

**Open**

# **Cabinet**

**6pm**  
**Tuesday, 7th February 2017**  
**Council Chamber**  
**Wyre Forest House**  
**Finepoint Way**  
**Kidderminster**



**Wyre Forest** District Council



## **Cabinet**

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

<b>Councillor M J Hart</b>	<b>Leader of the Council &amp; Strategy</b>
<b>Councillor I Hardiman</b>	<b>Deputy Leader &amp; Planning &amp; Economic Regeneration</b>
<b>Councillor R J Vale</b>	<b>Operational Services</b>
<b>Councillor N J Desmond</b>	<b>Resources</b>
<b>Councillor J Smith</b>	<b>Health Well-Being &amp; Housing</b>
<b>Councillor S Fearn</b>	<b>Transformation &amp; Change</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 Friday 17<sup>th</sup> February 2017.*

Councillors wishing to "call in" a decision on this agenda should contact Lynette Cadwallader, Committee Services Officer, Wyre Forest House, Finepoint Way, Kidderminster. Telephone: 01562 732729 or email [lynette.cadwallader@wyreforestdc.gov.uk](mailto:lynette.cadwallader@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 Lynette Cadwallader, Committee Services Officer, Wyre Forest House, Finepoint Way, Kidderminster, DY11 7WF. Telephone: 01562 732729 or email [lynette.cadwallader@wyreforestdc.gov.uk](mailto:lynette.cadwallader@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**

This meeting is being filmed\* for live or subsequent broadcast via the Council's website site ([www.wyreforestdc.gov.uk](http://www.wyreforestdc.gov.uk)).

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

You should be aware that the Council is a Data Controller under the Data Protection Act 1998. The footage recorded will be available to view on the Council's website for 6 months and shall be retained in accordance with the Council's published policy.

**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.**

\* Unless there are no reports in the open session.

Wyre Forest District Council

Cabinet

Tuesday, 7th February 2017

Council Chamber Wyre Forest House, Finepoint Way, Kidderminster

Part 1

Open to the press and public

Agenda item	Subject	Page Number
1.	<b>Apologies for Absence</b>	
2.	<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.	
3.	<b>Minutes</b>  To confirm as a correct record the Minutes of the meeting held on the 20th December 2016.	7
4.	<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.	
5.	<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.	
6.	<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 30 <sup>th</sup> January 2017. (See front cover for contact details).	



<b>7.</b>		
<b>7.1</b>	<p style="text-align: right;"><i><b>Councillor N Desmond</b></i></p> <p><b>Results Of Budget Consultation, Alternative Budgets And Recommendations From The Cabinet Financial Strategy Advisory Panel</b></p> <p>To consider a report from the Chief Financial Officer on the results of the budget consultation exercise launched following the presentation of the Financial Strategy 2017/20 to Cabinet on the 20<sup>th</sup> December 2016, alternative budget proposals and recommendations from the Cabinet Financial Strategy Advisory Panel from their meeting on the 26<sup>th</sup> January 2017.</p>	15
<b>7.2</b>	<p><b>Medium Term Financial Strategy 2017/20</b></p> <p>To consider a report from the Chief Financial Officer updating Cabinet on the Medium Term Financial Strategy 2017-20 and make recommendations to Council on the proposed budget decision. Also to consider the report of the Chief Financial Officer in respect of statutory duties placed on Local Authority Chief Financial Officers in relation to budget setting and monitoring.</p>	35

<b>8.</b>		
<b>8.1</b>	<p style="text-align: right;"><i><b>Councillor I Hardiman</b></i></p> <p><b>Disposal of Land at Lion Fields</b></p> <p>To consider a report from the Head of North Worcestershire Economic and Regeneration agreeing the process for the redevelopment and disposal of Parcel 1 of Lion Fields, Kidderminster which forms part of the Kidderminster Eastern Gateway Development Framework.</p> <p>To also consider the recommendations from the Overview and Scrutiny Committee from its meeting on 2nd February 2017.</p>	73

<b>9. Recommendations from Committees</b>		
<b>9.1</b>	<p><b>Overview and Scrutiny Committee, 2<sup>nd</sup> February 2017.</b></p> <p><b>To follow (if any)</b></p>	-

<b>10.</b>	<p><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></p>	
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<b>11.</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>12.</b>		
<b>12.1</b>		
<b>13.</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>	

**WYRE FOREST DISTRICT COUNCIL  
CABINET**

**COUNCIL CHAMBER, WYRE FOREST HOUSE, FINEPOINT WAY, KIDDERMINSTER  
20TH DECEMBER 2016 (6 PM)**

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**Present:**

Councillors: M J Hart (Chairman), N J Desmond, S E Fearn, I Hardiman, J D Smith and R J Vale.

**Observers:**

Councillors: J-P Campion, H E Dyke, N Knowles, S Miah and F M Oborski MBE.

**CAB.51 Apologies for Absence**

There were no apologies for absence.

**CAB.52 Declarations of Interests by Members**

No declarations of interest were made.

**CAB.53 Minutes**

**Decision: The minutes of the Cabinet meeting held on 22nd November 2016 be confirmed as a correct record and signed by the Chairman.**

**CAB.54 Call Ins**

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

**CAB.55 Items Requiring Urgent Attention**

There were no items requiring urgent attention.

**CAB.56 Review of District Car Parks 2016**

A report was considered from the Director of Community Well Being and Environment which considered arrangements for District car parking following a comprehensive review and to agree the schedule of charges for the Council's pay and display car parks and season ticket charges for inclusion in the 2017/18 budget, to take effect from October 2017.

The Cabinet Member for Operational Services led Members through the report and explained that the proposed changes would simplify the existing system of car parking charges across the District and would achieve an increase in net income for the Council to help close the gap in the Medium Term Financial Strategy. She added that the changes maintained a fair and equitable approach across the District. The proposed changes to car parking were estimated to produce a positive contribution of approximately £70,000 to £75,000 per year.

The Cabinet Member for Operational Services confirmed that the Council was committed to maintaining free car parking in Wyre Forest and that free parking for 1 hour would be available in 7 car parks across the District, a generous proposal which was not offered by all Councils.

The Leader of the Council echoed the comments of the Cabinet Member for Operational Services and added that the proposals had been the subject of debate over a number of months, having been discussed at the Cabinet Financial Advisory Review Panel and in the public domain at the Overview and Scrutiny Committee.

He confirmed that a free day's car parking was introduced in 2013 and had not had the desired effect of encouraging people into the towns. He emphasised that the proposals were fair and consistent, particularly when compared to other districts, and commended the work of Council Officers and the Cabinet Member for Operational Services for their hard work.

A lengthy debate ensued. The Cabinet Member for Resources re-iterated that the car parking proposals have been deliberated on for many months and was confident that the proposals would incentivise users to use car parks and generate income for the Council to protect front line services.

The Deputy Leader and Cabinet Member for Planning and Economic Regeneration agreed that the proposals would simplify the existing car park system and was a better approach to raise revenue than increasing Council Tax costs, as not all residents of Wyre Forest could drive. The Cabinet Member for Transformation and Change clarified that the Council does not charge for car parking after 6.30 pm, unlike other districts, thus the proposals would benefit a wide range of people and were fair and generous.

Councillor Oborski MBE presented the Leader of the Council with a petition from the Parishioners of St Mary's and All Saints Church, Kidderminster, against the proposed change of free car parking on Sundays from 90 minutes to 60 minutes. Councillor Oborski MBE read out a letter from the Canon Reverend Rose Lawley of Kidderminster Parish Church Team Ministry, which advised that the car park next to St Mary's church occupies the land where the church hall once stood, and suggested that anything less than 90 minutes free parking would not be viable for members of the congregation to attend services. Councillor Oborski added that she would like to see evaluations of Officers work on the impact of the free initiative, to which the Leader of the Council added that he would provide comments in due course.

Councillor Campion commented that he supported the proposals as such strategic change played an important role in economic regeneration for the District, and added that whilst he has respect for those that attend St Mary's Church it would be unfair to provide free car parking for some faiths and not others.

In answer to a Member query, the Cabinet Member for Operational Services confirmed that the data evidence gathered whilst forming the proposals was not anecdotal. She clarified that data had been gathered on the number of tickets generated and had no concerns regarding the validity of evidence.

The Leader of the Council stated that whilst he sympathised with members of St Mary's and All Saints Church, the proposals were fair and equitable for all members of the public. He emphasised that there would still be 60 minutes free parking and that the Overview and Scrutiny Committee had supported the proposals, without amendment at their meeting on 1<sup>st</sup> December 2016.

**Decision:**

**In line with the recommendations from the Overview and Scrutiny Committee, 1<sup>st</sup> December 2016**

- 1 To include the proposed schedule of car park and season ticket charges outlined in 4.8 and 4.9 of the report to Cabinet in the budget proposals for 2017/18, to take effect from October 2017.**
- 2 The re-designation of all car parks in the District to SHORT or LONG stay car parks be agreed.**
- 3 The Wyre Forest District Council (Off Street Parking Places) Order 2016 (no 2) be amended and consulted upon to accommodate the changes in recommendations 1 and 2 as necessary, together with any further minor drafting amendments which, in the opinion of the Director for Community Well Being and Environment are required and that the Cabinet Member for Operational Services be given delegated authority to consider any representations made as a result of the public consultation and to finalise the revisions to the Order.**

**CAB.57 Medium Term Financial Strategy 2017-20**

A report was considered from the Chief Financial Officer which provided the Cabinet with financial information in order to make proposals for the Budget Strategy for the period 2017-20.

The Cabinet Member for Resources led Members through the report and stated that the proposals were for a budget that was bold in outlook and would invest in the future of the Council and the District.

The Cabinet Member for Resources set out the context of the proposals and confirmed that the way in which Local Government was funded had radically altered. The figures for negative Revenue Support Grant (RSG) remained as previously forecast from 2019-20, a reduction of over £1 million in Government funding from 2016-17 to 2019-20. He added that the funding stream has been further weakened by changes to the way the New Home Bonus is calculated. The impact of the introduction of a national baseline of 0.4% below which funding allocations would not be made meant that the first new 163 new homes built would not qualify for the New Homes Bonus funding. In financial terms, this was a reduction of almost £600,000 over three years. The Cabinet Member for Resources confirmed that the funding gap would rise steeply from 2018-19 and although he recognised that the future would be a challenge he confirmed that the Council had a strong track record of making the necessary savings, having already saved over £5 million in the last 5 years. He added that it was imperative that further savings would be made in a calm, measured and strategic way.

The Cabinet Member for Resources confirmed that the budget was both bold and radical and would grow income for the Council whilst supporting Economic Regeneration. He highlighted 2 significant policy areas that represented a radical approach to business growth and provided the Council with an opportunity to take a proactive role in property investment: namely the policy on Loans to Third Parties which would help realise housing projects and regeneration across the District. The second new policy area was for a maximum sum of £25 million to create a Capital Portfolio Fund which would enable the Council to invest in Economic Regeneration and Housing projects to help generate income to protect frontline services. Expenditure for both of these areas would be considered on an individual case and be approved by Cabinet and independent financial experts. He emphasised that the Cabinet gave a commitment that each business case would be considered by Members of the Overview and Scrutiny Committee, and any capital changes reported to the Treasury Management Review Panel.

Councillor Campion left the meeting at 6.59 pm and returned at 7pm.

The Cabinet Member for Resources added other notable investments as part of the budget proposals included proposals for the first stage of investment at the Council's Green Street site to allow for essential maintenance of health and safety improvements and improve office accommodation, an investment in recreational areas including Brinton Park and an allocation of funding for the Master Plan at Stourport Riverside which would set out a vision for the future development of this site and the District as a whole.

He emphasised that the proposed budget was strategic in its outlook and invested in the future of the District by putting income generation at its core. He thanked the Chief Executive, the Chief Financial Officer and the Corporate Leadership Team for their input and continued advice over what had been a difficult number of years financially.

The Leader of the Council thanked the Cabinet Member for Resources for his comprehensive outline and confirmed that the proposals included a Council Tax freeze and would provide money for the Localism Fund and the Community Leadership Fund, and highlighted the cross party support for the transfer of assets for paddling pools provision to Town Councils.

Councillor Campion left the meeting at 7.17 pm

The Leader of the Labour Group addressed the Cabinet and commented on various points, including the approval of the new Council Policy on loans to third parties, which he supported in principle.

Further to the comment from the Cabinet Member for Resources that business cases would be considered by Members of the Overview and Scrutiny Committee, the Chairman of the committee suggested that it would be beneficial if legal representation could be present at those meetings, as large sums of money would be considered.

The Cabinet Member for Resources thanked Members of both the Cabinet and the Opposition Groups for their helpful and constructive comments

**Decision:**

- 1. The fees and charges as set out in Appendix 4 – Part 1 of the report to Cabinet be noted.**

**The following be endorsed and recommended to the Cabinet Financial Strategy Advisory Panel for scrutiny:**

- 2 The Council's updated Medium Term Financial Strategy;**
- 2.1 Cabinet Proposals – taking into account the impact on the Council's Capital and Revenue Budgets for 2017-20 (Appendix 3 of the report to Cabinet) including;**
  - a) Approval of the new Council Policy on Loans to Third Parties to support our corporate priority of regeneration and economic development as set out in Appendix 3/1 of the report to Cabinet;**
  - b) Approval of the new Council Policy to create a Capital Portfolio Fund to support our corporate priority of regeneration and economic development and to create a net revenue income stream as set out in Appendix 3/2 of the report to Cabinet;**

**and that the approval of both in-principle decisions on a) Policy on Loans to Third Parties and b) Policy to create a Capital Portfolio Fund includes:**

- i) That an initial allocation of £10m to support progression of the policy on Loans to Third Parties and £25m to support progression of the policy of a Capital Portfolio Fund is made to the capital programme in 2017-18, this being a maximum sum in both cases. Expenditure will be subject to specific approval of the business case for each proposal by the Cabinet following consideration by Overview and Scrutiny Committee and due diligence.**
- ii) That the financing of such expenditure be delegated to the Chief Financial Officer and that requisite amendments are made to the revenue budget to reflect potential financing costs (likely to be PWLB loan finance) and income streams to support the initial capital allocation in a) and b) above.**
- iii) That subject to this approval, delegation is given to the Chief Financial Officer to make the requisite updates to the Financial Regulations and Treasury Management Service Strategy (TMSS) in due course.**
- c) Approval of the Community Leadership Fund for 2017-18 of £33,000;**
- d) Proposals for capital investment into the Green Street Depot site of up to a maximum of £1.1m for Phase 1 of works to update the asset to an improved standard and to provide more potential for increased commercial viability for the depot service. Proposals for a second phase for further investment will be subject to approval of a full business case in due course;**
- e) Approval of £100,000 of capital funding towards a Heritage Lottery Bid of up to £3m for the development of Brinton Park;**
- f) Approval of a further Localism Fund allocation of £50,000 in 2017-18;**
- g) Approval of funding of £25,000 for a Master Plan for Stourport Riverside in 2017-18.**
- h) Approval of increased targets for savings under the Wyre Forest Forward Programme in 2017-18 onwards (paragraph 7.2 of the report to Cabinet).**



- 2.2 The level of net expenditure and resultant Council Tax for 2017-20 as per paragraph 7.3 of the report to Cabinet;**
- 2.3 The fees and charges in line with this strategy and the impact on the Council's Revenue Budget for 2017-20, as shown in Part 3 of Appendix 4 of the report to Cabinet;**
- 2.4 The Base Capital Programme and Vehicle, Equipment and Systems Renewals Schedule as set out in Appendix 6, Appendices A and B of the report to Cabinet;**
- 2.5 The variations to the Capital Programme and Vehicle, Equipment and Systems Renewal Schedule in accordance with the Council's Budget Process.**
- 2.6 The Revised Efficiency Plan as set out in Appendix 7 of the report to Cabinet.**
- 3 The fees and charges as set out in Appendix 4 – Part 2 of the report to Cabinet be approved.**
- 4 That, if no asset transfers can be agreed by 7<sup>th</sup> February 2017 on the basis outlined in paragraphs 4.20 – 4.23 of the report to Cabinet, the paddling pools in Wyre Forest will cease to be operated from April 2017 and the revenue budget for them will be removed.**

**CAB.58 Town Centres Busking Policy**

A report was considered from the Town Centre Manager to approve a new Code to regulate buskers across the district (principally in Kidderminster Town Centre)

The Deputy Leader and Cabinet Member for Planning and Economic Regeneration led members through the report. He emphasised that Buskers were welcomed in Town Centres and a specifically defined framework was required to deal readily and fairly with busking in the District. He added that the key issue of amplified entertainment must be addressed to ensure that music was not too loud or too near to local business premises. He stressed that although good quality entertainment can enhance the town centres, busking must not deter customers from visiting business premises.

The Deputy Leader and Cabinet Member for Planning and Economic Regeneration thanked Members of the Overview and Scrutiny Committee for prompting the inclusion of condition 6 of the Buskers Code, reference to buskers not being under the influence of alcohol or other substances.

The Chairman of the Overview and Scrutiny Committee thanked the Town Centres Manager for the concise Buskers Code which was much needed, and hoped that it will be adhered to by buskers.

**Decision:**

**In line with the recommendations from the Overview and Scrutiny Committee, 1<sup>st</sup> December 2016**

**The Wyre Forest District Buskers Code (Appendix 1 of the report to Cabinet ) be approved.**

There being no further business, the meeting closed at 7.40 pm.

**WYRE FOREST DISTRICT COUNCIL**

**CABINET**

**7th FEBRUARY 2017**

**RESULTS OF BUDGET CONSULTATION, ALTERNATIVE BUDGETS AND  
RECOMMENDATIONS FROM THE CABINET FINANCIAL STRATEGY ADVISORY  
PANEL**

<b>OPEN</b>	
<b>CABINET MEMBER:</b>	Councillor N J Desmond
<b>RESPONSIBLE OFFICER:</b>	Chief Financial Officer Tracey Southall Ext 2100 <a href="mailto:tracey.southall@wyreforestdc.gov.uk">tracey.southall@wyreforestdc.gov.uk</a>
<b>Appendix 1</b> <b>Appendix 2</b>  <b>Appendix 3</b>	Budget Consultation Results Labour Party Alternative Budget Proposals Independent and Liberal Democrat Alternative Budget Proposals <i>The appendices to this report have been circulated electronically and a public</i>

**1. PURPOSE**

- 1.1 To consider the results of the budget consultation exercise launched following the presentation of the Financial Strategy 2017/20 to Cabinet on the 20<sup>th</sup> December 2016, alternative budget proposals and recommendations from the Cabinet Financial Strategy Advisory Panel from their meeting on the 26<sup>th</sup> January 2017.

**2. RECOMMENDATIONS**

The Cabinet is asked to **NOTE** the recommendations of the Cabinet Financial Advisory Panel on:

- 2.1 The results of the budget consultation exercise and the alternative budget proposal as detailed within the report and appendices.

**3. BACKGROUND**

- 3.1 Following the consideration of the Financial Strategy 2017/20 on 20<sup>th</sup> December 2016 there has been extensive consultation on the proposals. The purpose of this report is to feed back to Cabinet the results of the consultation to inform final recommendations on the budget to Council later this month. The main groups which have been consulted are:

- Council Tax Payers, Business Rate payers and Staff
- Other Members of the Council
- Partners including Town and Parish Councils

3.2 This report summarises the responses received.

#### **4. SUMMARY OF BUDGET CONSULTATION RESULTS**

4.1 The Council has invited comments on the budget proposals presented to Cabinet on the 20<sup>th</sup> December 2016. A total of 229 respondents accessed the consultation. A summary of the responses is shown below. More detailed analysis is available in Appendix 1.

#### **5. BUDGET CONSULTATION RESULT DETAILS**

5.1 The Council has invited comments on the budgets proposals presented to Cabinet on the 20<sup>th</sup> December 2016. A total of 229 respondents accessed the consultation. A summary of the responses (top two categories of response) is shown below. A full list of the questions and more detailed analysis is available in Appendix 1.

***Question 1: Do you support a Council tax freeze for the District Council part of your bill in 2017/18?***

Strongly Support	32%
Support	26%

***Question 2: Investing in the future of Wyre Forest. Loans to third parties £10m Capital Fund proposal.***

Strongly Support	19%
Support	45%

***Question 3: Do you support the creation of a new £25 million Capital Property Portfolio Fund?***

Strongly Support	22%
Support	47%

***Question 4: We propose investing £1.1 million in the depot site to continue to develop our commercial arm including increasing rental income from office space and business units. Do you support investment to help develop the council's commercial services?***

Support	37%
Strongly Support	49%

***Question 5: We propose making Wyre Forest Forward Savings of £100,000 in 2017/18, £150,000 in 2018/19 and £200,000 in 2019/20. Do you agree with making savings of £100,000 in 2017/18 with further savings in the following two years?***

Support	14%
Strongly Support	37%

**Question 6: Helping our communities provide Services. Do you support the proposal to top up the single fund for Parish and Town Councils and other community organisations?**

Support	25%
Strongly Support	42%

**Question 7: Do you agree that the Community Leadership Fund should continue in 2017/18?**

Support	21%
Strongly Support	42%

**Question 8: Brinton Park Lottery Bid allocation of £100,000 Capital Funding**

Support	33%
Strongly Support	39%

**Question 9: Master plan for Stourport investment of £25,000**

Support	31%
Strongly Support	40%

## **6. KEY ISSUES**

- 6.1 In making the final recommendation to Council on the Financial Strategy 2017/20 the Cabinet will consider the recommendations from the Cabinet Financial Strategy Advisory Panel that they note the budget consultation results as set out in this report and the alternative budget proposal contained in Appendix 2.

## **7. FINANCIAL IMPLICATIONS**

- 7.1 There are no direct financial implications.

## **8. LEGAL AND POLICY IMPLICATIONS**

- 8.1 None.

## **9. EQUALITY IMPACT NEEDS ASSESSMENT**

- 9.1 An equality impact assessment screening has been undertaken and it is considered that there are no discernible impacts on the nine equality strands.

## **10. RISK MANAGEMENT**

- 10.1 It is good practice to determine the views of Council Tax payers in making

determinations on the budgets.

