital Programme funding reflects realistic timescale for the realisation of asset disposal receipts. Temporary borrowing will be used when necessary.</p> <p>The Council continues to be proactive in this area and this is closely monitored by Cabinet/CLT</p> <p>The continued overhaul of the benefits systems will be carefully managed and monitored.</p> <p>Progress continues to be monitored and reported regularly to members.</p> <p>The Welfare Reform, Universal Credit and Council Tax Benefit Reform could all increase the number of Homelessness cases within the district. This will be carefully monitored and managed by the Housing Team.</p> <p>Macroeconomic area strategically assessed and managed by the Leadership team.</p> <p>Kept under strategic review by the Leadership team in liaison with two LEPS.</p>

## **Capital Programme 2014/15 Onwards**

### **1. PURPOSE**

- 1.1 To consider the Capital Programme 2014/15 onwards and set out the detail to support the recommendations within the main Budget report.

### **2. BACKGROUND**

- 2.1 The Council's Capital Programme is under-pinned by the borrowing strategy contained in the approved Treasury Management Service Strategy and also the Property Disposal Strategy. The Capital Programme is prepared in accordance with this Strategy taking into account all the relevant factors, such as Corporate Priorities.

### **3. KEY ISSUES**

- 3.1 The Cabinet recommends approval of the Base Capital Programme and the Vehicle, Equipment and Systems Renewal Schedule, as part of the budget setting process for the Authority.
- 3.2 During 2013/14 the Council entered into further external borrowing as predicted in last year's report; as at the end of November 2014 the total was £7m, split over six loans, four with the PWLB and two with other local authorities – Derbyshire County Council and the Borough Council of King's Lynn and West Norfolk. This debt is below the underlying borrowing requirement and we will continue to enter into further borrowing arrangements in accordance with the Medium Term Financial Strategy as capital schemes, in particular, the Leisure Future project, progress. External borrowing has been planned for a few years and is inevitable as the Council's cash balances are much reduced and can no longer support further capital expenditure without external borrowing.
- 3.3 Projections of right to buy receipts which are being shared 50:50 with Community Housing Group from 2014/15 to 2018/19 are now increasing. The Council's share for 2013/14 was £205,750 (5 year settlement under the previous agreement) and the figure for 2014/15 looks set to be in excess of £150,000. Last year's announcement that the Government will be doing more to support Right to Buy; including the introduction of Agents to help buyers complete their purchases, and a £100m fund to improve applicant's access to mortgage finance, are helping to increase the level of sale receipts achieved.
- 3.4 As part of the February Budget Report, Council approved that the first £338,000 of the Right to Buy Receipts (RTB) in 2014/15 be allocated to Disabled Facilities Grants to a maximum Capital budget of £800,000. Any subsequent RTB receipts are to be allocated to general capital reserves and the allocation of future year's receipts are to be considered as part of this budget process.

- 3.5 Council on the 27<sup>th</sup> July 2014 decided to allocate the 2013/14 funding to disabled facilities grants, to reduce the cost of borrowing to the Council up to £800,000 with the remainder allocated to general capital reserves. The increase up to £800,000 for 2014/15 has therefore been achieved and this is reflected in the revised Capital Programme. The small balance of these receipts will go into general capital receipts reserves to reduce the costs of borrowing.
- 3.6 The property disposal programme continues. Having closed the small funding gap on Wyre Forest House, any future disposals will now be used to fund the Evergreen regeneration fund, in accordance with Council approvals.
- 3.7 Any final adjustments to the Capital Programme 2015/18 and associated Prudential Indicators will be updated in the February 2015 Reports to Council.

#### **4. FINANCIAL IMPLICATIONS**

##### Base Capital Programme

- 4.1 Revised Capital Programme of approved schemes, including details of actual expenditure, prior to 1 April 2014 and technical officers' estimates of projected costs, is set out in Appendix A.
- 4.2 Capital Schemes
- 4.2.1 The Capital Programme at Appendix A includes the programmed expenditure and funding for the Leisure Future project. As reported within the notice of delegated decision, the final gross Capital Budget utilising the headroom approved by Council on the 24<sup>th</sup> September includes provision of enhanced facilities compared to the base specification. The revenue savings allied to this major development are also included within the base budget. Additional management fee paid to the Council will not only fund the extra borrowing requirement based on the winning tender but also exceed the business case revenue affordability criteria. The competitive Design, Build, Operate and Maintain (DBOM) tender will now be progressed. Funding for this major capital scheme is by prudential borrowing, supplemented by £2m in Sport England grant and the sale proceeds of assets used for existing leisure provision. This borrowing is affordable as the new building and facility mix should ensure that the management fee currently payable by the Council will be saved; this saving will fund the financing costs of the new build. Details of the final capital cash flow within the contract will be included in the February report.
- 4.2.2 As is well documented, the original construction tender for Wyre Forest House reduced the capital budget down from £10.5m to £10m, and the consolidation of buildings and staff has generated significant revenue savings reflected in the base budget. Following the sale of Droppingwells Farm on 14<sup>th</sup> November 2014, the funding gap for Wyre Forest House has now been closed. Expenditure to date on Wyre Forest House is £9.4m; further payments will be made as the Council finalises the scheme.

- 4.2.3 Work at Wyre Forest House to install gas boilers to supplement the output from the ground source heat pump is now well underway and should be complete by January 2015. While the renewable energy source will continue to be adequate to heat and cool the building for most of the year, this improvement will cope with the colder temperatures over the winter months. Wyre Forest House remains within its allocated project budget of £10m. The final account remains outstanding and is the subject of ongoing legal consideration.
- 4.2.4 The Community Asset Transfer of Stourport Civic Centre and Civic Hall to the Stourport Holding Body, was successfully completed on the 28<sup>th</sup> March 2014, and was the most significant transfer of its kind within Worcestershire. The transfer was at nil cost with provision of a £500k launch fund (up to £450k capital, £50k revenue in 2014/15) and this is reflected in the attached Capital Programme and accompanying revenue budget. The capital contribution of £450,000 for this scheme, funded by the majority of the Council's remaining unallocated capital receipts, has now been paid as the major building works to the Civic Hall are complete.
- 4.2.5 The rationalisation of the current Green Street Depot facilities is being considered and a business case to set out the potential options is being prepared. This is included as part of the Evergreen Fund in the revised Capital Programme and a detailed report will be presented to Overview and Scrutiny to progress this transformation that will hopefully result in an innovative solution that generates savings towards the Wyre Forest Forward Programme target.
- 4.2.6 The base Capital Programme includes expenditure fully supported by Government Grant for Disabled Facilities Grants (DFGs) for 2015/16 onwards. However last year the Government announced proposals that the national DFG pot will go into the new 'Better Care Fund' from 2015/16. The Worcestershire Health and Well Being Board's strategy has recently been approved and this says they will passport the government allocation for DFG's through to the respective District Councils (no more or no less). This Council's allocation for next year increases to 556k.
- 4.2.7 Any future capital receipts will be allocated to the Future Investment Evergreen Fund. The approval of the Future Investment Evergreen Fund initiative by Council in September 2014 will provide a sustainable source of capital funding for future projects. This fund will help the council to realise the regenerative benefits of some of its vacant and underused assets as well as securing some longer term returns from working in partner with developers. The aim is to help the district grow in housing, business or general economic terms. Each business case will be considered by Overview and Scrutiny and it is hoped that once capital receipts start to be realised that this may provide the source of some innovative proposals.
- 4.2.8 The approved Cabinet Proposals for 2013/2016 included an item for the extension of the former LAMS scheme to include Shared Ownership with no funding allocated at this early stage. This model is in the process of being finalised by Capita Asset Services: Treasury Management Solutions (Capita); this scheme will be reviewed when more information is known as the government scheme has not yet been extended to Shared Ownership.



4.3 It should also be noted that the future funding of the Capital Programme includes an estimated underlying Capital Financing Requirement of £18.463million (as at 31/03/2018 – the end of the Finance Strategy).

#### 4.4 Prudential Borrowing

4.4.1 In accordance with the Prudential Borrowing Code, the Council is 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 5.6 below, the State of the Area Debate capital works, the Leisure Future project and other relevant approvals. These assumptions result in a Capital Financing Requirement (CFR) (taking into account MRP repayments) summarised in the Table in paragraph 4.4.4.

4.4.2 The Council currently has £7m external borrowing, as detailed in paragraph 3.2. It is certain that the Council will enter into further external borrowing in the near future. The assumptions included in the budget for the utilisation of External Borrowing are shown in 4.4.4 below.

4.4.3 The use of temporary borrowing is also likely to be necessary for bridging finance for the Leisure Centre project, pending the opening of the new facility and subsequent switch from the Council paying the contractor to the contractor paying the Council and the receipt of sales proceeds from the existing assets as identified in the approved business case. These interim costs are included in the base budget.

#### 4.4.4 Table of Forecast Capital Financing Requirement (CFR)

The CFR is calculated from the Council's balance sheet, and is the underlying need to borrow for capital purposes – in effect the debt liability. It represents the cost of the Council's assets, less any capital receipts and allowable adjustments.

Once calculated, the Chief Financial Officer then decides how the debt liability is to be funded. It can be funded either from internal resources on a temporary basis (internal borrowing), or from the market (external borrowing). Whether to use internal or external borrowing is purely an operational decision based on current market conditions and cash balances available. When it is cheaper to borrow from the market than using temporary balances for investment purposes, then it is preferable to enter into external borrowing. When borrowing costs are higher it is preferable to use internal resources. Internal borrowing is no longer sustainable on a temporary basis; in line with our expenditure approvals, our cash balances have now diminished to levels whereby the Chief Financial Officer predicts we will continue to enter into external borrowing with the Public Works Loans Board (PWLB)/other local authorities as the capital programme progresses. Borrowing rates are currently very low and this authority has also signed up to the PWLB Certainty Rate Government Scheme giving us a reduction of 20bps on borrowing interest rates. The timing of external borrowing will be carefully considered in liaison with Capita Asset Services; Treasury Management Solutions, our Treasury Management advisors.

Description	2014/15 (and prior to 1/4/2014)	2015/16	2016/17	Closing CFR (at 31/3/2018)
	£'000	£'000	£'000	£'000
<b>Current estimated Capital Financing Requirement at 31st March</b>	<b>9,057</b>	<b>18,065</b>	<b>18,153</b>	<b>18,463</b>

#### 4.4.5 Forecast Future Prudential Borrowing

Based upon current estimates of cashflow there is a potential requirement for the Council to externally borrow up to a further £2million in 2014/15, based upon the latest estimate of the Capital Financing Requirement detailed above.

- 4.4.6 The Chief Financial Officer will continue to use delegated powers to enter into borrowing arrangements as appropriate, taking into account prevailing economic market conditions together with funding requirements. This delegation enables the Chief Financial Officer to respond quickly to changes in market conditions to ensure borrowing costs are kept to a minimum.

#### 4.5 Vehicle, Equipment and Systems Renewal Schedule

A revised Schedule has been prepared and set out as Appendix B. Under capital rules vehicles, equipment and systems may be purchased out of Loan, Leasing, Capital Receipts or Revenue. As an alternative to outright replacement the Council has introduced a programme of refurbishment for refuse vehicles from 2014/15 as this is a more cost effective option. The Chief Financial Officer currently recommends that the Council use Prudential Borrowing where Capital Receipts or Direct Revenue Funding are not available.

### **5. LEGAL AND POLICY IMPLICATIONS**

- 5.1 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.
- 5.2 The Prudential System of Capital Finance 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. RISK MANAGEMENT**

- 6.1 The main risk associated to this Capital Programme is that, asset disposals are not fully realised in terms of timing and valuation assumptions. The secondary risk is that borrowing costs will increase as the economy continues to show early signs of recovery and financing costs for the Capital Financing Requirement will then rise.

- 6.2 A further risk is that the construction contract for the New Headquarters exceeds the approved budget. This has been mitigated by tight management including the retained services of quantity surveying/project management services from RLB Consultants, and by the inclusion of financial penalties within the contract. The resolution of the heating of the building will help progress closure of this scheme.
- 6.3 The Leisure Future project has its own specific risk register which is updated at the fortnightly project team meetings. This register is intended to minimise any risk to the Council that may arise from the new leisure centre project.
- 6.4 These risks, together with all other risks associated with the Capital Programme 2014/15 onwards, are robustly managed as detailed in the Budget and Policy framework 2015/18 and allied Budget Risk Matrix Appendix, as considered by Cabinet in the main report on this agenda.

**7. EQUALITY IMPACT NEEDS ASSESSMENT**

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

**8. CONCLUSION**

- 8.1 The Leisure Future project is the most significant capital scheme and will generate revenue savings compared to current arrangements. Like any complex project it is not without risk and these will be closely managed and reported on as the build progresses as appropriate.
- 8.2 The Council continues to have an underlying borrowing requirement, which was previously deferred whilst the Council maintained a high level of Capital Receipts. This will continue to be converted into external borrowing as the receipts are utilised for capital projects.
- 8.3 At this stage all Capital Receipts have been allocated across the period of the Finance Strategy. The projected Capital Financing Requirement, for several capital schemes, along with the vehicles and other systems replacements, will also generate a total underlying requirement for Prudential Borrowing of £18.463million at end of 2018. A table of potential future Prudential Borrowing Requirement is given in paragraph 4.4.4.
- 8.4 If the Council wish to approve additional Capital Schemes these would need to be financed from either Prudential Borrowing, virement from new Capital Receipts or Direct Revenue Funding and be subject to affordability.

