

WYRE FOREST DISTRICT COUNCIL

COUNCIL

THE COUNCIL CHAMBER, CIVIC CENTRE, STOURPORT-ON-SEVERN

28TH FEBRUARY 2007 (6.00PM)

PRESENT:

Councillors: J W Dudley (Chairman), J C Simmonds (Vice-Chairman), Mrs R L Akathiotis, J Aston, Mrs M H Baillie, J Baker, G W Ballinger, J-P Campion, S J M Clee, N J Desmond, Mrs H E Dyke, P Dyke, Mrs L Edginton, G H Eeles, Mrs J Fairbrother-Millis, B T Glass, P B Harrison, M J Hart, Mrs P V Hayward, Mrs S M Hayward, M A W Hazlewood, Mrs A T Hingley, J Holden, Mrs L Hyde, W G Jones, M B Kelly, H J Martin, Miss M A Mason, Miss S C Meekings, C D Nicholls, Mrs F M Oborski, Mrs J L Salter, M A Salter, J A Shaw, M J Shellie, D R Sheppard, K J Stokes, N J Thomas, S J Williams and G C Yarranton.

C.88

PRAYERS

Prayers were said by Canon Hazel Hughes of All Saints Church, Wribbenhall. The prayers included a minute's silence in tribute to the late Councillor Mike Oborski.

C 88a

THE LATE COUNCILLOR MIKE OBORSKI

On behalf of the Council, the Chairman extended condolences to Councillor Mrs F M Oborski on the recent death of her husband, Councillor M M G Oborski, Leader of the Liberal Group.

Group leaders and other members spoke in tribute to Councillor Mike Oborski and expressed the deep sense of loss that they felt on his death. They recalled his inspirational leadership and articulate manner, which had made him a role model that many in politics aspired to emulate. The quality Councillor Oborski possessed, as a gifted communicator, was that he could get a message across with a sense of humour. Members related their memories of him, including his consideration for others, his effective contributions at Council meetings and his dedication to his constituency. They pointed out that he was well respected at all levels of politics from local to national government. Tribute was paid also to the courageous manner in which he faced his illness.

On behalf of the Corporate Management Team and all staff, the Chief Executive joined with Councillors in conveying condolences to Councillor Mrs Oborski. He had known Councillor Mike Oborski for twenty-six years and he too had found him to be an incomparable personality, a visionary and an inspirational leader. He was also a caring and gentle man, who respected staff who, in turn, respected him. He would be greatly missed. His funeral would be held on Friday 2nd March 2007.

In response, Councillor Mrs Oborski spoke of Councillor Mike Oborski's dedication to his Council work right to the end, the importance he had placed on helping individuals in his Ward and his regard for other members' sincerely held views, as a result of which he was widely respected across the political spectrum. She thanked members and officers for all the cards, flowers and expressions of condolence that she had received.

C.89 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors: R Wheway and Honorary Alderman Councillor Mrs G E Mills.

C.90 DECLARATION OF INTERESTS

Councillors Mrs H E Dyke, Mrs L Hyde, Mrs F M Oborski, M J Shellie and S J Williams each declared a personal interest in Agenda Item No. 20, Corporate Management Team (CMT) Review, Divisional Reconfiguration, in view of being the Council's appointed representatives on the Community Housing Group. (Minute Nos. C. 108 and C.110 refer.)

C.91 MINUTES

DECISION:

The minutes of the meeting held on 15th November 2006 be confirmed as a correct record and signed by the Chairman.

C.92 PUBLIC PARTICIPATION

No members of the public had given notice to speak in accordance with the Council's scheme for public participation at meetings of Full Council.

C.93 QUESTIONS

The Council received a report setting out a range of questions from Councillors H J Martin and D R Sheppard, directed at the Leader of the Council and Cabinet Members. The questions and answers are set out in full in Appendix 1 (attached).

C.94 CHAIRMAN'S COMMUNICATIONS

The Council received a list of functions attended by the Chairman or Vice-Chairman since the Council's last meeting.

The Chairman made the following announcements:

a) Chairman's Carol Service

The Chairman's Carol Service on 3rd December 2006 had been very successful.

The collection had had raised £70 for the British Heart Foundation and £70 for Saint Mary's Church, Kidderminster.

b) Amendment to List of Engagements

The list of engagements indicated that he had attended a concert at the Symphony Hall, Birmingham on 25th February 2007, but in fact he had been unable to attend as he had been unwell.

C.95 LEADER'S ANNOUNCEMENTS AND REPORT

The Leader of the Council made no announcements on this occasion.

C.96 POLICY AND BUDGET FRAMEWORK – MATTERS WHICH REQUIRE A DECISION BY COUNCIL

a) Recommendation from the Cabinet – 23rd November 2006

Gambling Act 2005 – Statement of Principles

The Council considered a recommendation from the Cabinet regarding the second draft of the Gaming Policy (Statement of Principles).

DECISION:

The Draft 2 Gambling Policy (Statement of Principles), as detailed in Appendix 4 of the report to the Cabinet on 23rd November 2006, be approved.

b) Recommendations from the Cabinet – 21st December 2006

i) Draft Brand Strategy for Wyre Forest District Council

The Council considered recommendation from the Cabinet that sought the adoption of a brand strategy for the District Council. It was noted that the development of a brand strategy would show the Council's commitment to continue to respond to the needs of the local community and ensure that the District was promoted and marketed effectively.

DECISION:

The brand strategy for the Wyre Forest District 2006, as detailed in the separate appendix to the report to the Cabinet on 21st December 2006, be adopted.

ii) North Worcestershire Code of Practice For Adaptations

The Council considered a recommendation from the Cabinet regarding the North Worcestershire Code of Practice for Adaptations. It was noted that adoption of the Code would help to shape the working arrangements of

partner organisations involved in providing Disabled Facilities Grants in Wyre Forest.

DECISION:

The North Worcestershire Code of Practice for Adaptations, as detailed in the separate appendix to the report to the Cabinet on 21st December 2006, be formally adopted.

c) Recommendation from the Cabinet – 25th January 2007

Development of a Shared Services Strategy

The Council considered a recommendation from the Cabinet seeking approval for the development of a Shared Services Strategy, as this would ensure a consistent and effective approach to Shared Services.

The Chief Executive agreed to send a written explanation to Councillor J A Shaw of what was meant by “a burning platform for change”. This term had been included in a list of key elements necessary for successful shared services undertakings, at paragraph 5.1 of the report to the Cabinet.

DECISION:

The approach to the development of a Shared Services Strategy, as outlined in the proposals in Section 5 of the report to the Cabinet on 25th January 2007, be approved and a draft strategy be prepared for consultation with partners from 1st April 2007, or such other date as may be advised.

d) Recommendations from the Cabinet - 22nd February 2007

i) Upper Severn Against Fly Tipping - Joint Statement of Intent

The Council considered a recommendation from the Cabinet regarding a Joint Statement of Intent, a policy document, to facilitate partnership working to tackle fly-tipping.

DECISION:

1. The Upper Severn Against Fly Tipping Joint Statement of Intent, as attached as an Appendix to the report to the Cabinet on 22nd February 2007, be adopted by the Council.

2. The Head of Cultural, Leisure and Commercial Services, in consultation with the Head of Legal and Democratic Services and the Cabinet Member for Commercial Services, be delegated to sign the Statement on behalf of Wyre Forest District Council.

ii) Wyre Forest District Local Plan: Policies To Be Saved Beyond September 2007

The Council considered a recommendation from the Cabinet which sought agreement to the submission of a request to the Secretary of State for Communities and Local Government to save appropriate Local Plan policies beyond September 2007.

DECISION:

The response to the Protocol issued by the Department for Communities and Local Government on saving Local Plan policies under the Planning and Compulsory Purchase Act 2004, as set out in Appendix 1 to the report to the Cabinet on 22nd February 2007 be approved for submission to the Government Office for the West Midlands by 1st April 2007.

iii) West Midlands Regional Spatial Strategy – Phase Two Revision Spatial Options Consultation

The Council considered a recommendation from the Cabinet regarding the Regional Spatial Strategy, Phase Two Revision, Spatial Options consultation questions. The Cabinet had made the recommendation after considering a recommendation on this matter from the Prosperity Policy Panel at its meeting on 7th February 2007.

Members commented that the consultation had been a lengthy document which the Panel had considered at the end of a heavy agenda. The Chairman of the Prosperity Policy Panel advised that, in future, Task and Finish Groups would be set up to review long and complex issues, such as this, and report back to the Panel. The Leader asked for an item to be placed on the 6th March 2007 Group Leaders' meeting agenda to consider this arrangement.