**11. CONCLUSION/FURTHER CONSIDERATIONS**

- 11.1 The Council continues to engage with the public, staff, other Members and various stakeholders in setting the direction of the Council. In these times of financial austerity difficult choices will be required on selective reductions in costs in line with the Council's priorities. The total number of people accessing the budget is relatively high but disappointingly lower than last year (last year there were around 375 responses) and can be considered to be a representative sample of overall public opinion. All but one of the respondents took part in the survey online. Around 200 paper copies were made available at public buildings in all three key towns across the district. Only a single paper response was returned (27 respondents sent back paper copies of the completed survey last year).
- 11.2 Of the proposals received support with a minimum of 51% supporting or strongly supporting every proposal. The proposal that received the strongest support was for the council to invest in the Green Depot Site to help develop the council's commercial services – with 86% of respondents either supporting or strongly supporting this proposal (Question 4).
- 11.3 Similarly there was a clear majority support for the council to support the funding towards the Heritage Lottery Fund bid for Brinton Park – with 72% of respondents either supporting or strongly supporting this proposal (Question 8).
- 11.4 The council's proposed council tax freezes for 2017/18 also won support from the majority of respondents. Those supporting or strongly supporting a council tax freeze were 58% (Questions 1).
- 11.5 The policy proposals for Loans to Third Parties and the Capital Portfolio Fund were both supported by the majority of respondents with 64% either supporting or strongly supporting Loans to Third Parties and 69% for the Capital Portfolio Fund.

**12. CONSULTEES**

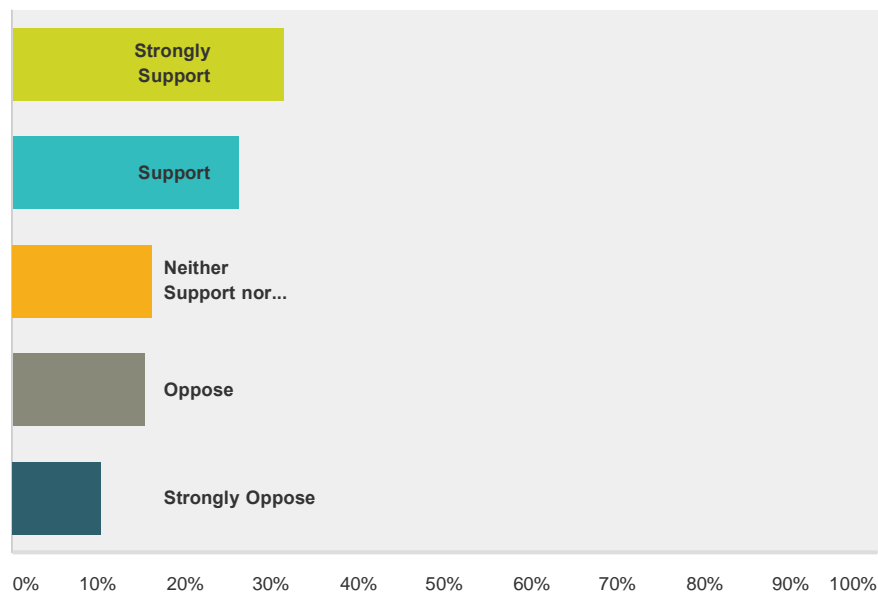
- 12.1 Corporate Leadership Team  
12.2 Cabinet

**13. BACKGROUND PAPERS**

- 13.1 Cabinet Report on the Medium Term Financial Strategy 2017/20 December 20<sup>th</sup> 2016  
13.2 Agendas and Minutes of the Cabinet Financial Strategy Advisory Panel

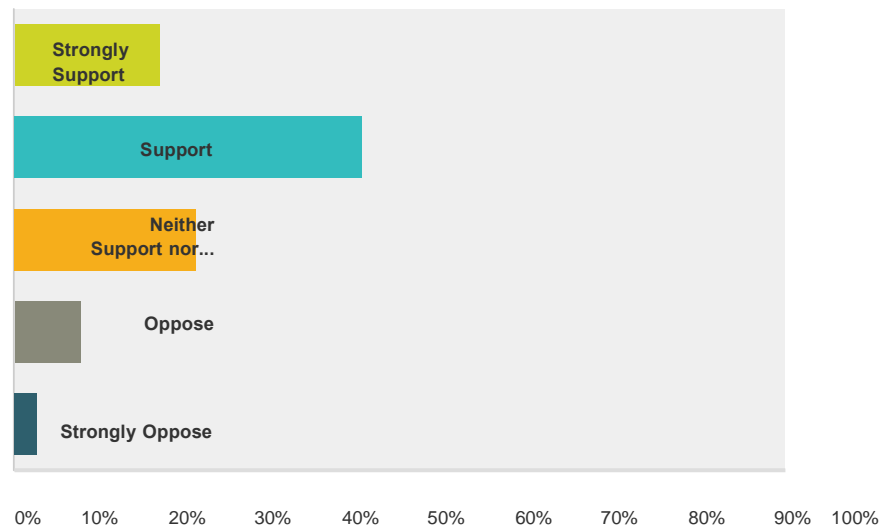
**Wyre Forest District Council**  
**Budget Consultation Results February 2017**  
**In total 229 respondents accessed the campaign**

**Q1** Do you support a Council Tax freeze for the District Council part of your bill in 2017-18 for the second consecutive year?



## **Q2 Investing in the future of Wyre Forest**

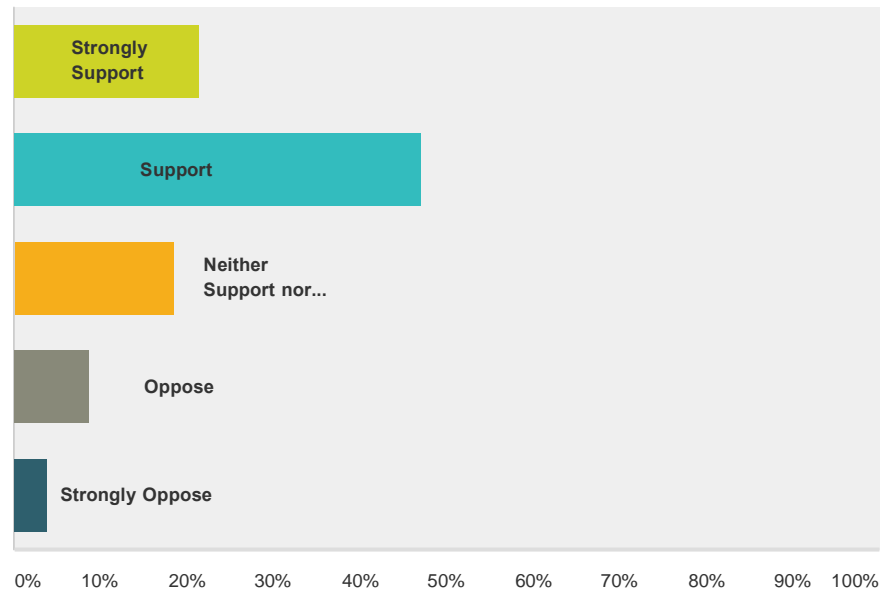
The economic regeneration of Wyre Forest District continues to be one of our key corporate priorities. In recent years we have successfully worked with partners to improve our town centres, develop new recreational facilities and invest in infrastructure, such as the new Hoo Brook link road, which has opened up the district for commercial investment. We want to continue this further and work even more closely with private and third party organisations to create new jobs and build much needed additional homes for families. We want to secure further commercial and housing regeneration and propose creating a new fund of up to £10 million to provide loans to third parties for proposals that contribute towards the district's successful economy. As well as providing affordable loans and attracting inward future investment the interest rates charged will create modest additional income that can be invested in services. Do you support the creation of a £10million Capital Fund for loans to third parties?





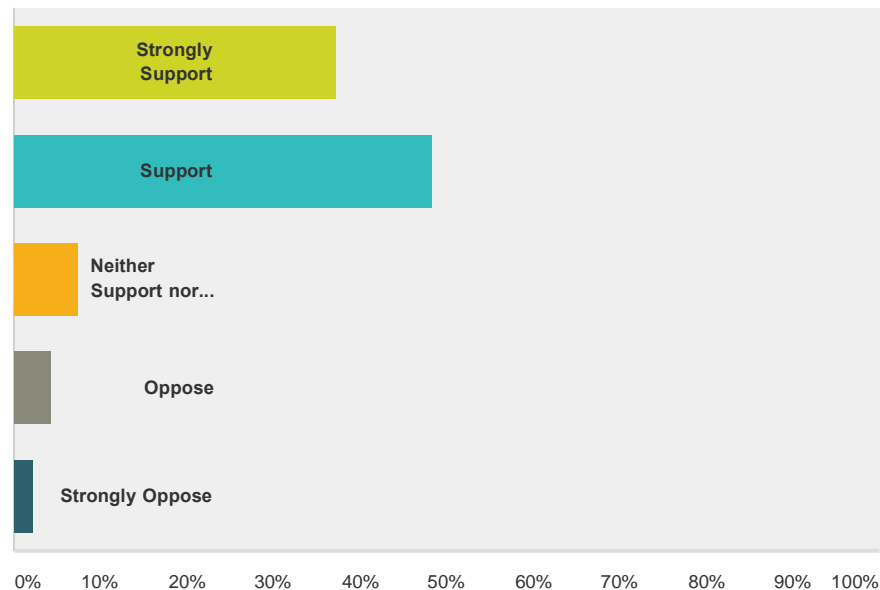
### **Q3 Capital Portfolio Fund**

We also want to create a new £25 million Capital Portfolio Fund to buy existing or new capital property assets that will generate revenue for the council and help to improve future economic wellbeing and housing. Each funding proposal will be subject to a detailed business case which will include a full financial evaluation. Do you support the creation of a new Capital Property Portfolio Fund?



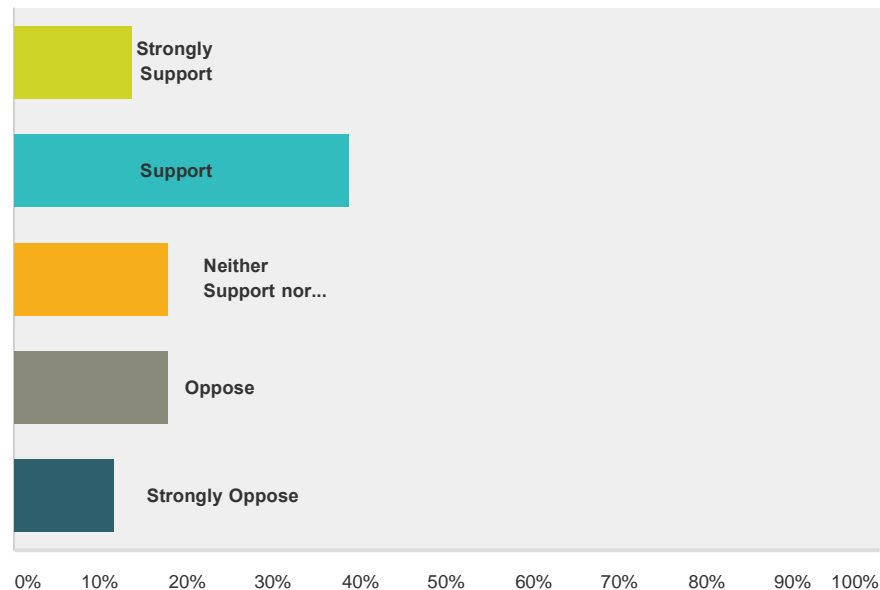
**Q4 Generating Income and Investing in Green Street Depot**

The way local government is funded from central government is changing, meaning local councils are having to innovate and generate new income streams to pay for public services. We have successfully increased income by offering some of our Depot services on a more commercial basis. We now offer MOT testing, tree work, driver training, landscaping, trade waste to name but a few. We also sell additional services to residents, such as bulky collections, garden waste etc. We propose investing £1.1 million in the depot site to continue to develop our commercial arm including increasing rental income from office space and business units. Do you support investment to help develop the council's commercial services?



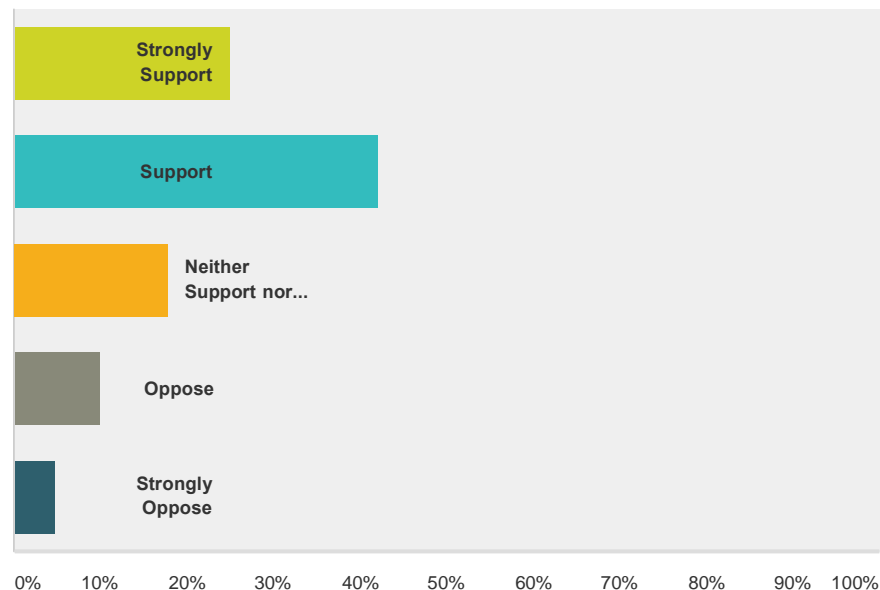
**Agenda Item No. 7.1**  
**Appendix 1**

**Q5** The Council has already made more than £5 million in savings since 2010 through measures such as: reducing the number of managers; moving to fortnightly collections for domestic waste; reviewing employees' terms and conditions; sharing service delivery with other local authorities and devolving responsibility for local assets and services to parish and town councils and community organisations. The Council needs to continue to make savings to balance the books and take into account government proposals to reduce funding. We propose making Wyre Forest Forward Savings of £100,000 in 2017/18, £150,000 in 2018/19 and £200,000 in 2019/20. Do you agree with making savings of £100,000 in 2017/18 with further savings in the following two years?



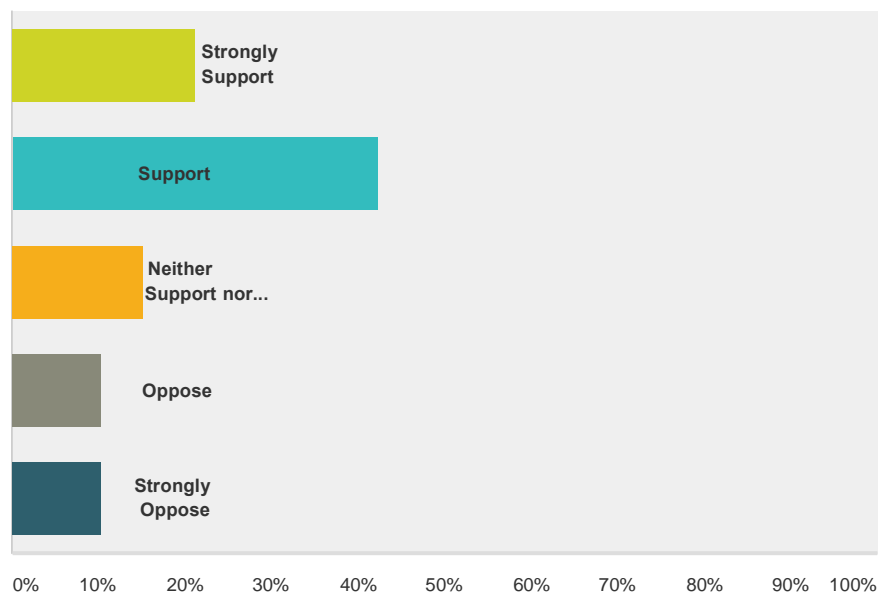
**Q6 Helping our communities provide services**

Over the last few years we have set aside £50,000 to help Parish and Town Councils provide grass roots services in their area, including services the District Council may have traditionally carried out in the past. We propose to continue with this scheme helping local community groups and organisations wishing to work in partnership with us and top up the Localism Fund to a further £50,000 in 2017/18. Do you support the proposal to top up the single fund for Parish and Town Councils and other community organisations?



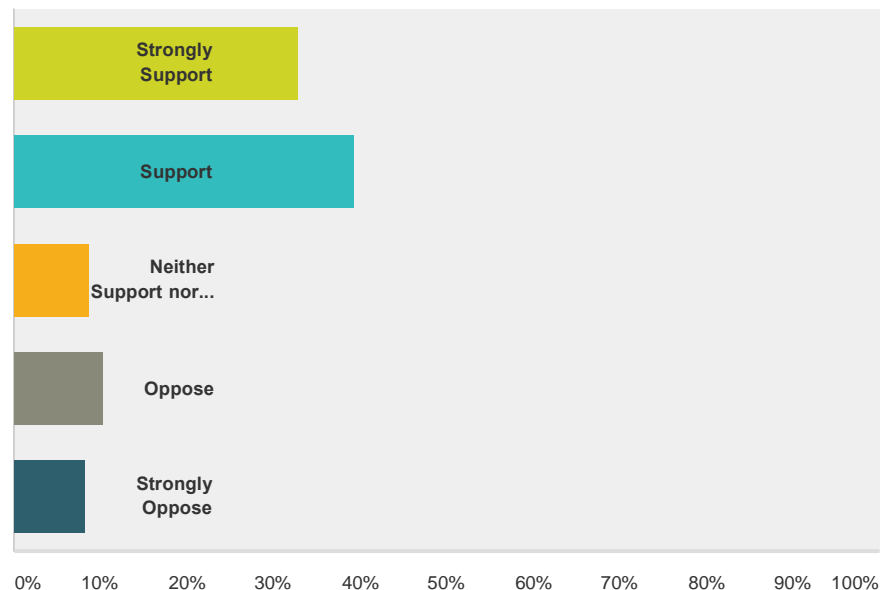
**Q7 The Community Leadership Fund**

More than 100 Wyre Forest community organisations and charities have benefitted from financial assistance from the Community Leadership Fund in 2016. Each councillor is allocated £1,000 to distribute to worthwhile causes and projects in their ward and/or for the benefit of the district. Do you agree that the Community Leadership Fund should continue in 2017/18.



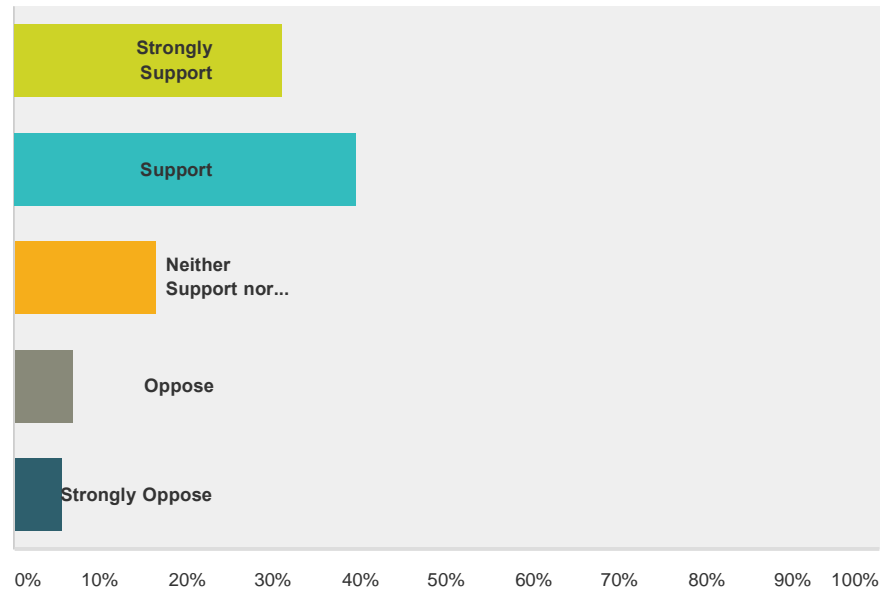
### **Q8 Brinton Park Lottery Bid**

We propose allocating £100,000 capital funding to support a bid of up to £3 million to the Heritage Lottery Fund to pay for a major revamp and redesign of Brinton Park, recreating the Meredith original designs and enhancing the park's heritage features. The bid will help harness contributions from local businesses and the community to maximise the amount of Lottery funding available. Consultation on the proposed scheme shows a high demand for a café in the park, which could create a new income stream for the council. Do you agree to support the funding towards the Heritage Lottery Fund bid?

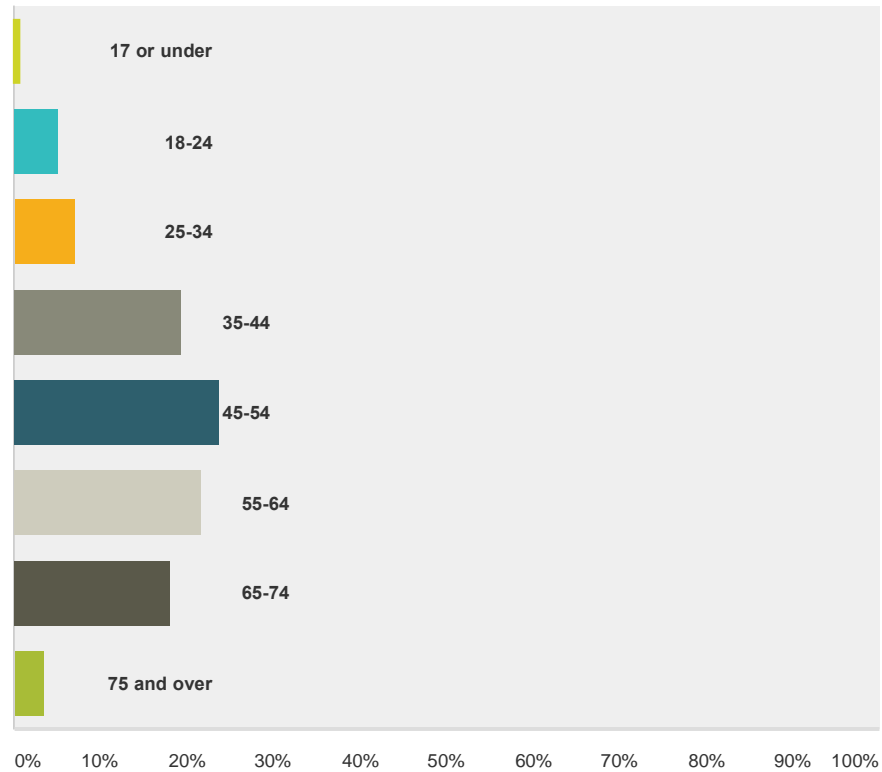


**Q9 Masterplan for Stourport Riverside**

We propose investing £25,000 to produce a masterplan for the future development of Stourport riverside, setting out how facilities could be enhanced for residents and increased income generated from the thousands of visitors who enjoy coming to the town each year. Do you agree with supporting the masterplan?

