

**WYRE FOREST DISTRICT COUNCIL**

**COUNCIL**

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

**24TH FEBRUARY 2010 (6.00PM)**

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**Present:**

Councillors: M Ahmed, R L Akathiotis, J Aston, J Baker, G W Ballinger, A J Buckley, J-P Champion, S J M Clee, N J Desmond, H E Dyke, P Dyke, G H Eeles, B T Glass, D R Godwin, J Greener, P B Harrison, M J Hart, P V Hayward, S M Hayward, M A W Hazlewood, A T Hingley, M B Kelly, H J Martin, S C Meekings, D J Millis, C D Nicholls, F M Oborski, T L Onslow, J W Parish, J Phillips, M Price, K H Prosser, M A Salter, J A Shaw, M J Shellie, D R Sheppard, K J Stokes, J Thomas, N J Thomas, S J Williams, and G C Yarranton

**C.95 Prayers**

Members of the Council stood in silence whilst the late Alderman John Simmonds and the late Christopher Brighton, the former Chair of the Ethics and Standards Committee were remembered. Prayers were then said by Reverend Owain Bell of St Mary's and All Saints Church, Kidderminster.

In response to a question regarding the Standing Orders and the Worcestershire Enhanced Two Tier (WETT) item regarding regulatory services being included in the overall budget proposals, Members were advised the structure of the budget proposal had been explicit in the recommendations to Cabinet in January 2010, that this was an integral part of the budget and therefore it was not sensible for it to be dealt with in isolation.

**C.96 Apologies for Absence**

Apologies were received from Councillor J Holden.

**C.97 Declaration of Interests**

Councillor's F M Oborski, J-P Champion, M J Hart, A T Hingley, N J Desmond, G C Yarranton, J Thomas, J Parish, S J M Clee and M Ahmed all declared a personal interest in agenda item 15 as County Council Members that had voted on the WETT proposals at the County Council. Councillor Millis declared a personal interest in agenda item 15 as a Member of Unison and as a County Council Officer.

The Chief Executive declared a prejudicial interest in agenda item number 13 relating to the Role and Appraisal Arrangements for the Chief Executive.

**C.98 Minutes**

**Decision: The minutes of the meeting held on 2nd December 2009 be confirmed as a correct record and signed by the Chairman.**

**C.99 Public Participation**

No members of the public had requested to speak under the Council's Public Participation Scheme. Councillor Kelly presented a petition to Council regarding the restoration of the use of bus passes before 9:30 a.m.

**C.100 Questions**

The Council received a report setting out a range of questions from Councillors Sheppard and Oborski, directed at the Leader of the Council and Cabinet Members.

**Question from Councillor Sheppard**

Could the Leader of the Council please update us on the current situation with regards to recovering the remaining vast sums of money from the Icelandic banks?

**Reply from Councillor Campion**

As has been the convention since October 2008, I shall update Members at Leader's Announcements.

**Supplementary Question from Councillor Sheppard**

What is the latest situation?

**Reply from Councillor Campion**

I refer to my previous answer.

**Question from Councillor Oborski**

Could the Cabinet Member please tell me:

In the last year how many early morning parking tickets have been issued on the lay-by on Comberton Hill, Kidderminster (opposite the railway station) between Lea Street and Yew Tree Road?

**Reply from Councillor Onslow**

Thank you for your question.

Between the hours of 9 am to 11 am (although our patrols do start as early as 6.30 am), no PCN's were issued before 9.10 am.

**Question from Councillor Oborski**

How many of those tickets have been issued to residents in front of whose properties the lay-by is?

**Reply from Councillor Onslow**

The 60 minute time bays are enforceable 7 days a week between the hours of 08.00 and 18.30. We cannot distinguish how many of those are

## Agenda Item No. 12

residents as we only issue to a vehicle. On Comberton Hill (where there is no return within 1 hour) a total of 13 tickets were issued.

### Supplementary Question from Councillor Oborski

Thank you for your response. The point is that there is no problem with civil enforcement ticketing the overstayers in car parks and on streets but in lay-bys there is no off street parking and 13 tickets were issued, 6 of which were issued to the same person who purchased a season ticket to park on the car park but he likes his car to be in front of his house overnight then he moves his car when he gets up in the morning. Can I ask the Cabinet Member whether it is worthwhile to ticket on a Sunday morning when no shops are open first thing and there are no early trains and the Severn Valley Railway is not working. Is it worthwhile for officers to pick on residents who have overslept and not moved their car into the car park?