DECISION:

The recommended responses to the West Midlands Regional Spatial Strategy - Phase 2 Revision: Spatial Options Consultation questions, as set out in Appendix 1 to the report to the Cabinet on 22nd February 2007, be approved and submitted to the Regional Assembly as the Council's consultation response.

iv) Wyre Forest District Local Development Framework Planning Obligations Supplementary Planning Document

The Council considered a recommendation from the Cabinet regarding the preparation of the Planning Obligations Supplementary Planning Document (SPD) and representations received from the consultation undertaken on the Draft SPD in October/November 2006. Approval was sought for recommended amendments to the Draft Supplementary Planning

Document arising from the consultation.

DECISION:

- 1. The draft Planning Obligations Supplementary Planning Document as amended by the recommended changes set out in Appendices 2 and 3 to the report to the Cabinet on 22nd February 2007 be adopted as the “Planning Obligations” Supplementary Planning Document, in accordance with Section 23 of the Planning and Compulsory Purchase Act 2004.**
- 2. The Head of Planning, Health and Environment be authorised to prepare and publish the necessary documents in accordance with Regulation 19 of the Town and Country Planning (Local Development) (England) Regulations 2004.**
- 3. The Council formally adopts the revised definition of Affordable Housing (in line with Planning Policy Statement 3: Housing Annex B), as set out in the Table of Amendments arising from Government Guidance at Appendix 3 to the Cabinet report.**

v) Gambling Act 2005 – Premises Licence Fees - Delegation

The Council considered a recommendation from the Cabinet which sought a delegation of authority to set Premises Licence Fees under the provisions of the Gambling Act 2005.

DECISION:

The Head of Financial Services and the Head of Planning, Health and Environment be given delegated authority, in conjunction with the Cabinet Members for Finance and Corporate Affairs and Planning, Health and Environment, to set fees relating to the Gambling Act 2005 according to government guidelines.

vi) Play Strategy – Big Lottery Fund

The Council a considered recommendation from the Cabinet regarding the Play Strategy Big Lottery Fund.

DECISION:

- 1. The Worcestershire Play Strategy, as set out in Appendix 1 to the report to the Cabinet on 22nd February 2007, be endorsed.**
- 2. Authority be delegated to the Head of Cultural, Leisure and Commercial Services to produce action plans for the District and submit an application to the Big Lottery Fund for £207,799 in March 2007.**

vii) Climate Change Action Plan 2006/2007

The Council considered a recommendation from the Cabinet, in the light of a recommendation from the Service Policy Panel from its meeting on 23rd January 2007, seeking a fresh commitment to the Worcestershire Climate Change Pledge.

DECISION:

Wyre Forest District Council make a fresh commitment to the Worcestershire Climate Change Pledge and sign the pledge with the additional four key actions for 2007:

- 1.Ensure that our organisation monitors its energy use, for example, through regular accurate meter readings.**
- 2.Use 100% ‘green’ energy, through procurement and/or generation.**
- 3.Reduce the organisation’s energy use, for example, through switching off appliances when not in use, insulation, using more efficient plant and appliances etc..**
- 4.Develop and implement a staff travel plan at Duke House.**

e) Recommendations from the Efficiency Policy Panel 6th February 2007

Revised Terms of Reference of The Budget Review Group

The Council considered a recommendation from the Efficiency Policy Panel which presented a recommendation from the Budget Review Group meeting on 8th January 2007, to revise certain aspects of the Group’s Terms of Reference.

DECISION:

The Budget Review Group’s amended Terms of Reference, as detailed in the appendix to the briefing paper to the Efficiency Policy Panel on 6th February 2007, be approved.

f) Recommendations from the Licensing and Environmental Committee 8th January 2007

i) Annual Report October 2006-2007 To Council On Licences Issued For Hackney Carriages In Accordance With The Hackney Carriage Vehicle Deregulation Plan

The Council considered a recommendation from the Licensing and Environmental Committee regarding the annual report of the Head of Planning, Health and Environment in accordance with the Hackney Carriage Vehicle Licence Deregulation Plan.

DECISION:

The progress with the Council's Deregulation Plan, as detailed in the report to the Licensing and Environmental Committee on 8th 2007, be noted, and a final report be presented in 12 months' time on completion.

ii) Annual Report November 2005 To November 2006 To Council On Licences Issued Under The Licensing Act 2003

The Council considered a recommendation from the Licensing and Environmental Committee in the light of the annual report of the Head of Planning, Health and Environment on the Statement of Licensing Policy for the District.

DECISION:

The Statement of Licensing Policy remain unchanged for the next 12 months.

g) Recommendations from the Licensing and Environmental Committee 19th February 2007

Gambling Act 2005 - Premises Licence Fees

This matter was dealt with under Minute No. C.96 (d) (v) above.

h) Recommendations from the Ethics and Standards Committee - 14th February 2007

Appointment of New Independent Member

The Council considered a recommendation from the Ethics and Standards Committee regarding the appointment of a new Independent Member following the resignation of Mrs A McDowell.

DECISION:

The appointment of Mrs C A Noons as an Independent Member of the Council's Ethics and Standards Committee be agreed.

C.97

THE BUDGET PROPOSALS 2007/2010

a) The Council's Budget for 2007- 2010

The Council considered the proposed budget decision recommended by the Cabinet at its meeting on 22nd February 2007 and the associated reports contained in the purple budget book, circulated with the Cabinet agenda for its 21st December 2006 meeting.

The Council also considered the response of the Efficiency Policy Panel of 26th February 2007, to the proposed budget decision, copies of which were circulated at the meeting. Members noted that the Panel considered the proposed Financial Strategy 2007-2010 to be “measured, clear, focused, achievable and based on sound financial and operational practices”.

In presenting the Cabinet’s budget, the Cabinet Member for Finance and Corporate Affairs, firstly thanked the Corporate Management Team, in particular, the Chief Executive and the Head of Financial Services for their support and assistance in its preparation. He advised that the budget, which was balanced over three years, sought to continue the steady progression in improving Council services, whilst reducing costs and keeping the Council Tax affordable. It also continued to focus on the Council’s three strategic priorities of Service, Efficiency and Prosperity.

He reported that the Council had received a 5.5% increase in its Rate Support Grant for 2007/08, which reflected the additional services for which it was responsible, bringing the total to £7.687 million. The proposed increase in the District Council’s element of the Council tax had been held at 2.5%, the same as for 2006/07, amounting to half of the Government’s target of 5% and less than the Government’s Corporate Performance Indicator of 2.7%. The 2.5% increase would produce a rise from £179.03 for a Band D property in 2006/07 to £183.51 for 2007/08, constituting an increase of just £4.48.

The Cabinet Member for Finance and Corporate Affairs then took members through the Cabinet’s proposed budget strategy and drew attention to efficiency savings, which were expected to total £524,000 for the current year, a sum which would exceed the Council’s savings target by approximately £191,000. The proposals took account of a 0.7% increase in the Council Tax base to approximately 34535 band D equivalents.

He pointed out that this was a growth budget in which an additional £750,000 would be spent on improved services, and urged Members to support it.

A detailed debate ensued on the budget proposals. The debate encompassed unsuccessful amendments to the Cabinet’s budget strategy, proposed by the Independent Health Concern Group and the Labour Group, details of which were circulated at the meeting.

In conclusion, the Cabinet’s budget proposals were approved.

DECISION:

1. **Council Tax Levy 2007/2008**
 - 1.1 **Approval be given to a Council Tax for Wyre Forest District Council on a Band D Property of £183.51 for 2007/2008 (£179.03 2006/2007) an increase of 2.5% (£4.48 over 2006/2007).**

- 1.2 Approval be given to a provisional Council Tax on a Band D Property in 2008/2009 of £188.10 and £192.80 in 2009/2010 an increase of 2.5% per annum over 2007/2008.

(Page references in the following decisions relate to the Financial Strategy 2007-2010, as printed in the purple budget book circulated with the Cabinet agenda for its 21st December 2006 meeting.)

2. **Priorities for 2007/2008** (page 37)

- 2.1 Approval be given to the continuation of the following Priority Themes for 2007/2008:-

- a) Service
- b) Efficiency
- c) Prosperity

- 2.2 Progress with action taken to support the above Priorities, as set out in Appendix 2 (attached), be reported to Members regularly throughout the year.

3. **Three Year Budget and Policy Framework 2007/2010** (pages 5-37)

- 3.1 The contents of the reports of the Head of Financial Services on the Three Year Budget and Policy Framework 2007/2010 (pages 5-37) and Base Budget Variations (pages 57-61) be endorsed and, in doing so, the Revised Revenue and Capital Budget for 2006/2007 be approved.

- 3.2 The Council's policy relating to Working Balances, Reserves and Provisions be reaffirmed and the amount of Reserves and Provisions available for use in the Budget process be noted. (pages 24-25).