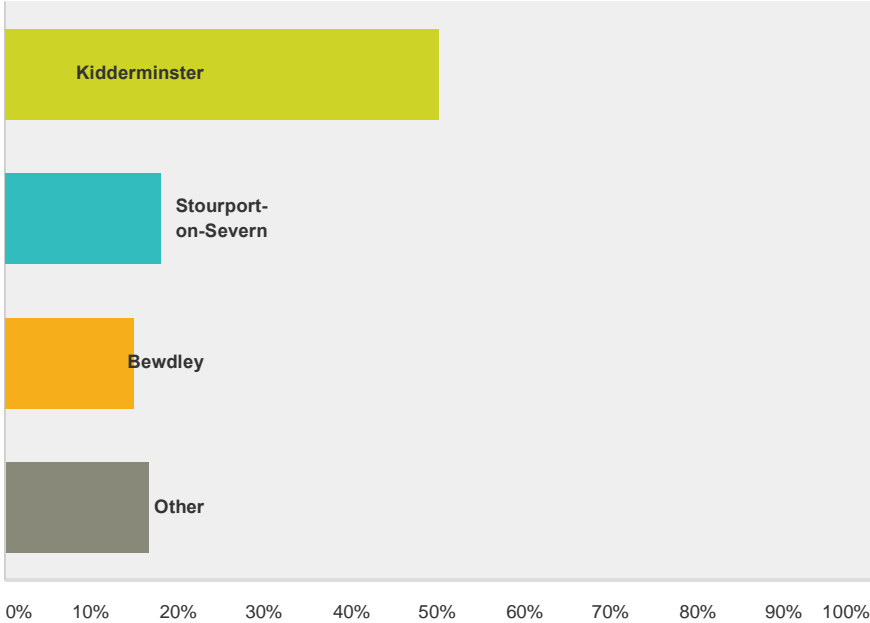


### Q10 What is your age group?





Q11 Where do you live?



# **Cabinet Financial Strategy Advisory Panel 10<sup>th</sup> January 2017**

## **Budget 17/18**

### **Labour Group**

Council believes that fair taxation, raised in order to provide public services for all, is a basic element of civilised living in modern society.

The link between taxation and representation is also fundamental. Those who are elected to public office and entitled to spend money on public services should be directly accountable to the electorate for the money raised for that purpose. Therefore, Council believes that income generated directly from its own decisions on the level of Council Tax, business rates, fees and charges, is the best means of generating income.

Council notes that, if a greater reliance had been placed on Council Tax as a generator of income in five of the previous seven financial years, the base budget for 17/18 would be c£570,000 greater than it is now, therefore reducing the level of cuts to services expected to have to be made by 19/20.

Council expresses strong reservations about deriving income streams from investment in property assets outside the district, because it is not derived from a source as transparent and accountable as Council Tax, etc.

However, given the realities of local government finance in the period at least to 19/20, Council welcomes the intention to provide funds to invest in industry within the district, as has already been initiated in current proposals for business units and in housing, with their consequence of income generation through taxation. In the case of housing, Council expresses a particular interest in the example of Wealden District Council, but with the caveat that, given its wider responsibilities in the field of housing, Council is keen to express its commitment to social housing provision by housing associations in Wyre Forest, and gives the assurance that it will play as full a role as possible in providing new homes by, for example, providing funding, land and using its Planning powers to their full extent.

#### **Draft Labour Amendment to Wording of Budget Proposal**

Council invites the Cabinet to consider adopting a model for housing property investment akin to the model chosen by Wealden District Council.

<b>CABINET PROPOSALS DECEMBER 2016 (UPDATED)</b>				
	<b>Revised 2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
Net Expenditure on Services updated to Feb 7th	<b>12,681,140</b>	<b>12,360,210</b>	<b>12,131,100</b>	<b>12,021,980</b>
Original Cabinet Proposals		145,000	(151,000)	(236,000)
Net Expenditure	12,681,140	12,505,210	11,980,100	11,785,980
Contribution (from)/to Reserves	504,490	(319,060)	(544,280)	(766,960)
<b>Net Budget Requirement</b>	<b>13,185,630</b>	<b>12,186,150</b>	<b>11,435,820</b>	<b>11,019,020</b>
Less				
REVENUE SUPPORT GRANT	1,222,290	553,300	100,680	(356,790)
BUSINESS RATES	2,802,060	2,873,230	2,981,510	3,068,810
NEW HOMES BONUS	2,350,460	1,885,760	1,285,490	1,039,500
COLLECTION FUND SURPLUS	90,000	90,000	90,000	90,000
Council Tax Income	6,720,820	6,783,860	6,978,140	7,177,500
<b>COUNCIL TAX LEVY to freeze for 2017-18 and then increase by 1.94%</b>	<b>205.36</b>	<b>205.36</b>	<b>209.34</b>	<b>213.40</b>
<b>COUNCIL TAX BASE</b>	<b>32,727</b>	<b>33,034</b>	<b>33,334</b>	<b>33,634</b>
<b>Reserves Statement</b>	<b>2015-16 £'000</b>	<b>2016-17 £'000</b>	<b>2017-18 £'000</b>	<b>2018-19 £'000</b>
Reserves as at 1st April	2,739	3,243	2,924	2,380
Contribution (from)/to Reserves	504	(319)	(544)	(767)
Reserves as at 31st March	3,243	2,924	2,380	1,613
<b>REVISED INDEPENDENT AND LIB DEM PROPOSALS JANUARY 2017</b>				
	<b>Revised 2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
Net Expenditure on Services updated to Feb 7th	<b>12,681,140</b>	<b>12,360,210</b>	<b>12,131,100</b>	<b>12,021,980</b>
Revised Cabinet Proposals January 24th		210,250	(102,420)	(187,070)
Net Expenditure	12,681,140	12,570,460	12,028,680	11,834,910
Contribution (from)/to Reserves	504,490	(384,310)	(592,860)	(815,890)
<b>Net Budget Requirement</b>	<b>13,185,630</b>	<b>12,186,150</b>	<b>11,435,820</b>	<b>11,019,020</b>
Less				
REVENUE SUPPORT GRANT	1,222,290	553,300	100,680	(356,790)
BUSINESS RATES	2,802,060	2,873,230	2,981,510	3,068,810
NEW HOMES BONUS	2,350,460	1,885,760	1,285,490	1,039,500
COLLECTION FUND SURPLUS	90,000	90,000	90,000	90,000
Council Tax Income	6,720,820	6,783,860	6,978,140	7,177,500
<b>COUNCIL TAX LEVY</b>	<b>205.36</b>	<b>205.36</b>	<b>209.34</b>	<b>213.40</b>
<b>COUNCIL TAX BASE</b>	<b>32,727</b>	<b>33,034</b>	<b>33,334</b>	<b>33,634</b>
<b>Reserves Statement - Independent and Lib Dem Proposals</b>	<b>2015-16 £'000</b>	<b>2016-17 £'000</b>	<b>2017-18 £'000</b>	<b>2018-19 £'000</b>
Reserves as at 1st April	2,739	3,243	2,859	2,266
Contribution (from)/to Reserves	504	(384)	(593)	(816)
Reserves as at 31st March	3,243	2,859	2,266	1,450

**WYRE FOREST DISTRICT COUNCIL**

**INDEPENDENT AND LIBERAL DEMOCRAT PROPOSALS 2017/18 ONWARDS**

Cost Centre	ACTIVITY AND DESCRIPTION OF INDEPENDENT AND LIBERAL DEMOCRAT PROPOSALS	KEY	2017/18 £	2018/19 £	2019/20 £	After 2019/20 £
			£	£	£	£
<b>SUCCESSFUL LOCAL ECONOMY</b>						
R705	<b><u>Economic Regeneration Activities</u></b> Approval of £10m capital funding for loans to third parties to help deliver our regeneration and economic development objectives in terms of both housing and commercial regeneration in accordance with our corporate plan priority "to support you to contribute to a successful economy". Appendix 3/1 sets out more detail.	C R S	10,000,000 - -	- 25,000 CR -	- 35,000 CR -	- 45,000 CR -
R705	<b><u>Capital Portfolio Fund</u></b> Approval of £25m capital funding to grow our portfolio of capital assets, existing or new build. Each proposal would be subject to detailed business case approval and must support economic, regeneration and/or housing corporate priorities in addition to producing a net revenue income stream taking into account funding costs. Appendix 3/2 sets out more detail.	C R S	25,000,000 100,000 -	- 50,000 CR -	- 75,000 CR -	- 100,000 CR -
R225	<b><u>Green Street Depot Investment</u></b> Approval of the first phase of capital investment into the depot site to ensure ongoing service sustainability and improve the commercial offer from this key site. There may be a further proposal for a second phase of improvement but this would be subject to separate approval by Cabinet and Council. Appendix 3/3 sets out more detail.	C R S	1,100,000 33,350 -	- 66,700 -	- 66,700 -	- 66,700 -
R705	<b><u>Crown House Demolition</u></b> To divert approved capital funding of £500k from Worcester Street to facilitate a cleared site for marketing and redevelopment. Prior to redevelopment, the cleared site to be laid out for use as temporary car parking to generate net income to offset the loss of the current rental income stream (other than the initial 9 months timescale estimated for demolition). A further £200k capital funding (maximum figure) in addition to the diverted £500k is proposed to cover both the costs of laying out the site as a temporary car park and full demolition costs funded from prudential borrowing (all costs still subject to external verification). The future of Worcester Street to be reviewed following progression of the Lion Fields Project	C R S	200,000 33,000 -	- 16,000 -	- 16,000 -	- 16,000 -
R193	<b><u>Civil Enforcement</u></b> To increase the staffing resource of the Civil Enforcement team by 1.5 FTE to increase the capacity for on-street parking enforcement. This additional resource could generate circa £12k extra fine income per year but the gross extra staff cost is shown for this proposal with income to be reviewed and increased if proven after 6 months.	C R S	- 32,250 1.5	- 32,580 1.5	- 32,930 1.5	- 33,270 1.5
<b>CLEAN, GREEN AND SAFE COMMUNITIES</b>						
R335	<b><u>Localism Fund</u></b> To top up the single Localism Fund to £50k to continue the good work done so far with Parish and Town Councils and other local organisations.	C R S	- 50,000 -	- - -	- - -	- - -
R160	<b><u>Brinton Park HLF Bid</u></b> To provide funding to support a bid of up to £3m Heritage Lottery Funding for improvement works to Brinton Park. This is in addition to the £100k Section 106 funding already allocated. Appendix 3/4 sets out more detail.	C R S	100,000 3,650 -	- 7,300 -	- 7,300 -	- 7,300 -
R160	<b><u>Stourport Riverside Master Plan</u></b> To review the content of the previous Master Plan for Stourport Riverside and use this to inform a refreshed and updated Plan minimising further work and expense where possible. Funding of £25k is therefore a maximum figure and a lower cost should be achievable.	C R S	- 25,000 -	- - -	- - -	- - -

**WYRE FOREST DISTRICT COUNCIL**

**INDEPENDENT AND LIBERAL DEMOCRAT PROPOSALS 2017/18 ONWARDS**

Cost Centre	ACTIVITY AND DESCRIPTION OF INDEPENDENT AND LIBERAL DEMOCRAT PROPOSALS	KEY	2017/18 £	2018/19 £	2019/20 £	After 2019/20 £
			£	£	£	£
R720	<b><u>Community Leadership Fund</u></b> In light of the acknowledged effectiveness of this fund to retain this funding stream of £1,000 per Member for 2017/18.	C R S	- 33,000 -	- - -	- - -	- - -
R726	<b><u>Wyre Forest Forward</u></b> Further target savings from the Wyre Forest Forward Efficiency Programme.	C R S	- 100,000 CR -	- 150,000 CR -	- 200,000 CR -	- 200,000 CR -
R505	<b><u>Review of Governance Arrangements</u></b> To investigate the potential for a change to a Committee governance structure rather than the current Cabinet structure of decision making. Other than initial one-off costs the assumption is that this proposal would be at least cost neutral but this would form part of the investigatory work.	C R S	TBA TBA -	TBA TBA -	TBA TBA -	TBA TBA -
	<b>TOTALS</b>	C R S	36,400,000 210,250 1.5	- 102,420 CR 1.5	- 187,070 CR 1.5	- 221,730 CR 1.5

**KEY - Changes in Resources**

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

<b>INDEPENDENT AND LIBERAL DEMOCRAT PARTY BUDGET PROPOSALS</b>				
Reserves at end of Cabinet Proposal				£1,613
Positive Reserves at end of Independent and Lib Dem Proposals				£1,450
Difference in reserve position				-£163
<b>INDEPENDENT AND LIBERAL DEMOCRAT PARTY PROPOSALS YEAR ON YEAR RECONCILIATION TO</b>				
	2017/18	2018/19	2019/20	Totals
	£	£	£	All Years
Original Cabinet Proposals	£145,000	-£151,000	-£236,000	-£242,000
Revised Proposals	£210,250	-£102,420	-£187,070	-£79,240
Council Tax Increase Proposal				£0
<b>Difference in proposals upon reserves</b>	<b>-£65,250</b>	<b>-£48,580</b>	<b>-£48,930</b>	<b>-£162,760</b>
				£162,760

**WYRE FOREST DISTRICT COUNCIL****CABINET**  
**7<sup>th</sup> February 2017****Medium Term Financial Strategy 2017-20**

<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	Base Budget Projections 2017-20
Appendix 2	Capital Programme 2016-17 onwards
Appendix 3	Cabinet Proposals
Appendix 4	Part 1 – Additional Fees and Charges - Cabinet
Appendix 5	Part 2 – Fees and Charges - Council Report of the Chief Financial Officer in Respect of Sections 25-28 Local government Act 2003
Appendix 6	Efficiency Plan Updated <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 To update Cabinet on the Medium Term Financial Strategy 2017-20 and make recommendations to Council on the proposed budget decision. Also to consider the report of the Chief Financial Officer in respect of statutory duties placed on Local Authority Chief Financial Officers in relation to budget setting and monitoring.

**2. RECOMMENDATIONS**

The **CABINET** having re-considered the Financial Strategy 2017-20, the results of the Council Tax consultation exercise and recommendations of the Cabinet Financial Strategy Advisory Panel **RECOMMENDS TO COUNCIL** that it:

**2.1 THREE YEAR BUDGET, CAPITAL PROGRAMME AND POLICY  
FRAMEWORK 2017-20**

- 2.1.1 **APPROVES** the updated Medium Term Financial Strategy 2017-20;
- 2.1.2 **APPROVES** the Cabinet Proposals – taking into account the impact on the Council's Capital and Revenue Budgets for 2017-20 as shown in Appendix 3 including:

- a) Approval of the new Council Policy on Loans to Third Parties to support our corporate priority of regeneration and economic development as set out in Appendix 3/1 of the December report;
- b) Approval of the new Council Policy to create a Capital Portfolio Fund to support our corporate priority of regeneration and economic development and to create a net revenue income stream as set out in Appendix 3/2 of the December report;

and that the approval of both in-principle decisions on a) Policy on Loans to Third Parties and b) Policy to create a Capital Portfolio Fund includes:

- i) That an initial allocation of £10m to support progression of the policy on Loans to Third Parties and £25m to support progression of the policy of a Capital Portfolio Fund is made to the capital programme in 2017-18, this being a maximum sum in both cases. Expenditure will be subject to specific approval of the business case for each proposal by the Cabinet following consideration by Overview and Scrutiny Committee and due diligence.
  - ii) That the financing of such expenditure be delegated to the Chief Financial Officer and that requisite amendments are made to the revenue budget to reflect potential financing costs (likely to be PWLB loan finance) and income streams to support the initial capital allocation in a) and b) above.
  - iii) That subject to this approval, delegation is given to the Chief Financial Officer to make the requisite updates to the Financial Regulations and Treasury Management Service Strategy (TMSS) in due course.
- 2.1.3 **APPROVES** the fees and charges in line with this Strategy and the impact on the Council's Revenue Budget for 2017-20, as shown in Appendix 4- Part 2;
- 2.1.4 **APPROVES** the Capital Programme and Vehicle, Equipment and Systems Renewal Schedule as set out in Appendix 2, Parts 1 and 2;
- 2.1.5 **APPROVES** that any Final Accounts savings arising from 2016-20 over and above the target allowed for in the Council's Financial Strategy, together with surplus Earmarked Reserves, be allocated by the Chief Financial Officer in consultation with the Leader;
- 2.1.6 **APPROVES** the Efficiency Strategy 2017-20 as set out in Appendix 6;
- 2.1.7 The General Fund Revenue Budget be **APPROVED** including all updates from the position in December 2016 as set out in this report.

## 2.2 **COUNCIL TAX**

- 2.2.1 **SETS** the Council Tax for Wyre Forest District Council on a Band D Property at £205.36 for 2017-18 (£205.36 2016-17) which represents a freeze on Council Tax from 2016-17.



2.2.2 **ENDORSES** the provisional Council Tax on a Band D Property in 2018-19 of £209.34 and £213.40 in 2019-20, being an increase of 1.94 % in both years.

2.2.3 **NOTES** the Chief Financial Officer's opinion on the budget proposals, recommended by the Cabinet in this report, as detailed in Appendix 5 of this report.

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

2.3.1 Delegated authority is given to the Chief Financial Officer, in consultation with the Cabinet Member for Resources and Leader of the Council, to make any appropriate adjustments to the General Fund Revenue Budget recommended under paragraph 2.1.7 above, as a result of Central Government confirming the final Local Government Finance Settlement, including final New Homes Bonus Allocations and associated Specific Grants for 2017-18.

2.3.2 The additional schedule of Fees and Charges as set out in Appendix 4-Part 1.

### 3. **KEY ISSUES**

3.1 On 20<sup>th</sup> December 2016, Cabinet considered a report on proposals for the Budget Strategy for the period 2017-20. At the time of preparing this report Central Government have yet to confirm the final Local Government Finance Settlement but it is expected that it will be in line with the Provisional Settlement issued in December 2016. It should however be noted that representations have been made regarding our provisional New Homes Bonus Allocations but the outcome of this representation is unknown at this stage so initial allocations as used in the December report are included in this report. This report provides an updated position subject to publication of the Final Settlement for 2017-18 and a proposed budget decision for Council to consider on the 22<sup>nd</sup> February 2017.

3.2 The following assumptions included in the Medium Term Financial Strategy are now updated or confirmed:

- Final Finance Settlement – subject to final confirmation
- Council Tax Base
- The position in relation to New Homes Bonus – subject to final confirmation
- Collection Fund Surplus
- Schedule of Cabinet Proposals – including the proposed Policies on Loans to Third Parties and Capital Portfolio Fund
- Additional funding in respect of the Community Housing Fund announced on the 23<sup>rd</sup> December 2016
- Confirmation of the asset transfer of St Georges Paddling Pool to Kidderminster Town Council and Stourport Riverside Paddling Pool to Stourport Town Council from April 2017. In accordance with the December Cabinet decision, if an asset transfer has not been agreed for Bewdley Town Council this facility will cease to be operated from April 2017. Dialogue with

Friends of Riverside North is ongoing in respect of continuation of this facility so final confirmation is awaited.

- Business Rates retained growth projections

- 3.3 It is likely be confirmed that the regime of referenda for “excessive” council tax increases will continue with all district councils allowed to increase council tax for 2017-18 by the greater of 2% or £5 (which represents 2.43% in Wyre Forest), with no freeze grant being available. If the local electorate votes against that increase, the local authority will have to revert to a council tax level that is compliant. The Government has not confirmed whether the option of increases up to £5 will be available in future years and the Strategy therefore assumes that the Council must keep our increases to just below 2%.
- 3.4 Taking into account the freeze in council tax for three years prior to 2014-15, the increase for 2015-16, the freeze in 2016-17, freeze grant and the proposed second year freeze in 2017-18 means that the council tax for Wyre Forest District Council will have been held below inflation across that seven year period.
- 3.5 As agreed by the Cabinet Financial Strategy Advisory Panel, a Council Tax Consultation exercise was launched on the 21<sup>st</sup> December 2016 to run until the 19<sup>th</sup> January 2017. The results of this consultation are reported as a separate item on this agenda and show that almost 60% of the 229 respondents are in favour of the proposed Council Tax freeze in 2017-18. This has informed the final decision to recommend the proposal for the second year freeze.
- 3.6 The Capital Programme considered by December Cabinet is included in Appendix 2 for Council approval, updated to reflect Cabinet Proposals.
- 3.7 The financial strategy recommended by Cabinet continues with the approach previously approved by Council of increasing most fees and charges by an average of 5% a year. The difference between the proposed council tax freeze by Wyre Forest District Council in 2017-18 and a £5 being the maximum increase without a referendum is £165k. This contrasts with the estimated additional income from fees and charges of £110k in 2017-18 rising to £150k in a full year. However, not all of the increased income from fees and charges will be contributed by local residents as at least some will come from visitors and commuters to the area (for example in car park charges) and some will come from local businesses. Thus the increase in fees and charges alongside the council tax freeze means local residents overall will be better off than if the Council had instead increased council tax by £5.
- 3.8 Fees and Charges requiring Council approval are detailed in Appendix 4 – Part 2.
- 3.9 For information, the detailed schedule of car parking fees and charges included in Appendix 4 (part 2) of the 20<sup>th</sup> December 2016 Financial Strategy Report has been clarified to eliminate the potential for confusion as a result of the separate Car Parking Report included in agenda item 7 of the same meeting. The updated schedules have been published on the internet (as part of the Financial Strategy document) and they clarify and affirm the position in relation to the new policy for free car parking which will be implemented in October 2017.