**9. CONSULTEES**

- 9.1 CLT
- 9.2 Cabinet
- 9.3 Capita

**10.     BACKGROUND PAPERS**

- 10.1     Local Government Act 2003
- 10.2     CIPFA Prudential Code for Capital Finance in Local Authorities
- 10.3     Property Disposal Strategy

## CAPITAL PROGRAMME 2014 TO 2018

## APPENDIX A

Detail	2014/2015		2015/2016 Estimate £	2016/2017 Estimate £	2017/2018 Estimate £	Prior to 01/04/2014 £	Total £
	Original £	Revised £					
<b>1. COMMITTED EXPENDITURE</b>							
<b>1. CHIEF EXECUTIVE</b>							
New Headquarters - Office Accommodation	-	604,030	-	-	-	9,395,970	10,000,000
Contribution towards replacement of Civic Facilities in Stourport-on-Severn (following the Community Asset Transfer of the Civic Centre in 2013/14)	-	450,000	-	-	-	10,000	460,000
Boundary Wall at 49 Worcester Street	10,000	-	10,000	-	-	-	10,000
ICT Strategy	641,080	477,250	200,000	-	-	1,829,960	2,507,210
<b>SUB TOTAL</b>	<b>651,080</b>	<b>1,531,280</b>	<b>210,000</b>	<b>-</b>	<b>-</b>	<b>11,235,930</b>	<b>12,977,210</b>
<b>2. COMMUNITY WELL-BEING AND ENVIRONMENT</b>							
Future Leisure Provision	7,616,530	2,570,150	10,957,940	546,840	-	127,270	14,202,200
Paddling Pools - Strategic Review	-	10,600	-	-	-	220,110	230,710
St Mary's Churchyard Boundary Wall	-	2,840	-	-	-	36,960	39,800
Northwood Lane Improvements	-	10,000	10,000	-	-	-	20,000
Liveability Scheme: Brinton Park	210	-	210	-	-	388,290	388,500
Stourport Sports Village	18,170	18,170	-	-	-	511,690	529,860
Franchise Street S106 - Brinton Park	53,370	-	53,370	-	-	8,840	62,210
Franchise Street S106 - Arts Development	9,330	-	9,330	-	-	-	9,330
Load Street Public Conveniences Refurbishment	20,530	10,000	10,530	-	-	-	20,530
Parking Facilities: Payment under Contractual Agreement	159,280	95,000	64,280	-	-	33,220	192,500
Parking Facilities: Improvement to Car Parks	19,860	-	19,860	-	-	280,140	300,000
Waste Strategy - Garden Waste Containers	-	3,330	-	-	-	64,150	67,480
<b>SUB TOTAL</b>	<b>7,897,280</b>	<b>2,720,090</b>	<b>11,125,520</b>	<b>546,840</b>	<b>-</b>	<b>1,670,670</b>	<b>16,063,120</b>
<b>3. ECONOMIC PROSPERITY AND PLACE</b>							
Housing Strategy:							
Disabled Facilities Grants	462,100	800,000	556,000	556,000	-	8,347,390	10,259,390
Affordable Housing Grants to Registered Social Landlords	69,000	-	69,000	-	-	3,023,740	3,092,740
Housing Assistance (including Decent Homes Grant)	456,110	150,000	403,840	-	-	1,546,530	2,100,370
Planning Delivery Grant Capital Projects	26,240	-	26,240	-	-	231,520	257,760
Flood Relief	32,010	32,010	-	-	-	166,990	199,000
North Worcs Water Management Capital Projects - Redditch Schemes	134,380	60,000	84,380	-	-	5,620	150,000
North Worcs Water Management Capital Projects - Bromsgrove Schemes	36,370	37,300	-	-	-	17,100	54,400
WETT Programme - Regulatory Services	53,360	105,110	-	-	-	21,580	126,690
Regeneration of Economic Development	1,063,060	328,710	600,000	-	-	371,290	1,300,000
Carbon Management Plan	128,800	128,810	22,960	-	-	55,600	207,370
Bewdley Medical Centre	250,000	100,000	-	150,000	-	-	250,000
Bridge Street Capital Works	90,000	90,000	-	-	-	-	90,000
Future Investment Evergreen Fund*	-	-	424,000	316,000	451,000	-	1,191,000
* Subject to Business Case consideration by Overview and Scrutiny Committee							
<b>SUB TOTAL</b>	<b>2,801,430</b>	<b>1,831,940</b>	<b>2,186,420</b>	<b>1,022,000</b>	<b>451,000</b>	<b>13,787,360</b>	<b>19,278,720</b>
<b>4. VEHICLE, EQUIPMENT &amp; SYSTEMS RENEWAL SCHEDULE</b>							
Vehicles & Equipment	882,420	556,420	463,000	348,000	941,500	5,712,590	8,021,510
Financial Management System Replacement	67,470	20,000	49,500	-	-	17,570	87,070
<b>SUB TOTAL</b>	<b>949,890</b>	<b>576,420</b>	<b>512,500</b>	<b>348,000</b>	<b>941,500</b>	<b>5,730,160</b>	<b>8,108,580</b>
<b>TOTAL COMMITTED EXPENDITURE</b>	<b>12,299,680</b>	<b>6,659,730</b>	<b>14,034,440</b>	<b>1,916,840</b>	<b>1,392,500</b>	<b>32,424,120</b>	<b>56,427,630</b>

## CAPITAL PROGRAMME 2014 TO 2018

## APPENDIX A

Detail	2014/2015		2015/2016 Estimate £	2016/2017 Estimate £	2017/2018 Estimate £	Prior to 01/04/2014 £	Total £
	Original £	Revised £					
<b>2. FINANCING</b>							
Capital Receipts: Funding Approved	1,005,270	927,990	546,380	-	-		1,474,370
New Headquarters Office Accommodation - Temporary Borrowing/Asset Disposals	-	604,030	-	-	-		604,030
Evergreen Fund - Future Asset Disposals	-	-	424,000	316,000	451,000		1,191,000
Contribution towards replacement of Civic Facilities - Capital Receipts Funding	-	450,000	-	-	-		450,000
Future Leisure Provision Scheme - Temporary Borrowing/Asset Disposals	-	-	882,160	546,840	-		1,429,000
Future Leisure Provision Scheme - Sport England Grant	1,000,000	-	2,000,000	-	-		2,000,000
Future Leisure Provision Scheme - Prudential Borrowing	6,616,530	2,570,150	8,075,780	-	-		10,645,930
Prudential Borrowing for WETT Programme - Regulatory Services Scheme	53,360	105,110	-	-	-		105,110
Prudential Borrowing for Regeneration of Economic Development Scheme	1,063,060	328,710	600,000	-	-		928,710
Prudential Borrowing for Paddling Pools Scheme	-	10,600	-	-	-		10,600
Prudential Borrowing for Carbon Management Scheme	128,800	128,810	22,960	-	-		151,770
Disabled Facilities Grant	462,100	462,100	556,000	556,000	-		1,574,100
Decent Homes Grant	301,310	150,000	176,850	-	-		326,850
Liveability/Heritage Lottery Grant Funding (for Brinton Park)	210	-	210	-	-		210
Planning Delivery Grant	26,240	-	26,240	-	-		26,240
S.106 Funding (Parking - Contractual Agreement)	159,280	95,000	64,280	-	-		159,280
S.106 Funding (Franchise Street)	62,700	-	62,700	-	-		62,700
S.106 Funding (for Stourport Sports Village)	18,170	18,170	-	-	-		18,170
Flood Relief Grant (from CLG)	32,010	32,010	-	-	-		32,010
North Worcs Water Management Capital Projects - Redditch BC Funding	134,380	60,000	84,380	-	-		144,380
North Worcs Water Management Capital Projects - Bromsgrove DC Funding	36,370	37,300	-	-	-		37,300
Vehicles & Equipment (Prudential Borrowing)	882,420	556,420	463,000	348,000	941,500		2,308,920
Financial Management System Replacement (Prudential Borrowing)	67,470	20,000	49,500	-	-		69,500
 <u>Direct Revenue Funding:</u>							
Waste Strategy - Garden Waste Containers	-	3,330	-	-	-		3,330
Bewdley Medical Centre	250,000	100,000	-	150,000	-		250,000
	12,299,680	6,659,730	14,034,440	1,916,840	1,392,500		24,003,510

# VEHICLE, EQUIPMENT AND SYSTEMS RENEWALS SCHEDULE 2015 TO 2018

APPENDIX B

Detail	2014/2015		2015/2016	2016/2017	2017/2018
	Original £	Revised £	Estimate £	Estimate £	Estimate £
<b>1. VEHICLES</b>					
Refuse Freighter	80,000	86,000	-	-	80,000
Refuse Freighter	80,000	86,000	-	-	80,000
Refuse Freighter	80,000	86,000	-	-	80,000
Refuse Freighter	80,000	-	-	-	80,000
Refuse Freighter	-	-	-	-	80,000
CMP Electric Bin Lifts	18,000	36,000	-	-	31,500
Refurbishment Fund	-	25,000	-	-	-
Refuse Freighter - training re-fit	-	7,000	-	-	-
Refuse Freighter	-	80,000	-	-	80,000
Refuse Freighter	-	80,000	-	-	80,000
Flatbeds for Bulky	-	-	-	45,000	-
Flatbeds for Bulky	-	-	-	-	40,000
Ford Fusion	12,000	-	12,000	-	-
Ford Fusion	12,000	-	12,000	-	-
Ford Connect	18,000	-	18,000	-	-
Ford Connect	-	-	-	18,000	-
Ford Ranger 4x4	23,000	-	23,000	-	-
Ford Ranger 4x4	23,000	-	-	23,000	-
Blitz Vehicle	-	-	-	30,000	-
Mechanical Sweeper (Medium)	120,000	-	120,000	-	-
Mechanical Sweeper (Johnson V650)	-	-	-	100,000	-
Mechanical Sweeper (Small JOHNSON C200)	-	-	-	-	70,000
Mechanical Sweeper (Small JOHNSON C200)	70,000	-	70,000	-	-
Mechanical Sweeper (Small JOHNSON C200)	70,000	-	70,000	-	-
Transit Van	20,000	-	20,000	-	-
Transit Van	-	-	-	20,000	-
Transit Van	20,000	-	20,000	-	-
Garage Equipment - Replacement (slippage from prior years)	23,420	23,420	-	-	-
Iveco Daily	30,000	-	30,000	-	-
Iveco Daily	30,000	-	30,000	30,000	-
Iveco Daily	-	-	-	-	30,000
Iveco Daily	-	-	-	-	30,000
Iveco Daily	-	-	-	-	30,000
Iveco Daily	-	-	-	-	30,000
Iveco Daily	-	-	-	-	30,000
Iveco Daily	-	-	-	-	30,000
Midi Tractor	-	-	-	-	30,000
Mowing Machine	35,000	35,000	-	-	-
WeedSprayer (mobile)	-	12,000	-	-	-
Timberwolf chipper	-	-	-	30,000	30,000
Tractor	-	-	-	32,000	-
Canter	38,000	-	38,000	-	-
Small Van - Low range electrical	-	-	-	20,000	-
<b>2. OTHER</b>					
Financial Management System replacement	67,470	20,000	49,500	-	-
	949,890	576,420	512,500	348,000	941,500

**WYRE FOREST DISTRICT COUNCIL**

**CABINET MEETING**  
**16<sup>TH</sup> DECEMBER 2014**

**National Non-Domestic Rates**  
**Write Off of Amounts Outstanding**

<b>OPEN</b>	
<b>CABINET MEMBER:</b>	Councillor N J Desmond
<b>RESPONSIBLE OFFICER:</b>	Chief Financial Officer
<b>CONTACT OFFICER:</b>	Fiona Johnson Ext. 2661 E-mail Fiona.johnson@wyreforestdc.gov.uk
<b>APPENDICES:</b>	Appendix 1 - Proposed Write-Offs

**1. PURPOSE OF REPORT**

- 1.1 To enable the Cabinet to give consideration to writing off the sum of £85,612.87 in respect of National Non-Domestic Rates.

**2. RECOMMENDATION**

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

- 2.1 The total of £85,612.87 relating to outstanding National Non-Domestic Rates, as detailed in the Appendix to this report, be written off.**

**3. BACKGROUND**

- 3.1 Part 4 of the Council's Constitution, Delegation to Officers, paragraph 1.13, authorises the Chief Financial Officer to write off individual debts up to the value, in each case of £5,000. For values, between £5,000 and £9,999.99 write-offs can be made with the approval of the delegated Cabinet Member. The Cabinet is authorised to write off debts of £10,000 and over.
- 3.2 It is therefore necessary for Cabinet to give consideration to the cases scheduled on the appendix to this report.

**4. KEY ISSUES**

- 4.1 National Non-Domestic Rates are demanded in accordance with the provisions laid down by The Local Government Finance Act 1988. Recovery action is taken in the event of non-payment under the various regulations made by this Act.
- 4.2 Every effort has been made to pursue the debts set out in the Appendix. This rigorous recovery work has been a prolonged exercise due to the necessary stages that must be followed for debt recovery. Write off is only recommended when all recovery avenues have been fully explored, and this is the reason for the age of the debts now presented for write off. All of the companies have now been dissolved, making the prospect of recovery impossible.