- 3.3 The Council's updated Financial Strategy be reaffirmed. (pages 26-32).

- 3.4 Approval be given to the setting up of an earmarked Reserve in respect of the one-off costs of the Centralised Office Project. Any Final Account saving arising from 2006/2007 over and above the target allowed for in the Council's Financial Strategy be allocated to this Reserve and considered as part of 2008/2009 Budget Process in accordance with the Council Resolution.

- 3.5 The following General Fund Revenue Budget be approved, including Cabinet Proposals and Income Service Options identified in Appendices 3 and 4 (attached):-

	Revised 2006/2007 £	2007/2008 £	2008/2009 £	2009/2010 £
Net Expenditure on Services (per Appendix 1 on Page 13 of the Financial Strategy Book)	14,460,670	14,802,290	15,129,690	15,340,310
<u>Add</u> Cabinet Proposals identified in Appendix 3	(50,000)	311,040	247,830	(8,400)
Net Expenditure	14,410,670	15,113,330	15,377,520	15,331,910
Contribution (from) Reserves	(930,710)	(1,041,240)	(1,072,160)	(786,590)
Net Budget Requirement	13,479,960	14,072,090	14,305,360	14,545,320
<u>Less</u> Business Rate Grant, Government Grant and Collection Fund Surplus (Page 13)	7,337,440	7,734,570	7,809,330	7,886,970
Council Tax Levy	<u>£6,142,520</u>	<u>£6,337,520</u>	<u>£6,496,030</u>	<u>£6,658,350</u>
Wyre Forest District Council Tax Level assuming 2.5% increase 2007/2008 onwards	<u>£179.03</u>	<u>£183.51</u>	<u>£188.10</u>	<u>£192.80</u>

4. **Consultation With Stakeholders**

4.1 The comments and views from the Consultation exercise be noted.

5. **Capital Programme 2007/2008 Onwards (pages 38-56)**

5.1 The updated Base Capital Programme and Vehicle, Equipment and Systems Renewal Schedule, as presented to the Cabinet on the 22nd February 2007, be approved. (Cabinet Agenda 22nd February 2007 Item 8.2)

5.2 The availability of Capital Receipts and the ability to use Prudential Borrowing for new Capital Proposals be noted.

5.3 Approval be given to Capital Proposals and associated funding, as identified in the schedule of Cabinet Proposals - see Appendix 3 (attached).

- 5.4 The Council's updated Capital Strategy be reaffirmed.
- 5.5 Authority continue to be delegated to the Head of Financial Services to fund the Vehicle, Equipment and System Renewal Schedule by means of Prudential Borrowing (repayments based on anticipated life of Vehicle, Equipment and Systems).
- 5.6 Authority continue to be delegated to the Head of Planning, Health and Environment, in consultation with the Cabinet Member for Planning, Health and Environment, to allocate grants from the Government Office for the West Midlands in respect of the Decent Homes Initiative, in accordance with the laid down criteria.
- 5.7 It be noted that the Council has agreed to dispose of surplus assets in order to generate new usable capital receipts for the Centralised Office Accommodation Project where this is proven to be economically viable in accordance with the Asset Management Plan. Should the Council's disposal strategy differ from the adopted Asset Management Plan, the Head of Cultural, Leisure and Commercial Services will present a new Plan to Council for adoption prior to consideration by the Government Office for the West Midlands.
- 5.8 It be noted that the Council will dispose of the Coventry Street Offices as part of the Centralised Office Accommodation Project and, as a consequence, the necessary amendments have been reflected in the Base Capital Programme. The Vicar Street Offices will be left vacant until the expiry of the lease in March 2010.
- 5.9 Approval be given to the allocation of the funding from the Capital Programme provision of £1.7m for Car Parks and £50,000 from Rushock Trading Estate (now held in unapplied Capital Receipts) to the Centralised Office Accommodation Project.
6. **Base Budget Variations** (pages 57-61)
- 6.1 The Budget Variations identified between Original and Revised Budgets 2006/2007 and between the Revised Budget 2006/2007 and the Original Budget for 2007/2008 be noted.
- 6.2 Heads of Service continue to monitor closely their Budgets and the Head of Financial Services continue to report to the Cabinet on a quarterly basis.
7. **Council Tax Base** (pages 62-65)
- 7.1 Approval be given to a Council Tax base for Wyre Forest District of 34535 as detailed in the report on Calculation of Council Tax Base 2007/2008.

8. **Efficiency Targets - Cashable and Non-Cashable** (pages 66-69)
- 8.1 Approval be given to the identified estimated Annual Efficiency Savings contained within the Head of Financial Services' report and it be noted that these savings have been incorporated into the Budget 2007/2010.
- 8.2 It be noted that the Chief Executive is to investigate and quantify potential savings to fund proposals contained within the Corporate Management Team Review, with such savings to be built into the 2008/2009 Revenue Budget.
9. **Risk Management and The Budget Process** (pages 70-76)
- 9.1 The Budget Risk Management process, identified in the Risk Management and Budget Report, be endorsed and the Budgetary Response to identified risks, as detailed on the Budget Risk Matrix Appendix 1 of the Report, be noted and endorsed.
- 9.2 Ongoing Budget Risk be monitored quarterly as part of the Budget Monitoring process.
10. **Cabinet Proposals/Policy Panel Recommendations** (page 9 of Financial Strategy Book/Cabinet Agenda 21st December 2006, Items 11.2 and 11.3)
- 10.1 Approval be given to Cabinet Proposals and Policy Panel recommendations and associated funding as identified in Appendix 3 (attached).
11. **Income Service Options** (pages 77-108)
- 11.1 Approval be given to Income Service Options and associated fees and charges as identified in Appendix 4 (attached), and detailed in the Financial Strategy Book as amended in decisions 11.2 and 11.3 below.
- 11.2 Approval be given to the recommendations of the Efficiency Policy Panel with regard to clarification of charging criteria in respect of the Cemetery and Waste Collection.
- 11.3 It be confirmed that the proposed Dog Recovery Fee for 2007/2008 of £36 includes recovery of the vet and vaccination fee of £29.53.
12. **Financial Regulations**
- 12.1 Approval be given to the updated Financial Regulations considered by the Cabinet on 21st December 2006, (Cabinet Agenda 21st December 2006, Item 7.3.)
- 12.2 The delegated authority to the Head of Financial Services to write off all debts in respect of Business Rates where instructed by the Insolvency Practitioner or Official Receiver be reaffirmed and this delegation be extended to Council Tax and Debtors.

12.3 The sum of £50,000 be substituted instead of £10,000 in paragraph 7.2 of the updated Financial Regulations considered by the Cabinet on 21st December 2006.

12.4 An additional paragraph be inserted to 7.4, of the updated Financial Regulations considered by the Cabinet on 21st December 2006, as follows:-

“Every extra or variation should be authorised in writing within a maximum of two working days of any verbal agreement being given by the Council’s Supervising Officer / Nominee. The authorisation should be given in writing on stationery approved by the Head of Financial Services prior to any works commencing.”

12.5 Authority be delegated to the Head of Financial Services, in consultation with the Cabinet Member for Finance and Corporate Affairs, to update the Financial Regulations, as appropriate, to meet future legislative and operational requirements.

13. **Members’ Allowances**

13.1 Approval be given to a Special Responsibility Allowance for the Vice-Chairman of the Audit Committee to be paid in accordance with Band 8 of the Council’s agreed scheme, to commence retrospectively from Annual Council 2006.

14. **Prudential System of Local Government Finance and The Treasury Management Strategy Report 2007/2008**

14.1 The updated Prudential Indicators and Limits be adopted.

14.2 Approval be given to the updated Treasury Management and Investment Policy and Strategy 2007/2008 and associated Prudential Indicators.

14.3 As part of Budget Monitoring, the Prudential Indicators be revisited following the approval of the Council’s Budget Strategy as the indicators included within this report are based on current recommendations.

b) **The Report of the Head of Financial Services in respect of Sections 25 to 28 of the Local Government Act 2003**

The Council considered the report of the Head of Financial Services in respect of statutory duties placed on local authority Chief Financial Officers under Sections 25-28 of the Local Government Act 2003 in relation to budget setting and monitoring.

DECISION:

The Head of Financial Services’ opinion on the budget proposals, recommended by the Cabinet on 22nd February 2007, as detailed in the report, be noted.

C.98 COUNCIL TAX 2007/2008

The Council considered a proposed formal resolution for setting the Council Tax 2007/2008. It was noted that this included parish precepts and the precepts of Worcestershire County Council, West Mercia Police Authority and the Hereford and Worcester Fire and Rescue Authority.