### Answer from Councillor Onslow

We enforce two things; we enforce order and the County Council's traffic regulatory orders. It is not possible to say that we enforce some traffic regulation orders and not others. It has to be a fair system across the board. However, I will take up your point with the relevant County Councillor.

### Question from Councillor Oborski

Since November 1<sup>st</sup> last year how many parking tickets have been issued in Kidderminster on each Sunday?

### Reply from Councillor Onslow

We do not split out the cost of Council Parking Order but the total is contained in the budget book. The figures are as follows:

Total	Off Street	On Street
1/11/09 (31)	15	16
8/11/09 (17)	5	12
15/11/09 (40)	15	25
22/11/09 (50)	22	28
29/11/09 (38)	20	18
06/12/09 (41)	23	18
13/12/09 (51)	24	27
20/12/09 (54)	30	24
27/12/09 (16)	11	5
03/01/10 (21)	16	5
10/01/10 (25)	10	15
17/01/10 (42)	13	29
24/01/10 (31)	16	15
31/01/10 (36)	23	13
07/02/10 (45)	24	21
14/02/10 (29)	20	9
21/02/10 (46)	20	26
<b>Total 613</b>	<b>307</b>	<b>306</b>

Councillor Oborski confirmed that she did not have a supplementary question.

**Question from Councillor Oborski**

What has been the cost of employing Civil Enforcement Staff in Kidderminster on each of those Sundays?

**Reply from Councillor Onslow**

I can't really separate the costs of employment on a single day as the Civil Enforcement Officer's work 7 days a week with 2 teams on and one off on any given day but the total salary budget for the Civil Enforcement team in 2009/2010 was £147,000 but this will have included 5 vacant posts.

**Question from Councillor Oborski**

When Sunday car parking charges were introduced in Kidderminster, it was agreed that they would only apply within the ring road and would specifically not apply to the St Mary's Church car park. Will she now give me an assurance that this commitment will be honoured by the administration?

**Reply from Councillor Onslow**

At this moment there is nothing in the Parking Order that allows for something different on a Sunday. If you can lay your hands on the minutes you refer to I will gladly look at them.

**C.101**

**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 advised Members that he had received £718 in donations for the Millbrook Suite and he extended his thanks to all those that had contributed to this years Chairman's Charity. Further, that there would be a memorial service for the late Alderman John Simmonds on 27<sup>th</sup> March 2010 at Rock Parish Church and all Members were invited to attend the ceremony. The Chairman also announced that it was Alderman Elizabeth Mills's birthday the following day and that flowers would be sent. The Chairman concluded by thanking Councillors Akathiotis, Eeles, S Hayward and Meekings for their work as Councillors as he was aware they would not be standing for re-election in May and that this was their last Council meeting.

**C.102**

**Leader's Announcements and Report**

The Leader of the Council announced that he was pleased to report that the Council had recovered around £2 million in relation to the investments with the Heritable, Kaupthing Singer and Friedland, and Landsbanki. Further that the Administrators for the two UK banks were continuing the sale of assets and a further dividend was expected from the Heritable before the end of the financial year, together with a dividend from Kaupthing Singer and Friedland in the next two months.

Moreover, that in relation to Landsbanki that there had been a number of legal challenges to Local Authorities as preferred creditors and that these

challenges were expected to be tested in the Icelandic Courts over the next few months. The Leader stated that he was pleased to announce that the Council had agreed to become a test case if it was necessary. Members were asked to note that the challenge had resulted in a delay in any payments and it was going to be late 2010 before the Council would receive a dividend from this bank.

Members were advised that along with all authorities, the Council were required to use the current forecast returns when preparing the Statement of Accounts and that in doing so, the Council were obliged to reflect forecast returns and account for potential losses, which were called impairments. The Leader advised that the impairment would normally result in a charge to the Council's revenue account; however the Council had been successful in applying for a Capitalisation Direction therefore allowing such impairment to be charged against capital resources.

The Leader then reminded Members that they had received a briefing note from Councillor Desmond regarding the green recycling and that this non - compulsory scheme would be starting in Easter 2010. The Leader concluded his announcements by supporting the comments made by the Chairman regarding the retiring Members.