**5. FINANCIAL IMPLICATIONS**

- 5.1 Under the current Business Rates Retention Regime the cost of non-collection of National Non-Domestic Rates is met both by the Government and the Worcestershire Business Rate Pool. Approval of the proposed write-offs detailed in the Appendix of £85,612.87, will be accounted for as part of the Worcestershire Business Rates Pool and result in a loss of income shared between the Pool members and the Government.

**6. LEGAL AND POLICY IMPLICATIONS**

- 6.1 None.

**7. EQUALITY IMPACT NEEDS ASSESSMENT**

- 7.1 No Equality Impact Needs Assessment has been undertaken.

**8. RISK MANAGEMENT**

- 8.1 There are no risk management issues relating to this report.

**9. CONCLUSION**

- 9.1 See Appendix.

**10. CONSULTEES**

- 10.1 Corporate Leadership Team.  
Cabinet Member for Resources and Transformation.

**11. BACKGROUND PAPERS**

- 11.1 None.

<b>Appendix Open</b>				
<b>Debt Type</b>	<b>Payer</b>	<b>Address</b>	<b>Reason for Write-Off</b>	<b>Amount    £</b>
<b>NDR</b>	Creative & Cultural Skills Academy Ltd 00358118	Club and Premises,4 Towers Buildings, Blackwell Street, Kidderminster. DY10 2DY	Business Rate debt relates to empty property rates for the periods 26/03/2012 to 31/03/2012 and 01/04/2012 to 08/12/2012. Liability Orders were made by Kidderminster Magistrates Court on 26th July 2013. Instructions were passed to Bailiffs but they were unable to obtain payment and the warrants were returned no trace, however the company was still active on Companies House. The company has since ceased trading and has now been dissolved with Companies House on 17/06/2014.	<b>13,478.14</b>
<b>NDR</b>	New Dimension Training Ltd 00349852	Offices and Premises,Former Church of England School, Stone. DY10 4BE	Business Rate debt relates to occupied rates for the periods 21/02/2011 to 31/03/2011 and 01/04/2011 to 29/02/2012.The company offered training in all aspects of workplace qualifications. Liability Orders were made by Kidderminster Magistrates Court on 17th February 2012. Instructions were passed to Bailiffs but they were unable to obtain payment and the warrants were returned no trace. The company has since ceased trading and has now been dissolved with Companies House on 02/10/2012.	<b>13,147.83</b>
<b>NDR</b>	Creamde Ltd 00358231	Shop and premises, 17 High Street, Kidderminster. DY10 2DJ	Business Rate debt relates to occupied rates for the periods 12/10/2011 to 31/03/2012 and 01/04/2012 to 31/10/2012.The company traded in the sale of fashion clothes and accessories. Liability Orders were made by Kidderminster Magistrates Court on 26th July 2013. Instructions were passed to Bailiffs but they were unable to obtain payment they visited the registered office address in Manchester but were refused access. The company ceased trading and has now been dissolved with Companies House on 09/09/2014.	<b>42,023.02</b>

**PROPOSED WRITE-OFFS**

**Agenda Item No. 8.2**  
**Appendix 1**

<b>NDR</b>	Prime Plant Hire Ltd 00358398	Offices and premises, 26 Vicar Street, Kidderminster. DY10 1DA	Business Rate debt relates to occupied rates for the periods 01/10/2012 to 31/03/2013 and 01/04/2013 to 01/07/2013. Nature of the business unknown. Liability Orders were made by Kidderminster Magistrates Court on 28th June 2013 and 26th July 2013. Instructions were passed to Bailiffs but they were unable to obtain payment warrants were returned company ceased to trade/dissolved. The company ceased trading and has now been dissolved with Companies House on 02/07/2013.	<b>16,963.88</b>
				<b>85,612.87</b>

**WYRE FOREST DISTRICT COUNCIL**

**CABINET**  
**16<sup>TH</sup> DECEMBER 2014**

**Kidderminster's Music Heritage Trail**

<b>OPEN</b>	
<b>CABINET MEMBER:</b>	Councillor A Hingley
<b>RESPONSIBLE OFFICER:</b>	Director of Economic Prosperity and Place
<b>CONTACT OFFICER:</b>	Jane Berry Ext 2169 <a href="mailto:Jane.Berry@nwedr.org.uk">Jane.Berry@nwedr.org.uk</a>
<b>APPENDICES:</b>	Appendix 1 - Kidderminster's Music Heritage Trail – Consultation Draft  <i>The appendix to this report has been circulated electronically and a public inspection copy if available on request. (See front cover for details.)</i>

**1. PURPOSE OF REPORT**

To agree the draft Music Heritage Trail strategy for public consultation (Attached at Appendix 1).

**2. RECOMMENDATION**

**The Cabinet is asked to DECIDE:**

**2.1 That the Music Heritage Trail (attached at Appendix 1) be approved for consultation.**

**3. BACKGROUND**

- 3.1 Kidderminster is perhaps most widely recognised for its carpet manufacturing industry and was the town's main employer, with over 20,000 workers, until its gradual decline at the end of the last century. Whilst the carpet history and identity of Kidderminster is well known and celebrated, the cultural history of Kidderminster, particularly its music heritage, can often be overlooked.
- 3.2 Kidderminster has a strong cultural heritage as a major musical hub the peak of which was in the 60s and 70s when the Town Hall played host to major up-and-coming bands including Captain Beefheart, Manfred Mann and Led Zeppelin. Kidderminster is still connected to the music industry today through the specialist courses at Kidderminster College which is also home to MAS records, a successful label for emerging musicians.

- 3.3 Much of Kidderminster's musical heritage owes its existence to the carpet industry where entertainment emanated from the collective efforts of the workforce e.g. annual pantomimes. There are still many active local groups across a variety of musical genres within the town that owe their existence to their carpet heritage.
- 3.4 In recognition of Kidderminster's music heritage, a draft Music Heritage Trail document is proposed. This document is multi purpose and is intended to inform the general public and external agencies to create partnerships and secure funding and as a document for developers, providing guidance of Wyre Forest District Council's expectations when contributing to public art within Kidderminster.
- 3.5 Recent research by the Design Council suggests that the creative and cultural sector is worth £71 billion to the UK economy as well as creating approximately 144,000 jobs in 2013. There are therefore clear economic as well as cultural, reasons for pursuing this strategy.

#### **4. KEY ISSUES**

##### **The Music Trail**

- 4.1 The main aims of the Music Heritage Trail are to help people to understand Kidderminster's cultural and historical past; to support the ReWyre regeneration initiatives, to encourage tourism; to engage communities; and to inform future creative projects in the town. The vision for the Music Heritage Trail is a multi media approach which will start with a large scale immersive theatre piece as a promotional/launch event as part of the 2016 Kidderminster Arts Festival (KAF) and then include reconstruction of key events in musical history, digital media, projections, tours, live music performances and more.
- 4.2 It is proposed that the music trail will incorporate a number of features, including
- Audio Trail: to include a composed soundscape of music relevant to venues and areas in the town;
  - Web Site: to include narratives and factual information to guide the user through a selection of significant sites and linked to locally produced relevant merchandise;
  - Film: comprising images and recreated scenarios from our musical history to be projected on to buildings during performances, used for web content and be available on screens in shop windows in the town;
  - Phone App: Proposal to install QR codes to link the audio trail, website and films;
  - Mixed format memorials: it is proposed that the Town Hall could become a hub with collections of memorabilia, information points and a themed cafe; and
  - Physical Elements: themed street furniture is proposed as part of the Public Realm improvements in Kidderminster town centre. Other initiatives proposed include plaques on buildings or sites of importance.
- 4.3 There will be a number of benefits that will be brought about as part of this initiative:
- Further integrated regeneration and arts initiatives;
  - Increased Tourism;

- Improved environment
- Learning through the landscape
- Pride in Kidderminster

4.4 The Strategy recognises that there will be opportunities to promote the Trail through key development opportunities within Kidderminster, which also offer the potential to seek section 106 contributions from the planning process towards the delivery of the strategy.

#### **Timetable**

4.5 A timetable is included within the document attached at Appendix 1, the key dates from which are:

- Consultation on Strategy – Early 2015
- Final Strategy produced and approved – Spring 2015
- Seek funding for various elements of proposal – Spring 2015 to Spring 2016
- KAF – Launch event for Music Trail – August 2016

4.6 It is proposed that consultation on the document will be undertaken for 6 weeks, starting in the New Year. Whilst the consultation will be publicly available it is proposed that the following organisations will be specifically targeted:

- Kidderminster Civic Society
- Arts Connect
- Arts Council
- Kidderminster Creatives
- Worcestershire County Arts Officer
- Worcestershire Arts Partnership
- Elmley foundation
- IXIA
- MADE
- Kidderminster Town Team
- Birmingham Local Enterprise Partnership
- Worcestershire Local Enterprise Partnership
- MAS Records
- Local choirs/choral society

### **5. FINANCIAL IMPLICATIONS**

5.1 The development of the strategy and public consultation can be met from existing budgets. Funding of projects will be met from a combination of existing budgets and external funding sources.

### **6. LEGAL AND POLICY IMPLICATIONS**

6.1 The Strategy, once adopted, will help to guide future decisions in relation to cultural events and public art within Kidderminster Town Centre. It also helps to provide further detail in relation to the adopted Kidderminster Central Area Action Plan.

### **7. EQUALITY IMPACT NEEDS ASSESSMENT**

7.1 N/A.

**8. RISK MANAGEMENT**

- 8.1 It is important to ensure that Kidderminster's music heritage is actively celebrated. By producing this strategy and identifying clear projects to celebrate the music history of Kidderminster it is considered that this risk will be minimised.

**9. CONCLUSION**

- 9.1 These proposals provide an exciting new initiative for the District's main town and will build on Kidderminster's cultural past and celebrate its creative image. There are a number of innovative ideas included within the consultation strategy which when realised will help to create an alternative image for Kidderminster that provides an insight to the cultural offer, complementing the well town's industrial heritage.
- 9.2 There are very strong connections between the Council's regeneration programme, ReWyre, and arts culture. At the recent ReWyre Conference, held at Spring Grove House on 13<sup>th</sup> October the key note speech from Wayne Hemingway MBE focused on the cultural opportunity that exists within the built environment and stressed the need to create the conditions for young cultural people to thrive.

**10. CONSULTEES**

- 10.1 Cabinet Member for Planning & Economic Regeneration.  
Corporate Leadership Team.  
Cultural Services Manager.

**11. BACKGROUND PAPERS**

- 11.1 ReWyre – A prospectus for Regenerating Kidderminster (September 2009).  
Kidderminster Central Area Action Plan (July 2013).

**WYRE FOREST DISTRICT COUNCIL**

**Cabinet  
16<sup>th</sup> December 2014**

**Overview and Scrutiny Committee  
4<sup>th</sup> December 2014**

**Kidderminster's Music Heritage Trail**

The Committee considered a report which presented the draft art strategy guidance and outlined the concept, proposals and aims of the project.

**Recommend to Cabinet:**

**That the document, as attached at Appendix 1 to the report to the Overview and Scrutiny Committee, be approved for consultation.**

**Background papers:**

Report to the Overview and Scrutiny Committee, Thursday 4<sup>th</sup> December 2014