DECISION:

1. **The base amount of Council Tax for properties in Band D, before adding Parish and other precepts be made up as follows:-**

	<u>2006/2007</u> (for comparison)	<u>2007/2008</u>
	£	£
Wyre Forest District Council:		
Net Expenditure	180.49	184.87
Less Surplus on Collection Fund	1.46 -	1.36-
	<u>179.03</u>	<u>183.51</u>
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Worcestershire County Council	899.37	943.80
West Mercia Police Authority	150.24	157.66
Hereford and Worcester Fire and Rescue Authority	<u>61.95</u>	<u>65.01</u>
	<u>1,111.56</u>	<u>1,166.47</u>
	-----	-----
Base Band D Council Tax (excluding Parish Precepts)	1,290.59	1,349.98
	=====	=====

Parish Precepts are added to the total of £1,349.98 as follows:-

	<u>Parish Charge</u> £
The Charter Trustees Town of Kidderminster	4.02
The Parish/Town Council of:-	
Upper Arley	30.58
Bewdley	19.91
Broome	11.32
Chaddesley Corbett	30.38
Churchill and Blakedown	14.79
Kidderminster Foreign	14.96
Ribbesford	-
Rock	13.35
Rushock	19.26
Stone	3.91
Stourport-on-Severn	19.53
Wolverley and Cookley	18.64

- 2.1 It be noted that, at its meeting on the 21st December 2006, the Cabinet calculated the following amounts for the year 2007/2008 in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 made under Section 33(5) of the Local Government and Finance Act 1992:**
- (a) 34,535 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as its Council Tax base for the year.**
 - (b) The amounts set out in column 2 of Appendix 5 for each Parish being the amounts calculated by the Council, in accordance with Regulation 6 of the Regulations, as the amounts of its Council Tax base for the year for dwellings in those parts of its area to which one or more special items relate.**
- 2.2 The following amounts be now calculated by the Council for the year 2007/2008 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:**
- (a) £48,910,489 being the aggregate of the amounts, which the Council estimates for the items, set out in Section 32(2)(a) to (e) of the Act.
(Gross expenditure including Parish Precepts and special expenses)**
 - (b) £34,452,265 being the aggregate of the amounts that the Council estimates for the items set out in Section 32(3)(a) to (c) of the Act.
(Income)**
 - (c) £14,458,224 being the amount by which the aggregate at (2.2)(a) above exceeds the aggregate at (2.2)(b) above calculated by the Council, in accordance with Section 32(4) of the Act as its budget requirement for the year.
(Net budget)**
 - (d) £7,734,575 being the aggregate of the sums which the Council estimates will be payable for the year into its General Fund in respect of redistributed Non-Domestic Rates, Revenue Support Grant, increased by the amount of the sums which the Council estimates will be transferred in the year from its Collection Fund to its General Fund in accordance with Section 97(3) of the Local Government Finance Act 1998.
(External support and Collection Fund surplus)**
 - (e) £194.69 being the amount at (2.2)(c) above less the amount at (2.2)(d) above all divided by the amount at (2.1)(a) above, calculated by the Council in accordance with Section 33(1) of the Act as the basic amount of its Council Tax for the year.
(The amount to be funded by Council Tax)**

- (f) £386,134 being the aggregate amount of all special items referred to in Section 34(1) of the Act as set out in Column 1 of Appendix 5.
(Total Parish Precepts and special expenses)
- (g) £183.51 being the amount at (2.2)(e) above less the result given by dividing the amount at (2.2)(f) above by the amount at (2.1)(a) above, calculated by the Council in accordance with Section 43(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.
(Band D Council Tax for those areas with no Parish Precepts or special expenses)
- (h) The amounts set out in Column 4 of Appendix 5 for each Parish being the amounts given by adding to the amount at (2.2)(g) above the amount of the special item relating to dwellings in those parts of the Council's area mentioned in Appendix 5 divided in each case by the amount at (2.1)(b) above calculated by the Council in accordance with Section 34(3) of the Act as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.
(Band D Council Tax including Parish Precepts for each Parish)
- (i) The amounts set out in Appendix 6 for each Parish being the amounts given by multiplying the amounts at (2.2)(g) and (2.2)(h) above by the number which in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.
(Council Tax including Parish Precepts for each Council Tax band and Parish)

2.3 It be noted that for the year 2007/2008 the County Council, Police Authority and Fire Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council's area as shown below:

	<u>Worcestershire County</u> <u>Council</u> £	<u>West Mercia Police</u> <u>Authority</u> £	<u>Hereford and</u> <u>Worcester Fire and</u> <u>Rescue Authority</u> £
Band A	629.20	105.11	43.34
Band B	734.07	122.63	50.56
Band C	838.94	140.14	57.79
Band D	943.80	157.66	65.01
Band E	1,153.54	192.70	79.46
Band F	1,363.27	227.74	93.90
Band G	1,573.00	262.77	108.35
Band H	1,887.61	315.33	130.02

- 2.4 Having calculated the aggregate in each case of the amounts at (2.2)(i) and (2.3) above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the amounts shown in Appendix 7 as the amounts of Council Tax for the year 2007/2008 for each of the categories of dwellings.
3. The following officers be authorised to collect and recover Council Tax and Business Rates:

Mr. K. Bannister, Head of Financial Services, Mrs. J. Hill, Financial Services Manager; Mrs. T. Southall, Accountancy Services Manager; Mr. S. Edmonds, Accountancy Services Manager; Mr. P.B. McGill, Principal Revenues Officer; Mrs. F. Johnson, Senior Revenues Officer, Mr. J. White, Mrs. L. Hall, Mrs. S. Clayphan and Mrs. V. Sloane, Revenue Team Leaders; Mrs C. S. Newlands, Head of Legal and Democratic Services; Mrs. M. Morgan, Licensing and Litigation Solicitor; Mrs. J. Alexander, Planning, Property and Commercial Solicitor; Mrs. B.M. Vickers, Litigation Legal Executive, Mrs. C. Taylor, Contracts and General Solicitor, or any other person specifically authorised by the Head of Legal and Democratic Services, appointed to the said offices under Section 112 of the Local Government Act 1972, be hereby authorised:-

- (a) to demand, collect and recover any Council Tax or National Non-Domestic Rate made by the Council under the Local Government Finance Acts 1988 and 1992;
- (b) to demand, collect and recover any penalties under Schedules 3 and 4 to the Local Government Finance Acts 1988 and 1992;
- (c) under Section 223 of the Local Government Act 1972 and all other powers enabling them to prosecute and to appear on behalf of the Council at the hearing of legal proceedings in connection with the demand, collection and recovery of any Council Tax, National Non-Domestic Rate, Community Charge and General Rates made by the Council and/or any penalties imposed under the Local Government Finance Acts 1988 and 1992; and
- (d) to make such amendments to the Council Tax and National Non-Domestic Rate as are authorised by the Local Government Finance Acts 1988 and 1992 and other legislation in force from time to time. Further, the Head of Financial Services and Financial Services Manager be authorised to impose penalties in accordance with Schedule 3 to the Local Government Finance Act 1992, with regard to the supply of information for Council Tax purposes.

C.99 MOTIONS SUBMITTED UNDER STANDING ORDER NO. D1 (1)

The Council considered the following motions which had been received in accordance with Standing Order No. D1(1):

a) **Rural Post Offices**

Motion Submitted by Councillors Mrs P V Hayward and S J Williams

DECISION:

In accordance with Standing Order D1(5), the following motion, submitted under Standing Order D1(1), be referred for consideration at the Prosperity Policy Panel at its meeting on 7th March 2007, as the deadline for the consultation on post offices is 7th March 2007:

“This Council believes that it is vital that rural post offices are kept open. A sustainable post office network serving rural areas is essential in view of the social and economic role of post offices in rural communities. They support the needs of local people, particularly vulnerable groups and rural businesses. Indeed, they are the bedrock of rural community cohesion.”

b) **Bus Services**

DECISION:

In accordance with Standing Order D1(5), the following two motions, submitted under Standing Order D1(1), be referred for consideration at the next appropriate meeting of the Prosperity Policy Panel:

i) **Motion Submitted by Councillor J A Shaw**

“Council, noting the withdrawal of the 16A Areley Kings – Kidderminster Railway Station bus service from 24th February 2007,

1. expresses its regret that a bus service which linked directly two forms of non-car transportation will no longer be available to the public,
2. calls for the replacement of the 1986 Transport Act, in order to allow ‘cross-subsidy’ to create more viable networks of routes,
3. calls for a ‘carbon emissions calculation’ whenever the withdrawal of a bus service is proposed, to establish whether the projected number of car journeys replacing the bus service would cause greater environmental damage than the continuation of the service, and
4. calls on Government to make greater expenditure on bus services a spending priority, in order to build a frequency and predictability of service which would persuade car drivers to use buses more frequently.

