

**Open**

# **Council**

# **Agenda**

**At the rise of the Special Council Meeting  
Wednesday, 24th February 2016  
Council Chamber  
Wyre Forest House  
Finepoint Way  
Kidderminster**



## Council

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2. The Council meeting is open to the public except for any exempt/confidential items. These items are normally discussed at the end of the meeting
3. The public are welcome to speak at meetings of Council provided they have requested to speak in advance of the Agenda being published. Details of the guidance for public speaking can be found on our website [www.wyreforestdc.gov.uk](http://www.wyreforestdc.gov.uk)
4. If you have any special requirements regarding access to the venue and its facilities including audio and visual needs please let us know in advance so that we can make arrangements for you.
5. This Agenda can be made available in larger print on request; if you require a copy please contact:

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**COUNCIL MEETING**

16<sup>th</sup> February 2016

**TO ALL MEMBERS OF THE COUNCIL AND HONORARY ALDERMAN**

**PRESS AND PUBLIC**

Dear Member

**YOU ARE INVITED** to attend a meeting of the Wyre Forest District Council to be held **at the rise of the Special Council meeting on Wednesday 24<sup>th</sup> February 2016**, in the Council Chamber, Wyre Forest House, Finepoint Way, Kidderminster.

The Agenda for the meeting is enclosed.

Yours sincerely,

Ian Miller  
Chief Executive

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

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

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

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

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

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

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

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

### **(A) TERMS OF REFERENCE OF THE COUNCIL**

The Council

1. Is the ultimate decision making Body.
2. Determines the Budget (but reserves powers to itself in relation to requirements).
3. Is responsible for appointing (and dismissing) the Leader of the Council.
4. Appoints at its Annual Meeting, the Regulatory Committees, the Overview and Scrutiny Committee and any other Committees/Forums necessary to conduct the Council’s business.
5. Decides on matters where the Cabinet is not minded to determine a matter in accordance with Council policy.

### **(B) MATTERS RESERVED TO THE COUNCIL**

1. Those reserved by Law e.g. levying a rate, borrowing money, promotion of or opposition to a Bill in Parliament.
2. Matters reserved to the Council by financial regulations.
3. The adoption and amendment of Standing Orders, including the powers and duties of Committees and other forums.
4. Power to make, amend, revoke or enact or enforce any byelaws.
5. The determination of the objectives of the Council.
6. Matters of new policy or variation of existing policy as contained within the budget and policy framework.
7. Local Development Framework adoption.
8. Any function where a decision would be contrary to a plan, policy, budget or strategy previously adopted by the Council, which would be contrary to the Council’s Standing Orders, Financial Regulations or Executive arrangements.
9. The Scheme of Delegations to Officers.

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

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

Wyre Forest District Council

Council

Wednesday, 24th February 2016

Council Chamber, Wyre Forest House, Finepoint Way, Kidderminster

Part 1

Open to the press and public

| <b>Agenda item</b> | <b>Subject</b>  | <b>Page Number</b> |
|--------------------|---|--------------------|
| <b>1.</b>          | <b>Apologies for Absence</b>  |                    |
| <b>2.</b>          | <b>Declarations of Interests by Members</b><br><br>In accordance with the Code of Conduct, to invite Members to declare the existence and nature of any Disclosable Pecuniary Interests (DPI's) and / or Other Disclosable Interests (ODI's) in the following agenda items and indicate the action that they will be taking when the item is considered.<br><br>Please see the Members' Code of Conduct as set out in Section 14 of the Council's Constitution for full details.  |                    |
| <b>3.</b>          | <b>Minutes</b><br><br>To confirm as a correct record the Minutes of the meeting held on 9 <sup>th</sup> December 2015.  | 10                 |
| <b>4.</b>          | <b>Public Participation</b><br><br>In accordance with the Council's scheme for public speaking at meetings of Council, to allow members of the public to present petitions, ask questions, or make statements, details of which have been received by 12 noon on Monday 15 <sup>th</sup> February 2016.<br><br><i>If you wish to speak on an urgent matter that has arisen since the deadline and you could not reasonably have known about it at the time, you should register your interest in speaking no later than 9am on the day of the meeting of Council. In the case of a request to speak on an urgent matter, the Solicitor to the Council will rule on whether or not the matter is urgent and that ruling will be final.</i> |                    |
| <b>5.</b>          | <b>Questions</b><br><br>Seven questions have been submitted in accordance with Standing Order A5 by Members of the Council.<br><br><i>In the case of an urgent matter that has arisen since the deadline above, and could not have been reasonably known at that time, it must be delivered in writing to the Solicitor to the Council no later than 9am on the day of Council.</i>   | 21                 |

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| 6. | <p><b>Chairman’s Communications</b></p> <p>To note the engagements of the Chairman of the Council since the Council’s last meeting.</p>  | 23 |
| 7. | <p><b>Leader of the Council Announcements</b></p> <p>To receive announcements from the Leader of the Council.</p>  |    |
| 8. | <p><b>Motions Submitted under Standing Orders</b></p> <p>Two motions have been received in accordance with Standing Orders (Section 7, 4.1).</p> <p><b>1. Motion received from Councillor J Shaw, Labour Group on Transatlantic Trade and Investment Partnership</b></p> <p>Council notes the trade negotiations known as “TTIP” taking place between the European Union and the United States of America.</p> <p>Council is concerned about the possible implications for the delivery of public services, including those for which local authorities have responsibility, should the negotiations result in an agreement.</p> <p>Council understands that consideration is being given to a proposal to require local authorities to put out to tender any service which a private company would seek to run.</p> <p>Council opposes this proposal and urges the Local Government Association to make strenuous representations to all relevant agencies for its removal.</p> <p><b>2. Motion received from Councillor J Shaw, Labour Group on Housing and Planning Bill</b></p> <p>Council notes that there are 6,000 socially rented, and 5,500 privately rented, properties in Wyre Forest.</p> <p>Council notes also that, of the three usual types of house tenure, owner occupied, socially rented and privately rented, it is privately rented properties which have the highest proportion of houses requiring significant repairs, or are actually unfit for human habitation.</p> <p>Therefore council views with dismay the failure of an amendment to the Bill which would have required private landlords to offer for rent only those properties which are fit for human habitation.</p> <p>Council considers that decent housing is a basic element of civilised living. While it acknowledges that local authorities have the power to designate homes unfit for human habitation, it considers that the law should expect private landlords to attain a “fitness for human habitation” standard in the first instance.</p> |    |