<http://www.wyreforest.gov.uk/council/meetings/com193.htm#mt7478>

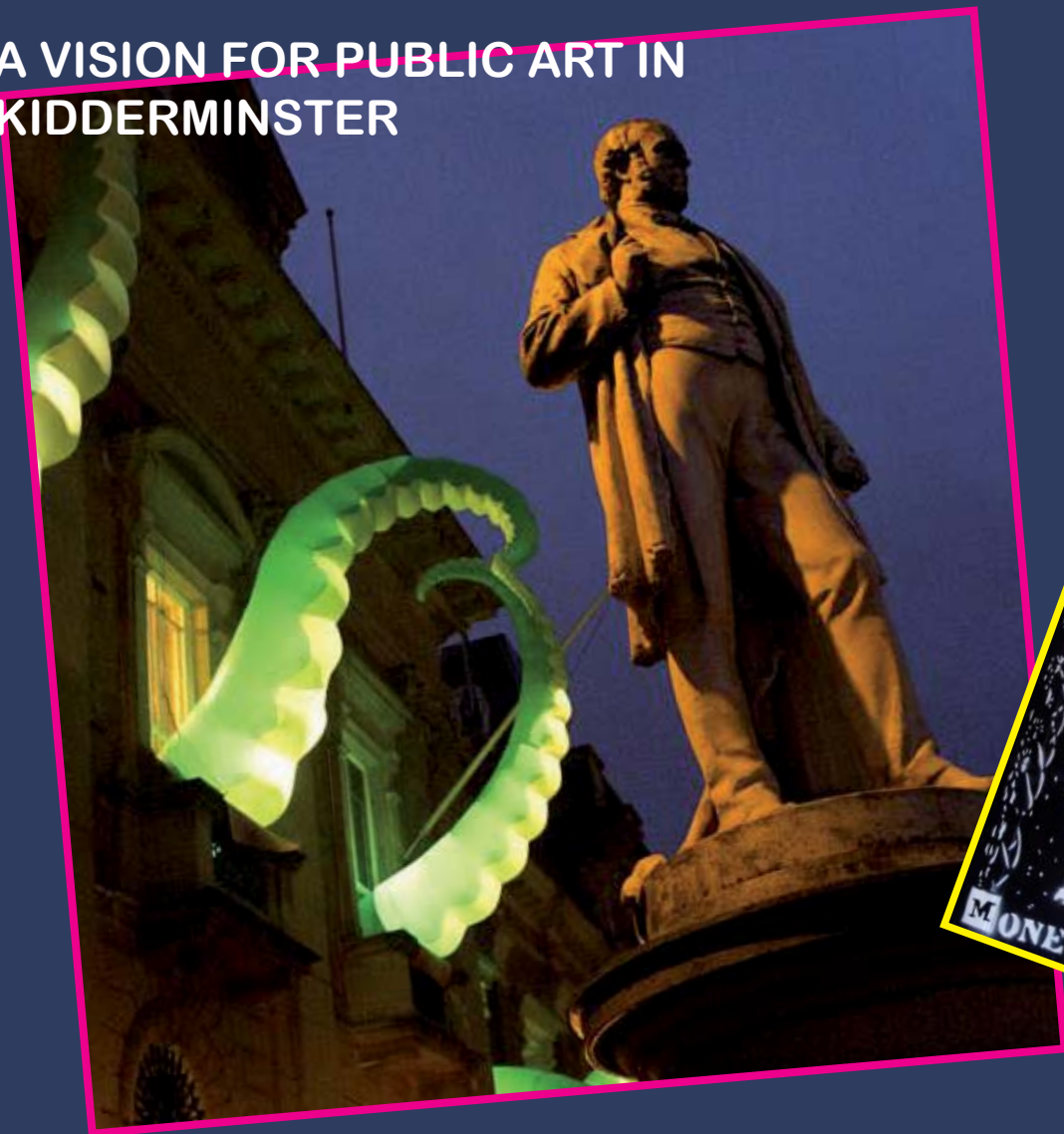


# Kidderminster's Music Heritage Trail



# Kidderminster's Music Heritage Trail

## A VISION FOR PUBLIC ART IN KIDDERMINSTER



### Foreward

Our vision is to deliver an arts programme that engages, inspires and improves the quality of lives, places, communities and the economy.

We aim to create an exciting multimedia Music Trail ensuring that Kidderminster's musical heritage is not lost and is entwined within the fabric of the regeneration process. The trail will enrich the visitor experience for local people and those with an interest in the subject matter creating a valuable tourist offer.

*Wyre Forest District Council*





# Kidderminster's Music Heritage Trail

## THE HISTORY OF KIDDERMINSTER CARPETS AND MUSIC



### Carpets

Kidderminster is best known for its carpet manufacturing industry which started around 1735 and became world famous for its quality. The carpet industry was the town's main employer, with over 20,000 workers, until its gradual decline towards the end of the last century.



Some major brands still operate from Kidderminster such as Brintons and Victoria, providing a source of employment to the town.

### Music

Kidderminster has a strong cultural past as a major musical hub in the 60s and 70s with the Town Hall and Frank Freeman's Dance Club playing host to major up-and-coming bands, boasting an impressive line up including Captain Beefheart, Manfred Mann and Led Zeppelin front man Robert Plant.

Dance teachers Frank and Wynn Freeman set up Frank Freeman's Dance Club in 1956 and taught classes as well as hosted bands. The venue became a major destination for music fans and aficionados and the highlight in Kidderminster's night scene.

Kidderminster still produces a large number of music industry stars via Kidderminster College and is home to MAS records a successful label for emerging musicians.

# Kidderminster's Music Heritage Trail

## KIDDERMINSTER TODAY



**The Town Hall** is still used as a public building, playing host to weddings, events and is building its reputation as a central entertainment venue. The Town hall has been rebranded with a new logo and there are plans to explore the creation of a music themed memorabilia cafe integrated into the redevelopment and modernisation of the building. This will become the hub for visitors to commence their music heritage experience.



Frank Freeman's Dance Club will soon make way for a major new regeneration project, boosting the economy and prosperity of Kidderminster.

Kidderminster's industrial heritage will not be forgotten, with some of the listed carpet factory buildings brought back into use and repurposed, and the Museum of Carpet providing an educational visitor experience. It is important to ensure that Kidderminster's rich musical heritage is not only preserved but celebrated.

Along with Kidderminster's new identity, an arts heritage programme will entwine the past, present and future, enriching the fabric of the public realm launched with a dynamic multi-media experience.



This project will be of regional significance and will help re-shape the perception of Kidderminster and bring new audiences and visitors into the town.



# Kidderminster's Music Heritage Trail

## THE MUSIC TRAIL

The Music Heritage Trail will help people to understand Kidderminster's cultural and historical musical past and present, creating a legacy that will encourage tourism, engage communities and inform future creative projects.



Art and Culture enriches the experiences of life, educates, informs and stimulates discussion.

Our vision for the Music Heritage Trail is a multi media approach, starting with a large scale immersive theatre piece as a promotional/launch event, including reconstructions of old venues and key events in musical history, using actors, digital media, projections, tours, live music performance and more. Elements of this performance will be retained and used as permanent resources to be included in the Music Heritage Trail and cafe.

# Kidderminster's Music Heritage Trail

## Audio Trail

This will include a composed soundscape of music relevant to venues and areas in the town, interviews or dramatically recreated conversations from history bringing to life social history and musical heritage.



## Web Site

A website with narratives, accessed through personal smart devices, will provide factual information guiding the user to a selection of significant sites, link to locally produced relevant merchandise and more.

## Film

Images and dramatically recreated scenarios from our musical history will be projected on to buildings during the performance, used for web content and available on screens visible in shop windows in the town, in the museum/cafe and on the website.



We are working with documentary makers to support the making of a broadcast quality documentary about Frank Freeman's Dance Club.

## Phone App

Each site will have a QR code to link to the audio trail, website and films. This will be presented in a gaming style to ensure young people get interested in recent popular culture and to inform them on how to be part of continuing to contribute to making history themselves, promoting local courses and promoting music events.

# Kidderminster's Music Heritage Trail

## Creation of a living archive

We will promote current music culture in the area, venues and events through an online 'What's On'. We will encourage mass participation through social media encouraging people to post old pictures, programmes, recordings and reminiscences create a living archive.

## Mixed format memorials

It is envisaged that the Town Hall will become a hub with collections of memorabilia, information points, and a themed decor cafe.



## Physical elements

The Music Heritage Trail will create a distinct identity for the urban network of streets and squares, creating a mix of permanent physical works and temporary elements.

### Themed street furniture

Large scale panoramic images from Frank Freeman's Images of rock memorabilia and musicians on recesses on the side of the Hub building/Weavers Wharf LCD screens in shop fronts, QR codes located around the town linking to website, Push button sound recordings in bollards or similar Themed cafe in Town Hall Plaques on buildings or sites of importance

## Digital elements

Documentary  
Audio recordings  
Acoustic foot printing of Frank Freeman's  
Phone App  
Website



# Kidderminster's Music Heritage Trail

## THE LAUNCH

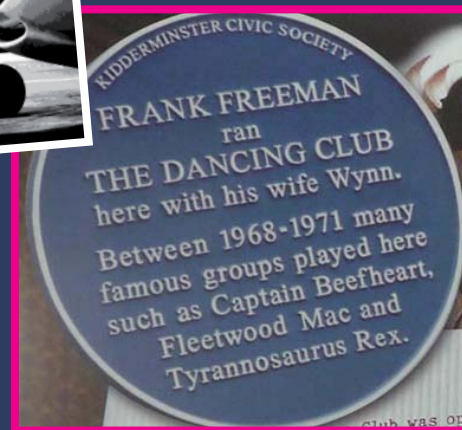
The trail will be launched with a large scale high profile immersive theatre piece using professional artists, expert production crew and high quality technical elements. It will also allow for partnership working with local creative groups and artists



This promotional event will be aimed at residents and visitors and those with a particular interest in music history. The show will include reconstructions of old venues and key events in local musical history using actors, digital media, projections, binaural sound on headphones, tours, live music performance and more. The show will include both national and local artists, performers, photographers and film makers.

We are seeking partnerships with Further Education Colleges and look to create opportunities for training and capacity building where appropriate, engaging local people throughout the process.

Research will inform all related projects. Film footage produced for the show would be used on our website, costumes could be used in the memorabilia cafe for dressing up box photo booth style activities. Recordings of the sound track would be used in phone apps. and on the website or push button activated info points around the town.





# Kidderminster's Music Heritage Trail

## DOCUMENTING THE CHANGE

The huge changes we are making are creating history and new heritage and this transformation will provide another interesting area of exploration.

We will host ongoing exhibitions to the public, showing progress throughout the creative process and giving the opportunity for ongoing conversation and consultation.



Wyre Forest District Council will be recruiting artists in residence to document this process, filming the demolition with stop frame animation, photographer and other media.

We will be mindful of our evaluation process and seek to facilitate effective evaluation throughout the duration of the project.

# Kidderminster's Music Heritage Trail

## THE WYRE FOREST

“The Wyre Forest District is a considerably diverse area with particularly distinctive characteristics and heritage assets. It is therefore important to strive for high quality design in any future developments in order to complement and enhance that sense of local distinctiveness and create an excellent environmental setting.”

(9.6 a unique place, Wyre Forest Core Strategy 2006-2026)

A Music Heritage Trail and its associated events will create a sense of place, enrich the lives of the local community and encourage participation and improve wellbeing whilst also improving economic prospects through increased tourism. We anticipate significant interest in the music heritage of the town, increasing visitor numbers and creating a ripple effect for the town's cultural and evening economy. The launch event will send a strong message to regional audiences signalling Kidderminster's new offer, changing perceptions of the town and giving new investors exposure ensuring future success.





# Kidderminster's Music Heritage Trail

## ACHIEVING OUR GOALS TOGETHER

### AIMS AND OUTCOMES A VISION FOR THE FUTURE

We will provide an ongoing, evolving arts and culture programme within the public realm focusing on the following priorities which will help to inform developers and partners to create a collaborative approach to public art.

Engagement and participation  
Bringing the past to life for the present  
Accessible to all  
A source of inspiration

Music Cafe in the Town Hall  
Physical elements  
New seating in the public realm  
Immersive elements -performance, sound, vision



## THE BENEFITS

Improved Economy  
Increased Tourism  
Better Environment  
Learning through the Landscape  
Pride in Kidderminster.

Art adds an extra dimension to a place, giving it a unique identity, unearthing lost stories and creating new ones.

Wyre Forest District Council understands how this work can benefit the economy through encouraging tourism and providing attractive spaces for people to do business, socialise and settle.

Businesses are more likely to locate in an area where the built and natural environment is attractive and there is a good cultural offer.

The natural and built environment of the district is attractive to tourists and can create a strong sense of place, helping to retain residents within the district."

(9.2 a unique place, Wyre Forest Core Strategy 2006-2026)



# Kidderminster's Music Heritage Trail

## THE SITES

### Weavers Wharf

The Weavers Wharf development is undergoing a second phase in its regeneration. The former Frank Freeman's building will be demolished and the waterways will be enhanced by introducing a row of canal side restaurants.

The inclusion of elements of public art and the Music Heritage Trail would be welcome in this area, where people will enjoy spending time relaxing. This will be in the form of performance, sculpture, street furniture and temporary installations.



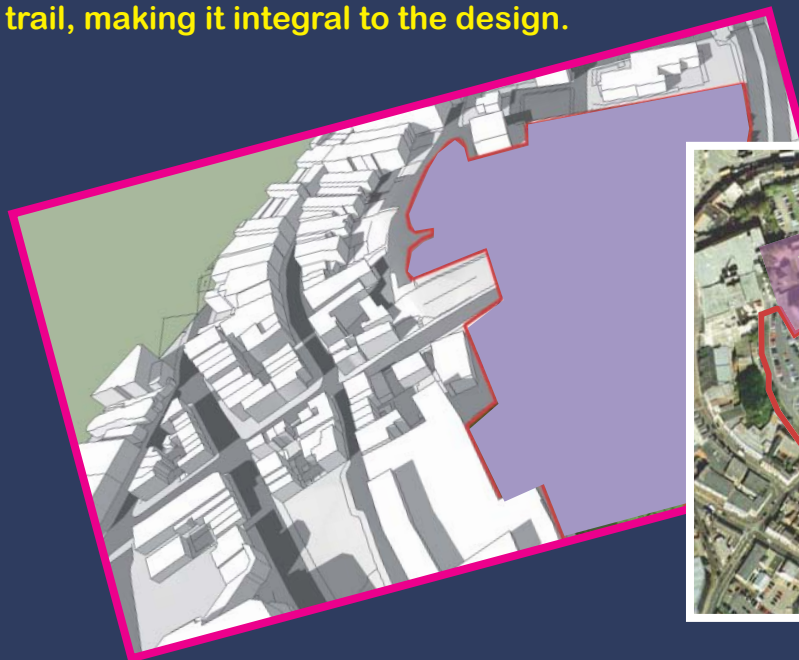


# Kidderminster's Music Heritage Trail

## Kidderminster Eastern Gateway

The Eastern Gateway in Kidderminster comprises a number of sites that sit between the main retail area of Kidderminster Town Centre and Comberton Hill, the location of the District's main Railway Station. This strategic location provides a real opportunity for change within the centre of the town.