Council resolves to work with Worcestershire County Council and the

Local Government Association to promote these proposals to Government.”

ii) **Motion Submitted by Councillors S J M Clee and M A W Hazlewood**

“The Council registers its concern regarding the proposed cuts in bus services reported in the recent Worcestershire County Council “Bus Bulletin”.

In these days of targets for reduction in carbon emissions, the Council fails to see how cutting public transport equates with efforts to improve the current trend. If bus services are removed, more people will resort to their own private transport which will exacerbate the problem.

An immediate concern is with the 303 service (Kidderminster - Worcester) which ties in with the hospital service. The last two services of the evening are to be cut. There is also the 580 service (Kidderminster - Kinver), a service that runs three days per week. The proposal is to remove the 580 Saturday service.

The Council does not accept the reason given for these removals, i.e. that there is insufficient use. Consultation with users of these services does not bear this out and, even if this were the case, it would not be a justification for the cuts. It will leave elderly and vulnerable residents of Kingsford and people working in the area in an impossible situation.

The Council urges those responsible to reverse this decision.”

C.100 URGENT MOTIONS SUBMITTED UNDER STANDING ORDER NO. D1 (7)

No notices of motion were received in accordance with Standing Order D1(7).

C.101 ROYAL GARDEN PARTIES

The Council considered proposed nominations for attendance at one of the royal garden parties to be held at Buckingham Palace in July 2007.

DECISION:

Councillors Mrs A T Hingley and D R Sheppard and their partners be nominated to attend a Royal Garden Party to be held at Buckingham Palace in July 2007.

C.102 APPOINTMENT OF REPRESENTATIVE TO OUTSIDE ORGANISATION

The Council was asked to consider a change in its representation on an outside organisation. It was noted that the organisation in question was the Wyre Forest Youth Strategy Group, not the Kidderminster and District Youth

Trust, as stated on the agenda. The Cabinet Member for Cultural and Leisure Services was nominated to represent the Council on the Group, in place of the current representative, Councillor Mrs L Hyde, who had requested this change. The Council endorsed her suggestion that it would be appropriate for a representative to be the relevant Cabinet Member.

DECISION:

The Cabinet Member for Cultural and Leisure Services be appointed to represent the Council on the Wyre Forest Youth Strategy Group, in place of the current representative, Councillor Mrs L Hyde.

C.103

APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN OF ETHICS AND STANDARDS COMMITTEE

Further to Minute No. C.96 h above, the Council considered the appointments detailed in the decision below.

DECISION:

Following the resignation from the Ethics and Standards Committee of its Chairman, Mrs A McDowell, Independent Member:

Mr C J Brighton, Independent Member and current Vice-Chairman, be appointed as the new Chairman of the Ethics and Standards Committee and the Reverend J Cox as the new Vice-Chairman.

C.104

SCHEME OF DELEGATION TO OFFICERS

The Council's approval was sought for the Scheme of Delegation to Officers in an updated format and for it to be amended as detailed in the decision below.

DECISION:

The current Scheme of Delegation to Officers, in the updated format, as referred to on the agenda, be approved and approval be given to its being amended in accordance with the decision regarding divisional reconfiguration, referred to in Minute Nos C.108 and C.110.

C.105

EXCLUSION OF THE PRESS AND PUBLIC

DECISION:

Under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items of business, on the grounds that they involve the likely disclosure of "exempt information" as defined in paragraphs 2 and 3 of Part 1 of Schedule 12A of the Act.

C.106 **SUMMARY OF MINUTES**

The following proceedings were considered after the press and public had been excluded from the meeting. A summary of the minutes relating to these items has been made as 'Exempt Information' would be disclosed if the minutes were published in full.

C.107 **MINUTES**

The exempt minutes of the meeting held on 15th November 2006 were confirmed as a correct record and signed by the Chairman.

C.108 **POLICY AND BUDGET FRAMEWORK – MATTERS WHICH REQUIRE A DECISION BY COUNCIL****Recommendations from the Cabinet- 22nd February 2007****Corporate Management Team (CMT) Review – Divisional Reconfiguration**

The Council approved a recommendation from the Cabinet regarding proposals for the Corporate Management Team and divisional reconfiguration, subject to some minor amendments.

The meeting ended at 8.33 p.m.

WYRE FOREST DISTRICT COUNCIL**COUNCIL MEETING – 28TH FEBRUARY 2007****AGENDA ITEM NO. 6****QUESTION TIME AT COUNCIL MEETINGS - STANDING ORDER A5****Question from Councillor H J Martin****To the Cabinet Member for Finance and Corporate Affairs**

1. “In view of the obvious level of resistance to the circulation of electronic agenda items being highlighted by a large number of Members from all Groups and the need to ensure that Members are properly briefed and engaged in committee debates in the interests of local democracy, will the Cabinet Member agree with me that, where a Member prefers to be provided with full, hard agenda copies of all papers, they should not be denied that option?”

Answer from the Cabinet Member for Finance and Corporate Affairs

All standing members of a committee receive a hard copy of the agenda. The use of ICT by councillors is seen as an aid not a prescriptive tool. A Task and Finish Group has been set up by the Efficiency Policy Panel to look into this matter in depth and report back.

I have a few thoughts on the matter. At the last meeting of the Audit Committee the agenda was 221 pages long and the exempt copies cost £167.96 and the open copies £25.31. This did not include 45 pages that had been sent electronically. The Council has a budget of £21,000 for committee papers. What we need to decide is whether to spend that amount of money on printing agendas or whether to start to use ICT more meaningfully as we go into the 21st century.

Supplementary Question from Councillor H J Martin

I have no problem with ICT. The issue that Councillor Campion refers to concerns members of the Audit Committee being issued a 174 page report and being denied a 30 page report. Some members of the committee got fed up when they were told 24 hours before the meeting to bring a laptop to the meeting. Pro tem, whilst looking at this, and since the use of laptops is not prescriptive, can I ask that members can have, on request, a hard copy of an entire agenda?

Answer from the Cabinet Member for Finance and Corporate Affairs

I apologise I mistook my own figures. We actually printed 221 pages of the Audit Committee agenda. Let's put it in perspective. It is tax payers' money and leeway is given either way. It is unfortunate to say that there have been developments in the use of IT when the Task and Finish Group has not got underway yet. I would remind the Opposition Leader that public inspection copies of papers are always available in the Committee Section.

Questions from Councillor D R Sheppard

To the Leader of the Council

2. "Since the "Single Site" proposals were submitted to the Council last Autumn there appears to be no further comments from the Administration concerning progress with the proposals, but plenty of rumours flowing from various quarters. Could the Leader please clarify the current situation in particular:-
- 1) Have there been any alterations to the proposed quoted costs?
 - 2) Have there been any further surveys at the Crossley Park site, including flood assessments?
 - 3) Concerning the Civic Centre, Stourport, can it be assumed that the £1m quoted for re-development is after the existing site is sold and if it is to be sold, has any new site been identified?"

Answer from the Cabinet Member for Finance and Corporate Affairs

This is an interesting plethora of questions. However I am a little flummoxed. An exempt report was submitted to Council back in November 2006 and this outlined the answers to questions one to three. It detailed the timescales for specific projects and what the Council could expect to find. The cost issue is a little irrelevant, as the project is still in the early stages. What I will say to Councillor Sheppard is that we took the step of appointing external experts to work up all the information, as we first need to get a proper picture of the situation. Quality information is necessary to make decisions in this Council. I am concerned that the report was in the Council agenda and Councillor did not read it.

Supplementary Question from Councillor D R Sheppard

You have not answered the second part of my question. Have there been any surveys of the Crossley Park site including flood assessments?

Answer from the Cabinet Member for Finance and Corporate Affairs

I do not think you understood me the first time. An exempt report went to Council in the third quarter, just before Christmas. In the fourth quarter we are looking to appoint a construction team. For any large project, such as this, I recognise that it must be done properly. In the next quarter, we will be visiting the site in our wellies, with our measuring sticks, before we despatch a cheque. We recognise that we have to know exactly what we want to build and what form it will take.

To the Cabinet Member for Community and Leisure Services

3. "In view of the continuing controversy/ lack of adequate consultation concerning the positioning of the Skate Park next to the children's paddling pool at the riverside in Stourport is the Administration convinced it has made the right decision in proceeding to contract stage in the way that it has? There is no doubt that the Skate Park should

be at the riverside (east side) but the exact location is still being debated in the community and it would appear to be very high handed to proceed before the Stourport Town Council in particular has been properly consulted. I raise this question as a neutral with regards to this issue but would be interested to hear the Cabinet Member's response."