- 3.10 The overall financial implications of the Cabinet Proposals remain as presented to December Cabinet and are shown in Appendix 3.
- 3.11 The decision to remain a member of the reformed Worcestershire Business Rates Pool will help to protect the Council from any business rate reductions and help maximise the benefit by retaining more of the business rates delivered from economic growth within Worcestershire. Economic and subsequent business rates growth remains a key priority for this Council. The position in relation to further appeals and resultant uncertainty due to the impact on performance remains a concern; this is being managed by the Chief Financial Officer in conjunction with the other treasurers within the Pool. Business rates projections included within the December Cabinet report have now been refreshed in the light of the latest Pool monitoring, including the revised position on appeals and it has been possible to increase growth by £100k in each year of the Strategy.
- 3.12 New information was received in late December 2016 informing us of an allocation of £191,250 in respect of Community-led housing. The aim of this funding is to enable local community groups to deliver affordable housing units of mixed tenure on sites which are likely to be of little interest to mainstream house builders and will thereby contribute to the overall national effort to boost housing supply. Payments of funding will be made in two tranches in January and March (with 50 percent being paid in each tranche); subject to Councils providing satisfactory evidence of relevant expenditure. This funding can be used for either capital or revenue purposes and has been initially allocated to the revenue budget. This will enable the team to recruit to a temporary post to support the development and capacity building of community land trusts or similar models in the District. This post will work to develop the offer to community groups and support community led housing projects including utilising empty homes, self and custom build and the development of affordable housing in rural locations.
- 3.13 Taking these measures into account the projected Base Budget net expenditure for 2017-18 is estimated to be £12,505,210 (see paragraph 7.4). This is £319,060 more than currently estimated to be raised from Council Tax, Business Rates Income retained, Collection Fund Surplus and Revenue Support Grant.

#### **4. LOCAL AUTHORITY REVENUE FINANCE SETTLEMENT FOR 2017-18**

- 4.1 The Final Local Government Settlement announcement is expected to confirm the provisional figures released in December 2016. Since our application to accept the offer of a four year settlement has been accepted, the Revenue Support Grant (RSG) figures are not expected to change, although there is continued uncertainty about how the negative RSG arising in 2019-20 for this Council will work.
- 4.2 New Homes Bonus grant in 2017-18 will be paid on the basis of 5 years award and from 2018-19 on the basis of 4 years award; the proposal is that there will be assumed baseline growth of 0.4% for the annual grant award for 2017-18 and from 2018-19 additional conditions will be applied which will be subject to further consultation in due course.

- 4.3 If confirmed, the impact of the introduction of a national baseline of 0.4% below which funding allocations will not be made means that for this Council for 2017-18 the first new 163 homes no longer qualify for the New Homes Bonus Funding. (40,979 council tax band D equivalent Properties multiplied by 0.4%). This is more severe and also a year sooner than modelled in the Consultation paper. We have rigorously scrutinised the Government's calculations to check that they are fair and accurate and have submitted a representation, that if agreed could significantly increase this funding stream. However at the time of writing the outcome of this representation is unknown so additional funding has not been assumed in this report. Unfortunately because housing growth slowed down significantly in 2016 we had growth of 176 properties so, after deducting the 163 baseline, this left just 13 properties eligible for the bonus giving new funding of just £27k (including affordable housing supplement) for 2017-18 compared to the previous estimate of £225k (all figures are Band D equivalents).
- 4.4 It is certain that Public sector funding reductions look to continue until 2020, with increasing reliance on locally raised income including Council Tax. The funding outlook for local government, districts in particular, is set to become significantly more challenging.
- 4.5 Key issues awaiting final confirmation from this year's funding announcements, including the Autumn Statement, are as follows:
- Final New Homes Bonus Allocations and confirmation that the revised methodology including the proposed increased baseline of 0.4% will be introduced without any transitional arrangements;
  - Central government intend for local government to be able to spend the same level by the end of this Parliament in cash terms as it does today – therefore a real terms reduction;
  - Confirmation of future allocations for the Better Care Fund (this may impact on the pass ported funding Of £1m per year ongoing assumed in the Capital Programme;
  - Detail relating to an end to Uniform **Business Rates**; introduction of 100% retention of business rates for local government and phasing out of RSG as well as introduction of new responsibilities.
  - Confirmation of New Burdens Funding for Homelessness Prevention – likely to be in the region of circa £60k
- 4.6 February 2016 Council approved our Efficiency Plan – see at the following link: [http://www.wyreforest.gov.uk/council/docs/doc50714\\_20160224\\_council\\_agenda.pdf](http://www.wyreforest.gov.uk/council/docs/doc50714_20160224_council_agenda.pdf). This has now been updated and is contained in Appendix 6.
- 4.7 The proposed changes to Local Government Funding present significant financial challenge for this Council and has resulted in a higher target for future savings from the Wyre Forest Forward Programme. The toughest year looks like 2019-20. The Council's updated summary Budget can be seen at Table 7.4.
- 4.8 The forecast position in relation to total Government grant taking into account the multi-year Finance Settlement that removes uncertainty around this diminishing funding stream is shown in the Table at 7.4. Business Rates included within the December Cabinet report have now been refreshed in the light of the latest Pool monitoring, including the revised position on appeals and it has been possible to increase growth by £100k in each year of the Strategy.

## **5. COUNCIL TAX BASE**

- 5.1 The Council Tax Base for 2017-18 has now been confirmed and has risen from the 2016-17 level of 32,727 to 33,034 being an increase of 307 or circa 1% higher compared to 2016-17 level. This is forecast to generate additional Council Tax income of £63k in 2017-18, rising over the term of the Strategy to take into account planned increases of just under 2% in 2018-19 and 2019-20, resulting in additional income of around £457k over the three year term. This includes an assumption of stepped increases of 300 additional properties per year from 2017-18 onwards.
- 5.2 The Council Tax Reduction Scheme approved by Council on 9<sup>th</sup> December 2015 has had a positive impact on the Council Tax Base and this is reflected in the above figures.
- 5.3 A Budget Consultation exercise was launched following December 2016 Cabinet and this included a specific question related to the Council Tax freeze proposal. The results of this consultation are reported in the separate report on this agenda and have informed the final decision to maintain the current proposal for a second year Council Tax freeze.

## **6. NEW HOMES BONUS**

- 6.1 The Council's provisional New Homes Bonus Allocation for 2017-18 included in the December 2016 report might hopefully be increased if our representation is accepted and this should be confirmed shortly. This may impact on the final report to Council on the 22<sup>nd</sup> February 2017.

## **7. FINANCIAL IMPLICATIONS**

- 7.1 The Cabinet Proposals previously considered remain unchanged. A schedule is shown in Appendix 3.
- 7.2 The Council Tax Collection Fund surplus for 2016-17 onwards has now been confirmed at £90k.
- 7.3 Savings of circa £36k pa over the term of the Strategy have now been confirmed as a result of the arrangements with Kidderminster Town Council and Stourport Town Council taking over paddling Pool provision at St Georges Park and Stourport are also reflected in the updated figures. The Bewdley facility will cease to be operated from April 2017 unless the ongoing dialogue with The Friends of Riverside North proves to be successful in securing an asset transfer.
- 7.4 The following table demonstrates the updated position for the Council when all the revisions included in this report are incorporated into the Base Budget. The Council is forecast to hold a balance of £1,613k at the end of 2019-20 (see reserves table in 7.5).

	Revised 2016/17 £	2017/18 £	2018/19 £	2019/20 £
Net Expenditure on Services (per Appendix 1)	12,681,140	12,360,210	12,131,100	12,021,980
Total Net Expenditure on Services (per Appendix 1)	<b>12,681,140</b>	<b>12,360,210</b>	<b>12,131,100</b>	<b>12,021,980</b>
<u>Less</u>				
Cabinet Proposals identified in Appendix 3	0	145,000	(151,000)	(236,000)
Net Expenditure	12,681,140	12,505,210	11,980,100	11,785,980
Contribution (from)/to Reserves	504,490	(319,060)	(544,280)	(766,960)
<b>Net Budget Requirement</b>	<b>13,185,630</b>	<b>12,186,150</b>	<b>11,435,820</b>	<b>11,019,020</b>
<u>Less</u>				
Revenue Support Grant	1,179,060	510,220	100,680	(356,790)
Business Rates	2,602,060	2,653,230	2,731,510	2,818,810
Business Rates Growth	200,000	220,000	250,000	250,000
New Homes Bonus	2,350,460	1,885,760	1,285,490	1,039,500
Transition Grant	43,230	43,080	0	0
Collection Fund Surplus	90,000	90,000	90,000	90,000
Council Tax Income	6,720,820	6,783,860	6,978,140	7,177,500
WFDC Council Tax @ 1.94% increase 2018/19 onwards	<b>205.36</b>	<b>205.36</b>	<b>209.34</b>	<b>213.40</b>

- 7.5 Reserves available as part of the three year financial strategy are as shown in the following table. Taking all of the revisions contained in this report into account this shows a increase of £436k at the end of 2019-20 compared to the December forecast.

Reserves Statement	2016-17 £'000	2017-18 £'000	2018-19 £'000	2019-20 £'000
Reserves as at 1st April	2,739	3,243	2,924	2,380
Contribution (from)/to Reserves	504	(319)	(544)	(767)
Reserves as at 31st March	3,243	2,924	2,380	1,613

## 8. EQUALITY IMPACT NEEDS ASSESSMENT

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

## 9. RISK MANAGEMENT

- 9.1 Achieving financial sustainability is the most significant risk facing the Council. The Cabinet Financial Strategy Advisory Panel provided some options for the Cabinet to consider in making its recommendations on the medium term financial strategy.
- 9.2 The growing council tax base, innovative Cabinet Proposals, Efficiency Plan and continuing progress with the Wyre Forest Forward Transformation savings all contribute to the mitigation of the financial risk of this budget strategy.
- 9.3 The Accounts and Audit Regulations 2015 require Local Authorities to fully consider and manage Risk as part of the Budget process. Appendix 5 of the December 2016 Cabinet report showed an analysis of the significant financial

risks which are affecting the Council. This has been reviewed and remains current.

9.4 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:-

- The Accounts and Audit Regulations 2015
- 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.
- CIPFA Guidance on Reserves and Balances:-
- Highlighting 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. This is detailed in Appendix 5.

## **10. LEGAL AND POLICY IMPLICATIONS**

10.1 Local Government Act 2003

10.1.1 The Local Government Act 2003 (Sections 25-28) places duties on Local Authorities on how they set and monitor budgets.

10.1.2 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 is reported to Council as Appendix 5 of this report.

10.1.3 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.

## **11. CONSULTEES**

11.1 Corporate Leadership Team

11.2 Cabinet

## **12. BACKGROUND PAPERS**

12.1 Accounts and Audit Regulations 2015

12.2 Cabinet Report on the Medium Term Financial Strategy 2017–20 20<sup>th</sup> December 2016

12.3 Agendas and Minutes of the Cabinet Financial Strategy Advisory Panel

12.4 Provisional Local Government Finance Settlement 2017-18

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

SERVICE	2016/17		2017/18			2018/19			2019/20		
	Original Estimate £	Revised Estimate £	At Nov.16 Prices £	Inflation £	TOTAL £	At Nov.16 Prices £	Inflation £	TOTAL £	At Nov.16 Prices £	Inflation £	TOTAL £
CORPORATE COSTS	3,467,050	3,757,580	3,715,050	8,910	3,723,960	3,214,230	26,850	3,241,080	3,121,500	43,280	3,164,780
CHIEF EXECUTIVE	2,314,160	2,187,040	2,191,600	29,600	2,221,200	2,250,780	73,800	2,324,580	2,222,920	121,000	2,343,920
COMMUNITY WELL-BEING AND ENVIRONMENT	5,238,130	5,009,580	4,663,990	63,650	4,727,640	4,716,840	143,720	4,860,560	4,717,940	226,630	4,944,570
ECONOMIC PROSPERITY AND PLACE	2,532,520	2,717,220	2,288,810	19,790	2,308,600	2,189,290	49,190	2,238,480	2,120,890	85,010	2,205,900
<b>LESS:</b> CAPITAL ACCOUNT	13,551,860	13,671,420	12,859,450	121,950	12,981,400	12,371,140	293,560	12,664,700	12,183,250	475,920	12,659,170
REVERSAL OF CAPITAL CHARGES	1,030,690	821,270	1,243,310	380	1,243,690	1,440,110	1,040	1,441,150	1,488,690	1,680	1,490,370
INTEREST RECEIVED	(1,609,660)	(1,718,070)	(1,713,500)	0	(1,713,500)	(1,676,530)	0	(1,676,530)	(1,638,390)	0	(1,638,390)
INCREASES IN FEES AND CHARGES	(113,660)	(93,480)	(41,180)	0	(41,180)	(37,170)	0	(37,170)	(77,170)	0	(77,170)
	0	0	(110,200)	0	(110,200)	(261,050)	0	(261,050)	(412,000)	0	(412,000)
<b>TOTAL NET EXPENDITURE ON SERVICES</b>	<b>12,859,230</b>	<b>12,681,140</b>	<b>12,237,880</b>	<b>122,330</b>	<b>12,360,210</b>	<b>11,836,500</b>	<b>294,600</b>	<b>12,131,100</b>	<b>11,544,380</b>	<b>477,600</b>	<b>12,021,980</b>
<b>LESS:</b> REVENUE SUPPORT GRANT	(1,179,060)	(1,179,060)			(510,220)			(100,680)			356,790
BUSINESS RATES	(2,602,060)	(2,602,060)			(2,653,230)			(2,731,510)			(2,818,810)
BUSINESS RATES GROWTH	(85,000)	(200,000)			(220,000)			(250,000)			(250,000)
COMMUNITY RIGHT TO BID/CHALLENGE	0	0			0			0			0
COLLECTION FUND SURPLUS	(90,000)	(90,000)			(90,000)			(90,000)			(90,000)
NEW HOMES BONUS	(2,350,460)	(2,350,460)			(1,885,760)			(1,285,490)			(1,039,500)
TRANSITION GRANT	(43,230)	(43,230)			(43,080)			0			0
<b>GENERAL EXPENSES -</b> COUNCIL TAX INCOME	(6,720,820)	(6,720,820)			(6,783,860)			(6,978,140)			(7,177,500)
<b>(SURPLUS) / DEFICIT FOR YEAR</b>	<b>(211,400)</b>	<b>(504,490)</b>			<b>174,060</b>			<b>695,280</b>			<b>1,002,960</b>
<b>COUNCIL TAX LEVY</b>		<b>205.36</b>			<b>205.36</b>			<b>209.34</b>			<b>213.40</b>
<b>COUNCIL TAX BASE</b>		<b>32,727</b>			<b>33,034</b>			<b>33,334</b>			<b>33,634</b>



## CAPITAL PROGRAMME 2017 TO 2020

Detail	2016/2017		2017/2018 Estimate £	2018/2019 Estimate £	2019/2020 Estimate £	Prior to 01/04/2016 £	Total £
	Original £	Revised £					
<b>1. COMMITTED EXPENDITURE</b>							
<b>1. CHIEF EXECUTIVE</b>							
New Headquarters - Office Accommodation	400,000	11,640	400,000	-	-	9,588,360	10,000,000
Boundary Wall at 49 Worcester Street	10,000	10,000	-	-	-	-	10,000
ICT Strategy	200,000	250,000	86,310	-	-	2,170,900	2,507,210
<b>SUB TOTAL</b>	<b>610,000</b>	<b>271,640</b>	<b>486,310</b>	<b>0</b>	<b>0</b>	<b>11,759,260</b>	<b>12,517,210</b>
<b>2. COMMUNITY WELL-BEING AND ENVIRONMENT</b>							
Future Leisure Provision (including demolition costs)	4,860,820	4,395,290	194,440	-	-	9,762,470	14,352,200
Northwood Lane Improvements	-	11,250	-	-	-	8,750	20,000
Franchise Street S106 - Brinton Park	-	37,430	-	-	-	24,780	62,210
Franchise Street S106 - Arts Development	-	9,330	-	-	-	-	9,330
Public Conveniences Refurbishment	-	30,990	-	-	-	15,950	46,940
Parking Facilities: Improvement to Car Parks	-	80,010	-	-	-	414,490	494,500
Green Street Depot Investment (Phase 1)	-	-	1,100,000	-	-	-	1,100,000
Brinton Park HLF Scheme (subject to successful HLF bid)	-	-	100,000	-	-	-	100,000
<b>SUB TOTAL</b>	<b>4,860,820</b>	<b>4,564,300</b>	<b>1,394,440</b>	<b>0</b>	<b>0</b>	<b>10,226,440</b>	<b>16,185,180</b>
<b>3. ECONOMIC PROSPERITY AND PLACE</b>							
Housing Strategy:							
Disabled Facilities Grants (subject to confirmation 2017-18, 2018-19 & 2019-20)	1,002,620	940,000	1,254,960	1,000,000	1,000,000	9,446,050	13,641,010
Affordable Housing Grants to Registered Social Landlords	69,000	-	-	-	-	3,023,740	3,023,740
Conversion of 2-3 New Street, Stourport	-	-	267,060	-	-	-	267,060
Housing Assistance - Private Sector Measures (including Decent Homes Grant)	134,050	80,000	185,560	68,540	-	1,726,270	2,060,370
Planning Delivery Grant Capital Projects	-	26,240	-	-	-	231,520	257,760
Flood Relief	18,410	10,000	18,410	-	-	170,590	199,000
Repair and Renew Flood Grants	-	3,200	-	-	-	29,800	33,000
North Worcs Water Management Capital Projects - Redditch Schemes	53,950	96,000	-	-	-	38,800	134,800
North Worcs Water Management Capital Projects - Bromsgrove Schemes	-	3,930	-	-	-	148,470	152,400
Regeneration of Economic Development	124,030	961,360	-	-	-	2,024,610	2,985,970
Carbon Management Plan	150,220	-	150,220	-	-	57,150	207,370
Bewdley Medical Centre	122,490	291,360	-	-	-	125,890	417,250
Worcester Street Improvements Grant (Match Funding)	500,000	-	500,000	-	-	-	500,000
Future Investment Evergreen Fund*	660,000	-	467,610	-	-	-	467,610
Industrial Units Development*	-	-	2,150,040	-	-	-	2,150,040
Capital Portfolio Fund*	-	-	25,000,000	-	-	-	25,000,000
Loans to Third Parties*	-	-	10,000,000	-	-	-	10,000,000
* Subject to Business Case(s) & Due Diligence							
<b>SUB TOTAL</b>	<b>2,834,770</b>	<b>2,412,090</b>	<b>39,993,860</b>	<b>1,068,540</b>	<b>1,000,000</b>	<b>17,022,890</b>	<b>61,497,380</b>
<b>4. VEHICLE, EQUIPMENT &amp; SYSTEMS RENEWAL SCHEDULE</b>							
Vehicles & Equipment	316,000	599,420	870,000	903,000	565,000	6,175,960	9,113,380
Financial Management System Replacement	34,750	-	69,500	-	-	17,570	87,070
<b>SUB TOTAL</b>	<b>350,750</b>	<b>599,420</b>	<b>939,500</b>	<b>903,000</b>	<b>565,000</b>	<b>6,193,530</b>	<b>9,200,450</b>
<b>TOTAL COMMITTED EXPENDITURE</b>	<b>8,656,340</b>	<b>7,847,450</b>	<b>42,814,110</b>	<b>1,971,540</b>	<b>1,565,000</b>	<b>45,202,120</b>	<b>99,400,220</b>

# CAPITAL PROGRAMME 2017 TO 2020

Detail	2016/2017		2017/2018	2018/2019	2019/2020	Prior to	Total
	Original £	Revised £	Estimate £	Estimate £	Estimate £	01/04/2016 £	
<b>2. FINANCING</b>							
Capital Receipts: Funding Approved	679,000	309,330	1,575,360	1,430	-		1,886,120
Evergreen Fund - Asset Disposals	-	-	6,610	-	-		6,610
Evergreen Fund - Future Asset Disposals	660,000	-	461,000	-	-		461,000
Future Leisure Provision Scheme - Temporary Borrowing/Asset Disposals	1,429,000	1,510,000	-	-	-		1,510,000
Future Leisure Provision Scheme - Sport England Grant	570,000	254,000	30,000	-	-		284,000
Future Leisure Provision Scheme - Prudential Borrowing	2,861,820	2,631,290	164,440	-	-		2,795,730
Prudential Borrowing for Regeneration of Economic Development Scheme	124,030	288,140	-	-	-		288,140
Prudential Borrowing for Carbon Management Scheme	150,220	-	150,220	-	-		150,220
Prudential Borrowing for Worcester Street Improvements Grant (Match Funding)	500,000	-	500,000	-	-		500,000
Prudential Borrowing for Industrial Units Development	-	-	1,650,040	-	-		1,650,040
Prudential Borrowing for Loans to Third Parties	-	-	10,000,000	-	-		10,000,000
Prudential Borrowing for Capital Portfolio Fund	-	-	25,000,000	-	-		25,000,000
Prudential Borrowing for Green Street Depot Investment	-	-	1,100,000	-	-		1,100,000
Prudential Borrowing for Brinton Park HLF Scheme	-	-	100,000	-	-		100,000
Public Realm Funding (from Worcestershire County Council)	-	592,250	-	-	-		592,250
Better Care Fund Grant (from Worcestershire County Council)	1,002,620	940,000	1,118,530	1,000,000	1,000,000		4,058,530
Decent Homes Grant	134,050	80,000	-	67,110	-		147,110
Planning Delivery Grant	-	26,240	-	-	-		26,240
S.106 Funding (Parking - Contractual Agreement)	-	58,150	-	-	-		58,150
S.106 Funding (Franchise Street)	-	46,760	-	-	-		46,760
Flood Relief Grant (from CLG)	18,410	10,000	18,410	-	-		28,410
Repair and Renew Flood Grants (from CLG)	-	3,200	-	-	-		3,200
North Worcs Water Management Capital Projects - Redditch BC Funding	53,950	96,000	-	-	-		96,000
North Worcs Water Management Capital Projects - Bromsgrove DC & WCC Funding	-	3,930	-	-	-		3,930
Bewdley Medical Centre Funding (from Worcestershire County Council)	-	28,000	-	-	-		28,000
Vehicles & Equipment (Prudential Borrowing)	316,000	599,420	870,000	903,000	565,000		2,937,420
Financial Management System Replacement (Prudential Borrowing)	34,750	-	69,500	-	-		69,500
<u>Direct Revenue Funding:</u>							
Bewdley Medical Centre	122,490	263,360	-	-	-		263,360
Public Conveniences Refurbishment	-	26,410	-	-	-		26,410
Regeneration of Economic Development	-	80,970	-	-	-		80,970
	8,656,341	7,847,450	42,814,110	1,971,540	1,565,000		54,198,100