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|            | Therefore, Council requests the Local Government Association to continue to make representations on this matter, even if the Bill is passed into law without this requirement.  |    |
| <b>9.</b>  | <p><b>Urgent Motions submitted under Standing Orders</b></p> <p>To consider motions in the order they have been received which, by reason of special circumstances, should be considered as a matter of urgency, in accordance with Standing Orders (Section 7, 4.1 (vii)).</p>   |    |
| <b>10.</b> | <p><b>Policy and Budget Framework</b></p> <p>Matters which require a Decision by Council.</p> <p><b>a. Recommendations from Overview &amp; Scrutiny Committee, 4<sup>th</sup> February 2016</b></p> <ul style="list-style-type: none"> <li>• <b>Treasury Management Strategy 2016/17</b></li> </ul> <p>Please note that the reports and associated documents, referred to above, have been circulated electronically to Members. Public inspection copies are available on request. Please refer to the front cover for contact details.</p>                    | 24 |
| <b>11.</b> | <p><b>Financial Strategy 2016-2019</b></p> <p>To approve the Council's budget for 2016-19 having considered the proposed decision and budget reports recommended to Council by Cabinet on 9<sup>th</sup> February 2016 including:</p> <ul style="list-style-type: none"> <li>• Fees and Charges</li> <li>• Three Year Budget, Capital Programme and Policy Framework 2016-19</li> <li>• Council Tax 2016-19</li> <li>• Report of the Chief Financial Officer in respect of Sections 25 – 28 Local Government Act 2003</li> <li>• Efficiency Strategy</li> </ul> | 25 |
| <b>12.</b> | <p><b>Council Tax 2016-17</b></p> <p>To consider and approve the formal resolution for setting the Council Tax for 2016-17. The amount of Council Tax depends on the budget proposal recommendations from Cabinet to Council on 9<sup>th</sup> February 2016 which includes the precepts by Worcestershire County Council, The Office of the Police and Crime Commissioner for West Mercia and Hereford and Worcester Fire Authority.</p>   | 39 |



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| 13. | <b>To consider any other business, details of which have been communicated to the Solicitor to the Council before the commencement of the meeting, which the Chairman by reason of special circumstances considers to be of so urgent a nature that it cannot wait until the next meeting.</b>   |  |
| 14. | <p><b>Exclusion of the Press and Public</b></p> <p>To consider passing the following resolution:</p> <p>“That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting during the consideration of the following item of business on the grounds that it involves the likely disclosure of “exempt information” as defined in the paragraph 1 of Part 1 of Schedule 12A to the Act”.</p> |  |

**Part 2**

**Not open to the Press and Public**

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

**COUNCIL**

**COUNCIL CHAMBER, WYRE FOREST HOUSE, FINEPOINT WAY, KIDDERMINSTER**

**9TH DECEMBER 2015 (6PM)**

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**Present:**

Councillors: C Rogers (Chairman), A T Hingley (Vice-Chairman), S Arnold, J Aston, J Baker, G W Ballinger, R Bishop, J-P Campion, S J Chambers, S J M Clee, J R Desmond, N J Desmond, H E Dyke, P Dyke, J Greener, I Hardiman, S Harrington, J A Hart, M J Hart, N Knowles, D Little, T A Muir, F M Oborski MBE, M Rayner, J D Smith, S J Williams, G C Yarranton, K Henderson, Mrs L Henderson, T L Onslow and J A Shaw.

**C.49 Prayers**

Prayers were said by Reverend Robert Legg, Team Vicar for Kidderminster East Parish.

**C.50 Apologies for Absence**

Apologies for absence were received from Councillors S E Fearn and J Phillips.

**C.51 Declarations of Interests by Members**

There were no declarations of interests.

**C.52 Minutes**

**Decision: The minutes of the meeting held on 30th September 2015 be confirmed as a correct record and signed by the Chairman.**

**C.53 Public Participation**

There was no public participation.

**C.54 Questions**

Six questions had been submitted in accordance with Standing Order A5 by Members of the Council.

**Question from Councillor N Knowles to the Cabinet Member for Planning & Economic Regeneration**

Will the cabinet member investigate a possible method of providing help to any potential small start up retail business which might benefit from perhaps a business rate reduction such as for Canterbury Road Post Office?

**Answer from the Cabinet Member for Planning & Economic Regeneration**

I'm happy to report that the Council offers a wide range of support to new businesses both existing and those wishing to start up and I'm happy for you to give me the details and I'll put them in touch with North Worcestershire Economic Regeneration Service and indeed it's interesting to know that we are the market leaders in Wyre Forest and deliver the service for Redditch & Bromsgrove.

**Supplementary question from Councillor N Knowles**

Is there a specific method of getting business help through the first year?

**Supplementary answer from Cabinet Member for Planning & Economic Regeneration**

I'm not an expert in this matter but it's not just about seeing the first period through, it's about building a sustainable businesses ensuring any help given and about surviving on their own. I know from experience we offer a wide range of support in mentoring through to long term support through business plan writing through to procurement and helping business rates. So I'm pleased to report the support this Council offers is very wide ranging and we are able to tailor to individual needs.

**Question from Councillor N Knowles to the Leader of the Council**

How will the Leader push forward the new housing starts and reduce the housing waiting list, currently more than 2,000, when the Chancellor's Autumn statement and spending review has made it much more difficult for social housing associations in Wyre Forest to build for the future?

**Answer from the Cabinet Member for Planning & Economic Regeneration**

The Cabinet Member for Planning & Economic Regeneration responded to the question.

Planning policy seems to be by some dull and exciting. I think here in Wyre Forest we have it absolutely right when it comes to planning policy, led by a working group and Councillor Oborski has been steering/driving on a cross party/cross organisation basis and that policy has such depth of quality, it's been delivering for our community. We not only have been delivering well in excess of housing targets set and we're just in the process of renewing that and I'm really pleased that over 50% of those are affordable. I'm confident that as we move into the next period, we will continue to do that and continue to deliver the number of affordable homes in balance with homes for sale that our community needs.

**Supplementary question from Councillor N Knowles**

Is there anything specifically we could be doing that we are not doing now that would help in the short term future to make the housing waiting lists less?

**Supplementary answer from the Cabinet Member for Planning & Economic Regeneration**

We are not a housing provider, that decision was taken a long time ago. I think it's right that the market does afford that provision of affordable housing, are there enough in the district, no. What can we do in the shorter term – we can support our Registered Social Landlords so they are having the best possible chances when they are applying for grants and to support them with land when they have ideas to come forward to deliver. We do have to allow the market that was envisaged by the Labour Group when they sold off the housing stock in this Council to lead and deliver in this particular area and whilst it's not perfect, I don't think they are doing too badly.

**Question from Councillor N Knowles to the Leader of the Council**

Can the Leader give an absolute assurance that Council assets, such as Aggborough Football Ground and Kidderminster Carolians Rugby Field, will not be sold off to meet the shortfall in Council's monetary needs after the Chancellor's Autumn statement?

**Answer from the Leader of the Council**

Absolutely categorically yes.