Answer from the Cabinet Member for Community and Leisure Services

Last September, Councillor Mrs Jill Fairbrother-Millis asked a similar question. Nothing has changed since I last answered her question. I was happy then and I am even happier now. I will clarify that a Task and Finish Group has looked into the issue very closely. It was a full and frank process. There were three Health Concern members on that Panel - Councillors Shellie and Stokes and Mrs Jill Fairbrother-Millis, who is a local Stourport Councillor. All of them voted in favour of the site. Part of the extensive committee process was that this issue went to numerous committees. At the June 2006 Service Panel, five Stourport Councillors voted in favour, as did the Police and the Youth Strategy Group, chaired by Councillor Mrs Fran Oborski. All Councillors had ample opportunity to feed into the process. In June 2006 the Cabinet Scrutiny Committee also spent time looking into the issue, which also went to the Cabinet and Council.

In terms of the exact location, I am happy, on balance, that this is the right location. It may not be an ideal location but, on balance, it appears to be the right one. The Town Council, erroneously, in my opinion, looked at the Old Beams site. The Police do not think this is a viable option, as it is out of the way and it cannot easily be monitored by patrols.

As Cabinet Member, I am extremely sensitive to concerns and have made key concessions as a result of opinions that have been expressed.

I have publicly said that three foot metal fencing will be erected around the entire skate park in order to prevent little toddlers who are using the paddling pool getting through. There will also be CCTV camera monitoring in relation to anti-social behaviour and a substantial buffer zone between the paddling pool and the skate park.

I have answered all your questions both in Council and in the press.

Supplementary question from Councillor D R Sheppard

There have also been questions about the issue of riverside getting frequently flooded. It has been suggested that this could affect Stourport Bridge if the skate park is built there. Have you any comments about this please?

Answer from the Cabinet Member for Cultural and Leisure Services

I listen to the experts and they have said that the riverside location is suitable for a skate park made of concrete.

WYRE FOREST DISTRICT COUNCIL

Priorities for 2007/08

Priority Theme	Action	Targets within:
Service	Customer Services	1. Customer Services Strategy 2. Brand Strategy
	Equality & Diversity	3. Equality and Diversity Framework
	Environment	4. Sustainability Strategy 5. Best Value Performance Indicator 199 (Street and Environmental Cleanliness)
Efficiency	Centralised Office Accommodation	6. Centralised Office Accommodation Strategy
	Shared Services	7. Shared Services Strategy
	Efficiency and Value for Money	8. Annual Efficiency Statement and Action Plan 9. Value for Money Policy and Action Plan
Prosperity	Worcester Street Re-development (KTC 3)	10. KTC3 Partnership (Development) Agreement
	Stourport Road Employment Corridor	11. Kidderminster Economic Regeneration Strategy
	Stourport on Severn (Bridge Street)	12. Stourport Town Centre (STC 4) Plan 13. Bridge Street Partnership Project
	Bewdley Town Centre	14. Multi-Use Facility Centre Partnership Project 15. Worcs Hub Satellite Service Centre
	Crime Reduction	16. Community Safety Partnership Strategy
	Housing	17. Local Area Agreement

APPENDIX 2

WYRE FOREST DISTRICT COUNCIL

PROPOSALS 2007/2008 ONWARDS

APPENDIX 3

COST CENTRE	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES			
			2007/2008 £	2008/2009 £	2009/2010 £	After 31/03/2010 £
	<u>Corporate Management Team Review</u> To provide resources to fund the financial consequences of the CMT Review having taken into account the availability of earmarked reserves, for a two year period only. Funding for 2009/10 onwards to be met out of the Chief Executives Efficiency Review.	C R M	- 175,000 5.0	- 200,000 5.0	- - -	- - -
	<u>Divisional Administrative Expenses</u> To further reduce Divisional Admin budgets by 1% per annum as part of the Councils continued Gershon efficiency savings.	C R M	- 10,000 CR -	- 10,000 CR -	- 10,000 CR -	- - -
R002	<u>CULTURAL LEISURE AND COMMERCIAL SERVICES</u> <u>Collection of Domestic Waste</u> Allocate resources to improve the cleanliness and to minimise nuisance of bins during the hottest period of the summer. Delegated authority to the Cabinet Member for Commercial Services to determine the scheme. The Cabinet consider a report on the outcome as part of the 2008/2009 budget process particularly taking into account progress on the County Council proposal for improvements to the recycling service.	C R M	- 50,000 -	- - -	- - -	- - -
R035	<u>Public Conveniences</u> Provide resources for the provision of a new Public Convenience in the vicinity of New Road, Kidderminster. To be funded out of the Capital Programme provision for Vicar Street improvements following the continued use of the Coventry Street Offices prior to Centralised Office Accommodation.	C R M	175,000 2,190 -	- 18,750 -	- 18,750 -	- 18,750 -
R040	<u>Cemetery</u> Approve the allocation of £73,000 out of the Capital Programme provision for the new Municipal Cemetery in respect of Architects and Engineers Consultancy Fees in order to facilitate the preparation of fully costed capital and revenue proposals for consideration by Council during 2007/2008.	C R M	- - -	- - -	- - -	- - -

PROPOSALS 2007/2008 ONWARDS**APPENDIX 3 Continued**

COST CENTRE	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES			
			2007/2008 £	2008/2009 £	2009/2010 £	After 31/03/2010 £
R065	<u>Bewdley Museum</u> Match funding of 20% of Heritage Grant application to Lottery Fund for approximately £500,000 for Capital improvement works. This will include £265,000 for building works and £172,000 for work on display and exhibition space. As this is a Stage 2 application it is likely to be successful. Expenditure subject to funding stream approval by Cabinet.	C	-	-	-	-
		R	-	96,000	-	-
		M	-	-	-	-
R135	<u>Community Sports Coaches</u> Amend the Base Budget in the financial years 2007/08 and 2008/09 to reflect the appointment of three two-year fixed term part-time Sports Coaches (7.5 hours each post per week) as approved by the Cabinet on 25th January 2007. Costs to be met by Grants and existing budgets as detailed in the report to Cabinet.	C	-	-	-	-
		R	-	-	-	-
		M	-	-	-	-
R155	<u>Water Supply to Allotments</u> To supply water facilities for users at allotments. Delegated authority to Cabinet Member to approve proposals.	C	-	-	-	-
		R	8,000	-	-	-
		M	-	-	-	-
R160- R164	<u>Parks and Open Spaces</u> Provide resources to improve fencing in the Council's main Parks and Open Spaces. Delegated authority to the Cabinet Member for Community and Leisure Services to approve schemes.	C	-	-	-	-
		R	40,000	-	-	-
		M	-	-	-	-
R162	<u>Hanging Baskets in Kidderminster</u> The purchase, installation and maintenance of flower towers and hanging baskets in the Town Centre of Kidderminster. Costs incorporate changes to the Grounds Care structure in order to facilitate this proposal. Business Community to be requested to contribute towards scheme.	C	-	-	-	-
		R	17,450	6,850	6,850	6,850
		M	-	-	-	-
R187	<u>Parking Facilities</u> Initially for 2007/2008 and 2008/2009 introduce free short stay car parking on Comberton Place Car Park as soon as practically possible and Vale Road /Horsefair Car Parks when they become chargeable. Review effectiveness as part of the 2009/2010 budget process. Authorise the Head of Legal and Democratic Services to amend the Car Parking Places Order to reflect this proposal.	C	-	-	-	-
		R	6,700	1,700	-	-
		M	-	-	-	-

PROPOSALS 2007/2008 ONWARDS**APPENDIX 3 Continued**

COST CENTRE	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES			
			2007/2008 £	2008/2009 £	2009/2010 £	After 31/03/2010 £
R200	<u>Highway General Cleansing</u> To extend the provision for seasonal workers to all year round working for 2007/2008. Review 2008/2009 as part of next years budget process after Cabinet considering effectiveness.	C R M	- 35,000 1.5	- - -	- - -	- - -
R215 - R251	<u>Administrative Buildings</u> In light of decision on Centralised Office Accommodation, reduce maintenance on administrative buildings.	C R M	- 30,000 CR -	- 30,000 CR -	- 30,000 CR -	- - -
R330	<u>FINANCIAL SERVICES</u> <u>Concessionary Travel - Travel Tokens</u> To increase the value of Travel Tokens issued to qualifying applicants by £5 per annum from 1st April 2007 up to a maximum of £50 per annum. Part of the additional cost can be contained within the existing budget because of the number of applicants transferring to bus passes.	C R M	- - -	- 3,000 -	- 6,000 -	- 12,000 -
R705	<u>STRATEGY AND PERFORMANCE UNIT</u> <u>General Economic Development Activities</u> To contribute £15,000 per annum partnership funding for a three year period towards the implementation of the Forestry Commission's Landscape Conservation Strategy for the Wyre Forest. Subject to the Forestry Commission being able to demonstrate all necessary Funding is in place.	C R M	- 15,000 -	- 15,000 -	- 15,000 -	- - -
R715	<u>Community Safety / Neighbourhood Wardens</u> Following the detailed scrutiny carried out by the Efficiency Policy Panel / Task Group agree to Wyre Forest Community Housing retaining £100,000 per annum for a period of five years commencing 01/04/2007 from the sale of former Council House Receipts in order to guarantee the continuation and enhancement of the Neighbourhood Warden scheme. This will enable the release of the respective contingency from the Revenue Budget.	C R M	- 60,000 CR -	- 60,000 CR -	- - -	- - -