VEHICLE, EQUIPMENT AND SYSTEMS  
RENEWALS SCHEDULE 2017 TO 202

APPENDIX 2 Part 2

DETAIL	Fleet number	2016/17		2017/18	2018/19	2019/20
		Original £	Revised £	Estimate £	Estimate £	Estimate £
<b>1. VEHICLES</b>						
REFUSE FREIGHTER 24,000kg	AV245	-	-	-	100,000	-
REFUSE FREIGHTER 24,000kg	AV235	-	-	161,000	-	-
REFUSE FREIGHTER 24,000kg	AV236	-	-	161,000	-	-
REFUSE FREIGHTER 26,000kg	AV237	-	-	100,000	-	-
REFUSE FREIGHTER 26,000kg	AV238	-	-	100,000	-	-
REFUSE FREIGHTER 26,000kg	AV246	-	-	-	100,000	-
REFUSE FREIGHTER 26,000kg	AV239	-	-	-	100,000	-
REFUSE FREIGHTER 26,000kg	AV241	-	-	-	100,000	-
REFUSE FREIGHTER 26,000kg	AV234	-	-	-	-	165,500
REFUSE FREIGHTER 26,000kg	AV268	-	-	-	-	165,500
REFUSE FREIGHTER 26,000kg	NEW	-	-	-	161,000	-
SMALL REFUSE FREIGHTER	AV211	-	-	80,000	-	-
CMP ENGINE MANAGEMENT SYSTEM	AV235	-	-	4,500	-	-
CMP ELECTRIC BIN LIFTS	AV235	-	-	4,500	-	-
CMP ENGINE MANAGEMENT SYSTEM	AV236	-	-	4,500	-	-
CMP ELECTRIC BIN LIFTS	AV236	-	-	4,500	-	-
CMP ENGINE MANAGEMENT SYSTEM	NEW	-	-	-	4,500	-
CMP ELECTRIC BIN LIFTS	NEW	-	-	-	4,500	-
CMP ENGINE MANAGEMENT SYSTEM	AV234	-	-	-	-	4,500
CMP ENGINE MANAGEMENT SYSTEM	AV268	-	-	-	-	4,500
REFURBISHMENT FUND	N/A	-	25,000	-	-	-
TIPPER 3,500kg	AV177	30,000	-	-	30,000	-
TIPPER 3,500kg	AV220	-	-	-	-	30,000
TIPPER 3,500kg	AV063	-	-	20,000	-	-
TIPPER 3,500kg	AV221	-	-	-	-	30,000
TIPPER 3,500kg	AV064	30,000	-	-	30,000	-
TIPPER 3,500kg	AV222	-	-	-	-	30,000
TIPPER 3,500kg	AV193	-	-	30,000	-	-
TIPPER 3,500kg	AV200	-	-	-	30,000	-
TIPPER 3,500kg	AV223	-	-	-	-	30,000
TIPPER 3,500kg	AV201	-	-	-	30,000	-
TIPPER 3,500kg	AV202	-	-	-	30,000	-
TIPPER 3,500kg	AV214	-	-	-	30,000	-
TIPPER 3,500kg	AV216	-	-	30,000	-	-
TIPPER 3,500kg	AV179	30,000	30,000	-	-	-
TIPPER 3,500kg	AV180	-	-	40,000	-	-
TIPPER 7,500kg	AV033	45,000	45,000	-	-	-
TIPPER 7,000kg	AV181	38,000	-	-	-	38,000
VAN	AV174	-	20,000	-	-	-
LIGHT VAN	AV203	20,000	20,000	-	-	-
LIGHT VAN	AV043	20,000	20,000	-	-	-
LIGHT VAN	AV204	18,000	18,000	-	-	-
CAR	AV178	-	18,000	-	-	-
4X4	AV191	23,000	23,000	-	-	-
4X4	AV252	-	-	-	23,000	-
ROAD SWEEPER	AV166	-	120,000	-	-	-
ROAD SWEEPER	AV184	-	-	-	100,000	-
PAVEMENT SWEEPER	AV270	-	-	70,000	-	-
PAVEMENT SWEEPER	AV207	-	70,000	-	-	-
PAVEMENT SWEEPER	AV208	-	70,000	-	-	-
GARAGE EQUIPMENT	N/A	-	23,420	-	-	-
TRACTOR	AV070	32,000	32,000	-	-	-
MIDI TRACTOR	AV189	-	-	30,000	-	-
RIDE ON MOWER	AV269	-	-	-	30,000	-
RIDE ON MOWER	AV273	-	35,000	-	-	-
RIDE ON MOWER	AV250	-	-	30,000	-	-
RIDE ON MOWER	AV212	-	-	-	-	32,000
MOWING MACHINE	AV240	-	-	-	-	35,000
CHIPPER WITH TRAILER	AV182	30,000	30,000	-	-	-
<b>2. OTHER</b>						
Financial Management System replacement		34,750	-	69,500	-	-
		350,750	599,420	939,500	903,000	565,000

**WYRE FOREST DISTRICT COUNCIL**  
**CABINET PROPOSALS 2017/18 ONWARDS**

Cost Centre	ACTIVITY AND DESCRIPTION OF CABINET PROPOSAL	KEY	2017/18 £	2018/19 £	2019/20 £	After 2019/20 £
			£	£	£	£
<b>SUCCESSFUL LOCAL ECONOMY</b>						
R705	<b><u>Economic Regeneration Activities</u></b> Approval of £10m capital funding for loans to third parties to help deliver our regeneration and economic development objectives in terms of both housing and commercial regeneration in accordance with our corporate plan priority "to support you to contribute to a successful economy". Appendix 3/1 sets out more detail.	C R S	10,000,000 - -	- 25,000 CR -	- 35,000 CR -	- 45,000 CR -
R705	<b><u>Capital Portfolio Fund</u></b> Approval of £25m capital funding to grow our portfolio of capital assets, existing or new build. Each proposal would be subject to detailed business case approval and must support economic, regeneration and/or housing corporate priorities in addition to producing a net revenue income stream taking into account funding costs. Appendix 3/2 sets out more detail.	C R S	25,000,000 100,000 -	- 50,000 CR -	- 75,000 CR -	- 100,000 CR -
R225	<b><u>Green Street Depot Investment</u></b> Approval of the first phase of capital investment into the depot site to ensure ongoing service sustainability and improve the commercial offer from this key site. There may be a further proposal for a second phase of improvement but this would be subject to separate approval by Cabinet and Council. Appendix 3/3 sets out more detail.	C R S	1,100,000 33,350 -	- 66,700 -	- 66,700 -	- 66,700 -
<b>CLEAN, GREEN AND SAFE COMMUNITIES</b>						
R335	<b><u>Localism Fund</u></b> To top up the single Localism Fund to £50k to continue the good work done so far with Parish and Town Councils and other local organisations.	C R S	- 50,000 -	- - -	- - -	- - -
R160	<b><u>Brinton Park HLF Bid</u></b> To provide funding to support a bid of up to £3m Heritage Lottery Funding for improvement works to Brinton Park. This is in addition to the £100k Section 106 funding already allocated. Appendix 3/4 sets out more detail.	C R S	100,000 3,650 -	- 7,300 -	- 7,300 -	- 7,300 -
R160	<b><u>Stourport Riverside Master Plan</u></b> To provide funding for the production of a Master Plan for the potential development of Stourport Riverside.	C R S	- 25,000 -	- - -	- - -	- - -
R720	<b><u>Community Leadership Fund</u></b> In light of the acknowledged effectiveness of this fund to retain this funding stream of £1,000 per Member for 2017/18.	C R S	- 33,000 -	- - -	- - -	- - -
R726	<b><u>Wyre Forest Forward</u></b> Further target savings from the Wyre Forest Forward Efficiency Programme	C R S	100,000 CR	150,000 CR	200,000 CR	200,000 CR
	<b>TOTALS</b>	C R S	36,200,000 145,000 -	- 151,000 CR -	- 236,000 CR -	- 271,000 CR -

Note that references to detailed Appendices refer to the 20th December 2016 report

**KEY - Changes in Resources**

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



Wyre Forest District Council



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 FROM 25/07/16 TO 31/03/2017 £ Charges inclusive of VAT (if applicable)	Proposed Charge FROM 1/04/2017 £ Charges before VAT	Proposed Charge FROM 1/04/2017 £ Charges inclusive of VAT (if applicable)
<b>Trade Waste and Commercial Waste Collections -Recycling</b>			
<b>COUNCIL OWNED WHEELIE BINS - Cat 1 - liable to Recycling gate Fee</b>			
240 litre (one lift per week)	Not Applicable	260.00	No VAT currently charged
660 litre (one lift per week)	Not Applicable	460.00	No VAT currently charged
1100 litre (one lift per week)	Not Applicable	610.00	No VAT currently charged
<b>ALTERNATE WEEKLY COLLECTION</b>			
<b>COUNCIL OWNED WHEELIE BINS - Cat 1 - liable to Recycling gate Fee</b>			
240 litre (one lift every other week)	Not Applicable	145.00	No VAT currently charged
660 litre (one lift every other week)	Not Applicable	290.00	No VAT currently charged
1100 litre (one lift every other week)	Not Applicable	390.00	No VAT currently charged
<b>PLASTIC SACKS</b>	Not Applicable	3.15	No VAT currently charged
<b>Additional One-Off Collections - Single Lift Fee</b>			
240 litre	Not Applicable	20.00	No VAT currently charged
600 litre - 1100 litre	Not Applicable	28.00	No VAT currently charged
<b>Multiple Collections as above</b>	Not Applicable	Commercial Judgement	No VAT currently charged
<b>Trade Waste Bulky Collections</b>	Not Applicable	Commercial Judgement	No VAT currently charged

**NOTES:**

Free 240 litre bin collections are provided to institutions eligible for maximum National Non Domestic Rate relief (e.g. Village Halls), a second bin will attract an annual charge

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

Customers may be able to order and pay for some services online – please refer to <http://www.wyreforestdc.gov.uk>



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 31/03/2017 £ Charges inclusive of VAT (if applicable)	Proposed Charge FROM 1/04/2017 £ Charges before VAT	Proposed Charge FROM 1/04/2017 £ Charges inclusive of VAT (if applicable)
LGV Courses			
2 Day course (as above) not in conjunction with HGV test	250.00	250.00	No VAT currently charged

**NOTES:**

Commercial judgement is delegated to the Director of Service  
Customers may be able to order and pay for some services online – please refer to <http://www.wyreforestdc.gov.uk>



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 31/03/2017 £ Charges inclusive of VAT (if applicable)	Proposed Charge FROM 1/04/2017 £ Charges before VAT	Proposed Charge FROM 1/04/2017 £ Charges inclusive of VAT (if applicable)
<b>Parks Events</b>			
<b>GREEN SPACES - Parks and Green Spaces (not Nature Reserves)</b>			
<b>Advertising and Sponsorships</b>			
Refuse vehicle banner production - (designed by customer)	Not Applicable	200.00	VAT charged at current rate
Refuse vehicle banner production - (design work by WFDC)	Not Applicable	300.00	VAT charged at current rate
Refuse vehicle banners displayed - cost per month to advertise	Not Applicable	250.00	VAT charged at current rate
<b>Website - cost per month on website homepage</b>	Not Applicable	75.00	VAT charged at current rate
<b>KAF Sponsorship</b>			
Gold Sponsorship	Not Applicable	1,000.00	VAT charged at current rate
Silver Sponsorship	Not Applicable	750.00	VAT charged at current rate
Bronze Sponsorship	Not Applicable	500.00	VAT charged at current rate
<b>Roundabout Sponsorship</b>			
Administered by Immediate Solutions Ltd on behalf of WFDC	Not Applicable	Commercial Judgement	VAT charged at current rate

**NOTES:**

Customers may be able to order and pay for some services online – please refer to <http://www.wyreforestdc.gov.uk>

**WYRE FOREST DISTRICT COUNCIL**

**FEES AND CHARGES 2017/2018**

**COUNCIL**

Cost Centre	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES		
			2017/18 £	2018/19 £	2019/20 £
R310	<b><u>CHIEF EXECUTIVE</u></b>				
	<b><u>Council Tax and NNDR</u></b>	C	-	-	-
	Summons Costs £50	R	-	-	-
	Liability Order Costs £30 £80	S	-	-	-
	Bi-annual review of summons costs and liability orders to reflect inflation and additional Magistrates Court costs.				
R500	<b><u>Elections and Electoral Registration</u></b>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	-	-	-
		S	-	-	-
R605	<b><u>ECONOMIC PROSPERITY AND PLACE</u></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	-	-	-
R605	<b><u>Development Control - Pre-application advice</u></b>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	370 CR	370 CR	370 CR
		S	-	-	-
R625	<b><u>Building Control - Decision Notices</u></b>				
	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.	C	-	-	-
		R	-	-	-
		S	-	-	-
R605	<b><u>Development Control - Sale of Documents</u></b>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	150 CR	150 CR	150 CR
		S	-	-	-
R637	<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	-	-	-
R637	<b><u>Environmental Health - Control of Dogs</u></b>				
	The charges levied for the control of stray dogs are set by Worcs Regulatory Services on a cost recovery basis. Charges are consistent across all authorities within the Shared Service. Increases to some charges are being proposed in 2017/18.	C	-	-	-
		R	300 CR	300 CR	300 CR
		S	-	-	-
R638	<b><u>Licensing Activities - Hackney Carriages</u></b>	C	-	-	-
	To propose no increase to Hackney Carriage licences.	R	-	-	-
		S	-	-	-
R638	<b><u>Licensing Activities - General Licensing</u></b>				
	To increase charges by 5% in line with Council Policy where appropriate (some exceptions detailed on backing sheets).	C	-	-	-
		R	1,330 CR	1,330 CR	1,330 CR
		S	-	-	-



**WYRE FOREST DISTRICT COUNCIL**

**FEES AND CHARGES 2017/2018**

**COUNCIL**

Cost Centre	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES		
			2017/18 £	2018/19 £	2019/20 £
R638	<b><u>Licensing Activities - Gambling Act 2005 (Premises)</u></b>	C	-	-	-
	Increase charges by either 5% in line with Council Policy or up to prescribed maximum level (if this is lower).	R	430 CR	430 CR	430 CR
		S	-	-	-
R638	<b><u>Licensing Activities - Scrap Metal Dealers Licence</u></b>	C	-	-	-
	Scrap metal dealers licence is a 3 year licence which was introduced in 2014. Level of charges are recommended by Worc's Regulatory Services. The level of charge will be unchanged for the next 3 years.	R	-	-	-
		S	-	-	-
	<b>TOTALS</b>	C	-	-	-
		R	2,600 CR	2,600 CR	2,600 CR
		S	-	-	-



<b>Service</b>	<b>Revenues</b>	<b>Service Manager</b>	<b>Revenues, Benefits and Customer Services Manager</b>
<b>Directorate</b>	<b>Chief Executive</b>	<b>Cabinet Member</b>	<b>Transformation and Change</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

<b>INCOME DESCRIPTION</b>	<b>Current Charge</b>	<b>Proposed Charge</b>	<b>Proposed Charge</b>
	<b>TO 31/03/2017</b>	<b>FROM 1/04/2017</b>	<b>FROM 1/04/2017</b>
	<b>£</b>	<b>£</b>	<b>£</b>
	Charges inclusive of VAT (if applicable)	Charges before VAT	Charges inclusive of VAT (if applicable)
<b>Council Tax and NNDR</b>			
Summons costs	50.00	50.00	No VAT currently charged
Liability Orders	30.00	30.00	No VAT currently charged

**NOTES:**

Customers may be able to order and pay for some services online – please refer to <http://www.wyreforestdc.gov.uk>



<b>Service</b>	<b>Elections and Electoral Registration</b>	<b>Service Manager</b>	<b>Head of Transformation and Communication</b>
<b>Directorate</b>	<b>Chief Executive</b>	<b>Cabinet Member</b>	<b>Resources</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2017 £ Charges inclusive of VAT (if applicable)	Proposed Charge FROM 1/04/2017 £ Charges before VAT	Proposed Charge FROM 1/04/2017 £ Charges inclusive of VAT (if applicable)
<b>Elections and Electoral Registration</b>			
<b>SALE OF EDITED AND FULL ELECTORAL REGISTERS</b>			
Charges for Market Registers only (per legislation)			
<b>Edited and Full Register</b>			
Data	22.00	23.00	No VAT currently charged
	plus 1.60 per 1,000 entries	plus 1.60 per 1,000 entries	
Printed	12.00	13.00	No VAT currently charged
	plus 5.25 per 1,000 entries	plus 5.25 per 1,000 entries	
<b>Overseas Electors</b>			
Data	22.00	23.00	No VAT currently charged
	plus 1.60 per 1,000 entries	plus 1.60 per 1,000 entries	
Printed	12.00	13.00	No VAT currently charged
	plus 5.25 per 1,000 entries	plus 5.25 per 1,000 entries	
<b>Marked Registers</b>			
Data	12.00	13.00	No VAT currently charged
	plus 1.05 per 1,000 or part	plus 1.05 per 1,000 or part	
Printed	12.00	13.00	No VAT currently charged
	plus 2.10 per 1,000 or part	plus 2.10 per 1,000 or part	

**NOTES:**

Customers may be able to order and pay for some services online – please refer to <http://www.wyreforestdc.gov.uk>



<b>Service</b>	<b>Planning &amp; Building Control</b>	<b>Service Manager</b>	<b>Development Control Manager</b>
<b>Directorate</b>	<b>Economic Prosperity &amp; Place</b>	<b>Cabinet Member</b>	<b>Planning and Economic Regeneration</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
<b>Planning Advice</b>	<b>TO 31/03/2017</b>	<b>FROM 1/04/2017</b>	<b>FROM 1/04/2017</b>
<b>Building Control Decision Notices (Pre 01/01/2012)</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Sale of Copy Documents</b>	Charges inclusive of VAT (if applicable)	Charges before VAT	Charges inclusive of VAT (if applicable)
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)	24.00 per Question	25.00 per Question	No VAT currently charged
If any query requires a site visit to be made (e.g. compliance with conditions)	65.00	68.00	No VAT currently charged
<b>Charges for Copy Documents</b>			
See Note 2 below			
Monthly Decision List	Free	Free	Free
Weekly Planning Application List	Free	Free	Free
Decision Notices	19.00	16.67	20.00
Decision Notices Additional Copies	1.10	1.00	1.20
A4 - For each copy	1.10	1.00	1.20
A3 - For each copy	1.10	1.00	1.20
A2 - For each copy	3.20	2.83	3.40
A1 - For each copy	4.20	3.75	4.50
A0 - For each copy	5.30	4.67	5.60

**NOTES:**

Note 1 - 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.  
 Note 2 - Copies of all planning application plans and decision notices made from 2006 onwards are available online at zero cost at <http://www.wyreforestdc.gov.uk/planning-and-buildings.aspx>  
 Customers may be able to order and pay for some services online – please refer to <http://www.wyreforestdc.gov.uk>



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 31/03/2017 £	FROM 1/04/2017 £	FROM 1/04/2017 £
Permitted Developments and Pre-application Advice	Charges inclusive of VAT (if applicable)	Charges before VAT	Charges inclusive of VAT (if applicable)
<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)	1,303.00	1,140.00	1,368.00
Cost of each additional meeting	652.00	570.83	685.00
Cost of Highway Advice	457.00	400.00	480.00
Cost of each additional meeting with Highway Authority	228.00	199.17	239.00
50 -199 dwellings (site 1.26-2ha) (gross floor area 2,500 - 9,999m2)	2,607.00	2,280.83	2,737.00
Cost of each additional meeting	965.00	844.17	1,013.00
Cost of Highway Advice	912.00	798.33	958.00
Cost of each additional meeting with Highway Authority	338.00	295.83	355.00
200+ dwellings (site 2+ha) (gross floor area +10,000m2)	3,910.00	3,421.67	4,106.00
Cost of each additional meeting	1,303.00	1,140.00	1,368.00
Cost of Highway Advice	1,368.00	1,196.67	1,436.00
Cost of each additional meeting with Highway Authority	457.00	400.00	480.00
<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)	1,303.00	1,140.00	1,368.00
Cost of each additional meeting	652.00	570.83	685.00
Cost of Highway Advice	457.00	400.00	480.00
Cost of each additional meeting with Highway Authority	228.00	199.17	239.00
Gross floor area 2,500 - 9,999m2 (site 1.26-2ha)	2,607.00	2,280.83	2,737.00
Cost of each additional meeting	965.00	844.17	1,013.00
Cost of Highway Advice	912.00	798.33	958.00
Cost of each additional meeting with Highway Authority	338.00	295.83	355.00
Gross floor area +10,000m2 (site +2ha)	3,910.00	3,421.67	4,106.00
Cost of each additional meeting	1,303.00	1,140.00	1,368.00
Cost of Highway Advice	1,368.00	1,196.67	1,436.00
Cost of each additional meeting with Highway Authority	457.00	400.00	480.00



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 31/03/2017 £	FROM 1/04/2017 £	FROM 1/04/2017 £
<b>Permitted Developments and Pre-application Advice</b>	Charges inclusive of VAT (if applicable)	Charges before VAT	Charges inclusive of VAT (if applicable)
<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)	41.00	35.83	43.00
(More than 3 Separate Matters)	80.00	70.00	84.00
Cost of each additional meeting	20.00	17.50	21.00
Separate Tree related Advice - number of trees not exceeding 10	41.00	35.83	43.00
Cost of each additional meeting	20.00	17.50	21.00
Separate Tree related Advice - number of trees over 10 but not exceeding 30	80.00	70.00	84.00
Cost of each additional meeting	20.00	17.50	21.00
<b>Exemptions</b>			
As set out in Guidance Note (e.g. Parish Councils, etc)			

**NOTES:**

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.  
Customers may be able to order and pay for some services online – please refer to <http://www.wyreforestdc.gov.uk>



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Health, Well-Being and Housing