**Supplementary question from Councillor N Knowles**

I'm pleased to hear that, it's just that the budget really does stress it and I wonder what your comments are about assets being sold off. There seems to be pressure on councils to sell our assets to meet the shortfall from the rates money that we can raise to spend on services.

**Supplementary answer from the Leader of the Council**

The devil is in the detail. The chancellor didn't say you can sell off capital assets to fund ongoing revenue, it may have come across as that when it was presented but as with media it doesn't always portray the detail. There will be some mechanism where local authorities can dispose of fixed assets but they will have stringent rules as to how the benefit of those fixed assets can be spent, e.g. delivery of more sustainable services and that's an area where government could allow local authorities to spend 100% and so therefore it's not as clear cut as the chancellor indicated on the 25<sup>th</sup> November.

**Question from Councillor N Knowles to the Cabinet Member for Resources**

The Cabinet member is aware that Wyre Forest District Council has approximately £3million in its reserve fund. Is he also aware that Wyre Forest has low financial reserves, particularly compared to some other councils, and reserves cannot be relied on as part of government policy to reduce our spending, particularly before we are allowed to keep 100% of our business rates?

**Answer from the Cabinet Member for Resources**

Firstly, we have just over £3.5m in general reserves and over £7m in earmarked reserves. I don't agree with Councillor Knowles' assertion that we have low reserves, this answer needs to be seen in the context of the last 5 years, where we have reduced our revenue budget including 40% reduction in our RSG. I think we have a sensible and sound level of reserves with our net revenue budget and this has been echoed by our external auditors Grant Thornton who have given us a clean bill of health.

If you look at our reserves, in comparison with our Worcestershire neighbours, our position is relatively healthy. Members might know our general reserves represent 28% of our net revenue budget and if we look at our neighbours, we have 16% at Worcester City, 20% at Redditch and 23% at Bromsgrove. Only Wychavon and Malvern have slightly higher at 45% and 37% respectively and that 28% is in line with national average. I do agree that you can't solely rely on reserves going forward, and it's thanks to this administration that over the last 5 years we have seen expenditure brought into line with income and tough decisions have been made by increasing our reserve. This is the first time a Labour member has felt our reserves are too low, I'm certainly eager to see the Labour party alternative budget proposals and see how much they are looking to increase reserves by.

**Supplementary question from Councillor N Knowles**

I'm not necessarily criticising level of reserves compared to other districts. We are not going to rely on our reserves to pay for services. I'm not trying to score points on this issue, I'm just trying to bring out that I would not like to think that we've got enough reserves to meet any shortfall.

**Supplementary answer from the Cabinet Member for Resources**

I think we are of the same mind. Going forward it's imperative that expenditure meets with income and as an administration we have brought that into line over the past 5 years, the gap has got smaller and no authority, even, can solely rely on reserves going forward. I think our levels at this juncture are at a sensible level and balanced.

**Question from Councillor N Knowles to the Cabinet Member for Transformation & Change**

Given that four businesses, now closed, did not pay their business rates tax to Wyre Forest District Council and that the amount owing to WFDC had to be forfeited, £149,224.81, is the Cabinet Member content that we have in place the best possible method of ensuring that businesses are able to pay their dues to us, and that such businesses cannot continue to trade when they are in a non viable position and alarm bells are rung, to pay their taxes to Council.

**Answer from the Leader of the Council (in the absence of the Cabinet Member for Transformation & Change)**

Yes, I am content that we have strong arrangements to collect business rates and pursue them to pay in full. Nigel Knowles is seizing on the business rates write offs which went to the November 2015 Cabinet meeting and this is something regrettably that we have to do when businesses go into administration. The overwhelming number of businesses are limited companies and sometimes there is nothing we can do to obtain the debt from them, so I am content we have strong arrangements in place for this authority.

**Supplementary question from Councillor N Knowles**

I realise that our team is very efficient and not criticising that, but there must be other councils in the country with the same problem. Is there anything extra we can do, it might be contacting government to look at, but it's not acceptable for £149k to be written off and for the Council to pay for it?

**Supplementary answer from the Leader of the Council**

£149k is a lot of taxpayers money but lets put it into perspective in 14/15. Who knows how much we collected in business rates? It's £28.4m. So £149k is less than 1%, but on the specific point, we are not alone, this is an issue for all authorities, business rates avoidance is an issue. Central government is aware of the problem and has undertaken a number of consultations over the past few years to understand the impact on local councils and I'm confident that we have set out our concerns to central government so they are aware. It's an issue, we are not alone but we do everything we can to get every penny in and collection of funds is later on the agenda.

**Question from Councillor F M Oborski MBE to the Leader of the Council**

As the Government has now agreed that as well as full funding for the first year there will now be transitional funding for five years for Syrian refugees; can the Leader tell me, when can we expect the first refugee families to arrive in Wyre Forest; what discussions have been held with local social housing providers and what discussions have been held with the local Islamic Community?

**Answer from the Leader of the Council**

I've briefly set out in my Leaders announcement the position so hope that gives you some insight but to confirm to Council that this district council together with the other five districts and indeed the County Council have agreed to be part of a Worcestershire wide scheme. The government has indicated that we would take some 20,000 over the lifetime of this Parliament and we're looking at a figure of taking a couple of hundred in Worcestershire so therefore some refugees would come to Wyre Forest.

The Government made an announcement on 25 November regarding funding and the 5 year funding packing is not straight forward and has to be negotiated and reduces over 5 years. And as previously indicated we would be more than prepared to be part of the vulnerable persons relocation scheme subject to the funding and discussing the financial proposals in January at our Leaders board meeting. So it's fair to say no Syrian refugees will be arriving in this district or Worcestershire before that date. With regard to housing providers, let me say that the West Midlands Strategic Migration partnership will ensure that there is a full consultation with housing providers and local faith communities although my expectation is majority of the housing would be provided through private rented sector.

**Supplementary question from Councillor F M Oborski**

You'll be aware that Malvern Hills and Bromsgrove already have voluntary refugee support groups. There is an inaugural refugee support group meeting at 4pm on 20<sup>th</sup> January 2016 at Baxter Church. This group has been set up by the people involved in the Kidderminster Foodbank so I hope the Leader will join me in welcoming that initiative and will encourage any Members who are interested to take part.

**Supplementary answer from the Leader of the Council**

I'm happy to do that and I've received correspondence to that effect. I am aware they do have a group formed to facilitate support for Syrian refugees and endorse that humanitarian support wholeheartedly.

**C.55 Chairman's Communications**

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

**C.56 Leader's Announcements and Report**

The Leader of the Council tabled his report and informed Members that the bridge was now in place over the river at Hoobrook for the link road.

A Member stated that it would be helpful if the Leader could circulate his report earlier rather than it be tabled at the meeting.