COST CENTRE	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES			
			2007/2008 £	2008/2009 £	2009/2010 £	After 31/03/2010 £
R715	<u>Community Safety / CCTV</u> Provide an additional CCTV camera in St Martins Way, Stourport-on-Severn at a cost of £20,000 out of the CCTV Capital Programme provision. Delegated authority be given to the Cabinet to further enhance the Councils CCTV network out of any procurement savings from the Capital Programme provision.	C R M	- - -	- - -	- - -	- - -
R706	<u>Stourport Pride</u> To provide a one-off budget of £25000 to part fund the implementation of a number of the recommendations proposed in the "Stourport Pride" Strategy - the Public Realm Design Guidance for the town.	C R M	- 25,000 -	- - -	- - -	- - -
R720	<u>Community Leadership Fund</u> Provide a £10,000 grant to establish a Community Leadership Fund for use by Ward Councillors to assist with PACTS and Community Groups. The structure for administration be determined by the Cabinet following recommendations from the Cabinet Scrutiny Committee. Future funding to be considered as part of next years budget following consideration by the Cabinet on a report outlining the success of the proposal.	C R M	- 10,000 -	- - -	- - -	- - -
R645	<u>PLANNING, HEALTH & ENVIRONMENT</u> <u>Pollution Control</u> Give delegated authority to the Head of Planning Health and Environment in consultation with the Cabinet member for Planning Health and Environment to determine a programme of Education and Enforcement in respect of the new smoke free premises and vehicle legislation out of the Specific Government Grant of £49,876.	C R M	- - -	- - -	- - -	- - -
R640	<u>Food / Health and Safety</u> To provide Technical Support Resources in the Environmental Health and Licensing Section to ensure statutory required standards are maintained. Report to Cabinet after first year to review effectiveness of post.	C R M	- 21,700 1.0	- 21,530 1.0	- - -	- - -
R685	<u>Homelessness, Housing Advice & Access to Housing</u> To provide funding for the implementation for a new Choice Based Lettings Scheme in Wyre Forest.	C R M	- 20,000 -	- - -	- - -	- - -

PROPOSALS 2007/2008 ONWARDS**APPENDIX 3 Continued**

COST CENTRE	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES			
			2007/2008 £	2008/2009 £	2009/2010 £	After 31/03/2010 £
	<u>HUMAN RESOURCES</u>					
	<u>Recruitment of Employees</u>					
	To streamline the Councils advertising through "signposting".	C R M	- 15,000 CR -	- 15,000 CR -	- 15,000 CR -	- 15,000 CR -
R430	<u>Central Computer Costs/Voice and Data</u>					
R435	ICT Review - Allocate £25,000 out of the Capital Programme provision for ICT investment in order to engage consultants to carry out a study in relation to the Council's current ICT issues and future ICT network requirements.	C R M	- - -	- - -	- - -	- - -
	Planning Document Image Processing / Workflow Allocate the balance of the Capital Programme provision of £66,600 towards the costs of the new Planning Document Image Processing / Workflow system.					
R800	<u>CAPITAL ACCOUNT</u>					
	Capital Programme - Allow the £50,000 efficiency savings to fall into reserves. Note that this will increase the reserves available.	C R M	- - -	- - -	- - -	- - -
	TOTALS	C R M	175,000 311,040 7.5	- 247,830 6.0	- 8,400 CR -	- 22,600 -

KEY - Changes in Resources

C - Capital

R - Revenue

M - Man Power

WYRE FOREST DISTRICT COUNCIL**INCOME SERVICE OPTIONS 2007/2008****APPENDIX 4****DIVISIONAL SUMMARY**

DIVISION	KEY	CHANGES IN RESOURCES		
		2007/2008 £	2008/2009 £	2009/2010 £
CULTURAL LEISURE & COMMERCIAL SERVICES	C	-	-	-
	R	36,800 CR	54,050 CR	54,050 CR
	M	-	-	-
FINANCIAL SERVICES	C	-	-	-
	R	-	-	-
	M	-	-	-
LEGAL & DEMOCRATIC SERVICES	C	-	-	-
	R	7,210 CR	7,210 CR	7,210 CR
	M	-	-	-
PLANNING, HEALTH & ENVIRONMENT	C	-	-	-
	R	4,150	4,150	3,870
	M	-	-	-
GRAND TOTAL	C	-	-	-
	R	39,860 CR	57,110 CR	57,390 CR
	M	-	-	-

KEY - Changes in Resources

C - Capital

R - Revenue

M - Man Power

INCOME SERVICE OPTIONS 2007/2008CULTURAL, LEISURE & COMMERCIAL SERVICES

COST CENTRE	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	CHANGES IN RESOURCES			
		KEY	2007/08 £	2008/09 £	2009/10 £
R040	<u>Cemeteries</u>	C	-	-	-
	Increase charges by 3% in accordance with Council policy	R	1,950 CR	1,950 CR	1,950 CR
		M	-	-	-
R050	<u>Play Leadership</u>	C	-	-	-
	Increase charges by 3% in accordance with Council policy	R	490 CR	490 CR	490 CR
		M	-	-	-
R095	<u>Other Sports Facilities</u>	C	-	-	-
	Increase charges by 3% in accordance with Council policy	R	740 CR	740 CR	740 CR
		M	-	-	-
R155	<u>Allotments</u>	C	-	-	-
	Increase charges by 3% in accordance with Council policy	R	120 CR	120 CR	120 CR
		M	-	-	-
R160	<u>Parks and Open spaces</u>	C	-	-	-
	Increase charges by 3% in accordance with Council policy	R	610 CR	610 CR	610 CR
		M	-	-	-
R170	<u>CLACS Administration Account</u>	C	-	-	-
	Increase charges by 3% in accordance with Council policy	R	70 CR	70 CR	70 CR
		M	-	-	-
R185	<u>Car Parks</u>	C	-	-	-
	Increase charges by 3% (increase starts 1/10/07)	R	17,250 CR	34,500 CR	34,500 CR
		M	-	-	-
R221	<u>Civic Halls</u>	C	-	-	-
	Increase charges by 3% in accordance with Council policy	R	750 CR	750 CR	750 CR
		M	-	-	-
R225	<u>Weighbridge</u>	C	-	-	-
	To increase weighbridge charges by 3%	R	220 CR	220 CR	220 CR
		M	-	-	-
R229	<u>Garage</u>	C	-	-	-
	Increase charges by 3% in accordance with Council policy	R	1,680 CR	1,680 CR	1,680 CR
		M	-	-	-
R234	<u>Trade Waste</u>	C	-	-	-
	Increase charges by 3% in accordance with Council policy	R	12,360 CR	12,360 CR	12,360 CR
		M	-	-	-

INCOME SERVICE OPTIONS 2007/2008CULTURAL, LEISURE & COMMERCIAL SERVICES

COST CENTRE	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	CHANGES IN RESOURCES			
		KEY	2007/08 £	2008/09 £	2009/10 £
R250	<u>Control of Rats and Other Pests</u> Increase charges by 3% in accordance with Council policy	C			
		R	510 CR	510 CR	510 CR
		M			
R255	<u>Control of Dogs</u> Increase charges by 3% in accordance with Council policy	C			
		R	50 CR	50 CR	50 CR
		M			
	TOTALS	C	-	-	-
		R	36,800 CR	54,050 CR	54,050 CR
		M	-	-	-

WYRE FOREST DISTRICT COUNCILAPPENDIX 4 ContinuedINCOME SERVICE OPTIONS 2007/2008FINANCIAL SERVICES

COST CENTRE	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES		
			2007/2008 £	2008/2009 £	2009/2010 £
R310	<u>Council Tax/NNDR</u> To maintain costs in respect of Council tax & NNDR Court Costs. Currently the costs are as follows:- Summons Costs £30 Liability Order Costs <u>£20</u> - <u>£50</u> Note: Costs have to reflect actual costs and be subsequently agreed with the Magistrates Court, and it is felt that the current costs can be justified. Normally these costs are increased every two years.	C R M	- - -	- - -	- - -
R330	<u>Concessionary Travel - WFDC Scheme</u> To maintain the cost of a replacement card at £5	C R M	- - -	- - -	- - -
R335	<u>Corporate Costs - Bank Charges</u> Maintain existing policy of full cost recovery of bank charges in respect of credit card transactions for those services where there is no provision to include in charge levied (1.75%)	C R M	- - -	- - -	- - -
	TOTALS	C R M	- - -	- - -	- - -