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2017 £ Charges inclusive of VAT (if applicable)	Proposed Charge FROM 1/04/2017 £ Charges before VAT	Proposed Charge FROM 1/04/2017 £ Charges inclusive of VAT (if applicable)
<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	50.00 per hour (up to £625 Max)	34.17 per hour (min. 1 hour - up to £444 Max)	41.00 per hour (min. 1 hour - up to £533 Max)
Sampling (each visit)	126.00 Max	34.17 per hour (up to £83.33 Max)	41.00 per hour (min. 1 hour - up to £100 Max)
Investigation	50.00 per hour (up to £150 Max)	34.17 per hour (min. 1 hour - up to £444 Max)	41.00 per hour (min. 1 hour - up to £533 Max)
Granting an Authorisation	126.00 Max	34.17 per hour (up to £83.33 Max)	41.00 per hour (min. 1 hour - up to £100 Max)
Analysing a sample			
- taken under regulation 10 (small supplies)	32.00 Max	21.67 Max	26.00 Max
- taken during check monitoring	126.00 Max	83.33 Max	100.00 Max
- taken during audit monitoring	630.00 Max	444.17 Max	533.00 Max

**NOTES:**

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.  
Customers may be able to order and pay for some services online – please refer to <http://www.wyreforestdc.gov.uk>



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Health, Well-Being and Housing

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2017 £ Charges inclusive of VAT (if applicable)	Proposed Charge FROM 1/04/2017 £ Charges before VAT	Proposed Charge FROM 1/04/2017 £ Charges inclusive of VAT (if applicable)
<b>Hackney Carriage/Private Hire Fees</b>			
Hackney Carriage Vehicle (includes renewal plates and twice yearly vehicle inspections)	416.00	416.00	No VAT currently charged
Private Hire Vehicle (includes renewal plates and twice yearly vehicle inspections)	416.00	416.00	No VAT currently charged
Change of Business (Sell Car and Transfer Plate)	105.00	105.00	No VAT currently charged
<b>Initial or Replacement Licences/Plates (if lost or damaged)</b>			
External Car Plate	49.00	49.00	No VAT currently charged
Internal (Executive Vehicles) Car Plate	21.00	21.00	No VAT currently charged
Vehicle Decals - Replacements	19.00	19.00	No VAT currently charged
Exemption Notice (Executive Vehicles)	29.00	29.00	No VAT currently charged
<b>Vehicle Testing</b>			
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
Hackney Carriage/Private Hire Drivers Licence (valid for 3 years)	415.00	415.00	No VAT currently charged
Disclosure Scotland check	62.00	62.00	No VAT currently charged
Drivers Badge	25.00	25.00	No VAT currently charged
Drivers' Knowledge Test	54.00	54.00	No VAT currently charged
Private Hire Operators (valid for 1 year)	463.00	463.00	No VAT currently charged
Private Hire Operators (valid for 5 years)	1,760.00	1,760.00	No VAT currently charged

**NOTES:**

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<b>Directorate</b>	<b>Economic Prosperity &amp; Place</b>	<b>Cabinet Member</b>	<b>Health, Well-Being and Housing</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

<b>INCOME DESCRIPTION</b>	<b>Current Charge  TO 31/03/2017 £  Charges inclusive of VAT (if applicable)</b>	<b>Proposed Charge  FROM 1/04/2017 £  Charges before VAT</b>	<b>Proposed Charge  FROM 1/04/2017 £  Charges inclusive of VAT (if applicable)</b>
<b>Licensing and Registration</b>			
Animal Boarding Establishments Initial	354.00	372.00	No VAT currently charged
Renewal	234.00	246.00	No VAT currently charged
Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	
Dangerous Wild Animals Initial	354.00	372.00	No VAT currently charged
Renewal	234.00	246.00	No VAT currently charged
Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	
Dog Breeding Establishments Initial	354.00	372.00	No VAT currently charged
Renewal	234.00	246.00	No VAT currently charged
Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	
Pet Shops Initial	354.00	372.00	No VAT currently charged
Renewal	234.00	246.00	No VAT currently charged
Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	
Riding Establishments Initial	354.00	372.00	No VAT currently charged
Renewal	234.00	246.00	No VAT currently charged
Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	
Zoo Licences Initial	1,707.00 (plus Inspector's expenses)	1,792.00 (plus Inspector's expenses)	No VAT currently charged
Renewal	1,534.00 (plus Inspector's expenses)	1,611.00 (plus Inspector's expenses)	No VAT currently charged
Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	
Acupuncture, Tattooing, Electrolysis, Ear Piercing, Skin Piercing & Semi-Permanent Skin Colouring -			
Certificate of Registration: (a) Person	172.00	181.00	No VAT currently charged
(b) Premise	249.00	261.00	No VAT currently charged
(c) Persons & Premises	419.00	440.00	No VAT currently charged
Sex Establishments Initial	4,977.00	4,977.00	No VAT currently charged
Renewal	1,911.00	1,911.00	No VAT currently charged
Transfer	345.00	362.00	No VAT currently charged

**NOTES:**

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<b>Directorate</b>	<b>Economic Prosperity &amp; Place</b>	<b>Cabinet Member</b>	<b>Health, Well-Being and Housing</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

<b>INCOME DESCRIPTION</b>	<b>Current Charge  TO 31/03/2017 £  Charges inclusive of VAT (if applicable)</b>	<b>Proposed Charge  FROM 1/04/2017 £  Charges before VAT</b>	<b>Proposed Charge  FROM 1/04/2017 £  Charges inclusive of VAT (if applicable)</b>
<b>Gambling Premises License Fees</b>			
<b>Gambling Premises Licence - New Application</b>			
Adult Gaming Centre	1,452.00	1,525.00	No VAT currently charged
Betting Premises (excluding Tracks)	2,179.00	2,288.00	No VAT currently charged
Betting Premises (Tracks)	1,814.00	1,905.00	No VAT currently charged
Bingo Club	2,538.00	2,665.00	No VAT currently charged
Family Entertainment Centre	1,452.00	1,525.00	No VAT currently charged
Temporary Use Notices	370.00	389.00	No VAT currently charged
<b>Gambling Premises Licence - Annual Fee</b>			
Adult Gaming Centre	727.00	763.00	No VAT currently charged
Betting Premises (excluding Tracks)	436.00	458.00	No VAT currently charged
Betting Premises (Tracks)	727.00	763.00	No VAT currently charged
Bingo Club	727.00	763.00	No VAT currently charged
Family Entertainment Centre	543.00	570.00	No VAT currently charged
<b>Provisional Statement Application</b>			
Adult Gaming Centre	1,452.00	1,525.00	No VAT currently charged
Betting Premises (excluding Tracks)	2,179.00	2,288.00	No VAT currently charged
Betting Premises (Tracks)	1,814.00	1,905.00	No VAT currently charged
Bingo Club	2,538.00	2,665.00	No VAT currently charged
Family Entertainment Centre	1,452.00	1,525.00	No VAT currently charged
<b>Licence Application (Provisional Statement Holders)</b>			
Adult Gaming Centre	689.00	723.00	No VAT currently charged
Betting Premises (excluding Tracks)	872.00	916.00	No VAT currently charged
Betting Premises (Tracks)	689.00	723.00	No VAT currently charged
Bingo Club	872.00	916.00	No VAT currently charged
Family Entertainment Centre	689.00	723.00	No VAT currently charged
<b>Application to Transfer</b>			
Adult Gaming Centre	689.00	723.00	No VAT currently charged
Betting Premises (excluding Tracks)	872.00	916.00	No VAT currently charged
Betting Premises (Tracks)	689.00	723.00	No VAT currently charged
Bingo Club	872.00	916.00	No VAT currently charged
Family Entertainment Centre	689.00	723.00	No VAT currently charged
<b>Application to Vary</b>			
Adult Gaming Centre	727.00	763.00	No VAT currently charged
Betting Premises (excluding Tracks)	1,088.00	1,142.00	No VAT currently charged
Betting Premises (Tracks)	906.00	951.00	No VAT currently charged
Bingo Club	1,271.00	1,335.00	No VAT currently charged
Family Entertainment Centre	727.00	763.00	No VAT currently charged
<b>Reinstatement of Licence</b>			
Adult Gaming Centre	689.00	723.00	No VAT currently charged
Betting Premises (excluding Tracks)	872.00	916.00	No VAT currently charged
Betting Premises (Tracks)	689.00	723.00	No VAT currently charged
Bingo Club	872.00	916.00	No VAT currently charged
Family Entertainment Centre	689.00	723.00	No VAT currently charged

**NOTES:**

Customers may be able to order and pay for some services online – please refer to <http://www.wyreforestdc.gov.uk>



<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>Health, Well-Being and Housing</b>

**PROPOSAL OF SCALE OF FEES AND CHARGES**

<b>INCOME DESCRIPTION</b>	<b>Current Charge</b>	<b>Proposed Charge</b>	<b>Proposed Charge</b>
	<b>TO 31/03/2017</b>	<b>FROM 1/04/2017</b>	<b>FROM 1/04/2017</b>
	<b>£</b>	<b>£</b>	<b>£</b>
	Charges inclusive of VAT (if applicable)	Charges before VAT	Charges inclusive of VAT (if applicable)
<b>Street Trading</b>			
Single Unit up to 12 x 12 (max 5m length) Food - Initial	2,115.00	2,221.00	No VAT currently charged
- Renewal	2,011.00	2,112.00	No VAT currently charged
Single Unit up to 12 x 12 (max 5m length) Non-Food - Initial	1,768.00	1,856.00	No VAT currently charged
- Renewal	1,590.00	1,670.00	No VAT currently charged
For every additional 12 x 12 or part thereof or length more than 5m	872.00	916.00	No VAT currently charged
Mobile Traders - Initial	830.00	872.00	No VAT currently charged
Mobile Traders - Renewal	830.00	872.00	No VAT currently charged
Street Amenities (Control of Street Furniture)	334.00	351.00	No VAT currently charged

**NOTES:**

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Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Health, Well-Being and Housing

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2017 £ Charges inclusive of VAT (if applicable)	Proposed Charge FROM 1/04/2017 £ Charges before VAT	Proposed Charge FROM 1/04/2017 £ Charges inclusive of VAT (if applicable)
<b>Scrap Metal Dealers Act 2013 - Fees Recommended by Worcestershire Regulatory Services</b>			
Site Licence - Initial (3 year licence)	290.00	290.00	No VAT currently charged
Site Licence - Renewal (3 year licence)	240.00	240.00	No VAT currently charged
Collectors Licence - Initial (3 year licence)	145.00	145.00	No VAT currently charged
Collectors Licence - Renewal (3 year licence)	95.00	95.00	No VAT currently charged
Variation of Licence	65.00	65.00	No VAT currently charged
Copy of licence (if lost or stolen)	25.00	25.00	No VAT currently charged

**NOTES:**

Customers may be able to order and pay for some services online – please refer to <http://www.wyreforestdc.gov.uk>



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Health, Well-Being and Housing

**PROPOSAL OF SCALE OF FEES AND CHARGES**

INCOME DESCRIPTION	Current Charge TO 31/03/2017 £ Charges inclusive of VAT (if applicable)	Proposed Charge FROM 1/04/2017 £ Charges before VAT	Proposed Charge FROM 1/04/2017 £ Charges inclusive of VAT (if applicable)
<b>Control of Dogs - Fees Recommended by Worcestershire Regulatory Services</b>			
Administration Fee per stray dog seized	10.00	15.00	No VAT currently charged
Kennelling charge per dog per day	12.00	13.50	No VAT currently charged
Statutory Fine per dog seized	25.00	25.00	No VAT currently charged
Repeat stray charge	25.00	25.00	No VAT currently charged
Out of Hours Charge	30.00	35.00	No VAT currently charged
Vet fees/treatment charges (if applicable)	Charged at Cost	Charged at Cost	

**NOTES:**

Customers may be able to order and pay for some services online – please refer to <http://www.wyreforestdc.gov.uk>

**Report of the Chief Financial Officer in respect of  
Sections 25-28 Local Government Act 2003**

**1. PURPOSE**

- 1.1 To consider the report of the Chief Financial Officer in respect of statutory duties placed on Local Authority Chief Financial Officers in relation to budget setting and monitoring.

**2. RECOMMENDATION** (see 2.2.3 of main report)

**THAT COUNCIL NOTE:**

- 2.1 **The Chief Financial Officer's opinion on the budget proposals, recommended by the Cabinet on 7<sup>th</sup> February 2017, as detailed in this report.**

**3. BACKGROUND**

- 3.1 Sections 25 to 28 of the Local Government Act 2003 (The Act) place statutory duties on Local Authorities on how they set and monitor budgets. The Act requires local authorities to ensure that the Budget estimates are robust, Reserves are adequate and the Budget is monitored on a regular basis.
- 3.2 Section 25 requires the Chief Financial Officer to report to the Council on the robustness of the estimates it makes when calculating its budget requirement under Section 32 of the Local Government Finance Act 1992 and on the adequacy of its proposed financial reserves.
- 3.3 Section 26 requires authorities to adhere to their approved policies in relation to Reserves when setting budgets to ensure that the minimum Reserve levels are maintained.
- 3.4 Section 27 requires the Chief Financial Officer, at the time of the budget setting, to report if it appears that a reserve in relation to the previous financial year is likely to be inadequate. The reasons for the inadequacy and a recommended course of action must be considered by Council.
- 3.5 Section 28 places a statutory duty on the Council to review it's budget and all calculations related to it from time to time. If the review shows a deterioration in the financial position, the Council must take such action as it considers necessary (if any) to address the situation.
- 3.6 Whilst Sections 25-27 relate specifically to budget and council tax setting for the following financial year, these Sections are being more widely interpreted by External Auditors to include the period of the Council's Financial Strategy; as a consequence it is necessary to report not only on next year's Budget but on the period covered by the Three Year Budget Strategy (2017-20).

**4. KEY ISSUES – CHIEF FINANCIAL OFFICER’S OPINION ON 2017-20 BUDGET & THREE YEAR BUDGET STRATEGY**

In respect of the Budget Proposals recommended by the Cabinet, in my opinion:-

- 4.1 The estimates made for the purposes of Section 32 of the Local Government Finance Act 1992 calculations are robust.
- 4.2 The Reserves outlined in the Three Year Budget and Policy Framework Report to the Cabinet on this agenda are adequate in relation to the 2017-20 Budget. The work done by the Cabinet Financial Strategy Advisory Panel this year and resultant Cabinet report recommendations, supplemented by the updates included in the latest Cabinet report are instrumental in continuing to promote economic growth and moving the Council closer to a sustainable balanced budget in the future, that is less reliant on the use of reserves. The continuing Transformation Programme required to deliver the savings required is progressing well but remains challenging. The additional target saving added as part of this year’s Cabinet Proposals increase risk and this will need to continue to be carefully managed and mitigated by the member and officer Leadership team.
- 4.3 The Council have adopted the general principles of the CIPFA Guidance on Local Authority Reserves and Balances, which outline a minimum Reserve (Working Balance) for this Council which has been adhered to in the Financial Strategy 2017-20.
- 4.4 It is important that the level of reserves is carefully monitored and reviewed as the impact of the proposed Local Government Finance Reforms become clear and also once future funding levels are known. The proposed Local Government Finance Reforms place significantly increased risk on local authority income and funding streams and the levels of reserves may need to be reviewed as the reforms are implemented and their impacts become clear.
- 4.5 The Cabinet monitors Budgets on a monthly basis in accordance with Section 28 of the 2003 Act, including ‘Budget Risk Management’ and takes appropriate action to ensure financial accountability.

**5. FINANCIAL IMPLICATIONS**

- 5.1 There are no Financial Implications.

**6. LEGAL AND POLICY IMPLICATIONS**

- 6.1 These are contained in Paragraph 3 of this report.

**7. EQUALITY IMPACT NEEDS ASSESSMENT**

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

## **8. RISK MANAGEMENT**

- 8.1 Contained within the Financial Strategy 2017-20 and subsequent Cabinet reports are the significant risks and mitigating actions which have been identified, allied to the budget process.
- 8.2 There are three significant financial risks affecting the Council over the next three years:
- Funding reductions from Central Government in light of the Local Government Finance Reforms changing key funding streams and methodologies including the phasing out of Revenue Support Grant, New Homes Bonus funding reductions and the move to 100% Business Rates Retention.
  - The increased reliance on local income sources including the proposed Capital Portfolio Fund and Loans to Third Parties policies and risk this may not be realised in line with government expectations and;
  - Further savings required from the Transformation Programme are significant and will prove challenging to deliver.
- 8.3 It is for the reasons such as the above that the Council continues to retain a working balance reserve of £1,000,000, increased from £700,000 in 2012/13. This fund is also available to provide cover for urgent unforeseen expenditure e.g. in respect of a civil emergency. The Transformation Fund is held to fund one-off costs of implementation of Transformation work and consideration should be given to increasing this from Final Accounts savings, in accordance with the delegations in the separate budget report on this agenda. In addition to these generic reserves earmarked reserves are held to cover specific commitments and therefore limit financial risk.

## **9. CONCLUSION/FURTHER CONSIDERATIONS**

- 9.1 Whilst the Council continues to be reliant on contributions from reserves to balance its budget over the term of the Financial Strategy, the ongoing Transformation Programme should deliver ongoing savings to improve this. The Provisional Finance Settlement suggests that from 2018-19 overall Central Government will have reduced to a particularly challenging level.
- 9.2 To reduce the financial risks now faced, it is essential that net expenditure and funding be better aligned by the progression of efficiency plans for reductions in spending and increased income generation.
- 9.3 The ongoing Local Government Finance Reforms that see Revenue Support Grant phased out from 2019-20, New Homes Bonus and Business Rates Reform reduce Central Government funding and increase the reliance on local funding streams. The level of reserves may need to be reconsidered once the impact of the reforms has been confirmed.

## **10. CONSULTEES**

- 10.1 Leader of the Council



10.2 Cabinet Member for Resources

10.3 CLT

**11. BACKGROUND PAPERS**

11.1 Local Government Act 2003 Sections 25-28

11.2 Local Government Finance Act 1992 Section 32

## **EFFICIENCY PLAN**

### **WYRE FOREST FORWARD – OUR EFFICIENCY PLAN 2017-20**

This is Wyre Forest District Council's efficiency plan for 2017-20. It is called "Wyre Forest Forward", the transformation programme that we have been running since 2012.

Wyre Forest Forward is a review of all aspects of the Council. It is not just about saving money. It's a comprehensive programme of transformation and includes changing our ways of working and culture. The review will help us to deliver our [Corporate Plan 2014 - 2019](#). The Corporate Plan has two priorities:

- o **Support you to contribute to a successful local economy.**
- o **Support you to live in clean, green and safe communities.**

### **How we are changing**

The Council has been, and continues to be, under severe financial pressure. This has made us look even harder at the value of what we do and how we do it. We therefore apply an approach called Systems Thinking to improve services by focusing on delivering exactly what the customer wants and at the first point of contact.

### **Our purposes**

Everything we do is linked to our [purposes](#) which support the delivery of our Corporate Plan and our customers are at the heart of this. We want to improve community well-being and economic prosperity, but we have fewer resources. We will therefore work with others, including community groups, to fulfil our purposes and move forward.

### **Wyre Forest Forward in action**

We are actively applying Systems Thinking across the Council. We're looking at everything we do and considering how we go forward in a more focused and efficient way. Our employees are engaged in this process at every level.

The Council has an excellent track record in delivering savings, with well over £5m achieved from 2010 to 2016.

The Council's approach to aligning its expenditure with income over time has successfully used three main levers:

- a) **Making the Council as efficient as it can be** in its structures and external and internal processes. This is driven through the Wyre Forest Forward transformation programme, supported by work to ensure that services are on line and "digital by default" and by the ICT strategy;

b) **Implementing alternative delivery structures** where this represents best value. Examples include the shared services that have been implemented since 2010 and the Council's strong track record in localism, transferring responsibility for assets and services to local organisations, including town and parish councils;

c) **Growing its income**. For example, total external income generated has increased by circa £785kpa since 2013-14, including over £215k a year of income generated from tenancies and ICT support charges at Wyre Forest House. Another innovative example is the Evergreen Fund initiative, which was approved in July 2014. It will provide a sustainable source of funding for future investments in projects that produce a revenue return.

### The future

We will **continue to use these three levers of efficiency, alternative delivery structures and growing income**. The targets to deliver efficiency savings under Wyre Forest Forward are as follows:

	2017-18	2018-19	2019-20
Targets: minimum Wyre Forest Forward savings	£180k	£786k	£996k

There will be opportunities for more shared services in the future, and we will actively seek opportunities for Wyre Forest District Council to host them in line with our strengths. There is not a dogmatic approach that seeks externalisation or shared services, as was seen with the decision to bring the HR function in house from April 2016 when the former service level agreement with the County Council ended. In-sourcing is something that is actively considered when making business decisions.

The Council has so far chosen not to join the West Midlands Combined Authority as a non-constituent member. The devolution deal for the West Midlands announced in November 2016 included some elements that might be relevant to the footprint of three local enterprise partnerships, which would therefore include North Worcestershire. This may have an impact on economic development and regeneration or other aspects relevant to this efficiency plan.

Devolution proposals for Worcestershire accompanied by a public services leaders' board were submitted to Government in spring 2016. While Government Ministers did not consider they could endorse these proposals they did very much favoured some of the proposals for public service reform that could contribute to this efficiency plan. Examples including:

- a pioneering service delivery model focused around a single vehicle comprised of resource from multiple organisations, working to coordinate the public sector approach to moving individuals and families from dependency to independence. The pilot went live in Redditch in January 2016 with the expectation of roll out across the county in 2017;

The Council has taken positive steps to empower parish councils and local groups to deliver more services. The Council will continue to support this local devolution to increase the pace of change to help preserve services, including the excellent opportunities for joint working following creation of Kidderminster Town Council from April 2016.

There is an increased impetus for growing the Council's income:

- a) growing business rates income in line with government forecasts so the local economy can benefit from the funding we are able to retain under the changing regime;
- b) growing council tax income by supporting housing growth, including through the review of the local development plan;
- c) increasing fees and charges where possible ahead of inflation. This ensures that users of services contribute more to support those services than council tax payers as a whole;
- d) continuing the Council's commercial income from a variety of sources such as ticket sales and events, rents, work undertaken for other organisations and private households, advertising and sponsorship.
- e) to go further with steps to grow both the local economy in terms of regeneration and housing and revenue income streams by use of prudential borrowing powers to deliver the new proposals for loans to third parties and capital portfolio fund as set out in the new council policy framework with due regard to robust due diligence.