**C.57 Motions Submitted Under Standing Order No. D1 (1)**

Two motions had been received in accordance with Standing Order No. D1 (1).

**1. Motion received from Councillor J Shaw, Labour Group on the Housing and Planning Bill**

Councillor Shaw presented the motion on behalf of the Labour Group. He explained that more needed to be done to help people as the Wyre Forest district was a low wage area, with recent figures from the Local Plans Review Panel showing that 55% of the district were unable to purchase a property as they were in the bottom quartile. There had been a long debate at the Local Plans Review Panel about planning obligations and S106 requirements.

A debate ensued and it was acknowledged that there needed to be more affordable housing needs for the most vulnerable in the district.

A Member perceived that some of the motion was already being looked at by the Local Plans Review Panel. It was also reiterated that Home ownership was not the right thing for everyone.

Upon a vote, the motion was defeated.

**2. Motion received from Councillor J Shaw, Labour Group on Low Wage Economy, Wyre Forest**

Councillor J Shaw, on behalf of the Labour Group, presented the motion. He explained that a similar motion has been presented to Council one year ago.

A robust debate ensued with the Conservative Group presenting an amendment. The majority of the Labour motion was acceptable but there were some parts that the Conservative Group were not happy with which was why the amendment had been presented.

The Leader of the Council acknowledged there had been low wages in the area for some time. Higher wages were supported by everyone in the chamber but it was how it was reached. The Council had a living wage of £7.85.

A debate on the amendment took place and upon a vote, the amendment was agreed.

**Decision:**

**“concerned that average wages in Wyre Forest are lower than the national and county averages,**

**welcomes the acceptance by the Government of the principle of a Living Wage and further welcomes its decision to retain tax credits**



**for the Working Poor,**

**notes that since April 2014, Wyre Forest District Council has operated the living wage calculated by the Living Wage Foundation,**

**notes that the Government's proposed National Living Wage is below this level and therefore will have no short-term financial implications for the Council,**

**reaffirms the Council's economic regeneration priority and policy in order that Wyre Forest continues to attract new business opportunities and existing businesses continue to grow and flourish, thereby creating the environment, which is based on low taxation and light regulation, to enable business to thrive and in turn create more skilled jobs and higher wages; and**

**resolves to welcome the extension of living wage principles to all employers in Wyre Forest and the benefit that this will have for households and the local economy by raising the income of lower paid workers and lifting them out of benefits.**

**C.58 Urgent Motions Submitted Under Standing Order No. D1 (7)**

There were no urgent motions.

Councillor T Onslow left the meeting at this point, (7.41pm).

**C.59 Worcestershire Devolution Proposals**

A report was considered from the Chief Executive which invited Council to note the development of devolution proposals for Worcestershire.

The Leader of the Council informed Members that the administration did not usually bring papers to Council for noting but had out of courtesy to Members. An identical report had also been submitted to Worcestershire County Council and other local authorities for information.

Councillors S Arnold and F Oborski left the meeting at this point, (7.42pm).

Councillor T Onslow returned to the meeting at this point, (7.43pm).

Councillor T Muir left the meeting at this point, (7.44pm).

Councillor S Arnold returned to the meeting at this point, (7.44pm).

A meeting had been set to meet the Secretary of State between County Council, CCG, LEPs and local authorities to put forward proposals to Government.

Councillor T Muir and Councillor F M Oborski MBE returned to the meeting at this point, (7.44pm).

A discussion took place and Members were reminded that the report was in draft format and was for noting only. Members were thanked for their contribution

**Decision: The current progress with Worcestershire's case for devolution as set out in the draft summary document in Appendix A of the report to Council be noted.**

**C.60 Review of Polling Places and Polling Places for Kidderminster Foreign Parish**

A report was considered from the Returning Officer & Chief Executive which recommended changes following the review of polling places and polling districts within the Parish of Kidderminster Foreign.

**Decision: The changes to the Polling Places and Polling Districts for the parish of Kidderminster Foreign as set out in paragraph 4.5 of the report to Council be made from the elections in May 2016.**

**C.61 Policy And Budget Framework – Matters which require a decision by Council**

**a. Recommendations from Licensing & Environmental Committee on 5<sup>th</sup> October 2015**

- **Gambling Act 2055 Revised Statement of Principles Review Consultation Results**

Councillor S J Chambers left the meeting at this point, (8.04pm).

**Decision: The revised Statement of Principles 2016-2019 attached at Appendix 2 of the report to the Licensing and Environmental Committee, subject to typo graphical errors being amended, be approved and published.**

**b. Recommendations from Overview & Scrutiny Committee on 5<sup>th</sup> November 2015**

- **Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2015/16**

Members were urged to attend the training sessions.

**Decision: The Treasury Management Mid-year Review and updated Prudential Indicators be approved.**

Councillor S J Chambers returned to the meeting at this point, (8.06pm).

**c. Recommendations from Cabinet on 10<sup>th</sup> November 2015**

- **Council Tax Reduction Scheme Review 2016/17**

The Leader of the Council moved the recommendations from Cabinet and took Members through the background to the recommendation. Back in 2013 rules regarding council tax and benefits changed and every authority had to produce a council tax reduction scheme. A

consultation had taken place in the Summer of 2015 and 10,000 letters had been sent out. The Cabinet report was referred to and all Members had received a copy of that and the equality impact assessment prior to the Council meeting.

A robust debate ensued and it was highlighted that the subject had been debated at the Overview & Scrutiny Committee at its meeting in November 2015 and recommendations were made to Cabinet. The Scrutiny committee had recommended that 8 items on the Children's Society be incorporated. However, some Members were disappointed that the Cabinet had not included these in their recommendation to Council. It was pointed out that it was about the most vulnerable people in society and people on low incomes and many people were in real need of financial help.

In reply, the Cabinet Member for Planning & Regeneration said that the recommendations had been noted only and therefore not included in the final recommendations. It was perceived that approximately 9% of the people in Wyre Forest would be affected, and these would probably be in Council Bands A and B. This would equate to an approximate £2 extra on Band A.

Upon a vote, the recommendations were carried.

**Decision: From 1st April 2016:**

- 1. The exceptional hardship fund be retained to support claimants who are unable to pay their council tax liability due to financial hardship;**
- 2. The technical changes outlined in paragraph 3.4 of the report be adopted in the Council Tax Reduction Scheme;**
- 3. The capital limit be reduced from £16,000 to £12,000;**
- 4. The minimum payment required by all working age claimants be increased to 20%, on the basis that the Council is not minded to review the level of contribution again for the period before 2019-20.**

**d. Recommendations from Licensing & Environmental Committee on 7<sup>th</sup> December 2015**

- Fees and charges, including changes as a consequence of the Deregulation Act 2015**

Some Members perceived that the rise in fees and charges was too high. The Chairman of the Licensing & Environmental Committee explained that the Council had to recover the cost of running services.