**C.103**

**Motions Submitted Under Standing Order No. D1 (1)**

Two notices of motion were received in accordance with Standing Order D1 (1) as follows:

**Ward Member Consultation**

A motion was received from Councillor Campion which asked the Council to reconfirm its commitment to consulting ward Councillors on significant developments in their wards and asked the Chief Executive to ensure that Council Officers were reminded of existing protocols and policies regarding the involvement of local ward Councillors in issues pertaining to their ward.

Councillor Campion introduced the motion and commented that the Council had a strong tradition of using Ward Councillors as community champions or gatekeepers and it was essential that all Councillors should be conversant with developments planned in their ward area. It was recognised that mistakes sometimes occurred and he made reference to an issue with the Broadwaters Ward where Ward Members had not been involved in a project.

The Deputy Leader in seconding the motion reiterated the authority's commitment to thinking local member via the 'No Surprises Protocol.' He acknowledged the importance of ensuring that Ward Members were fully engaged and involved in all significant developments in their Ward. The Group Leader of Independent Community and Health Concern spoke in support of the motion and acknowledged that matter his concerns had been revisited, and he withdrew his call for the resignation of Councillor Marcus Hart.

**Decision:**

- 1. Council to reconfirm its commitment to consulting Ward Councillors on significant developments within their Wards.**
- 2. The Chief Executive to ensure that all District Council Officers are reminded of existing protocols and policies over the involvement of local Ward Councillors in issues pertaining to their Ward.**

**Stourport Royal Mail Sorting Office**

A motion was received from Councillor Champion that requested that Council to confirm its support for a Royal Mail sorting office being retained in Stourport for the benefit of local residents and businesses.

Councillor Champion presented his motion and stressed the importance to the local community in having access to a local sorting office. He recognised that the Council had no power to influence whether a Sorting Office remained in Stourport but he believed that the full backing of Council could influence decisions on its future.

The Deputy Leader of the Council seconded the motion and reiterated the need for the Sorting Office to remain in Stourport, emphasising the importance of retaining local jobs.

During debate, members expressed their support for the retention of the support office, highlighting the impact such a closure would have on local businesses and the wider community.

**Decision:**

- 1. To confirm Council's support for a Royal Mail sorting office to be retained in Stourport-on-Severn for the benefit of local residents and businesses that rely on this important service.**
- 2. To request that the Chief Executive asserts the Council's view to the Royal Mail in the strongest terms.**

**C.104 Urgent Motions Submitted under Standing Order D1(7)**

No urgent motions had been submitted under Standing Order D1(7)

**C.105 Corporate Governance**

The Council received a report (copies of which had to be circulated) from the Director of Legal and Corporate Services which recommended a revised political balance and to note the change of name of a Programmed Board

The Portfolio Holder for Legal and Corporate Services introduced the report, advised Members that the revisions were necessary due to

changes of political proportionality in the chamber, and to recognise the remit of the Board.

**Decision:**

- 1. The revised political balance be approved.**
- 2. The name of the Centralised Office and Transformation Board be changed to The Transformation Board.**

**C.106**

**Independent Remuneration Panel**

The Council received a report (copies of which had been circulated) from the Director of Legal and Corporate Services which recommended to Council that Wyre Forest District Council joined a multi-authority remuneration panel in Worcestershire. The portfolio holder introduced the report and Members were advised of the benefits of participating in the panel, including the opportunity for saving, concluding that this was a positive opportunity for the Council and one which should not be missed.

**Decision: that the Council joins a multi-authority Independent Remuneration Panel.**

*The Chief Executive left the room during consideration of the report below.*

**C.107**

**Role and Appraisal Arrangements of the Chief Executive**

The Council received a report (copies of which had been circulated) from the Chief Executive which recommended the appraisal arrangements for the Chief Executive, his appointment as Returning officer and the revision of payments in respect of District council elections.

Members were reminded of the Chief Executive's wish to connect with Members by offering to visit each ward in the district. Further, he advised that he would prepare an annual report on which members could ask questions.

The Leader of the Council introduced the report and explained that the appraisal process would enable the Chief Executive to be measured against agreed objectives and outcomes. Moreover, this process would be supported by the Local Government Association (LGA) at no cost to the Council.

The Leader concluded that the Chief Executive had significant electoral experience and Members were asked to appoint him to the position of Returning Officer.