### **Next steps**

Under this efficiency plan, the Council will continue on the trajectory towards becoming a much leaner organisation. This will require bold and far-reaching decisions by the Council in the coming period including changes that are likely to be challenging for the public and councillors alike.

Given that these changes need to be implemented before April 2019, the council has two years in which to agree a programme of reform and implement it. In order to ensure that there can be confidence about the Council's financial viability in 2019-20, the Cabinet will take relevant decisions no later than the end of 2017 on changes within its remit, while any that require full Council approval will feature in the Financial Strategy prepared in the latter part of 2017 for 2018-2021.

**WYRE FOREST DISTRICT COUNCIL****CABINET**  
**7<sup>th</sup> FEBRUARY 2017****Lion Fields, Kidderminster – Development Proposals**

<b>OPEN</b>	
<b>CABINET MEMBER:</b>	Councillor Ian Hardiman
<b>RESPONSIBLE OFFICER:</b>	Head of Economic Development & Regeneration – North Worcestershire
<b>CONTACT OFFICER:</b>	Dean Piper, Ext. 2192 Dean.piper@nwedr.org.uk
<b>APPENDICES:</b>	<b>Appendix 1 – Lion Fields Marketing Brochure</b>  <b>Appendix 2 – Land disposal plan (Parcel 1)</b>  <b>Appendix 3 – Procurement options</b>

**1. PURPOSE OF REPORT**

- 1.1 To agree the process for the redevelopment and disposal of Parcel 1 of Lion Fields, Kidderminster which forms part of the Kidderminster Eastern Gateway Development Framework.

**2. RECOMMENDATION**

Cabinet is asked to **DECIDE:**

- 2.1 to delegate to the Director of Economic Prosperity & Place, in consultation with the Cabinet Member for Planning & Economic Regeneration, Solicitor to the Council and Chief Financial Officer, authority to take all necessary actions to procure a developer and to enter into a development agreement that includes, but isn't limited to, the detail as set out in paragraph 4.7 for the disposal of Parcel 1 of the Lion Fields re-development ensuring that the procurement process complies with the Public Contract Regulations 2015 including the finalisation of evaluation criteria to select the preferred developer following the Restricted procedure;
- 2.2 to delegate to the Director of Economic Prosperity & Place, in consultation with the Cabinet Member for Planning & Economic Regeneration, Solicitor to the Council and Chief Financial Officer authority to agree the terms of a land owners' agreement between the Council and Worcestershire County Council which sets out the sharing of costs between both parties in bringing Parcel 1 to the market and returns a capital receipt to both parties in a fair and equitable way.

**3. BACKGROUND**

- 3.1 At its meeting on 12<sup>th</sup> July 2016, Cabinet approved a new vision and preferred development option for the Kidderminster Eastern Gateway area as part of an

overall Development Framework (produced with the assistance of Savills). The Development Framework is intended to guide and inform the comprehensive regeneration of the Eastern Gateway, now branded for marketing purposes as Lion Fields and provide a route map for the Council and other public sector land owners to realise the value of their land assets. Lion Fields was a name that was identified through the public consultation process in February 2016 on the basis that the name had a historical connection with the Eastern Gateway area.

- 3.2 The Development Framework splits the site up into six development parcels which could come forward to the market in phases and independently of each other, yet complementing each other to achieve the comprehensive redevelopment of the Lion Fields area as a whole. Cabinet agreed that the preferred development option for Lion Fields should be a mixed use scheme, anchored by a multi-screen cinema complex, with restaurant/café units and a multi-storey car park with the remainder of the scheme including residential accommodation, retail units and a conversion of the former Magistrates Court into creative workspace.
- 3.3 As part of the Framework report, Savills identified the former Leisure Centre and the adjoining open land owned by Worcestershire County Council as Parcel 1 of Lion Fields. The Development Framework set out the Council's ambition for Parcel 1 and the preferred option is to develop a cinema and leisure hub. Savills have been retained to support the Council to achieve the disposal of Parcel 1 (and subsequent phases).
- 3.4 During October / November, Savills (on behalf of the Council) sent out a marketing brochure for Lion Fields (see Appendix 1) to potential developers; erected advertisement boards around the site; and advertised the opportunity to redevelop Parcel 1 in the Estates Gazette, with the view to inviting developers to submit expressions of interest to redevelop Parcel 1. A strong response was received from developers with 13 Expressions of Interest submitted and in particular provided confidence that there is developer interest in delivering a cinema and leisure hub.
- 3.5 In advance of commencing a formal disposal process, the Council has already taken steps to improve the marketability of the site to developers. At its meeting of 10<sup>th</sup> August 2016, Cabinet authorised the demolition of the former Glades Leisure Centre to ready it for development. The demolition of the building, which is being undertaken by AR Demolition, is due to complete by April and this will increase the attractiveness of the site to developers and send a clear signal out to the market that the regeneration of Lion Fields is underway and that the Council is committed to achieving the vision set out in the Development Framework.
- 3.6 Overview and Scrutiny Committee are considering a report at their meeting on 2<sup>nd</sup> February setting out the options for proceeding with the disposal of Parcel 1 and their recommendations will be reported at this meeting.

#### **4. PROPOSAL**

- 4.1 The Council now needs to commence the formal process of disposing of Parcel 1 and selecting a developer that can deliver against the Council's aspirations. Parcel 1 is in the ownership of the Council and Worcestershire County Council as indicated on the plan at Appendix 2. This land will be disposed of to facilitate the re-development of the site and a capital receipt will be generated for both parties. The amount of land to be disposed of on Parcel 1 will be approximately 2.79 acres

with 2.23 acres owned by the Council and 0.56 acres owned by Worcestershire County Council.

- 4.2 The Council should aim to dispose of the site for the maximum capital receipt that can be obtained but also should evaluate bids from developers in relation to their ability to deliver the economic and social well being aspirations set out in the Development Framework for Parcel 1, in particular by delivering a quality cinema and leisure hub proposal that meets the Council's expectations regarding design standards, improved connectivity to Worcester Street and High Street and improved public realm. The Council has already sought valuation advice from Savills in relation to Parcel 1 based on a cinema / leisure hub and the expectation is that this valuation will be achieved or exceeded.
- 4.3 Officers have instructed Savills to advise on the most appropriate way of securing development on Parcel 1 and to develop a marketing plan to promote the site to developers.
- 4.4 A number of options have been explored by officers to enable the delivery of the cinema and leisure hub on Parcel 1 including:
  - a. Direct delivery of a redevelopment scheme by the Council;
  - b. Disposing of the land to developers through a site sale process;
  - c. Award to a Developer to deliver a redevelopment scheme under a development agreement following Public Procurement Regulations 2015

**Option A - Direct delivery of a redevelopment scheme by the Council**

With this option, the Council would take direct control of the project and manage the process, right through from designing the scheme, procuring contractors, gaining a planning consent and securing occupiers, ideally on a pre-let basis. The Council would be required to fund the development, utilising its prudential borrowing capacity and could potentially benefit from revenue generated from lettings. Whilst the Council is currently exploring the potential to invest in smaller scale development schemes and commercial opportunities, it does not have any direct experience of delivering major mixed use development projects and would be at an immediate disadvantage in competing with developers who have established links with prominent cinema / leisure operators. The Council would be exposing itself to considerable risk, therefore this option is not recommended. However, the possibility of the Council directly investing in a redevelopment using its Capital Portfolio Fund remains an option.

**Option B - Disposing of the land to developers through a site sale process**

This option would involve the Council marketing Parcel 1 to prospective developers through a conditional site sale process (conditional on the grant of planning permission) under a simple marketing process. The Council could seek to exert some control over the process by imposing restrictions or covenants which aim to control the type of development that is built on the land but what can be achieved is extremely limited. As soon as there are seen to be requirements for a specific type of development i.e. the Council is prescribing what it wants, then EU procurement rules apply. The Council could also exert influence over the form of development in its role as the planning authority, but again, this is restricted as, provided an

application is Local Plan policy compliant and technical requirements are met, refusal would be difficult, even if it did not deliver the Council's commercial aspirations. The Council would generally be required to dispose of the land at not less than best value but where restrictions are imposed that reduce the prices and/or the economic or social benefits of a scheme can be demonstrated, the Council would have discretion to dispose of the land at less than best value, subject to the undervalue not being more than £2m.

Theoretically, this option could be the quickest way of securing a developer, as it is estimated that it could take between 8 and 12 weeks from placing the initial advert through to appointing a developer. However, this option does not provide the Council with the ability to specify what it wants to see developed on its land and exert influence on factors such as design and pace of delivery.

Given the Council's aspirations for Parcel 1 and its strong desire to attract a cinema and leisure hub onto the site, it is therefore not recommended to proceed with this option.

In effect, this option is a straight forward land disposal conditional only on planning permission. The Council would not have sufficient control over the future use of the site to guarantee development in line with the Development Framework for the site.

**Option C - Award to a Developer to deliver a redevelopment scheme under a development agreement following Public Procurement Regulations 2015**

This option would involve the Council selecting and appointing a developer to deliver a cinema and leisure hub scheme by undertaking a competitive procurement process. A contract with specific delivery requirements such as this is viewed, for the purpose of procurement, as a works contract and is therefore subject to the procurement regulations. It is envisaged that it would take between 6 and 12 months to appoint a developer depending on the process that is selected by the Council. Developers are familiar with this type of approach and such a process involves the developer taking all of the development risk.

Given that the Council set out in the Development Framework its aspiration to attract a cinema and leisure hub onto Parcel 1, this option should provide greater certainty and control to the Council and it is therefore recommended that the Council should select this option. It is acknowledged that the timeframe of a procurement process is longer than would be preferred, but it is considered that this should provide the most effective way for the Council to achieve the development it seeks.

- 4.5 Assuming that the developer procurement route is agreed by Cabinet, consideration also needs to be given to the various procurement options that comply with the Public Contract Regulations 2015; these include, 'open', 'restricted', 'competitive dialogue' and 'competitive dialogue with negotiations'. These options are identified and evaluated at Appendix 3.
- 4.6 The specific form of developer procurement to be selected is based on advice provided by officers and from Savills. It is proposed that the 'restricted' procedure will be used in this instance as the Council is able to specify clearly at this stage the type of scheme that it wishes to see delivered on the site. The Council's ambitions for Parcel 1 are set out in the Development Framework that was approved by Cabinet in July 2016 and the preferred option identifies Parcel 1 as suitable for



cinema use, supported by family cafes/ restaurants and a multi-storey car park. The restricted procedure provides the Council with the opportunity to undertake a two stage process; stage 1 involves bidders completing a 'Selection Questionnaire' (SQ) and then a shortlist for Invitation to Tender (ITT) is drawn up based on an evaluation of the specific pre-qualification information that bidders have been requested to complete. As part of this procedure, the Council can shortlist a minimum of five bidders (or, if less, the number of qualifying candidates) to take forward to stage 2 (ITT). This ensures that only appropriately qualified and experienced bidders are formally invited to tender.

4.7 The Council will use a Development Agreement to set out exactly what it expects from a development on Parcel 1 so that bidders are clear at the outset of the process as to what the Council expects; the agreement will include the following:

- Details of the site and confirmation of land ownerships;
- Details of scheme requirements– following the successful Expression of Interest exercise, the Council intends that a cinema and leisure hub will be delivered on Parcel 1 to support the realisation of the ambitions and vision set out in the Development Framework; this will include the development (but not exclusively) of a multi screen cinema (planning use class D2), cafes / restaurants (use class A3/A4) and a multi storey car park;
- Scheme design to be in accordance with the successful bid– the agreement will reflect the fact that design will be primarily determined by the planning process, although the Council will seek to agree the design of the development with the developer as part of the evaluation of bids by scoring on the quality of the design as well as the land price before a planning application is submitted;
- Details of conditionality of the contract – these will include dates for the developer securing planning and highways consents, letting the construction contract, site assembly, build out of the development, securing a pre-let for the cinema operator and confirmation of funding;
- Price – price to be paid by the developer on completion of the transfer of the land and details of any deposits to be paid and overage clauses;
- - Details of timescales including 'longstop dates' to set out the timeframe in which it expects a development to be delivered by the selected development partner and/or any development conditions need to be complied with. This will provide the Council with greater certainty and control of the process and should mitigate the risk that a developer does not progress the development as expected;
- Infrastructure works (on-site and off-site) - details of any infrastructure works required from the developer including public realm, highways and pedestrian improvements;
- Details of any licenses to be granted by the Council to the developer to enable them to gain access to the land prior to legal transfer .

4.8 Through the selected procurement process, proposals from potential development partners will be evaluated utilising a scoring matrix that will consider the following:

- Evidence that the potential developer shares the ambition of the landowners to deliver a place making, commercially viable scheme in accordance with the vision and preferred development mix set out the Kidderminster Eastern Gateway Development Framework;
- Relevant track records which illustrate:

- a. the necessary levels of expertise working with brownfield regeneration sites to secure planning, overcome any site constraints and construct infrastructure to enable development;
  - b. working in partnership with the public sector;
  - Financial implications of the proposal for the Council including future capital receipts, income and business rate uplift;
  - Evidence of scheme viability and deliverability
  - Proposed programme including realistic timescales and milestones.
- 4.9 The evaluation and scoring matrix and weightings of these scoring criteria will be determined under the proposed delegation in paragraph 2.1.
- 4.10 As referred to in paragraph 4.1, Parcel 1 is in the ownership of the Council and Worcestershire County Council. Discussions have taken place between the Council and Place Partnership (acting on behalf of Worcestershire County Council) in relation to the area of land on Parcel 1 owned by Worcestershire County Council, with agreement reached that its land can be included in the marketing of Parcel 1 to developers and the associated developer procurement process, subject to any lease to NHS England on part of the site being terminated by 2018 when it is scheduled to end.
- 4.11 To formalise this arrangement a landowners agreement will need to be developed which sets out an agreed basis for collaboration between the Council and Worcestershire County Council. The agreement will extend to including details of how any upfront development costs and values achieved on the site will be shared between the two parties. The aim will be to develop a formula which is fair and equitable and it will recognise the substantial upfront investment already committed by the Council in producing the Development Framework and commencing the demolition of the former Glades Leisure Centre. Savills have been retained by the Council to provide advice on this and are currently developing the heads of terms for the agreement.

## **5. FINANCIAL IMPLICATIONS**

- 5.1 The Council has allocated revenue funding in its Financial Strategy 2015-18 to support initial costs associated with bringing forward site parcels within the Kidderminster Eastern Gateway Development Framework. This funding is being used to pay for professional advice from Savills who are advising the Council on the developer procurement process and marketing for Parcel 1 as well as providing commercial appraisal advice and developing the landowners agreement between the Council and Worcestershire County Council.
- 5.2 In relation to the disposal of Parcel 1, the Council will seek best value for the site. However any proposed capital receipt will be weighed against the wider benefits of an individual proposal i.e. regeneration benefits to Kidderminster Town Centre, along with any potential income that could be generated to the Council and potential business rates uplift.
- 5.3 As the Council has already taken steps to commence the demolition of the former Glades Leisure Centre, it is anticipated that the site will now be more attractive to developers and that this should result in an improved net capital receipt to the Council.

- 5.4 Any additional revenue costs associated with the developer procurement process including legal costs will be met by existing North Worcestershire Economic Development and Regeneration and/or regeneration budgets.

**6. LEGAL AND POLICY IMPLICATIONS**

- 6.1 The Council has now adopted the Kidderminster Eastern Gateway Development Framework which sets the policy framework for the delivery of regeneration of the area and the proposed disposal of Parcel 1 accords with the framework.
- 6.2 The disposal of the land is included in the Council's Strategic Asset Management Plan and Property Disposal Strategy.
- 6.4 The procurement mechanism used to select a development partner has been determined by the extent to which the Council is able to specify the scheme and contractual relationship with the developer at the outset and to ensure compliance with the Public Procurement Regulations.

**7. RISK MANAGEMENT**

- 7.1 There is the risk that if the Council did not take this opportunity to dispose of the site now by commencing a developer procurement process that it would undermine confidence in the delivery of the Kidderminster Eastern Gateway Development Framework. Early disposal of the site will help the Council to realise the value of its asset and should act as a catalyst for the wider delivery of the Lion Fields development. However, it should be noted that it is not possible to dispose of the wider site immediately as not all of the site can be offered with vacant possession at the current time.
- 7.2 There is a risk that if the Council chose to pursue a simple disposal of the site following the Expressions of Interest that it would not necessarily deliver the development that the Council wants to see, nor that it will be delivered in a timely fashion, as in effect the Council would lose all control of it apart from its regulatory role in determining any planning application.
- 7.3 The Council has already taken pro-active steps to improve the marketability of the site by committing to undertake the demolition of the former Glades Leisure Centre and this should provide any prospective purchaser with greater certainty about the ability to bring forward the site for development.

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

- 8.1 There are no immediate equality implications to be addressed at this stage.

**9. CONCLUSION**

- 9.1 The Council has in place a new vision and Development Framework for the Kidderminster Eastern Gateway (now known as Lion Fields). With the closure of the former Glades Leisure Centre and decision to commence the demolition of the building, it is important that the Council maintains the momentum and disposes of the land at Parcel 1 to act as a catalyst for the wider development of the Lion Fields site. It is proposed to commence a developer procurement process to secure a developer that can deliver against the Council's ambitions for Parcel 1.

**10. CONSULTEES**

10.1 Corporate Leadership Team.

**11. BACKGROUND PAPERS**

- Cabinet Capital Programme report 22nd November 2016
- Cabinet Former Glades Leisure Centre report 10<sup>th</sup> August 2016
- Cabinet Kidderminster Eastern Gateway report 12<sup>th</sup> July 2016
- Cabinet Strategic Asset Management Plan 2016-2021 and Property Disposal Strategy – 8<sup>th</sup> March 2016
- Report to 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
- Cabinet report 22<sup>nd</sup> October 2013 – New Leisure Centre for Wyre Forest
- Council February 2014 - Budget

**12. APPENDICES**

**Appendix 1 – Lion Fields Marketing Brochure**

**Appendix 2 – Land disposal plan**

**Appendix 3 – Procurement options**



LION FIELDS

**PARCEL ONE**

KIDDERMINSTER DY10 1PP

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MIXED USE DEVELOPMENT OPPORTUNITY





**'Lion Fields' is a rare opportunity to deliver comprehensive redevelopment of the eastern gateway to Kidderminster town centre.**

Parcel One provides an exciting brief to deliver the first phase of a high quality mixed-use development that is complementary to and integrated with the wider scheme and town centre function.



## EXECUTIVE SUMMARY

Wyre Forest District Council (WFDC) alongside North Worcestershire Economic Development and Regeneration (NWEDR) are seeking a developer with the skills, financial resources and ambition to deliver a leisure-led mixed use development in Kidderminster.

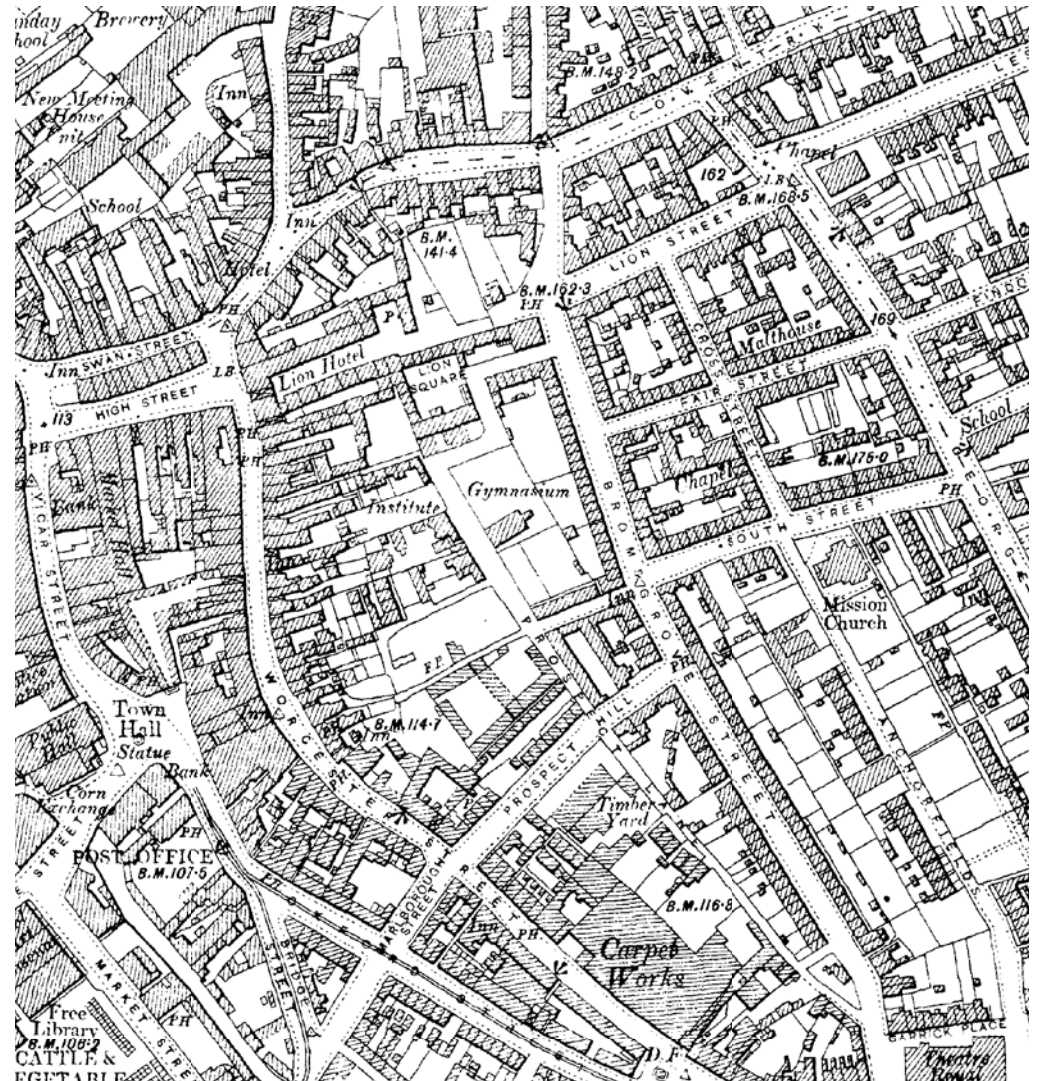
Lion Fields is a site of approximately 6.5 hectares (16 acres) and takes its name from both historic and current references to the locality. It is envisaged that redevelopment will comprise a mix of uses incorporating leisure, retail, residential, creative and community uses.