**Decision:**

1. **In accordance with the Deregulation Act 2015 and following public consultation the fee for a five year private hire operator licence be set at £1760, the fee for a three year dual hackney carriage/private hire driver licence be set at £415, and that both fees be included in the Council's table of fees and charges.**
2. **The proposals for fees and charges within the Council's Licensing, Food, Health, Safety and Pollution Control functions for 2016/17, as detailed in the report to the Licensing & Environmental Committee at its meeting on 7<sup>th</sup> December 2015, be included in the Council's 2016/17 budget strategy.**

Councillor M J Hart left the meeting at this point, (8.49pm).

**C.62 Half Yearly Report from the Chief Executive**

Council considered the half yearly report from the Chief Executive.

Councillor M J Hart returned to the meeting at this point, (8.50pm).

Councillor M Rayner left the meeting at this point, (8.51pm).

**Decision: The report be noted.**

The meeting ended at 8.52 pm.

**WYRE FOREST DISTRICT COUNCIL**

**COUNCIL**  
**24<sup>TH</sup> FEBRUARY 2016**  
**QUESTIONS TO COUNCIL**

**1. Question from Councillor S Harrington to the Cabinet Member for Planning and Economic Regeneration**

Who decided to focus on a music based heritage trail, rather than the carpet industry?

**2. Question from Councillor S Harrington to the Cabinet Member for Planning and Economic Regeneration**

Why have the town centre improvement works taken so long, with the inherent costs involved i.e. labour costs?

**3. Question from Councillor S Harrington to the Cabinet Member for Planning and Economic Regeneration**

Who checks to see work is carried out in a reasonable time frame?

**4. Question from Councillor S Harrington to the Cabinet Member for Planning and Economic Regeneration**

Who checks to see that work is carried out to the required standard?

**5. Question from Councillor S Harrington to the Cabinet Member for Planning and Economic Regeneration**

Is it feasible to replace record seating with original seats we believe are now in store, or new seats reflecting carpet industry?

**6. Question from Councillor N Knowles to the Leader of the Council**

Does the Leader of Council feel embarrassed at telling the people of Wyre Forest that Wyre Forest District Council will enjoy a Council tax freeze for 2 years when he and his team at County Hall – Clee, Champion, Desmond, Hart, Hingley, Muir and Yarranton will be voting for a 4% Council tax increase for Council tax payers of Worcestershire which includes all of those in Wyre Forest whom they told would not have a Council tax increase for 2 years and would he now like to publicise the Worcestershire County Council tax increase of 4% and the Conservative voting record at County Hall.

**7. Question from Councillor S Harrington to the Leader of the Council**

Does the leader support The Promoting of Fundamental British Values in our Schools in line with National Government?

**Chairman's List of Functions – 2015/16**

**December 2015**

- 11<sup>th</sup> School Debating Competition
- 11<sup>th</sup> Worcestershire County Council Carol Service\*
- 11<sup>th</sup> Kidderminster Carol Service
- 13<sup>th</sup> Wychavon Civic Service
- 16<sup>th</sup> Bromsgrove Christmas Carol Service
- 19<sup>th</sup> Kidderminster Choral Society – Christmas Gala Concert
- 21<sup>st</sup> Worcester News Carol Service 2015\*
- 29<sup>th</sup> Funeral of Inspector (Retired) Paul Crowley

**January 2016**

- 20<sup>th</sup> Churchill & Blakedown Parish Council
- 22<sup>nd</sup> Mayor of Worcester at Home
- 29<sup>th</sup> Bromsgrove District Council Burns Night
- 28<sup>th</sup> Rushock Parish Council
- 29<sup>th</sup> Burns Night Supper - Bromsgrove District Council
- 31<sup>st</sup> Holocaust Memorial Sunday

**February 2016**

- 1<sup>st</sup> Stourport on Severn Mayor's Curry Night
- 3<sup>rd</sup> Broome Parish Council
- 7<sup>th</sup> Malvern Hills Civic Service
- 12<sup>th</sup> Mayor of Kidderminster's Quiz Night\*
- 15<sup>th</sup> Kidderminster Foreign Parish Council
- 17<sup>th</sup> Parish Chairmen's Group Discussion
- 13<sup>th</sup> Kidderminster Valentines Concert\*
- 20<sup>th</sup> Wyre Forest Dance Festival

\* Denotes attendance by Vice Chairman

## WYRE FOREST DISTRICT COUNCIL

**COUNCIL**  
**24<sup>TH</sup> FEBRUARY 2016**

**POLICY AND BUDGET FRAMEWORK**  
**MATTERS WHICH REQUIRE A DECISION BY COUNCIL**

**RECOMMENDATIONS FROM THE OVERVIEW & SCRUTINY COMMITTEE –**  
**4<sup>TH</sup> FEBRUARY 2016**

**Purpose of Report**

To consider recommendations from the Overview & Scrutiny Committee on matters outside the policy framework or approved budget of the Council.

**SUPPORTING INFORMATION**

Would Councillors please note that the related reports and documents have not been included in the Council book, as they have already been sent to Members via the Overview & Scrutiny agenda. A public inspection copy is available on request. The policy documents, referred to below, have been posted on the Council's website.

| <b>RECOMMENDATION TO COUNCIL</b>  | <b>CABINET MEMBER</b>                |
|---|--------------------------------------|
| <p><b>Treasury Management Strategy 2016/17</b></p> <p><b>Recommend to Council to:-</b></p> <ol style="list-style-type: none"> <li><b>1. Approve the restated Prudential Indicators and Limits for the financial years 2016/17 to 2018/19 included in Appendix 3. These will be revised for the February 2016 Council meeting, as per paragraph 7.3 of this report, following any changes to the Capital Programme brought about as part of the budget process.</b></li> <li><b>2. Approve the updated Treasury Management and Investment Policy and Strategy Statements for the period 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017 (the associated Prudential Indicators are included in Appendix 3 and the detailed criteria is included in Section 10 and Appendix 5).</b></li> <li><b>3. Approve the Minimum Revenue Provision (MRP) Statement that sets out the Council's policy on MRP included in Appendix 1.</b></li> <li><b>4. Approve the Authorised Limit Prudential Indicator included in Appendix 3.</b></li> </ol> | <p><b>Councillor N J Desmond</b></p> |



**WYRE FOREST DISTRICT COUNCIL**

**COUNCIL**  
**24<sup>TH</sup> FEBRUARY 2016**

**Medium Term Financial Strategy 2016-19**

| <b>OPEN</b>  |  |
|--|--|
| <b>CABINET MEMBER:</b>   | Councillor N J Desmond   |
| <b>RESPONSIBLE OFFICER:</b>  | Chief Financial Officer  |
| <b>CONTACT OFFICER:</b>  | Tracey Southall, Ext 2100<br>tracey.southall@wyreforestdc.gov.uk   |
| Appendix 1<br>Appendix 2 – Part 1<br>Appendix 2 – Part 2<br><br>Appendix 3<br>Appendix 4<br>Appendix 5<br><br>Appendix 6 | Base Budget Projections 2016-19<br>Capital Programme<br>Vehicle, Equipment and Systems<br>Renewals Schedule<br>Cabinet Proposals<br>Fees and Charges - Council<br>Report of the Chief Financial Officer in<br>respect of Sections 25-28 Local<br>Government Act 2003<br>Efficiency Strategy<br><i>The appendices to this report have<br/>been circulated electronically and a<br/>public inspection copy is available on<br/>request. (See front cover for details.)</i> |

**1. PURPOSE OF REPORT**

- 1.1 To update Council on the Medium Term Financial Strategy 2016-19 and make recommendations on the proposed budget decision.