WYRE FOREST DISTRICT COUNCIL**APPENDIX 4 Continued****INCOME SERVICE OPTIONS 2007/2008****LEGAL & DEMOCRATIC SERVICES**

COST CENTRE	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES		
			2007/2008 £	2008/2009 £	2009/2010 £
R500	<u>Elections and Electoral Registration</u> To maintain the sale of edited and full Electoral Registers at statutory levels	C	-	-	-
		R	-	-	-
		M	-	-	-
R510	<u>Land Charges</u> To raise charges for basic and other Land Charge fees in line with inflation	C	-	-	-
		R	7,210 CR	7,210 CR	7,210 CR
		M	-	-	-
R515	<u>Legal & Democratic Services Administration</u> To raise charges for the supply of minutes and agendas to outside bodies/companies in line with inflation	C	-	-	-
		R	-	-	-
		M	-	-	-
	TOTALS	C	-	-	-
		R	7,210 CR	7,210 CR	7,210 CR
		M	-	-	-

WYRE FOREST DISTRICT COUNCILAPPENDIX 4 ContinuedINCOME SERVICE OPTIONS 2007/2008PLANNING, HEALTH & ENVIRONMENT

COST CENTRE	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES		
			2007/2008 £	2008/2009 £	2009/2010 £
R605	<u>Development Control</u> To maintain Planning Application fees at statutory levels.	C			
		R	To be determined by Government		
		M			
R605	<u>Development Control</u> To propose no increase to the charges for Planning enquiries.	C	-	-	-
		R	-	-	-
		M	-	-	-
R625	<u>Building Control</u> To propose no increase to the charges for Building Control enquiries.	C	-	-	-
		R	-	-	-
		M	-	-	-
R625	<u>Building Control</u> To propose no increase to Building Control charges.	C	-	-	-
		R	-	-	-
		M	-	-	-
R625	<u>Building Control</u> To propose a reduction to the current charge for the sale of documents in line with the "Markinson case" and proposed access to information Charging Policy.	C	-	-	-
		R	1,760	1,760	1,760
		M	-	-	-
R630	<u>Planning, Health & Environment Administration</u> To propose a reduction to the current charge for the sale of documents in line with the "Markinson case" and proposed access to information Charging Policy.	C	-	-	-
		R	5,290	5,290	5,290
		M	-	-	-
R630	<u>Planning, Health & Environment Administration</u> To increase the administration charge from Ordnance Survey Map sales.	C	-	-	-
		R	20 CR	20 CR	20 CR
		M	-	-	-
R640	<u>Food & Health & Safety</u> To increase charges in line with inflation.	C	-	-	-
		R	-	-	-
		M	-	-	-
R645	<u>Pollution Control</u> To maintain water sampling fees at statutory levels. To increase other charges in line with inflation.	C	-	-	-
		R	-	-	-
		M	-	-	-
R655	<u>Hackney Carriage/Private Hire</u> To increase fees in line with inflation to ensure the activity remains self financing.	C	-	-	-
		R	2,270 CR	2,270 CR	2,550 CR
		M	-	-	-

WYRE FOREST DISTRICT COUNCILAPPENDIX 4 ContinuedINCOME SERVICE OPTIONS 2007/2008PLANNING, HEALTH & ENVIRONMENT

COST CENTRE	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES		
			2007/2008 £	2008/2009 £	2009/2010 £
R660	<u>General Licensing & Registration</u> To increase charges in line with inflation	C	-	-	-
		R	610 CR	610 CR	610 CR
		M	-	-	-
R665	<u>Licensing Act 2003</u> To charge fees as determined by Government	C			
		R	To be determined by Government		
		M			
TOTALS		C	-	-	-
		R	4,150	4,150	3,870
		M	-	-	-

COUNCIL TAX SPECIAL ITEMS 2007/2008**Column Number****1****2****3****4**

<u>Parts of the Council's Area</u>	<u>Special Item (Parish Precept)</u> £	<u>Tax Base</u>	<u>Council Tax for Special Item (Parish Precept)</u> £	<u>Total Basic Council Tax (District plus Parish)</u> £
The Charter Trustees Town of Kidderminster	72,000	17,912	4.02	187.53
The Parish/Town Council of:				
Upper Arley	10,060	329	30.58	214.09
Bewdley	73,760	3,705	19.91	203.42
Broome	1,800	159	11.32	194.83
Chaddesley Corbett	21,783	717	30.38	213.89
Churchill & Blakedown	11,096	750	14.79	198.30
Kidderminster Foreign	5,760	385	14.96	198.47
Rock	16,100	1,206	13.35	196.86
Rushock	1,425	74	19.26	202.77
Stone	1,000	256	3.91	187.42
Stourport-on-Severn	138,491	7,091	19.53	203.04
Wolverley & Cookley	32,859	1,763	18.64	202.15
TOTAL	£386,134			

VALUATION BANDS 2007/2008**APPENDIX 6****(Council Tax Including Parish Precepts)**

<u>Part of the Council's Area</u>	A £	B £	C £	D £	E £	F £	G £	H £
The Charter Trustees Town of Kidderminster	125.02	145.86	166.69	187.53	229.20	270.88	312.55	375.06
The Parish/Town Council of:								
Upper Arley	142.73	166.51	190.30	214.09	261.67	309.24	356.82	428.18
Bewdley	135.61	158.22	180.82	203.42	248.62	293.83	339.03	406.84
Broome	129.89	151.53	173.18	194.83	238.13	281.42	324.72	389.66
Chaddesley Corbett	142.59	166.36	190.12	213.89	261.42	308.95	356.48	427.78
Churchill & Blakedown	132.20	154.23	176.27	198.30	242.37	286.43	330.50	396.60
Kidderminster Foreign	132.31	154.37	176.42	198.47	242.57	286.68	330.78	396.94
Ribbesford	122.34	142.73	163.12	183.51	224.29	265.07	305.85	367.02
Rock	131.24	153.11	174.99	196.86	240.61	284.35	328.10	393.72
Rushock	135.18	157.71	180.24	202.77	247.83	292.89	337.95	405.54
Stone	124.95	145.77	166.60	187.42	229.07	270.72	312.37	374.84
Stourport-on-Severn	135.36	157.92	180.48	203.04	248.16	293.28	338.40	406.08
Wolverley & Cookley	134.77	157.23	179.69	202.15	247.07	291.99	336.92	404.30

VALUATION BANDS 2007/2008**APPENDIX 7****(Total Council Tax Payable)**

<u>Parts of the Council's Area</u>	A £	B £	C £	D £	E £	F £	G £	H £
The Charter Trustees Town of Kidderminster	902.67	1,053.12	1,203.56	1,354.00	1,654.90	1,955.79	2,256.67	2,708.02
The Parish/Town Council of:								
Upper Arley	920.38	1,073.77	1,227.17	1,380.56	1,687.37	1,994.15	2,300.94	2,761.14
Bewdley	913.26	1,065.48	1,217.69	1,369.89	1,674.32	1,978.74	2,283.15	2,739.80
Broome	907.54	1,058.79	1,210.05	1,361.30	1,663.83	1,966.33	2,268.84	2,722.62
Chaddesley Corbett	920.24	1,073.62	1,226.99	1,380.36	1,687.12	1,993.86	2,300.60	2,760.74
Churchill & Blakedown	909.85	1,061.49	1,213.14	1,364.77	1,668.07	1,971.34	2,274.62	2,729.56
Kidderminster Foreign	909.96	1,061.63	1,213.29	1,364.94	1,668.27	1,971.59	2,274.90	2,729.90
Ribbesford	899.99	1,049.99	1,199.99	1,349.98	1,649.99	1,949.98	2,249.97	2,699.98
Rock	908.89	1,060.37	1,211.86	1,363.33	1,666.31	1,969.26	2,272.22	2,726.68
Rushock	912.83	1,064.97	1,217.11	1,369.24	1,673.53	1,977.80	2,282.07	2,738.50
Stone	902.60	1,053.03	1,203.47	1,353.89	1,654.77	1,955.63	2,256.49	2,707.80
Stourport-on-Severn	913.01	1,065.18	1,217.35	1,369.51	1,673.86	1,978.19	2,282.52	2,739.04
Wolverley & Cookley	912.42	1,064.49	1,216.56	1,368.62	1,672.77	1,976.90	2,281.04	2,737.26