**Decision:**

- 1. Approval be given to the appraisal arrangements as set out in Appendix 1 of the report to Council.**
- 2. The Chief Executive be appointed as Returning Officer.**

**3. The revised arrangements for payments in respect of District Council elections as set out in Appendix 2 of the report to Council be agreed.**

*The Chief Executive returned to the room following this item.*

**C.108 Recommendations from Cabinet**

**22<sup>nd</sup> December 2009**

**Revised Redundancy Policy:**

The Council received a report (copies which had been circulated from the Chief Executive) which made recommendations regarding the revision of the Council's Redundancy Policy in respect of the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006 so that the Council would not make discretionary lump sum payments or Payments in Lieu of Notice (PILON) in cases of termination of employment.

The Leader of the Council presented the recommendation and reminded Members of the significant cost to the Council in the previous financial year. Members were advised that an element of these costs had been discretionary payments which had previously been capitalised. Moreover, the Government had in their advice been explicit and the discretionary elements could not now be capitalised and therefore, it would be an unaffordable cost which would have to be paid for from the revenue account. Members were advised of the importance of ensuring that the Council could afford its proposed redundancy costs without the need to make even more staff redundant when paying for the discretionary elements. Therefore, in the light of the current advice from the Government, it was considered necessary to amend the Council's policy to make it a more affordable scheme.

Members of the Independent Community and Health Concern and Labour Parties detailed their objections to the proposals.

Members of the Liberal Group spoke in favour of the proposal.

The Chief Executive in response to comments made outlined the background to the Policy. Members were informed that the unions were opposed to the proposed change in the policy and that the staff and unions had been given a long time to submit their views. He advised that the main opposition to the proposed policy centred on the change relating to discretionary payments. Members were advised that if the Council continued making discretionary payments, there would be a charge to the revenue account which could result in more redundancies. He emphasised that all the staff that had left last year were treated equally under the policy of discretion, and under the new proposed policy the same parity would be implemented.



**Decision:**

- 1. Consideration be given to the comments received by the Trade Unions and Employees on the proposed policy changes to the discretionary lump sum payment and PILON (Payment in Lieu of Notice) in cases of termination of employment.**
- 2. Subject to the outcome of Paragraph 2.1 of the report to Cabinet, that both the discretionary lump sum payment and PILON are no longer paid and the Council's Redundancy Policy in respect of the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006 be revised to reflect these changes.**
- 3. The revised Redundancy Policy be adopted and will come into effect from 1<sup>st</sup> June 2010, providing a three months' notice period to all employees.**

**C.109**

**10:10 Campaign:**

The Council considered a recommendation from the Cabinet Meeting of 19<sup>th</sup> January 2010 regarding the 10:10 Climate Change campaign and its implications for Wyre Forest District Council, and to decide whether or not to sign up to the campaign.

The Portfolio holder for Planning and Regulatory Services introduced the report. Members were advised that the purpose of signing up to the 10:10 Campaign was to reduce the Council's carbon footprint.

**Decision:**

- 1. The Council signs up to the 10:10 Campaign relating to Climate Change based on being able to achieve a minimum 3% reduction.**
- 2. The Council urges all Council suppliers and partners to sign up to participate in the initiative.**
- 3. The Council urges all Members and Officers to sign up to the campaign individually.**

**C.110**

**Draft Workforce Plan 2010-2012**

The Council considered a recommendation from the Cabinet meeting of 16<sup>th</sup> February 2010 regarding the draft Workforce Plan 2010-2012

**Decision: The Draft Workforce Plan 2010-2012 be adopted by Council.**

**C.111 Budget Proposals 2010/2013**

The Council received a report (copies of which had been circulated) to approve the budget for 2010/2013 having considered the proposed decision and budget reports recommended to Council by Cabinet on 16<sup>th</sup> February 2010.

The Leader of the Council, on behalf of the Administration, gave a detailed presentation of the budget proposals. He wished to place on record his personal thanks to the Chief Executive, Director of Resources, Cabinet Member for Resources, the Corporate Management Team and their respective staff for the professional way that this year's budget had been approached. Members were advised that the Administration had consulted widely on its budget proposals and on the whole the response had been supportive.

Members were advised that the Administration's budget proposals were to ensure the Council regrouped after last year's budget. Thus ensuring the Council built a more sustainable and stable financial future.