A Development Framework setting out WFDC's vision for Lion Fields has been adopted in support of redevelopment. A land owners agreement has also been created with the majority of the freehold interests falling within public sector ownership.

**Phased delivery of the wider site is proposed. This invitation relates to expressions of interest for Parcel One which comprises approximately 1.44 hectares (3.56 acres).**



Historic Map of Lion Fields (1903)



## THE SITE

Lion Fields extends over the eastern area of Kidderminster town centre. The site is bounded to the north by Coventry Street, to the west and south by Worcester Street and Oxford Street, and the east by the Ringway (A451).

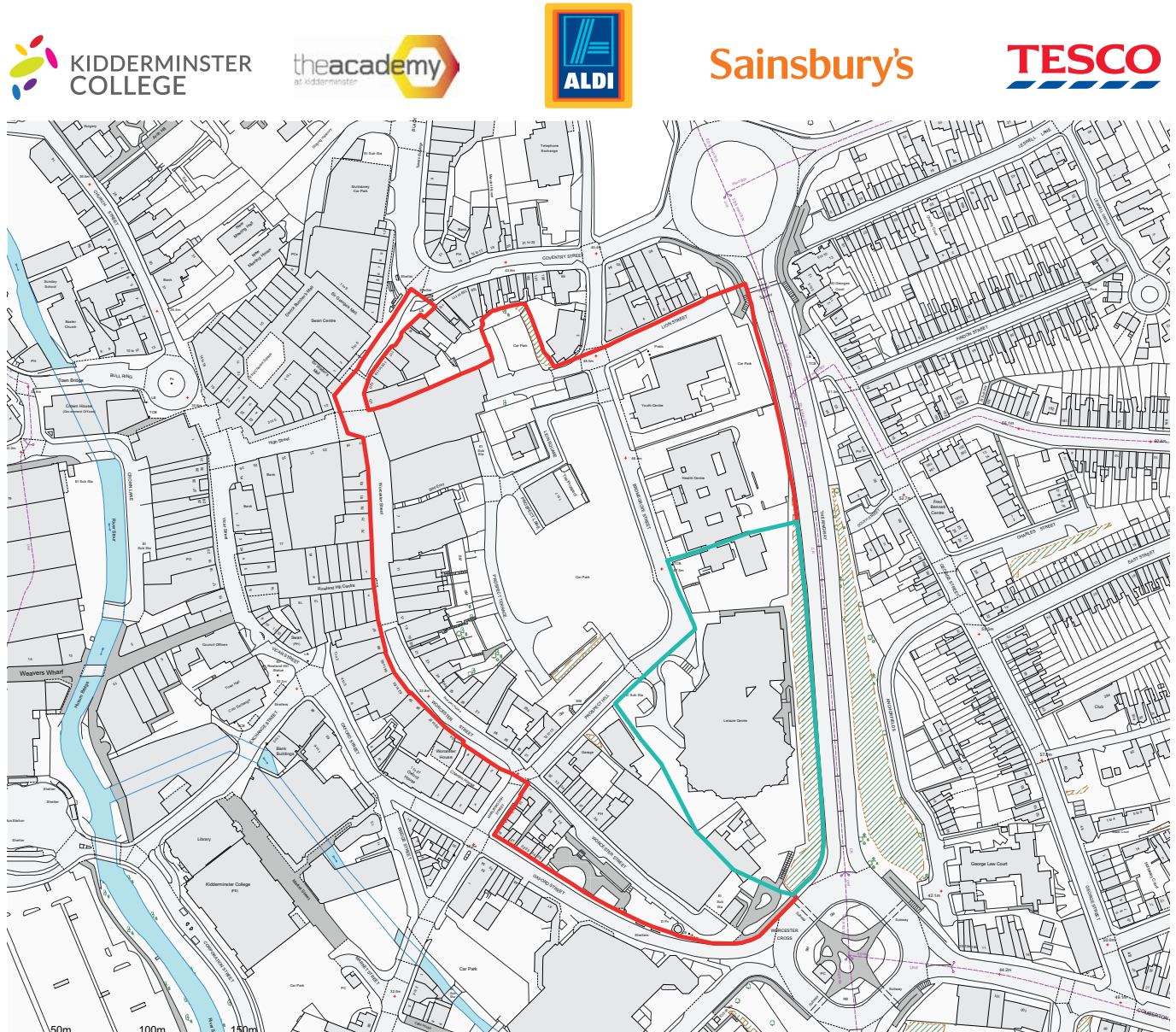
The north east and south east of the site meet with traffic island intersections. The southern traffic island forms the junction of Oxford Street, the ringway and Comberton Road. Comberton Road provides convenient access to Kidderminster railway station approximately 0.8 km (0.5 miles) distant.

Kidderminster railway station provides regular commuter services to Birmingham Snowhill / Moor Street and to Worcester Foregate Street / Shrub Hill via Droitwich. In addition, there are several direct daily services to and from London Marylebone.

The northern traffic island forms the junction of Coventry Street and the ringway. Coventry Street becomes the A456 providing direct access to Birmingham approximately 29 km (18 miles) distant.

Overall, the Lion Fields development area extends to approximately 6.5 hectares (16 acres). Current uses include public car parking, the former Glades Leisure Centre (to be demolished), medical centre uses and retail. The locally listed former Magistrates Court fronts Worcester Street to the southern part of the site. Buildings on site are of varying age and construction.

Uses in close proximity include supermarkets (Aldi, Morrisons, Sainsburys and Tesco), The Museum of Carpet, Kidderminster College, Kidderminster Academy, Premier Inn and national retailers at the Weavers Wharf and Crossley Retail Parks.



NOTE:- Reproduced from the Ordnance Survey Map with the permission of the Controller of H.M. Stationery Office. © Crown copyright licence number 100024244 Savills (UK) Ltd. NOTE:- Published for the purposes of identification only and although believed to be correct accuracy is not guaranteed.



## PARCEL ONE – FAMILY LEISURE HUB

Parcel One is situated to the south east of the Lion Fields development site. It will act as an entrance and gateway to the wider development and is the first parcel brought forward for delivery.

The parcel is bounded to the north by an NHS Trust Medical Centre, the south by a traffic island intersection and the former Magistrates Court, the west by Prospect Hill/ Bromsgrove Street and the east by The Ringway (A451) ring road.

Parcel One extends to approximately 1.44 hectares (3.56 acres) and formerly included the Glades leisure centre, which WFDC are demolishing, clearing the site to enable redevelopment.

Within the Development Framework, the preferred option identifies Parcel One as suitable for cinema use, supported by family cafes/ restaurants and a multi-storey car park.





## PLANNING OVERVIEW & THE OPPORTUNITY

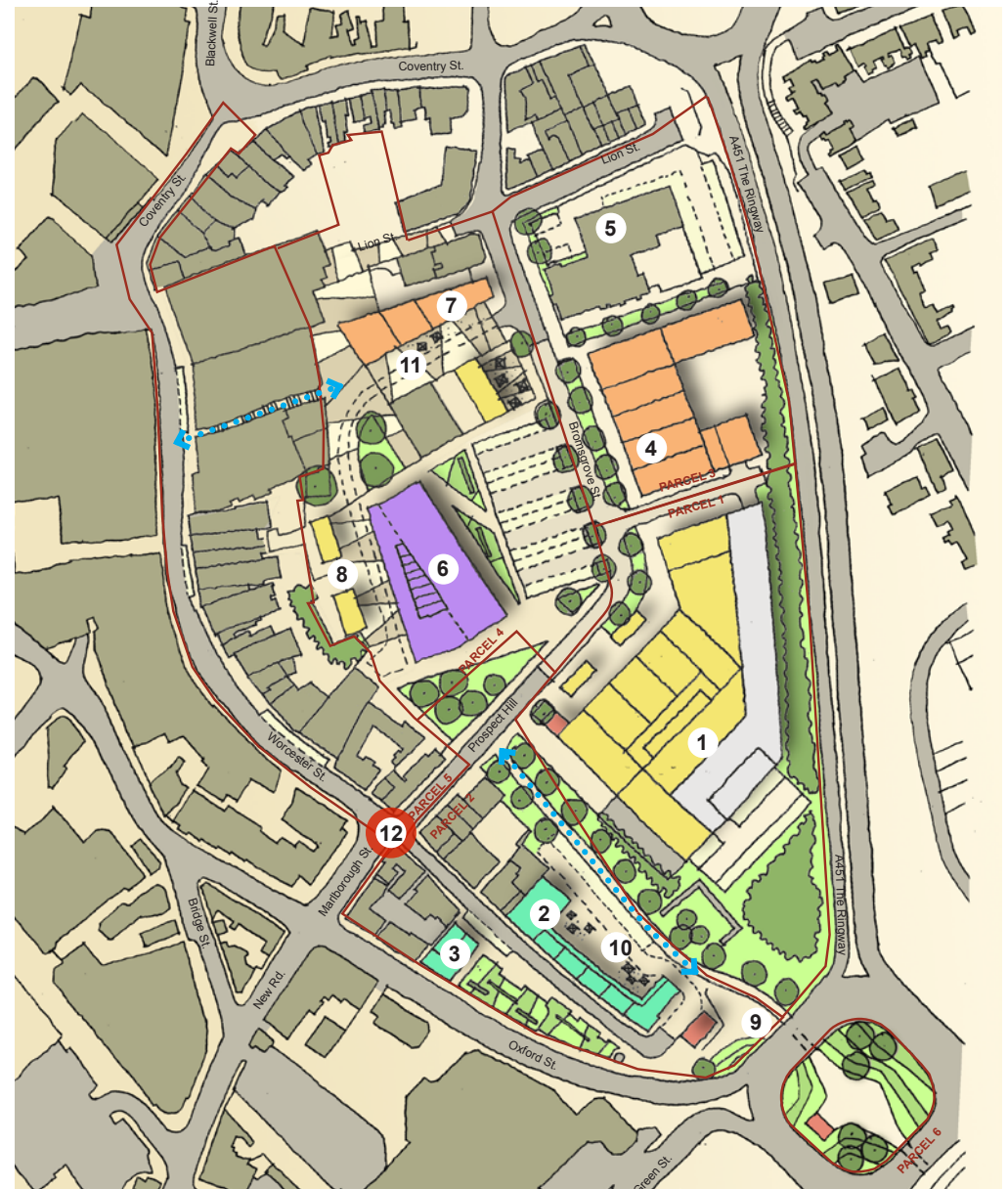
WFDC has adopted a Development Framework to support delivery of Lion Fields. The core aims and objectives of the Development Framework are as follows:

- To rebalance and improve the vitality of the town centre as a whole;
- To diversify the town centre offer with uses that generate an improved day and night time economy and footfall;
- To improve connections to Worcester Street and the High Street, to augment the scheme's interaction with the Town Centre core;
- To support local business and enterprise; and
- To encourage greater dwell times, through improved public spaces and uses serving the community.

The preferred option proposes a comprehensive leisure-led mixed use development incorporating leisure, retail, residential, creative workspace and community uses. An indicative land use plan and key is provided opposite.

Whilst the Development Framework provides a preferred option and mix of uses for Parcel One and the wider site, the Framework remains flexible and alternative uses will be considered on their merits.

1. Cinema with cafe/ bar/ restaurants and multi-storey car parking
2. Creative/ serviced workspaces with active ground floor uses and basement gym
3. Cafe/ bar with residential/ workspaces
4. Retail use and/ or Residential
5. Existing Youth Centre
6. Community use (education/ healthcare) and/ or Residential
7. Retail/ leisure – independents
8. Cafe/ bar to rear/ upper floors of Worcester Street properties
9. Key gateway for pedestrians/ cyclists
10. New gateway square
11. New public realm
12. Significant urban realm





## METHOD OF SALE & DEVELOPER SELECTION PROCESS

### Expressions of Interest (EOI)

Expressions of interest for Parcel One are invited from developers with the skills, experience, financial resources, commitment and ambition to deliver this strategically important development.

### Stage 1: EOI Response Requirements

In order to submit an EOI, the following information is required:

- > Key contact information for personnel leading and associated with the expression of interest.
- > Track records illustrating delivery of leisure-led mixed use schemes.
- > Financial status and company details, including proof of funding demonstrating the capability to perform on a purchase.

The deadline for expressions of interest is **noon 11th November 2016**.

EOIs should be submitted to:

For the attention of Siobhan McCrystal / Edward Jeffrey

Savills  
Innovation Court  
121 Edmund Street  
Birmingham  
B3 2HJ

### Stage 2: Formal Bid Round

Parties who are successful at Stage 1 EOI will be invited to submit a formal bid as part of the Stage 2 process. Successful parties will be issued with user login details to the dedicated extranet site.

A full suite of technical reports, plans, legal documentation and planning information will be made available on the extranet site.

### Developer Interviews

Developer interviews will be set up to provide an opportunity for Stage 2 successful parties to meet with WFDC and NWEDR.

1. Viewpoint from Comberton Roundabout / Oxford Street looking towards former Magistrates Court
2. Mixed use view from north on Bromsgrove Street
3. Viewpoint from corner of Bromsgrove / Lion Street
4. Viewpoint from Worcester Street looking towards Prospect Hill

## FURTHER INFORMATION

For enquiries please contact:

**Siobhan McCrystal**  
0121 634 8410  
smccrystal@savills.com

**Edward Jeffrey**  
0121 634 8478  
ejeffrey@savills.com



### Important Notice

Savills and their clients give notice that:

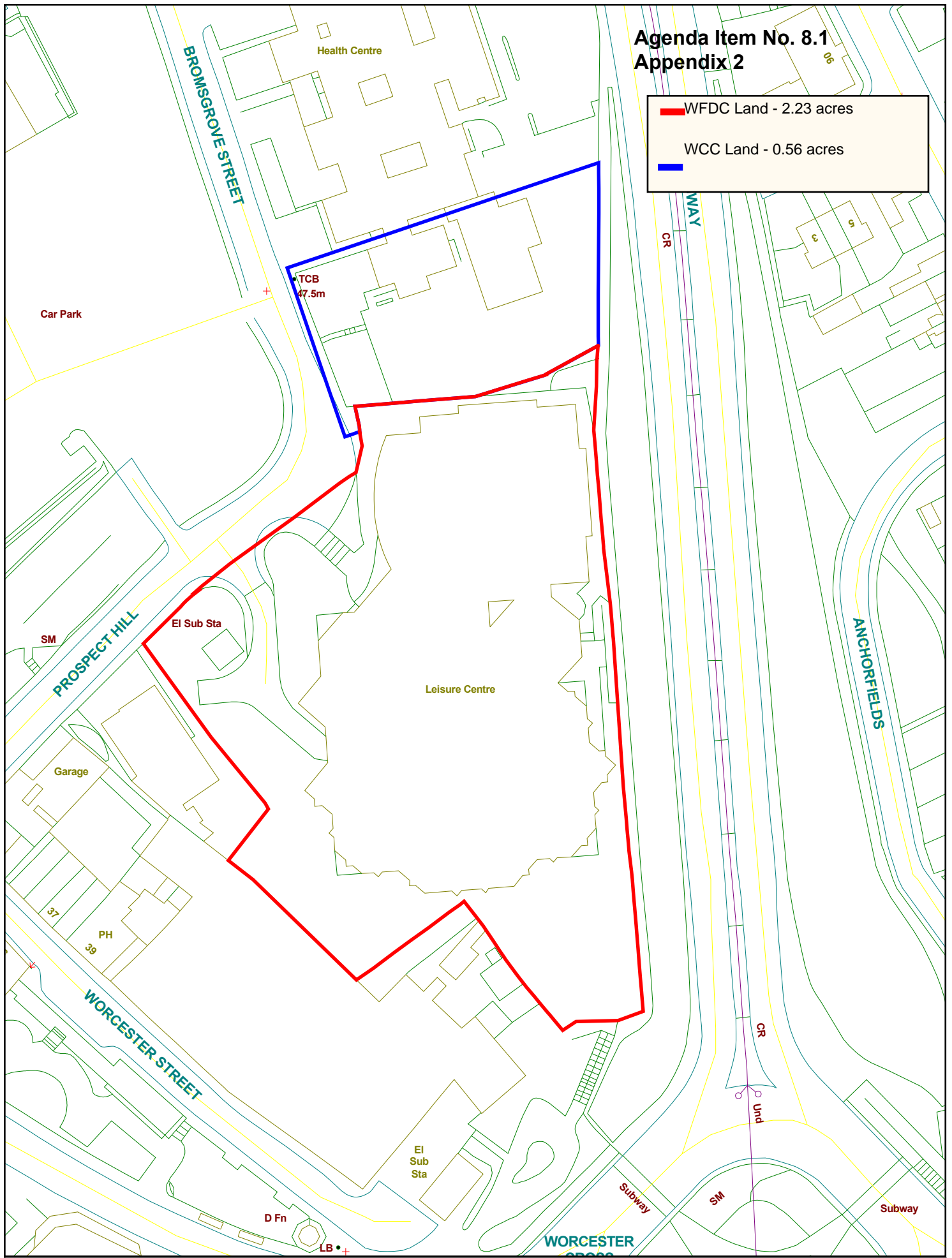
1. They are not authorised to make or give any representations or warranties in relation to the property either here or elsewhere, either on their own behalf or on behalf of their client or otherwise. They assume no responsibility for any statement that may be made in these particulars. These particulars do not form part of any offer or contract and must not be relied upon as statements or representations of fact.
2. Any areas, measurements or distances are approximate. The text, photographs and plans are for guidance only and are not necessarily comprehensive. It should not be assumed that the property has all necessary planning, building regulation or other consents and Savills have not tested any services, equipment or facilities. Purchasers must satisfy themselves by inspection or otherwise.

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Agenda Item No. 8.1  
Appendix 2

WFDC Land - 2.23 acres

WCC Land - 0.56 acres

Lionfields Phase 1 Disposal



## **Procurement Options**

The Public Contracts Regulations 2015 set out the following procurement options. All options require advertising in OJEU and the application of the principles of transparency, non-discrimination and equal treatment.

### **Open**

This procedure allows anyone interested in the contract to submit a tender. A potential disadvantage to this procedure is the lack of control over the number of tenders submitted, potentially leading to excessive wasted bid costs and considerable officer time input. Given that Savills have already carried out market engagement and identified interested bidders this may be an appropriate route. However, the OJEU advert will expose the development to a wider audience and additional bids cannot be ruled out. Selection criteria can be included in the documentation which would limit the number of tenders requiring full evaluation to those companies who satisfy the selection criteria. However, the process may discourage bidders from investing in their bids if the net is cast too widely and they perceive little chance of success.

### **Restricted**

The restricted route allows the Council to limit the number of tenders by conducting a selection questionnaire to assess the financial standing and suitability of contractors before they are asked to submit their tender. Five or more bidders are then selected from those who qualify and invited to tender. As bidders know they are shortlisted it is potentially more attractive to them to properly engage in the process.

With both the Open and Restricted route negotiation is not permitted, once tenders are received only clarification discussions are allowed. It is therefore essential that the specification within the tender documents is clear enough to ensure tenders provide workable solutions. The requirements of the Council in relation to the Lion Fields site are not so prescriptive that negotiation should be required.

### **Competitive Procedure with Negotiation**

Because there is a design element to the Lion Fields project, the Council could choose to follow the Competitive Procedure with Negotiation. This procedure follows a similar procedure to Restricted but having received tenders the Council may consider the tenders, negotiate with tenderers and then invite all tenderers to submit final tenders to meet an amended specification. It is not essential to enter the negotiation stage if the Council is happy to award a contract on the basis of the initial tender submission. Provided the invitation to tender is clear as to what the Council's requirements are, then there may be nothing to be gained from negotiation which would further delay award.

### **Competitive Dialogue**

Competitive Dialogue has an extended period of dialogue to competitive procedure with negotiations and it is more appropriate where the authority is not clear what it requires. The period of dialogue allows the authority to input into the bid and for

bidders to create a solution which meets the authority's needs. More than one bidder enters the dialogue (usually three) so the competition element remains throughout the process. Once the authority is satisfied that at least one of the bids can provide a satisfactory solution it calls an end to the dialogue and the tenderers must all submit a final tender. Following this point all dialogue ends and the authority evaluates the tenders in the usual way (evaluation criteria must be established at the outset of the process). Competitive Dialogue is not a popular route with contractors as it can be expensive and a lengthy process.

It is not considered that the remaining options of **negotiated procedure** and **innovation partnership** are available for this project.

The pros and cons of the available options are set out in the table below:

	<b>Pros</b>	<b>Cons</b>
<b>Open Procedure</b>	Likely to be the shortest timescale	Some bidders may not submit due to the potential of a high number of tenders
	Can include selection criteria within the one stage process and eliminate bidders who do not meet the minimum suitability standards	The Specification and Contract Terms need to be finalised at outset of the procedure, intensifying time input in initial stages
		Potentially higher input of officer time due to higher number of tenderers. Would need to evaluate all tenders where bidders met the minimum suitability standards
<b>Restricted Procedure</b>	Less tenders to evaluate as can limit number invited to 5	Two stage process therefore will take longer than the Open procedure
	Process is reasonably simple (tried and tested) so will involve less officer time / external support than Competitive Procedure with negotiation or Competitive Dialogue	No negotiation permitted so if no acceptable bids submitted will need to start process again.
		As with the Open Procedure the Specification and Contract Terms need to be finalised at outset of the procedure, intensifying time input in initial stages

**Agenda Item No. 8.1**  
**Appendix 3**

<b>Competitive Procedure with Negotiation</b>	Possibility for negotiation if needed but no requirement to if suitable tender received	There is the possibility of negotiation stage becoming complex
		This is a new procedure so officer input would be greater with the potential that external support may be required.
<b>Competitive Dialogue</b>	The Council would be able to have extended dialogue with the tenderers potentially increasing the suitability of the development.	This route is not favoured by bidders as proves to be lengthy and expensive.
		Given that the Council does not wish to be over-prescriptive with the requirements the flexibility within this procedure is not necessary.
		High officer input.