**2. RECOMMENDATIONS**

**The CABINET RECOMMENDS TO COUNCIL that it:**

**2.1 THREE YEAR BUDGET, CAPITAL PROGRAMME AND POLICY FRAMEWORK 2016-19**

- 2.1.1 **APPROVES** the updated Medium Term Financial Strategy 2016-19;
- 2.1.2 **APPROVES** the Cabinet Proposals – taking into account the impact on the Council's Capital and Revenue Budgets for 2016-19 as shown in Appendix 3;
- 2.1.3 **APPROVES** the fees and charges in line with this Strategy and the impact on the Council's Revenue Budget for 2016-19, as shown in Appendix 4;
- 2.1.4 **APPROVES** the Capital Programme and Vehicle, Equipment and Systems Renewal Schedule as set out in Appendix 2, Parts 1 and 2;

- 2.1.5 **APPROVES** that any Final Accounts savings arising from 2015-19 over and above the target allowed for in the Council's Financial Strategy, together with surplus Earmarked Reserves, be allocated by the Chief Financial Officer in consultation with the Leader;
- 2.1.6 **APPROVES** the Efficiency Strategy 2016-19 as set out in Appendix 6 with delegated authority to the Cabinet to insert and update a table with a detailed list of projects, the cost of each project, the estimated savings and actual savings delivered;
- 2.1.7 **APPROVES** that the Cabinet may assign up to £100k of capital receipts in each of the three years commencing in April 2016 for transformation costs that deliver efficiency savings; and **DELEGATES** to the Cabinet decisions on the allocation of funding for transformation projects from capital receipts;
- 2.1.8 The General Fund Revenue Budget be **APPROVED** including all updates from the position in December 2015 and also the 9<sup>th</sup> February 2016 as set out in this report.

## 2.2 **COUNCIL TAX**

- 2.2.1 **SETS** the Council Tax for Wyre Forest District Council on a Band D Property at £205.36 for 2016-17 (£205.36 2015-16) which represents a freeze on Council Tax from 2015-16.
- 2.2.2 **ENDORSES** the provisional Council Tax on a Band D Property in 2017-18 of £205.36 and £209.34 in 2018-19, being a freeze in 2017-18 and an increase of 1.94 % in 2018-19 over 2017-18.
- 2.2.3 **NOTES** the Chief Financial Officer's opinion on the budget proposals, recommended by the Cabinet in this report, as detailed in Appendix 5 of this report.

## 3. **KEY ISSUES**

- 3.1 On 22<sup>nd</sup> December 2015 and the 9<sup>th</sup> February 2016 Cabinet considered reports on proposals for the Budget Strategy for the period 2016-19. The final Local Government Finance Settlement was issued on the 8<sup>th</sup> February 2016 and is broadly in line with the Provisional Settlement issued in December 2015 with the notable exception of the allocation of new Transition Grant of £43k in both 2016-17 and 2017-18. There has also been an update on the savings in relation to Kidderminster Town Council since the December 2015 report that impacts on budget recommendations. This report provides an updated position and a proposed budget decision for Council to consider.
- 3.2 The following assumptions included in the Medium Term Financial Strategy are now updated or confirmed:
- Final Finance Settlement
  - Council Tax Base
  - Kidderminster Town Council – savings from partnership working arrangements

- The position in relation to New Homes Bonus
- Collection Fund Surplus
- Schedule of Cabinet Proposals – including confirmation of capital match funding for the Worcester Street proposal
- Additional liability in respect of the Scheme of Arrangement in relation to the administration arrangements for the Council's former insurers Municipal Mutual Insurance

- 3.3 It has been confirmed that the regime of referenda for “excessive” Council Tax increases will continue at the current rate of 2% other than for district councils who now all have a new £5 increase threshold (2% or £5 whichever is the higher). For this Council just below 2% would result in an increase of £3.98 compared to the new £5 threshold, which would represent a 2.43% increase. Councils are asked to be mindful of prevailing inflation rates when considering increases and the DCLG have confirmed that there is no council tax freeze grant offer for 2016-17. This does not affect past allocations which are locked into the revenue settlement. The proposed two year freeze assumed within the Strategy and endorsed by the recent public consultation exercise (see paragraph 3.4 below) means that this is not relevant to this Council. Taking into account the freeze in council tax for three years prior to 2014-15 the increase for 2015-16 and the proposed freeze in 2016-17 means that council tax for Wyre Forest District Council will have been held below inflation across that six year period.
- 3.4 As agreed by the Cabinet Financial Strategy Advisory Panel, a Council Tax consultation exercise was launched on the 22<sup>nd</sup> December 2015 to run until the 21<sup>st</sup> January 2016. The results of this consultation were reported to Cabinet and showed that over 60% of the 375 respondents are in favour of the proposed Council Tax freeze in both 2016-17 and 2017-18. This has informed the final decision to recommend the proposal for the two year freeze.
- 3.5 The Capital Programme considered by December 2015 Cabinet is included in Appendix 2 for Council approval, updated to reflect Cabinet Proposals. Notification of the 2016-17 allocation from the Better Care Fund for Disabled Facility Grants of £1,002,620 was received on 10<sup>th</sup> February 2016, and the Capital Programme included as Appendix 2 has been updated to reflect this. This allocation exceeds and replaces the previously approved maximum Capital budget of £800,000 (approved at Council 25<sup>th</sup> February 2015 as a maximum budget after taking into account Right to Buy receipts). The greatly increased level of grant means that there is no need to take account of Right to Buy receipts, and therefore that element of the Council's decision in 2015 is now redundant and will no longer apply.
- 3.6 The financial strategy recommended by Cabinet continues with the approach previously approved by Council of increasing most fees and charges by an average of 5% a year. In 2016-17 the difference between the proposed Council Tax freeze by Wyre Forest District Council and the maximum £5 increase in Council Tax for which no referendum would be required is £164k. This contrasts with the estimated additional income from fees and charges of £84k in 2016-17 rising to £111k in a full year. However, not all of the increased income from fees and charges will be contributed by local residents as at least some will come from visitors and commuters to the area (for example in car park charges) and some will come from local businesses. Thus the increase in fees and charges alongside the Council Tax freeze means local residents overall will be better off than if the

Council had instead increased Council Tax by either 2% or £5 (being equal to 2.43%).