Members were advised of the need to accelerate a wide range of efficiency programmes and an expansion of the cross party Transformation Board would oversee the changes. Moreover, the need to address the issue of single site was a priority in order to modernise the Council's working practices.

Members were advised that the Government had honoured its commitment under the CSR07 of £8,032,540 which represented an increase of 1.1%. However, Members were informed that the Government had failed to announce the details of the next spending round and this would affect the medium term spending arrangements.

The Leader commended the budget proposals to Council and stated that they were wide ranging, inclusive and sustainable.

The budget was seconded by the Cabinet Member for Resources. Members were reminded of the current economic climate and how the Council had to manage its finances within that context. Moreover that the restructure last year, together with the introduction of the single site strategy and the work toward single site were part of the overall budget strategy.

Emphasis was given of the need to work with key partners and neighbouring Authorities. The Administration recognised this fact by the inclusion within its budget with the Worcestershire Enhanced Two Tier Programme.

The portfolio holder for Resources explained that WETT and partnership working was the only way of safeguarding the District Council whilst delivering essential savings and providing custom focused services. Moreover, that members would be able to be involved in the development of the Service Level Agreement. (SLA)

Members were urged to support the budget proposals as set out. It provided this Council with a clear direction of protecting front line services, while offering further efficiencies and value for money to local tax payers. He formally seconded the recommendations as laid out.

The Group leader for Independent Community and Health Concern introduced an amendment to the budget proposals (copies of which had been circulated) from the Independent Community and Health Concern Group.

He added an amendment to paragraph 4 of his paper regarding shared services stating that his party rejected the proposal for a shared regulatory service. With regard to the Capital Programme 2009/2010 onwards, this was supported with the exception of the Single Site Project and it was proposed to reinstate full aid to the Parish Councils. The Group also proposed the reinstatement of concessionary travel before 9.30 am in order to allow people to travel to hospital appointments.

Councillors G W Ballinger, M J Hart, M B Kelly, F M Oborski, J A Shaw, J-P Campion and C D Nicholls all spoke against the amendment.

Councillor Martin concluded that the money that had been included in the budget for a shared regulatory service could be used in other ways. He stated that it did make sense to have a Single Site but he wished to emphasise the need to establish the size of the building, and how much finance was required for the project. He reiterated his party's concerns with regard to the Council's proposals on redundancy payments and proposals to save money by sharing services.

Upon a vote, the amendment was lost.

At 8.25 pm the Chairman halted the meeting for a 5 minute comfort break.

At 8.30 pm the meeting resumed.

Councillor Kelly presented the Labour Group's amendments to the Conservative proposals.

Councillor Kelly reiterated that the Labour Group was opposed to the Single Site and WETT proposals. He alluded to the similarities between the Conservative and Labour Group proposals. He explained that the Labour Group wished to restore the full grant to Parish Councils and was pleased that the Conservative Group had taken on board the proposals regarding concessionary travel. He perceived that the Dial-a-Ride subsidy should be restored as it was an important service.

Councillor Shaw seconded the amendment and complimented Members on their skills in scrutinising the budget. He concluded that the Labour Party had submitted an alternative proposal that looked at a series of points where it was possible that consensus could be reached.

Councillors M J Hart, J Phillips, C D Nicholls, J-P Campion, H J Martin and P Hayward spoke against the amendment.

In conclusion Councillor Kelly commended the amended proposal to Council. He reiterated the Labour Group’s total opposition to the WETT proposals and Single Site and moved that a named vote be held.

Upon a vote, the proposal for a named vote was defeated.

Upon a vote, the amendment was defeated.

Councillor Campion summarised his party’s budget proposals. He noted the differences between the political groups and commended the budget proposals to Council.

Upon a vote the substantive motion was carried by a majority.

**Decision:**

**1. PRIORITIES FOR 2010/2013**

1.1 **NOTES** That following the approval of the Corporate Plan by Council during 2008/2009, the Council Priorities for 2010/2011 are as follows :-

<b>Corporate Aims</b>	<b>A Better Quality of Life</b>	<b>A Vibrant Local Economy</b>	<b>A Sustainable Environment</b>	<b>A Well Run &amp; Responsive Council</b>
<b>Priorities</b>	<b>More Affordable Housing</b>	<b>District-wide Regeneration</b>	<b>Reducing Waste to Landfill and Increasing Recycling</b>	<b>Improving Efficiency and Value for Money</b>

**2. CONSULTATION STRATEGY (Agenda Item 8.1(b) of Cabinet Papers 16<sup>th</sup> February)**

2.1 **NOTES** the comments and views from the Consultation exercise identified within the Cabinet Report on the 16<sup>th</sup> February 2010.