These sites offer a real opportunity for change within a central area of the town, new developments in this area should take a holistic approach to implementing the heritage trail, making it integral to the design.



The key areas that comprise the Eastern Gateway are:

**Bromsgrove Street:** Comprising the existing car park and Wyre Forest Glades Leisure Centre, the current Kidderminster Health Centre and Kidderminster Youth House. A number of these assets are being relocated and therefore a large site, in primarily public sector ownership, is likely to be available in 2016;

**Former Magistrates Court Site:** This site is owned by the District Council but has been vacant for a number of years. This site offers the opportunity to link in with the Bromsgrove Street site, identified above;

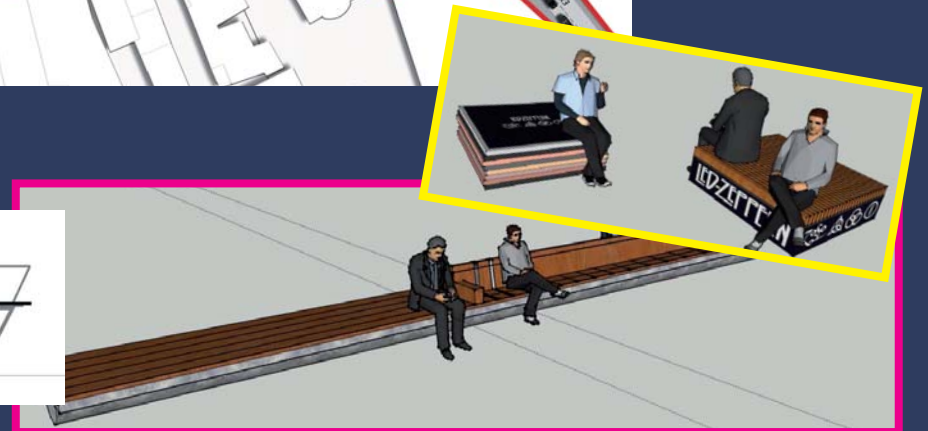
**Worcester Street:** This area is currently dominated by retail units, with many currently vacant. The future for Worcester Street therefore needs careful consideration and it is considered that this should be in relation to the wider Eastern Gateway area.

# Kidderminster's Music Heritage Trail

## New Public Realm

A new design for Exchange Place outside the Town Hall is fittingly based on the Penny Black Stamp as the Square is also the home of the statue of Sir Rowland Hill, its creator.

This new square and its adjoining regenerated streets will be the starting point for the music heritage trail. The square will host elements of launch event and be a main stage for future multimedia performances. Additional elements will be along Vicar Street and High Street in the form of themed street furniture that can also be used as one man stages with wifi links/QR codes opening up the musical tour to users.





# Kidderminster's Music Heritage Trail

## Churchfields



Churchfields has been identified as a key regeneration area through the ReWyre initiative and subsequent Churchfields masterplan.

The former industrial area, once home to carpet manufacturing, now provides a residential led redevelopment opportunity. Work has already started on this transformation with new homes being developed within the area. The site location, close to the town centre, means opportunity exists to link in with the wider arts strategy.



**“Any proposals for the area should include the public art theme in its public spaces.”**  
Public Realm Improvements (KCAAP-7.20)

# Kidderminster's Music Heritage Trail

## CONTRIBUTION TO THE PROPOSAL



An important part of making Kidderminster a great place to be is the treatment of the public realm on its streets and spaces. A good public realm enhances the visitor experience and improves the perception and enjoyment of the town.

**An attractive environment is more likely to encourage people to come and spend their time in the town.**



We are committed to ensure that art and the promotion of the Music Heritage Trail are included alongside major new developments and retrospectively fitted into existing spaces.

**“Ensure that heritage assets are maintained, enhanced and integrated into the urban environment.”**

Kidderminster Central Area Action Plan A Unique Place – Heritage Objectives(KCAAP-7)

**“Good quality public realm will be expected to be implemented as part of any new development to ensure the creation of a successful urban environment.” KCAAP7.21**

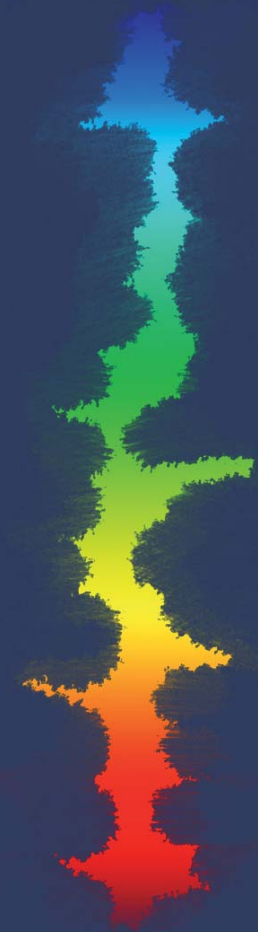


**“An ambition of the rewyre initiative, therefore, is to seek improvements to the public streets and spaces. The priority for these improvements will be centred around vicar street, high street and Worcester street as primary shopping frontages.” KCAAP7.23**



# Kidderminster's Music Heritage Trail

## EVENT TIME LINE



### Phase One 2014-2015

- Develop brand
- Explore funding options
- Research and development of trail elements and related activity

### Phase Two 2015-2016

- Public realm works commence on site
- Start consultation with external organisations
- Start the living archive
- Promotion through social media
- Explore merchandise options
- Funding secured
- Public realm works completed with music heritage seating
- Elements of artistic work commissioned.

### Phase Three 2016-Onwards

- Kidderminster Arts Festival (KAF) - using the music trail as a theme
- Memorabilia cafe in the town hall
- Continue to contribute and enhance....

# Kidderminster's Music Heritage Trail



Contact Details:

Wyre Forest District Council  
Wyre Forest House  
Finepoint Way  
Kidderminster  
Worcestershire  
DY11 7WF

Artists and Photo Credits:  
Colin Hill

# Kidderminster's Music Heritage Trail



## Contact Details:

Wyre Forest District Council  
Wyre Forest House  
Finepoint Way  
Kidderminster  
Worcestershire  
DY11 7WF

Artists and Photo Credits:  
Colin Hill

**WYRE FOREST DISTRICT COUNCIL****CABINET**  
**16<sup>TH</sup> December 2014****Anti Social Behaviour, Crime and Policing Act 2014 -  
Consideration of a Public Spaces Protection Order for Kidderminster Town Centre**

<b>OPEN</b>	
<b>CABINET MEMBER:</b>	Councillor A T Hingley
<b>RESPONSIBLE OFFICER:</b>	Director of Community Wellbeing and Environment
<b>CONTACT OFFICER:</b>	Kathryn Washington, Ext. 2956 Kathryn.Washington@wyreforestdc.gov.uk
<b>APPENDICES:</b>	Appendix 1 - Police Data Report Appendix 2 – PSPO draft area plan

**1. PURPOSE OF REPORT**

- 1.1 To inform Members of the powers available to the local authority under the Anti Social Behaviour, Crime and Policing Act 2014 and to respond to a request from West Mercia Police to implement a Public Spaces Protection Order in Kidderminster.
- 1.2 To inform Members that the Council will be taking action under the existing Scheme of Delegation and authorisation under the Anti Social Behaviour, Crime and Policing Act 2014 to enforce against nuisance behaviour that negatively affects the community and the environment.
- 1.3 To seek authority to take the necessary steps to grant a Public Spaces Protection Order (PSPO) for Kidderminster Town Centre.

**2. RECOMMENDATION**

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

- 2.1 Delegated authority is given the Director of Community Wellbeing and Environment to undertake consultation for a period of 28 days, commencing 5 January 2015, on the implementation of a PSPO for Kidderminster Town Centre such order to be for a period of 3 years from the date it is made.
- 2.2 The results of the consultation process will be reported to the March 2015 Cabinet with a recommendation on whether or not to proceed to make the Order for a PSPO for Kidderminster Town Centre.

**3. BACKGROUND**

- 3.1 The Anti Social Behaviour, Crime and Policing Act 2014 received royal assent in March 2014 and is intended to introduce simpler, more effective powers to tackle anti social behaviour (ASB) that provide better protection for victims and communities.

3.2 The Act refreshes the powers available to the police, local authorities and others to tackle ASB. The majority of the powers came into force on 20 October 2014.

3.3 The Act contains a broad range of powers. Parts 1 to 6 relate specifically to ASB and introduce new powers. The Act replaces 19 existing powers to deal with ASB with six faster, more effective ones, a number of which can be utilised by the Council. These are:

- 3.3.1 Civil Injunction
- 3.3.2 Criminal Behaviour Order
- 3.3.3 Community Protection Notice
- 3.3.4 Closure Power
- 3.3.5 Public Spaces Protection Order

3.4 Civil Injunction

The Civil Injunction will not be in force until January 2015 at the earliest. It is a civil power which can be applied for to deal with anti social individuals and is intended to quickly prevent individuals from engaging in anti social behaviour before issues escalate. The Council is one of a number of organisations able to apply to the County Court or Youth Court for an injunction. An injunction can contain prohibitions forbidding proscribed behaviour and positive requirements.

3.5 Criminal Behaviour Order

The Criminal Behaviour Order (CBO) is available on conviction of an individual for a criminal offence by a criminal court. The Council can apply when it prosecutes the offender. The CBO can contain prohibitions and positive requirements and is the criminal equivalent of the Civil Injunction.

3.6 Community Protection Notice

The Community Protection Notice (CPN) is intended to deal with particular ongoing problems or nuisances which have a negative impact on the community's quality of life by targeting those responsible. It is intended to stop a person aged 16 or over, a business or organisation, from committing ASB which spoils the community's quality of life. However, the CPN does not discharge the council from the duty to issue an abatement notice where that behaviour constitutes a statutory nuisance.

The CPN can be issued by council officers, amongst others and it is intended that in due course, a local authority will be able to authorise social landlords to issue CPNs. The CPN replaces measures such as litter clearing notices, defacement removal notices and street litter control notices.

3.7 Closure Power

This power can be used by either the council or the police. It is intended to be a flexible and quick means to protect victims and communities. It allows the council to quickly close premises that are causing nuisance or disorder. The process involves the council issuing a notice and thereafter, where appropriate, applying to the court for a closure order.

3.8 Public Spaces Protection Order

A Public Spaces Protection Order (PSPO) is designed to prevent individuals or groups committing ASB in a public space where the behaviour is having, or be likely

to have, a detrimental effect on the quality of life of those in a locality; be of a persistent or continuing nature; and be unreasonable.

The power to make an Order rests with local authorities in consultation with the police, the Police and Crime Commissioner and other relevant bodies.

The Council can make a PSPO on any public space within its own area. The definition of public space is wide and includes any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission, for example a shopping centre. There are particular considerations for registered common land, town or village greens and open access land.

The maximum length of a PSPO is three years although it can be extended an unlimited number of times provided that each extension is for no more than three years.

Consideration of a PSPO will take place where there is material evidence of ASB. Assessments will commonly include reports to the police, various council teams and partner agencies.

### **Restrictions and Enforcement**

An order can include a number of requirements/restrictions. It can be used to regulate certain activities such as drinking alcohol, in addition to placing requirements on individuals undertaking certain activities, such as ensuring that dogs are kept on a lead.

Orders can be enforced by a police officer, police community support officers and council officers.

A breach of the Order is a criminal offence and can be dealt with through the issuing of a Fixed Penalty Notice up to £100, or a level 3 fine, £1000, on prosecution.

The Order is to address persistent anti social behaviour and does not prevent anyone from consuming alcohol per se within the PSPO. If their behaviour were to be anti social and negatively affect the communities' quality of life then such actions may be affected by the order. The order sets out to deal with anti social behaviour not people legitimately going about their normal daily business.

### **Dog Control Orders, Gating Orders and Designated Public Place Orders**

A PSPO replaces Dog Control Orders, Gating Orders and Designated Public Place Orders (DPPO). However, there is a three year limit for local authorities to replace these existing orders with one or more PSPOs. The Home Office advises local councils to review the need now for any current orders they have in place, for example, the Alcohol Restriction Zones in Bewdley and Stourport-on-Severn.

## **4. KEY ISSUES**

### Alcohol related ASB in Kidderminster Town Centre



- 4.1 Kidderminster Town Centre has been identified as an area of the district suffering from alcohol related anti social behaviour. Areas such as Coronation Gardens and outside the Town Hall have been experiencing problems with street drinkers. West Mercia Police advise that although this is not in itself criminal behaviour it is a significant issue with considerable evidence to support it being a problem.
- 4.2 West Mercia Police has requested that the Council gives consideration to using the new powers to support their activity and options to deal with the above issues, giving police the ability to act on any breach of a PSPO in addition to their existing powers to address the matter.
- 4.3 The Confiscation of Alcohol (Young Persons) Act 1997 as amended by the Policing and Crime Act 2009 allows for police officers and PCSOs to seize any alcohol from anyone they think is less than 18 years of age. They can ask for the name and address of the person they take it from and dispose of the alcohol however they see fit. The Police can currently seize alcohol from over 18s only if they believe it is intended to be supplied to someone less than 18 years of age.