- 3.7 Fees and Charges requiring Council approval are detailed in Appendix 4.
- 3.8 The Cabinet Financial Strategy Advisory Panel on the 20<sup>th</sup> January 2016 agreed that Fees and Charges for 2017-18 would be considered in the next Municipal cycle by this Panel to allow a comprehensive Member review of this important income generation area. Cabinet are agreeable to this approach.
- 3.9 The overall financial implications of the Cabinet Proposals remain as presented to February 2016 Cabinet , including confirmation of match funding from Worcestershire County Council for the Worcester Street regeneration capital proposal. These are shown in Appendix 3.
- 3.10 The decision to remain a member of the newly reformed Worcestershire Business Rates Pool will help to protect the Council from any business rate reductions and help maximise the benefit by retaining more of the business rates delivered from economic growth within Worcestershire. Economic and subsequent business rates growth remains a key priority for this Council. The position in relation to further appeals and resultant uncertainty due to the impact on performance remains a concern; this is being managed by the Chief Financial Officer in conjunction with the other treasurers within the Pool. Business rates projections included within the December 2015 Cabinet report are now confirmed.
- 3.11 Cabinet have carried out a consultation exercise on a proposal to move to all- out elections from 2019-20. This will be decided by a Special Full Council meeting on February 24<sup>th</sup> 2016; as the timescale is outside this budget strategy it does not impact on this report but if approved will provide welcome savings in the future.
- 3.12 New information was received in late January 2016 increasing this Council's liability under the Municipal Mutual Scheme of Arrangement. This new advice means the Council will almost certainly be liable to make a further payment in April 2016; the exact amount is not yet known but using the midpoint of the range now provided this could be £170,000. A new earmarked reserve to cover this has therefore been included in the updated base budget funded from general reserves. An adjustment to or from general reserves will be made when the final liability is known early in 2016-17.
- 3.13 It is proposed that the new Transition Grant of £43k for both 2016-17 and 2017-18 awarded as part of the Final Local Government Finance Settlement is used to top-up the Transformation Fund. This new funding will help expedite new work streams to improve efficiency that contribute towards Wyre Forest Forward savings targets as part of the Efficiency Plan.
- 3.14 Taking these measures into account the projected Base Budget net expenditure for 2016-17 is estimated to be £12,859,230 (see paragraph 7.4). This is £211,400 less than currently estimated to be raised from Council Tax, Business Rates Income retained, Collection Fund Surplus, Revenue Support Grant/Transition Grant and New Homes Bonus.

**4. LOCAL AUTHORITY REVENUE FINANCE SETTLEMENT FOR 2016-17**

- 4.1 The Final Local Government Settlement announcement was issued on the 8<sup>th</sup> February 2016 and was broadly in line with the Provisional Settlement. This confirmed that Revenue Support Grant will be phased out completely by 2019-20 however New Home Bonus will continue on the current basis for 2016-17. The position beyond 2016-17 is not yet confirmed as it is subject to consultation although it will continue albeit on a reformed basis. The consultation on what proposals for the move to 100% business rates retention may look like is expected to be issued in June 2016.
- 4.2 The main generic points of note from the Final Settlement are as follows:
- There has been no change to the method of distributing central funding (locally retained Business Rates and Revenue Support Grant), compared to the Provisional Settlement, which from 2016-17 takes into account Council Tax increases.
  - No authority would receive a lower amount in the final settlement than previously announced in the provisional settlement.
  - There has been an increase of £525m in funding over the four year period in the Core Spending Power figures. This is due to:-
    - £150m per annum in Transitional Grant Funding for 2016/17 and 2017/18;
    - £25m in removing the Tariff / Top Up adjustment over 2017/18 and 2018/19;
    - £91m in additional Rural Services Delivery Grant over 2016/17 and 2017/18;
    - £109m in potential higher Council Tax increases for district councils over the four years.

More specific detail from the Final Settlement is as follows:

- Additional funding in the form of Transitional Grant, which the LGA lobbied for, of £150 million in both 2016-17 and 2017-18 for the councils most adversely affected by the change in revenue support grant. Wyre Forest has been allocated £43k of this new funding in both 2016-17 and 2017-18.
- The LGA lobbied for the removal of additional Tariff / Top-up adjustment (no negative RSG). The Government has made available £2.3 million in 2017-18 and £22.8million in 2018-19 to remove this adjustment. This has helped some Councils but as Wyre Forest does not have this negative adjustment until 2019-20 it is of no advantage to us for this Strategy.
- Compared to the provisional settlement an extra £60.5 million has been added to the Rural Services Delivery Grant in 2016-17 and £30 million in 2017-18. Wyre Forest does not qualify for this grant though it helps other Councils within the Worcestershire County.
- The additional funding available over the four year period amounts to £415.6 million.

- As requested by the LGA, all Shire Districts will be given the flexibility to raise Council Tax by the maximum of £5 or 2%. According to DCLG numbers, this is an additional £39.2 million in Council Tax in 2019-20 if all Shire Districts use this flexibility every year of the four year period. For Wyre Forest this would enable us to raise Council Tax by 2.43% so above the assumed cap of just below 2%. As this Council is proposing to freeze Council Tax in both 2016-17 and 2017-18 this flexibility will only impact on 2018-19. The Proposed Medium Term Finance Strategy assumes a 1.94% increase that equates to £3.98 extra in 2018-19. A £5 increase would equate to a 2.43% increase.
- The additional funding together with the assumed use of the £5 Council Tax flexibility each year leads to a spending power increase of £525 million in total across the four year period.

Other key points from the Final Settlement:

- Councils that want to take up the four year settlement offer have until 14<sup>th</sup> October 2016 to respond to the Secretary of State.
- The Secretary of State announced a consultation on planning fees.