2.2 **NOTES** the following comments from Corporate Service Committee on 11<sup>th</sup> February 2010:

**Recommendation to Council:**

**Having considered the Cabinet proposals and amendments from the Independent Community & Health Concern, Labour and**

**Liberal/Liberal Democrat Groups, the Corporate Resources Scrutiny Committee is satisfied that the proposals are all clear, achievable and financially sound.**

**2.3 *NOTES* any comments from local residents and businesses at this meeting of the Cabinet on 16th February and at the meeting of the Council.**

**3. BASE BUDGET VARIATIONS (pages 96-100 of Financial Strategy)**

**3.1 *NOTES* the Budget Variations identified between Original and Revised Budgets 2009/2010 and between the Revised Budget 2009/2010 and the Original Budget for 2010/2011.**

**4. SHARED REGULATORY SERVICE**

**4.1 *APPROVES* the creation of a Shared Regulatory Service for the seven principal councils in Worcestershire, hosted by Bromsgrove District Council, be established from 1<sup>st</sup> June 2010, under the auspices of a Joint Committee; and the transfer of relevant employees from the Council's Planning and Regulatory Services Directorate under the principles and procedures of TUPE to Bromsgrove District Council.**

**4.2 *DELEGATES* authority to the Chief Executive, in consultation with the Leader of the Council and Group Leaders, to appoint the Council's representative on the joint appointments committee that will handle the appointment of the Head of Shared Service; and to appoint the Member(s) on the joint committee that will oversee the shared service.**

**4.3 *DELEGATES* authority to the Chief Executive in consultation with the Leader of the Council and Corporate Management Team, to finalise the legal agreement for the establishment of the shared service and the joint committee, including the statement of service requirements, subject to provision of an information report to Cabinet in relation to the statement of service requirements.**

**5. CAPITAL PROGRAMME 2009/2010 ONWARDS (pages 72-95 of Financial Strategy)**

**5.1. *APPROVES* the updated Base Capital Programme and Vehicle, Equipment and Systems Renewal Schedule as presented to the Cabinet on 22<sup>nd</sup> December 2010, as updated by further Cabinet approvals as appropriate.**

**5.2 *APPROVES* the funding of the approved Capitalisation Directions of £2.585m in relation to the costs of impairment charges and severance costs resulting from Cabinet Proposals**

from the Council's unallocated Capital Receipt or Prudential Borrowing (this will be determined by the most financially prudent method by the Director of Resources in accordance with delegation under paragraph 5.7).

5.3 *NOTES* the availability of Capital Receipts and the ability to use Prudential Borrowing for new Capital Proposals.

5.4 *REAFFIRMS* the Council's updated Capital Strategy.

5.5 *DELEGATES* authority to the Director of Resources in consultation with the Cabinet Member for Resources, 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 *DELEGATES* authority to the Director of Resources in consultation with the Cabinet Member for Resources, to fund the Capital requirements for the Shared Regulatory Service, the MOT Garage service and the Total Operational Management System by means of Prudential Borrowing or unallocated Capital Receipts (this will be determined by the most financially prudent method by the Director of Resources in accordance with delegation under paragraph 5.7).

5.7 *DELEGATES* authority to the Director of Resources, in consultation with the Chief Executive and the Cabinet Member for Resources, to determine the most financially prudent funding method for Capital Projects (Capital Receipts or Direct Revenue Funding) at the end of each Financial Year.

6. EFFICIENCY TARGETS (pages 106-109 of Financial Strategy)

6.1 *APPROVES* the identified estimated Annual Efficiency Savings contained within the Director of Resources report and *NOTES* these savings have been incorporated into the Budget Strategy.

6.2 *NOTES* that the Council are required to achieve target cash releasing Revenue and Capital savings of approximately £700k each year including 2009/2012 in accordance with CSR07 requirements. With the announcement in the Budget earlier this year that targets are to be increased to 4%, our annual efficiency gains increase to £900k per year.

6.3 *NOTES* that Cabinet Proposals include future target savings of £673,250 in 2012/2013.