The granting of this PSPO will allow a Police Officer, a Police Community Support Officer, or a designated local authority officer in a designated area to:

- Require a person not to consume alcohol;
  - Require a person to surrender any alcohol in his/her possession;
  - Dispose of the alcohol;
  - Arrest an individual if they fail to comply with the Officer's request; or
  - Issue a fixed penalty notice.
- 4.4 This behaviour is impacting on the quality of life of residents, businesses and visitors to the town centre. It could also impact on the reputation of the town centre and subsequently the Council. The Council, together with Worcestershire County Council, through its ReWyre initiative is investing £2 million into the regeneration of the town centre and would not want its success to be harmed by the behaviour of a minority.
- 4.5 A PSPO should act as a deterrent to offenders and will provide police officers, PCSOs with additional powers and enforcement options. This power may also be conferred to Council Civil Enforcement Officers; however, this will not be their primary function. Enforcement of the PSPO will be the responsibility of the police. It is anticipated that it will offer reassurance to residents, businesses and visitors to the town centre and demonstrate that the Council and its partners take anti social behaviour issues seriously and will use the powers and tools at their disposal.
- 4.6 It is regarded by Council Officers and West Mercia Police Officers that the quantitative and anecdotal evidence demonstrates that the test for a PSPO in Kidderminster Town Centre has been met. West Mercia Police has supplied a report outlining the number of reports they have received (Appendix 1). Articles have appeared in the local media and it has been informally raised by some of the local businesses and residents as an issue. The Council is also responding to this issue by holding a multi agency conference highlighting good practice initiatives to tackle street drinking, including a 'reducing the strength' campaign. A provisional date has been set for 11<sup>th</sup> March.

- 4.7 It is proposed that a PSPO should be granted for Kidderminster Town Centre and that it should include a prohibition on consuming alcohol. However, it should be noted that more than one restriction can be added to the same PSPO, meaning that a single PSPO can deal with a wider range of behaviours than the orders it replaces.
- 4.8 Although a PSPO would restrict alcohol consumption in a public area the Act states that licensed premises are not affected.
- 4.9 **Suggested process for granting a PSPO**

**Geographical area**

Determine the geographical area that the order will cover. It has been suggested that this should be up to the ring road and Park Lane as shown on the plan in Appendix 2. It is recognised that by identifying a specific area, there may be issues of displacement to other areas as a result. This will be monitored and regularly reviewed.

**Nature of Restriction**

At present, based on representations from the Police, only the consumption of alcohol is proposed to be restricted.

**Consultation**

Draft wording of PSPO on council website prior to Order being made. Period of no fewer than 28 days, with:

- Local Police Inspector, West Mercia Police;
- West Mercia Police and Crime Commissioner;
- All Kidderminster Ward Councillors;
- District Council Member Champion for Town Centres;
- Members of the Kidderminster Town Team;
- Community representatives the Council thinks it appropriate to consult with
- Owner or occupier of land within the restricted area, such as local businesses; and
- Highways Authority if there is a restriction of access.

Review and consider comments from consultation. The Act does not require a public notice to be issued.

**Publication**

Identify anti-social behaviour

Timescale of Order

Sanctions if breached

Signage must be placed in the area of the Order once made

Press release

**Review**

Six month review held to evaluate the PSPO; consider if there has been any displacement to other areas.

**5. FINANCIAL IMPLICATIONS**



- 5.1 Costs associated with the implementation of the powers will be met from existing Community Wellbeing and Environment budgets.

**6. LEGAL AND POLICY IMPLICATIONS**

- 6.1 When making a PSPO the Council must have particular regard to the rights of freedom of expression and freedom of assembly set out in the European Convention on Human Rights.
- 6.2 Section 17 of the Crime and Disorder Act 1998 requires local authorities to consider the community safety implications of all their activities. Section 17 says:  
“It shall be the duty of each authority to... exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.”

This means that the local authority should take community safety into consideration in all of its decision-making. Compliance with section 17 “can be used as a means to demonstrate the overall local authority response to crime and disorder”.

- 6.3 The Director of Community Wellbeing and Environment has delegated powers under the Anti Social Behaviour, Crime and Policing Act 2014 to exercise all strategic, operational and management powers and duties of the Council under the aforementioned Act.

**7. EQUALITY IMPACT NEEDS ASSESSMENT**

- 7.1 An Equality Impact Needs Assessment will need to be undertaken in relation to the Public Spaces Protection Order.

**8. RISK MANAGEMENT**

- 8.1 There is a reputational risk to the Council in not using the tools and powers at its disposal to tackle anti social behaviour.

**9. CONCLUSION**

- 9.1 Crime and ASB can have a devastating effect on communities and contribute to negative perceptions of an area. The application of this legislation will contribute to the positive health and wellbeing of communities and the perceptions of the area.

**10. CONSULTEES**

- 10.1 Corporate Leadership Team.
- 10.2 West Mercia Police.

**11. BACKGROUND PAPERS**

- 11.1 Police data report.



North Worcestershire LPA

# Street Drinking in Kidderminster Town Centre

01 Jan – 23 Nov 2014

Authorising Officer	PS 0883 JARVIS
Author	Ben Aspinall C8015
Version	1.0
Date	25 Nov 2014
File	
URN	

## Street Drinking in Kidderminster Town Centre

Data			
Type	All incidents of Antisocial Behaviour (ASB) specifically those related to 'street drinking'.		
Location	Kidderminster Town Centre (DA01).		
Period	01 Jan 2014 – 23 Nov 2014		
Source	WMP OIS	Extraction	iBase (i2 Ltd)
Methodology	Standard CPA.		

- Street drinking accounted for 17% of all ASB within Kidderminster town centre.
- Oxford St and Worcester St recorded the highest frequency of incidents.
- Incidents were reported throughout the year.
- Street drinking was most frequently reported between 11:00 – 17:59hrs reflecting its impact on local businesses and shoppers.

## Overview

A total of 553 incidents of antisocial behaviour were recorded within Kidderminster town centre during the first eleven months of the year. Of these over a fifth involved alcohol (n = 126, 23%).

Over three quarters of alcohol related incidents referred to street drinking (n = 96, 76%) or 17% of all ASB within the town centre.

With reference to **Figure 1**:

Oxford St (n = 54) and the adjacent Worcester St (n = 9) accounted for the highest frequency of recorded incidents. Within this small area almost all incidents referred to street drinking and accounted for two thirds of all incidents (n = 63, 66%).

**Figure 1: Alcohol Related Antisocial Behaviour**

Location	Street Drinking	Alcohol Related ASB	Percentage Street Drinking
Oxford St	54	55	98%
Town Hall	9	9	100%
Worcester St	9	9	100%
Bromsgrove St	3	4	75%
Green St	3	5	60%
Castle Rd	2	6	33%
Coventry St	2	2	100%
Dixon St	2	3	67%
Swan Centre	2	2	100%
Vicar St	2	2	100%
Weavers Wharf	2	6	33%
Blackwell St	1	3	33%
Bull Ring	1	2	50%
Lion St	1	1	100%
Market St	1	3	33%
New Rd	1	9	11%
Stourport Rd	1	1	100%
Bridge St	0	1	0%
Carpet Trades Way	0	2	0%
Church St	0	1	0%
<b>Grand Total</b>	<b>96</b>	<b>126</b>	<b>76%</b>

Incidents at or near Gianinni hair dressing salon in Oxford St accounted for 45% of all incidents (n = 43) and The Boars Head in Worcester St reported a further 7 incidents (n = 7%).

Incidents recorded near Kidderminster Town Hall (n = 9) accounted for the highest proportion of activity in Vicar St.

With reference to **Figure 2:**

Street drinking was reported in Kidderminster town centre throughout the year, averaging nine incidents a month.

**Figure 2: Street drinking Incidents by Location and Month**

Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Grand Total
Oxford St	0	0	4	3	6	5	12	10	6	8	0	54
Worcester St	1	0	0	1	0	2	2	1	1	1	0	9
Kidderminster Town Centre	4	4	9	7	11	8	17	15	9	10	2	96

The frequencies of recorded incidents were highest throughout the summer months and were focussed upon Oxford St and its environs.

With reference to **Figure 3:**

Instances of street drinking were most frequently reported between 11:00 – 17:59hrs (n = 71, 74%) reflecting their impact on local businesses and shoppers.

The frequency of incidents increased significantly on Fridays, accounting for a quarter of all reports (n = 24, 25%).

**Figure 3: Street Drinking by Hour and Day**

Hour	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Grand Total
00:00 - 00:59						1		1
01:00 - 01:59							1	1
04:00 - 04:59							1	1
05:00 - 05:59							1	1
06:00 - 06:59			1					1
08:00 - 08:59			1					1
09:00 - 09:59			1	1	1			3
10:00 - 10:59			1	1	3			5
11:00 - 11:59		1	2	3	2	1		9
12:00 - 12:59		3	1	3	2	2	1	12
13:00 - 13:59	1	2	1	2	3	4		13
14:00 - 14:59		2		1	3	1	1	8
15:00 - 15:59			4	2	5	1		12
16:00 - 16:59	3	3	3		1	1		11
17:00 - 17:59		3	1	2				6
18:00 - 18:59		1					1	2
19:00 - 19:59		1			1		1	3
20:00 - 20:59	1				2			3
22:00 - 22:59					1			1
23:00 - 23:59				1		1		2
<b>Grand Total</b>	<b>5</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>24</b>	<b>12</b>	<b>7</b>	<b>96</b>

### **Recommendations**

Whilst geographic clusters of activity have been identified street, drinking remains an issue affecting all of Kidderminster town centre.

It is suggested that positive support be given to any measure designed to tackle this issue.







**WYRE FOREST DISTRICT COUNCIL****CABINET**  
**16<sup>th</sup> DECEMBER 2014****ReWyre –Update on progress over the last 5 Years and  
A Strategic Action Plan for the Next 5 Years**

<b>OPEN</b>	
<b>CORPORATE PLAN PRIORITY:</b>	Support you to contribute to a successful local economy
<b>CABINET MEMBER:</b>	Councillor J-P Campion
<b>RESPONSIBLE OFFICER:</b>	Director of Economic Prosperity and Place
<b>CONTACT OFFICER:</b>	Dean Piper, Ext 2192 <a href="mailto:dean.piper@nwedr.org.uk">dean.piper@nwedr.org.uk</a>
<b>APPENDICES:</b>	Appendix 1 – Feedback from ReWyre ReNewed Autumn conference

**1. PURPOSE OF REPORT**

- 1.1 To inform Cabinet of the key outcomes of the ReWyre project over the last five years and of the ReWyre ReNewed Autumn Conference held in October 2014 and to ask Cabinet to endorse the identified priorities for the ReWyre initiative for the period 2015-2019 and additional activities in support of the Council's priority to contribute to a successful local economy.

**2. RECOMMENDATION**

**The Cabinet is asked to DECIDE:**

- 2.1 To note the outcomes of the ReWyre Project over the last five years.
- 2.2 To agree the ReWyre Action Areas 2015-19 as set out at paragraph 4.8.

**3. BACKGROUND**

- 3.1 The Council recognises that as a community leader it has a key role to play in spearheading the regeneration of the district in order to enhance the economic, social and environmental wellbeing of its residents. The actions the Council carries out in this regard are important in building confidence amongst its partners and the private sector that look to the Council to set the future vision for the district and the direction and pace of travel.
- 3.2 The Council's efforts to promote the regeneration of the district cut across all of its functions from car parking to benefits and arts and culture to neighbourhood planning. To encapsulate this Council wide approach, one of the Council's corporate priorities is to 'Support you to contribute to a successful local economy'.

- 3.3 The embodiment of this cross cutting approach to promote regeneration, led the Council, in September 2009, to launch a new and innovative prospectus for the regeneration of the district. Working with a range of key partners, the ReWyre initiative was formed and a partnership was established to drive forward the transformation and regeneration of the district and with a particular emphasis on the physical regeneration of a number of sites in Kidderminster. The prospectus outlined a number of key action areas including:
- **Kidderminster Town Centre** – tackling the effect of the Ring Road, realising key development opportunities and improving gateways into the town;
  - **Churchfields** – a new ‘urban village’ creating new homes and connecting the area to surrounding communities and the town centre;
  - **Comberton Hill** – positioning the area as a gateway to the district;
  - **Former British Sugar site** – realising new development opportunities on a major brownfield site.
- 3.4 ReWyre conferences were held in 2010 and 2011 which brought together business leaders, public sector partners and land owners/developers to consider the future prospects of Kidderminster and to identify how partners could work collectively to take forward some of the aspirations and plans set out in the ReWyre prospectus.
- 3.5 Recognising the changing national economic climate, the then Leader of the Council initiated ‘State of the Area’ (SotAD) debates in 2012 and 2013 to engage with partners, businesses and the public with a view to shaping the response to the decline of the local economy and to agree actions the Council and others could put in place to drive local economic recovery. These debates culminated in a strategic shift in the way that the Council approaches economic development and regeneration and broadened out the focus of the ReWyre project from Kidderminster to the rest of the district.
- 3.6 The impetus of the SotAD propelled the ReWyre activity onwards and with the Council channelling significant amounts of its own resources into its economic development and regeneration programme has resulted in £2m of capital and revenue investment set aside to kickstart the delivery of a number of key projects; as well as leveraging in considerable public sector investment through partners and national funding streams. In addition, the Council has sought to promote a can-do ‘open for business’ culture to successfully nurture the growth of local companies and attract new inward investment that otherwise would not have invested in the district.