6.4 *APPROVES* that the Corporate Management Team prepare a suitable Policy/Strategy to deliver both the above efficiency

savings and future target savings to be prepared by September 2010, with a Cabinet decision the following month.

7. RISK MANAGEMENT AND THE BUDGET PROCESS (pages 110-117 of Financial Strategy)

7.1 *ENDORSES* the Budget Risk Management process identified in the Risk Management and Budget Report and *NOTES AND ENDORSES* the Budgetary Response to identified risks as detailed on the Budget Risk Matrix Appendix 1 of the Report, and updated, as presented to Cabinet on 22<sup>nd</sup> December 2009.

8. INCOME SERVICE OPTIONS (pages 118-155 of Financial Strategy)

8.1 *APPROVES* Income Service Options and associated fees and charges as detailed in the Financial Strategy as presented to Cabinet on 22<sup>nd</sup> December 2009.

8.2 *AGREES* introduction of fees and charges for the new MOT Garage service included within the Cabinet Proposals and *DELEGATES* authority to the Director of Resources to determine the said fees, and

8.3 *AGREES* the introduction of fees and charges for the new Planning Enquiry, pre-application advice and Energy Performance Certification services and Private Landlords Accreditation Scheme included within the Cabinet Proposals and *DELEGATES* authority to the Director of Planning and Regulatory Services to determine the said fees.

9. PRUDENTIAL SYSTEM OF LOCAL GOVERNMENT FINANCE AND THE TREASURY MANAGEMENT STRATEGY REPORT 2010/2011 (Agenda Item 8.3 of Financial Strategy)

9.1 *ADOPTS* the updated Prudential Indicators and Limits for 2009/2010 Revised, 2010/2011 to 2012/13.

9.2 *APPROVES* the updated Treasury Management and Investment Policy and Strategy 2010/2011 and associated Prudential Indicators.

9.3 *APPROVES* the Minimum Revenue Provision (MRP) Statement that sets out the Council's policy on MRP.

9.4 *APPROVES* the authorised Limit Prudential Indicator.

9.5 *REVISITS*, as part of Budget Monitoring, the Prudential Indicators following the approval of the Council's Budget Strategy as the indicators included within this report are based on current recommendations.

**9.6 NOTES that the current Treasury Management Practices (TMP) will be kept under review by the Director of Resources with the assistance of the Council's Treasury Consultants.**

**9.7 APPROVES amendment of the Financial Regulations and Constitution to adopt the recommended clauses in the revised CIPFA Treasury Management Code of Practice issued in November 2009.**

**10. SECTIONS 25-28 LOCAL GOVERNMENT ACT 2003 (Agenda Item 8.1(c) Report to Cabinet 16<sup>th</sup> February)**

**10.1 NOTES the Director of Resources Opinion on the Budget Proposals recommended by the Cabinet on the 16<sup>th</sup> February 2010.**

**11. THREE YEAR BUDGET AND POLICY FRAMEWORK 2010/13 (pages 3-71 of Financial Strategy)**

**11.1 The contents of the Reports of the Director of Resources on the Three Year Budget and Policy Framework 2010/2013 (pages 3-71) and Base Budget Variations (pages 96-100) be *ENDORSED* and in doing so approve the Revised Revenue and Capital Budgets for 2009/2010.**

**11.2 *REAFFIRMS* the Council's policy relating to Working Balances, Reserves and Provisions and notes the amount of Reserves and Provisions available for use in the Budget process (pages 69-70).**

**11.3 *APPROVES* that any Final Account savings arising from 2009/2013 over and above the target allowed for in the 2009/2013 Council's Finance Strategy, together with surplus Earmarked Reserves, be allocated for the one-off costs of the Single Site project.**

**11.4 The following General Fund Revenue Budget be *APPROVED* including *CABINET PROPOSALS (Appendix 1)* and *INCOME SERVICE OPTIONS* (see Financial Strategy pages 118-155):**

	<b>Revised 2009/2010 £</b>	<b>2010/2011 £</b>	<b>2011/2012 £</b>	<b>2012/2013 £</b>
Net Expenditure on Services (per Appendix 1 on Page 14 of the Financial Strategy Book)	16,391,870	15,981,790	16,001,420	16,281,240
<u>Less</u> Cabinet Proposals identified in Appendix 1	-	(704,050)	(882,760)	(1,691,420)



**Agenda Item No. 12**

Net Expenditure	16,391,870	15,277,740	15,118,660	14,,589,820
Contribution (from) Reserves	(1,265,470)	50,530	(729,780)	(427,280)
Net Budget Requirement	15,126,400	15,328,270	14,388,880	14,162,540
<u>Less</u> Business Rate Grant, Government Grant and Collection Fund Surplus (Page 14)	8,032,540*	8,084,620*	7,310,400*	6,907,100*
Area Based Grant	381,340	337,820	0	0
Council Tax	<u>£6,712,520</u>	<u>£6,905,830</u>	<u>£7,078,480</u>	<u>£7,255,440</u>
Wyre Forest District Council Tax Level assuming 2.5% increase 2009/2010 onwards	<u>£192.80</u>	<u>£197.62</u>	<u>£202.56</u>	<u>£207.62</u>

Government Grant Analysis*	2009/2010	2010/2011	Increase (decrease)	
	£	£	£	%
Revenue Support Grant	1,496,610	1,022,890	(473,720)	(31.65)
Business Rates	6,484,090	7,044,230	560,140	8.6
<b>Sub Total Grant</b>	<b>7,980,700</b>	<b>8,067,120</b>	<b>86,420</b>	<b>1.1</b>
Collection Fund Surplus	51,840	17,500	(34,340)	(66.6)
Total Grant & Collection Fund Surplus	8,032,540	8,084,620	52,080	0.6

\*For the years 2011/2012 and 2012/2013 the split between the Revenue Support Grant and Business Rates is not known at this stage

- Reserves available as part of the Three Year Financial Strategy:

Reserves Statement	2009/10 £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000
Reserves as at 1 April	2,372	1,106	1,157	427
Contribution from Reserves	(1,266)	51	(730)	(427)
Reserves as at 31 <sup>st</sup> March	1,106	1,157	427	0

11.5 **AGREES** to amend the scheme of member's allowances in part 6 of the Constitution with effect from 1<sup>st</sup> April 2010 to provide the mileage allowance for councillors is 40p per mile.

**C.110 Council Tax 2010/2011**

The Council considered a report (copies of which had been circulated) to approve formal resolution for setting the Council Tax for 2010/2011.

**Decision:**

- 1. A Council Tax for Wyre Forest District Council on a Band D Property of £197.62 for 2010/2011 (£192.80 2009/2010) an increase of 2.5% (£4.82 over 2009/2010) be approved.**
- 2. A provisional Council Tax on a Band D Property in 2011/2012 of £202.56 and £207.62 in 2012/2013 an increase of 2.5% per annum over 2010/2011 be approved.**

**C.111 Recommendations from the Licensing and Environmental Committee**

**Delegation to Licensing Officers to deal with decisions on Minor Variations under the Licensing Act 2003.**

The Council considered a recommendation from the Licensing and Environmental Committee of 29<sup>th</sup> January 2010 regarding the Government's Supplementary Guidance to Local Authorities under Section 182 of the Licensing Act 2003 on a simplified process for minor variations to premises Licences and Club Premises Certificates.

The Chairman of the Licensing and Environmental Committee commended the recommendations to Council and explained that if the resolution was agreed it would enable officers to make minor amendments to applications.

**Decision:**

**It be agreed that all decisions in the administration process be delegated to Licensing officers in respect of:**

- Change of name and address of someone named in the Premises Licence – Section 33 of the Licensing Act 2003.**
- Application to change the Designated Premises Supervisor – Section 37 of the Licensing Act 2003.**
- Application in relation to licence for community premises that authorises the sale of alcohol to disapply the mandatory alcohol sales by a Personal Licence Holder and the need for a Designated Premises Supervisor – Section 25A and 41D of the Licensing Act 2003.**
- Application for a Minor Variation of Premises Licence; to add a licensable activity e.g. the addition of live or recorded music – Sections 41A to 41C of the Licensing Act 2003.**

**Annual Report on Licences Issued under the Licensing Act 2003**

The Council considered a recommendation from the Licensing and Environmental Committee of 29<sup>th</sup> January 2010 an annual report on licenses issued under the Licensing Act 2003 as required by the Statement of Licensing Policy for the District.

**Decision: The Statement of Licensing Policy should remain unchanged for the next 12 months.**

There being no further business the meeting ended at 21:10.