#### **What has ReWyre and SotAD delivered?**

- 3.7 The Council’s investment and commitment to this visionary work and change in culture is now bearing fruit with tangible progress being made by the Council and its partners in delivering its economic development and regeneration programme and perhaps most importantly attracting new private sector inward investment to the district bringing in hundreds of new jobs. Key achievements since 2009 include:



### **3.7.1 Regeneration of Kidderminster Town Centre**

#### **Weavers Wharf Extension**

The Council is working closely with the owners of the Weavers Wharf Retail Park to secure the multi million pound expansion of the site which will include the demolition of Crown House, making way for an attractive new public space at the Bullring. The project will also see Weavers Wharf extended to replace the existing shops in Lower Mill Street. The project will help reinforce Kidderminster as a regionally important retail destination. This investment alone is worth £11m and is anticipated to contribute £4.5m of net additional Gross Value Added (GVA) per annum to the local economy.

#### **Traditional retail centre of Kidderminster - Vicar Street, Exchange Street and High Street**

The Council has led an extensive public engagement exercise to help plan the future of the traditional retail centre of Kidderminster. The Council has committed to undertake a £2m Public Realm improvement scheme for Exchange Street, High Street and Vicar Street that will commence in early 2015. The Council has invested £500k of capital funding, and Worcestershire County Council a further £1.5m to support the delivery of this scheme.

#### **Short Term Retail Support**

The Council recognises that the way we shop is changing, internet sales and 'click and collect' is changing the way shoppers use the traditional town centre retail offer; Kidderminster is no exception and is currently undergoing a market led transition in the way it operates. During this period the Council has actively sought to support the retail trade in the Town Centre in Kidderminster.

A Town Centre Manager covering each of the three towns in Wyre Forest has been employed by the Council to work with local traders, organise events and promotional activities and in Kidderminster has established a Town Team.

The Council was given national recognition in the Grimsey Review 'The Vanishing High Street' for the way in which it used its £100k High Street Innovation Fund to subsidise business rates for retailers taking up empty shop units. In parallel the Council has invested over £50,000 in grants to refurbish empty shops. The Council has supported 37 empty shop units back into occupation through the support package offered. The Council has also introduced free parking across all of its principal town centres every week as well as continuing to make parking free across all of its car parks at certain times of the day for Christmas and New Year. Investment has also been made in Christmas lights and events and activities over the festive period to help boost footfall at this key time for traders.

#### **Churchfields**

The Council led the development of a masterplan for this former industrial area of the town to re-imagine it as an urban village. Following adoption of the Churchfields Masterplan by the Council, the first phase of residential development on the former

Georgian Carpets site is nearing completion with 250 new homes being built in the area. The second phase will deliver more residential units with some small scale commercial development and significant investment in the highway infrastructure serving the site.

### **3.7.2 Kidderminster Railway interchange**

Working alongside transport colleagues from Worcestershire County Council a business case was developed for a new transport interchange at Kidderminster Railway station for which planning permission was subsequently granted; this led to a provisional allocation of £2.5m for 2016/17 being secured from the Worcestershire Local Enterprise Partnership (LEP) as part of the Local Growth Fund deal round 1 and a further £1.8m of funding is also being sought from the Greater Birmingham & Solihull LEP as part of the Local Growth Fund 2, to accelerate the commencement of the scheme in 2015/16. Further work is also being progressed on the business case for halts on the Severn Valley Railway at Silverwoods and the West Midlands Safari Park to support mainline train services to Bewdley.

### **3.7.3 Former British Sugar site**

The former British Sugar site was identified in the original ReWyre prospectus as being a major brownfield site with an opportunity to deliver significant regeneration.

Real strides have been made in transforming this site (now known as Silverwoods), with the first phase of development already underway which will result in up to 250 new high quality homes.

The Council identified that the site would not be able to deliver its full potential without the provision of a new link road. The Council supported the land owner in delivering the £8m first phase of the link road which is now complete. Funding for phase 2 of the Hoo Brook Link Road has also been secured through Pinchpoint funding and the two LEPs with work due to commence in 2015 and completion expected in 2016.

This £20m infrastructure investment is key to improving the development potential of employment sites along the Stourport Road and will unlock further new homes and employment development opportunities on the Silverwoods site itself; it will also reinvigorate the Hoobrook Industrial Estate with many plots currently occupying a secondary location on the estate soon to occupy premier locations fronting the new link road.

An immediate return has been achieved on this investment with the decision by Amtek to invest over £20m in the former Lawrence's Recycling plant that could deliver up to 500 new jobs in its aluminium casting business. The Council itself has shown its commitment to Silverwoods by identifying the site for its new multi million pound Leisure Centre which will be complete in 2016.

### **3.7.4 South Kidderminster Enterprise Park (SKEP)**

Despite failing to secure a second Enterprise Zone as part of the GBSLEP Enterprise Belt proposal that would have included Wyre Forest at its southernmost tip, the Council decided to continue the momentum that had been generated by the bid to declare a Local Development Order (LDO) for the area known as the South Kidderminster Enterprise Park. The LDO was adopted in 2012 and offers the business community a simplified planning process, helping a number of local firms to expand their business. A number of major local businesses have used the LDO to expand their operations in the district.

In May 2014, Amada UK opened its new £2m reconstructed UK Technical Centre, which will showcase the company's state of the art machines and systems to its customers and in June 2014, Beakbane opened its new £1.2m new factory which includes new production areas for the efficient manufacturing of the company's machine protection equipment.

### **3.7.5 SPACE**

Wyre Forest has a rich history of small and medium sized businesses driving economic growth. Through the SotAD debates it was identified that incubator and business enterprise units were in short supply locally. The Council has supported the delivery of 7,500 sq ft gross of new flexible workspace located at the Hoo Brook Industrial Estate in Kidderminster, offering small workshop spaces, offices and storage space linked to support packages to help businesses to start up, develop and grow. The facility known as SPACE is now fully let with 13 small businesses taking advantage of this unique opportunity.

### **3.7.6 Local Apprenticeships**

Wyre Forest's low skill, low wage economy continues to be one of the district's greatest challenges. The Council alone cannot turn this around and it needs the support of education providers and partners to address the issue.

However since 2012/13, the Council has successfully invested £50k per year in partnership with Kidderminster College to help local small and medium sized enterprises (SMEs) with the cost of taking on a local apprentice, with over 35 apprentices supported since the start of the scheme. This is a step in the right direction in giving our young people an opportunity to get on the employment ladder. As an employer itself the Council has also taken on a number of apprentices who have been successful in their chosen areas.

## **The Challenge Ahead**

- 3.8 Notwithstanding the above, latest evidence suggests that the overall economic performance of Wyre Forest remains below where it should be; with Office of National Statistics (ONS) data showing that private sector employment grew by just 1.2% during the period 2009 to 2012. Furthermore, Wyre Forest suffers from a persistent low wage economy, with the weekly earnings of full time workers within the district amongst the lowest in the UK.

- 3.9 Whilst significant progress against the original ReWyre priorities has been delivered, some of the ambitions identified in the ReWyre Prospectus are still to be realised. There are still major challenges to be tackled, particularly within Kidderminster's traditional retail centre.

#### **4. KEY ISSUES**

##### **ReWyre ReNewed**

- 4.1 To help set a future course for the next five years of the ReWyre initiative and to also guide the Council's future investment in its economic development and regeneration activities, a major conference branded as 'ReWyre ReNewed' took place on 13<sup>th</sup> October 2014 at Spring Grove House in Bewdley. Around 60 delegates from the public, business and education sectors attended the event.
- 4.2 The event was designed to reflect upon the progress against identified priorities in the first five years of the project and to shape the next five years of delivery. The highlight of the conference was a keynote speech from Wayne Hemingway MBE who recounted his experiences of working in the fashion industry and more latterly the urban design field and also gave his views on what constituted good quality design and how to create inspiring spaces that people want to live in. Wayne's involvement helped to create a buzz amongst delegates and also attracted significant media interest with BBC Midlands Today featuring a piece on the conference during its late evening news bulletin.
- 4.3 During the afternoon part of the ReWyre ReNewed conference, delegates were split into three groups enabling them to voice their ideas about key economic development and regeneration priorities for the area. The workshop sessions provoked lively debate and discussion and feedback from the session could be distilled into four areas.
- Supporting new business investment
  - Creating new homes and communities
  - Improving connectivity
  - Encouraging high quality design
- 4.4 A summary of the key points raised against each of these four areas can be found at Appendix 1 to this report.

##### **Direction of travel for ReWyre**

- 4.5 There was a clear consensus at the ReWyre conference that the initiative had made real progress since it was launched, but it was only part way through its journey and there was significant work left to do if some of the many opportunities that were identified in the Prospectus were to be realised.
- 4.6 A number of themes emerged from the conference that will be used to provide a direction of travel for ReWyre as it continues its journey over the next 5 years. Table 1 below presents these themes in more detail.

**Table 1 – Key themes emerging from the ReWyre ReNewed conference**

<p><b>‘Swim at your own risk’</b></p> <p>A conceptual approach that takes inspiration from one of Wayne Hemingway’s key messages drawn from the example of a harbour swimming facility in Copenhagen, which was that local authorities and partners should continue to be bold, brave and not afraid to take off the financial and procedural ‘straightjacket’ when planning the future development of their towns, cities and areas. We should look to harness the creative spirit of its citizens, particularly the younger generation to shape our spaces and communities.</p> <p>In the first five years of ReWyre the district council has ‘risked’ considerable resources to support local economic growth which has had tangible benefit.</p> <p>The Council has recently agreed the creation of an “Evergreen Investment Fund” that will see the investment of Council’s resources continue to support the regeneration in the District.</p> <p>The Council cannot do it on its own, we must now aim to create the environment for others to take their own ‘risks’ too, setting our business community free from the financial and bureaucratic chains that often are only perceived but are not necessarily a reality.</p>	<p><b>Reinforce the retail core of Kidderminster town centre</b></p> <p>Recognition that Kidderminster town centre is in a process of transition brought about by the changing nature of the way people prefer to shop and the success of Weavers Wharf. The role of online shopping is now considerable with the rise of ‘click and collect’ retailers are responding to changing demands; more people are ‘showrooming’ in town centres – looking at goods and then purchasing online, the consequence of which is changing the town centre offer. Town Centres can no longer be just retail centres; they have to be places of quality in which people can gather, converse, eat and drink and enjoy spaces and buildings and enjoy culture and arts. The investment in quality environmental features is vitally important.</p> <p>Kidderminster town centre retail core has shifted, becoming more compact with streets such as Blackwell Street, Coventry Street and Worcester Street becoming more peripheral for shoppers. Businesses, shop owners and agents in these locations must be supported to respond to the changing market place and the Council must re-imagine these spaces for alternative uses.</p> <p>This change has to be embraced and work should continue in the retail core to deliver high quality retail led schemes, quality public realm and spaces, improved connectivity, events and markets, whilst outside the core area the functionality of streets needs to change, embracing residential and leisure possibilities.</p> <p>To complement this activity, work should continue to improve the northern and southern gateways into the town.</p>
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<p><b>Re-imagination of Worcester Street and Bromsgrove Street as part of the wider Eastern Gateway development</b></p> <p>Worcester Street has suffered most in recent years from the changing nature of the town centre and is now characterised by vacant shops and poor public realm. The Eastern Gateway (Bromsgrove Street area) includes a collection of sites and buildings in public ownership, including the Glades Leisure Centre, the former Magistrates Court and indoor market and Medical Centre which are, or will shortly be, surplus to requirements.</p> <p>The re-development of these sites will have a catalytic effect on the wider regeneration of the Eastern side of Kidderminster town centre and it is now proposed that this extend to include the eastern side of Worcester Street.</p> <p>There was consensus at the conference that this area of the town could be better served as a residential area complemented by smaller retail / leisure uses and high quality design and public spaces, with improved connectivity to the nearby Railway interchange. This will require a piece of large scale master planning work to set out a new vision for this part of the town. Furthermore, the re-opening up of Worcester Street to vehicles and the provision of on street parking will also form part of the wider re-imagination of this area of town.</p>	<p><b>‘Economic Gardening’</b></p> <p>Economic Gardening is a term coined predominantly in the United States and is an entrepreneurial approach to economic development that is based upon growing an economy from within. It involves identifying and supporting second stage companies within an area that are growing and have the potential to grow further and providing them with targeted support to help their development.</p> <p>The existing business base within Wyre Forest needs to be nurtured and supported to ensure that businesses can continue to grow, invest and create further employment opportunities for residents. Engagement with the local business community needs to be improved and the Council and its partners need better understand the requirements of business going forward.</p>
<p><b>Creating ‘Generous’ Public Spaces</b></p> <p>Another key message from Wayne Hemingway was that public areas within town centres should not just be empty spaces, but be inspiring and fun places where people want to meet up with friends and family and spend their leisure time. Local authorities should work to ensure that public open spaces are not overburdened with rules and regulations, but encourage people to be creative and</p>	<p><b>Encouraging more business investment into the district and improving skills</b></p> <p>There was recognition at the conference that more work needed to be done to encourage ‘high value’ inward investment into the District, riding on the back of recent successes such as the arrival of Amtek.</p> <p>There should also be a focus on supporting an increase in the number of</p>

engage with the heritage of the area (past and modern).	business start-ups to improve the diversity of the business base. Skills should continue to be an important priority for the district and more work needs to be done to uplift the aspirations of young people and get them into fulfilling careers.
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### **ReWyre - Next 5 years**

- 4.7 The range of ideas and views put forward by stakeholders at the ReWyre ReNewed conference has helped to add clarity to the ReWyre partnership's objectives for the next five years. There needs to be a clear focus on continuing the physical regeneration of the district, improving transport connections, attracting inward investment, supporting the existing business community and upskilling the workforce. There is a clear appetite amongst partners to evolve the ReWyre initiative and ensure it maintains momentum.
- 4.8 A number of Action Areas are proposed that include a range of activities that will form the basis of the ReWyre programme over the next 5 years. These activities complement the themes that came out of the conference. Table 2 below sets out the Action Areas.

**Table 2 – Future ReWyre Action Areas**

<b>Theme</b>	<b>Action Area</b>	<b>Lead organisation(s)</b>
'Swim at your own risk'	<ul style="list-style-type: none"> <li>▪ That the Council continue to lead by example using its own assets to invest in regeneration</li> <li>▪ Continue to embed this philosophy into all of the regeneration activities that partners commission and deliver.</li> <li>▪ Create the environment free of regulation and control that allows others ideas to flourish</li> <li>▪ Create spaces where people want to live and visit and spend their leisure time.</li> <li>▪ Develop a refreshed Regeneration Prospectus outlining long term ambitions for the future.</li> <li>▪ Refresh the existing ReWyre</li> </ul>	ReWyre partners

	Management Board.	
Kidderminster Town Centre /retail core	<ul style="list-style-type: none"> <li>▪ Complete 1<sup>st</sup> phase public realm improvements scheme by October 2015.</li> <li>▪ Demolition of Crown House and expansion of Weavers Wharf Retail Park</li> <li>▪ Kidderminster Railway Interchange improvements</li> <li>▪ Work to encourage Phase 2 of the Churchfields Urban Village concept to come forward.</li> <li>▪ Implement Ring Road Enhancements including traffic calming measures, improvements to junctions and pedestrian links to the town centre.</li> <li>▪ Linked to the above, develop proposals to re-engineer the Southern Gateway into Kidderminster from a land use and highways perspective.</li> </ul>	<p>Wyre Forest District Council (WFDC) / Worcestershire County Council (WCC)</p> <p>Henderson's Real Estate WFDC</p> <p>WCC / Network Rail / LEP's</p> <p>Landowners / WFDC / WCC</p> <p>WCC / WFDC</p> <p>WFDC / WCC / Landowners</p>
Re-imagination of Worcester Street and Bromsgrove Street areas	<ul style="list-style-type: none"> <li>▪ Re-opening of Worcester Street to traffic.</li> <li>▪ Imaginative short term re-use of vacant properties including potential for 'meanwhile space'.</li> <li>▪ New long term vision and regeneration framework for Worcester Street and Eastern Gateway areas incorporating 'exemplar design' principals.</li> </ul>	<p>WCC</p> <p>WFDC + property owners</p> <p>WFDC + public/private land owners</p>
Creating 'Generous' Public spaces	<ul style="list-style-type: none"> <li>▪ Creation of 'Exchange Place' public open space as part of Public realm investment.</li> <li>▪ Develop a 'Music Heritage Trail' around Kidderminster Town Centre.</li> </ul>	<p>WFDC/WCC</p> <p>WFDC</p>



	<ul style="list-style-type: none"> <li>Realise the potential of the Town Hall as a quality performance venue</li> <li>Creation of a multi-functional public open space at the Bullring incorporating open air speciality markets and events.</li> <li>Incorporate a well-designed and multi-functional public space into regeneration proposals for Worcester Street and Bromsgrove Street.</li> </ul>	<p>WFDC</p> <p>Henderson's Real Estate / WFDC</p> <p>WFDC + public/private land owners</p>
Encouraging more business investment into the district and improving skills	<ul style="list-style-type: none"> <li>Complete Phase 2 of the Hoo Brook Link Road to unlock the full potential of the Silverwoods mixed use development site and support the growth of business along the Stourport road corridor.</li> <li>Continue to encourage inward investment into the district focusing on growth sectors and key employment sites.</li> <li>Support local Further Education Colleges and private training providers to provide the right learning opportunities to meet the needs of high value industries.</li> <li>Identify potential sites and funding opportunities to develop new enterprise workspace to facilitate new start-ups and youth entrepreneurial activity.</li> <li>Develop intensive mentoring schemes to help identify and support young entrepreneurs.</li> </ul>	<p>WCC / St. Francis Group</p> <p>WFDC / WCC / LEPs</p> <p>WFDC / WCC / LEPs / FE Colleges and training providers</p> <p>WFDC</p> <p>WFDC/FSB/FE Colleges/Schools</p>
Economic Gardening	<ul style="list-style-type: none"> <li>Support the landmark developments at West Midland Safari and Leisure Park (WMSLP) to boost the local visitor economy.</li> <li>Support the development of</li> </ul>	<p>WMSLP / WFDC</p> <p>WFDC / WCC /</p>

	proposals for SVR 'Halts' at the Silverwoods site and WMSLP to facilitate further business investment and development of tourism opportunities	WMSLP / SVR
	<ul style="list-style-type: none"> <li>Identify 'grow your own' initiatives to support and nurture existing growth companies within the district.</li> </ul>	WFDC / ReWyre partners
	<ul style="list-style-type: none"> <li>Identify potential sites and funding opportunities to facilitate additional 'grow on space' for 2<sup>nd</sup> stage businesses.</li> </ul>	WFDC
	<ul style="list-style-type: none"> <li>Build on the 'Wyre Forest Enterprise Champions' Pay it Forward initiative to encourage business to business support.</li> </ul>	WFDC

## 5. **FINANCIAL IMPLICATIONS**

5.1 The Council is already supporting or leading on the delivery of a number of economic development and regeneration initiatives utilising funds allocated through its budget setting process in 2012/13 and 2013/14.

5.2 An ongoing revenue sum of £100,000 per annum to support economic development activities is already budgeted for through the State of the Area debate finances, but there are a number of potential commitments against this e.g. the local Apprenticeships scheme. The Council also has budgeted for £48,000 per annum to support the delivery of the ReWyre initiatives.

5.3 This budgetary commitment needs to be set in context of the volume of work that needs to be taken forward over the next five years to address the key issues raised by stakeholders at the ReWyre ReNewed conference set out at Appendix 1. For example, to bring forward visioning, masterplanning and transport design work to re-imagine the Worcester Street and Bromsgrove Street areas is a major undertaking and will most likely cost in excess of the existing annual ReWyre budget.

5.4 Having taken into account the views and ideas expressed by partners at the ReWyre ReNewed conference and in the light of the actions identified in Table 2 above, Table 3 below sets out the Council's priorities for the period 2015-19 in addition to those that it is already delivering.

**Table 3 - Priority Economic Development & Regeneration activities/initiatives 2015 – 2019**

<b>Theme</b>	<b>Activity/initiative</b>
Kidderminster Town Centre	<ul style="list-style-type: none"> <li>Realise phase 2 of Churchfields Urban Village – design of transport solution at Horsefair/Blackwell Street.</li> <li>Re-opening of Worcester Street to traffic (de-pedestrianisation scheme).</li> <li>Southern Gateway (includes Green Street Depot and Diamond Buses Depot) – design, transport re-engineering and viability work.</li> </ul>
Re-imagination of Bromsgrove Street / Worcester Street areas	<ul style="list-style-type: none"> <li>Visioning exercise and development of long term regeneration framework and masterplan.</li> <li>Land assembly measures to 'de-risk' the re-development proposals arising from the above work.</li> </ul>
Encouraging more business investment into the district and improving skills	<ul style="list-style-type: none"> <li>Incentivisation packages to entice inward investors onto key development sites (subject to State Aid limits).</li> <li>Development of initiatives to improve the skills of the local workforce and to improve the aspirations of young people.</li> <li>Development work to support a business case for an 'Enterprise Hub' with an emphasis on supporting young people to be entrepreneurs.</li> </ul>
Economic Gardening	<ul style="list-style-type: none"> <li>Development of business support schemes to help existing growing businesses to develop and create more wealth.</li> <li>Development work to support a business case for new growth on space within the district.</li> <li>Develop the business case for mainline train use of SVR line to Bewdley.</li> </ul>

## **6. LEGAL AND POLICY IMPLICATIONS**

6.1 There are no legal or policy implications arising from this report.

## **7. EQUALITY IMPACT NEEDS ASSESSMENT**

7.1 Will be developed as required for initiatives being brought forward.

**8. RISK MANAGEMENT**

- 8.1 The risk associated with individual initiatives will be considered as they are brought forward; overall though the Council risks not being able to meet citizen, business and visitor expectations if it does not continue with the momentum of the ReWyre initiative and this could lead to failure to support local economic recovery to the extent that is necessary.

**9. CONCLUSION**

- 9.1 Wyre Forest District Council already has a well established programme of economic development and regeneration activity following the launch of the ReWyre initiative in 2009 and the State of the Area debates in 2012 and 2013. The ReWyre ReNewed conference held on 13<sup>th</sup> October acknowledged that real progress had been made by the Council and its partners in delivering regeneration benefits to the district and achieving some of the ambitions set out in the original Regeneration Prospectus.
- 9.2 However, the current economic conditions in Wyre Forest mean that further activities are required to improve the overall economic prosperity of the district and to bring forward credible and deliverable plans for a number of key regeneration sites within the area
- 9.3 Wyre Forest's continued low household income levels will not be significantly changed over the next five years, but what we must seek to do through ReWyre ReNewed is to ensure that the decline is halted, and the trajectory is positive. Skills and aspiration are the major challenge to our local economic and social well being and our co ordinate efforts have made some strides in these areas, but there is much more to do.
- 9.4 This report sets out a future direction for the ReWyre partnership as a whole whilst describing a number of initiatives that the Council should seek to pursue subject to its normal budget setting process.

**10. CONSULTEES**

- 10.1 Corporate Leadership Team

**11. BACKGROUND PAPERS**

- 11.1 State of the Area Cabinet Reports 17<sup>th</sup> April 2012 and 23<sup>rd</sup> April 2013.
- 11.2 ReWyre Regeneration Prospectus.

## **Appendix 1 - Feedback from ReWyre ReNewed Autumn conference Workshop sessions**

### **Supporting new business investment**

#### **Key points:**

- The district needs to build on what it already has in the district by working to attract more high value businesses into the area. The district has strengths in advanced manufacturing and there may be the potential to capitalise on recent inward investment success stories.
- The district needs to position itself more effectively to key sectors and show that it is a good place to do business
- Attracting more inward investment is important but the district needs to create more spaces/facilities to support entrepreneurs and allow creative industries to thrive
- The district has a growing visitor economy and is home to a number of important regional assets, however most visitors are 'day trippers' rather than overnight stays
- Need to work pro-actively with employers to encourage them to take on young people and create more apprenticeships
- Can more non retail business activity be encouraged in Kidderminster Town Centre?

### **Creating new homes and communities**

#### **Key points:**

- The district has a number of key strengths which can we built upon to develop new communities i.e. buildings with heritage value, waterways, tourism attractions, parks, proximity to countryside, lower cost of living.
- Kidderminster Town Centre – a number of issues were raised:

The Worcester Street and Bromsgrove Street area needs a complete re-think as it is no longer a viable retail area. Is there an opportunity to create a new residential community with high quality public spaces and areas to socialise?

The town centre offer for young people and families needs to be improved.

There could be an opportunity to create short term uses for vacant shops and properties within the town centre.

- Young people; there is a need to better engage our younger population to enable them to contribute more effectively to society but to also find out what they want to see happen in their area. There is a need to raise the aspirations of young people.

**Improving connectivity**

**Key points:**

- Improving the local road and rail network is still viewed as a key issues.
- Linked to the above is the need for good connectivity to attract advanced manufacturing and other high value industries.
- The Ring Road is still a concrete collar.
- Proposed Severn Valley Railway Halt at West Midlands Safari Park could help to exploit linkages between tourism attractions.
- Need to reduce surface level car parking in Kidderminster Town Centre to better utilise land and reduce town centre congestion.

**Encouraging high quality design**

**Key points:**

- There is a need to bring back the 'kerb appeal' of new developments and street frontages.
- Need a network of well connected streets and spaces.
- Integration of new developments alongside our waterways.
- Empty properties provide an opportunity for imaginative re-design/re-use.
- Need to 'plant a seed' to help people see what the future could like for key sites i.e. Worcester Street / Bromsgrove Street.
- Promote exemplar design on key development sites.

**WYRE FOREST DISTRICT COUNCIL**

**Cabinet  
16<sup>th</sup> December 2014**

**Overview and Scrutiny Committee  
6<sup>th</sup> November 2014**

**Joint Worcestershire Regulatory Services (WRS) Task Group Final Report**

The Committee received a summary of the decision made in respect of the recommendations from the Joint WRS Task Group.

**Recommend to Cabinet:**

**That the Joint Worcestershire Regulatory Services (WRS) Task Group Final Report be noted.**

**Background papers:**

Report to the Overview and Scrutiny, Thursday 6<sup>th</sup> November 2014

<http://www.wyreforest.gov.uk/council/meetings/com193.htm#mt7490>