#### 4.3 Efficiency Plan

- 4.3.1 The provisional settlement on 17<sup>th</sup> December 2015 included an announcement that a council would have to adopt an efficiency plan if it wished to take advantage of the flexibility to use capital receipts to fund revenue costs associated with transformation and the delivery of efficiency savings. The statutory guidance and direction that would allow capital receipts to be used for revenue expenditure are still awaited.
- 4.3.2 The flexibility to use capital receipts for transformation projects will be available for the three years commencing 1<sup>st</sup> April 2016, and would apply only to capital receipts generated in those years.
- 4.3.3 Revenue resources in Wyre Forest District Council will become much tighter over the next three years. While the Council has a Transformation Fund, the scope to top it up from revenue is likely to reduce, if not disappear, in that time frame. However there is a known requirement to continue to invest in changes that produce revenue savings, for example in making services “digital by default”, continuing to improve our commercial offer and potentially taking advantage of models such as local authority trading companies.
- 4.3.4 Therefore, in order to provide flexibility in funding one off transformation costs that produce revenue savings, Council is recommended to approve an efficiency plan at this meeting. This is so that the flexibility can be available for 2016-17 if required, as the draft guidance requires the efficiency plan to be adopted before the financial year to which it relates. While the extent to which the flexibility will be used is not predictable at this time, in order to provide the ability for the Cabinet to progress initiatives swiftly in year, the recommendation is that the Cabinet should be able to assign up to £100k of capital receipts in each year to transformation projects that produce revenue savings. Any greater usage of the flexibility would require full Council’s prior approval. Appendix 6 contains the proposed Efficiency Plan for 2016-19. Cabinet will insert and update a table with a detailed list of projects, the cost of each project, the estimated savings and actual savings

delivered in due course in accordance with the delegation recommended in paragraph 2.1.6 above.

- 4.4 The proposed changes to Local Government Funding present significant financial challenges for this Council and have resulted in a higher target for future savings from the Wyre Forest Forward Programme. The toughest year of this Strategy looks like 2018-19. The Council's updated summary Budget can be seen at Table 7.4.
- 4.5 The forecast position in relation to total Government grant remains unchanged from the Provisional Settlement reported in December 2015 with the exception of the Transition Grant of £43k for 2016-17 and 2017-18. Business Rates projections as previously reported in December 2015 are also confirmed.

**5. COUNCIL TAX BASE**

- 5.1 The Council Tax Base for 2016-17 has now been confirmed and has risen from the 2015-16 level of 31,814 to 32,727 being an increase of 913 or a healthy 2.87% compared to 2015-16 due to the number of new houses being built and forecast to be occupied. This is forecast to generate additional Council Tax income of £187k in 2016-17, rising over the term of the Strategy to take into account planned freezes in 2016-17 and 2017-18 followed by an increase of just under 2% in 2018-19, resulting in additional income of around £444k over the three year term. This includes an assumption of modest stepped increases of 300 additional properties per year from 2016-17 onwards.
- 5.2 The Council Tax Reduction Scheme approved by Council on 9<sup>th</sup> December 2015 has had a positive impact on the Council Tax Base and this is reflected in the above figures.
- 5.3 A Budget Consultation exercise was launched following December 2015 Cabinet and this included two specific questions related to Council Tax freeze proposals. The results of this consultation have been considered by February 2016 Cabinet and have informed the final decision to maintain the current proposal for a two year Council Tax freeze.

**6. NEW HOMES BONUS**

- 6.1 The Council's final New Homes Bonus Allocation for 2016-17 has now been confirmed and remains unchanged from previous reports. Due to the uncertainty of the level of this funding stream in the future, estimates based on the DCLG proposals as previously reported remain unchanged at this time. These forecasts are also broadly in line with estimates produced using a modelling tool devised by LG Futures.

**7. FINANCIAL IMPLICATIONS**

- 7.1 The Cabinet Proposals previously considered remain unchanged except for the good news that match funding of £500k has now been confirmed from Worcestershire County Council for the Worcester Street proposal. A schedule is shown in Appendix 3.

- 7.2 The Council Tax Collection Fund surplus for 2015-16 has now been confirmed at £75k. Projections of £90k in 2016-17 and £50k pa going forward can also now be confirmed for 2017-18 and 2018-19.
- 7.3 Savings of £217k pa from 2016-17, (indexed for inflation thereafter) reduced from the early estimate of £250k pa have now been confirmed as a result of the arrangements with Kidderminster Town Council, are also reflected in the updated figures.
- 7.4 The following table demonstrates the updated position for the Council when all the revisions included in this report are incorporated into the Base Budget. The Council is forecast to hold a balance of £1,228k at the end of 2018-19 (see reserves table in 7.5).

|  | Revised<br>2015/16<br>£ | 2016/17<br>£      | 2017/18<br>£      | 2018/19<br>£      |
|--|-------------------------|-------------------|-------------------|-------------------|
| Net Expenditure on Services (per Appendix 1)             | 13,260,000              | 12,956,230        | 12,972,490        | 13,352,500        |
| Kidderminster Town Council                               |                         | (217,000)         | (218,250)         | (224,660)         |
| <b>Total Net Expenditure on Services</b>                 | <b>13,260,000</b>       | <b>12,739,230</b> | <b>12,754,240</b> | <b>13,127,840</b> |
| <b>Less</b>  |                         |                   |                   |                   |
| Cabinet Proposals identified in Appendix 3               | 0                       | 120,000           | (63,000)          | (713,000)         |
| <b>Net Expenditure</b>                                   | <b>13,260,000</b>       | <b>12,859,230</b> | <b>12,691,240</b> | <b>12,414,840</b> |
| Contribution (from)/to Reserves                          | (401,410)               | 211,400           | (264,650)         | (875,980)         |
| <b>Net Budget Requirement</b>                            | <b>12,858,590</b>       | <b>13,070,630</b> | <b>12,426,590</b> | <b>11,538,860</b> |
| <b>Less</b>  |                         |                   |                   |                   |
| Revenue Support Grant                                    | 2,019,010               | 1,179,060         | 510,220           | 100,680           |
| Business Rates   | 2,546,550               | 2,602,060         | 2,653,230         | 2,731,510         |
| Business Rates Growth                                    | 0                       | 85,000            | 150,000           | 180,000           |
| New Homes Bonus  | 1,684,610               | 2,350,460         | 2,237,640         | 1,500,000         |
| Transition Grant   | 0                       | 43,230            | 43,080            | 0                 |
| Collection Fund Surplus                                  | 75,100                  | 90,000            | 50,000            | 50,000            |
| Council Tax Income                                       | 6,533,320               | 6,720,820         | 6,782,420         | 6,976,670         |
| <b>WFDC Council Tax @ 1.94% increase 2018/19 onwards</b> | <b>205.36</b>           | <b>205.36</b>     | <b>205.36</b>     | <b>209.34</b>     |

- 7.5 Reserves available as part of the three year financial strategy are as shown in the following table. Taking all of the revisions contained in this report into account this shows a reduction of £260k at the end of 2018-19 compared to the December 2015 forecast. This is not considered to be significant.

| <b>Reserves Statement</b>        | <b>2015-16<br/>£'000</b> | <b>2016-17<br/>£'000</b> | <b>2017-18<br/>£'000</b> | <b>2018-19<br/>£'000</b> |
|----------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Reserves as at 1st April         | 2,559                    | 2,158                    | 2,369                    | 2,104                    |
| Contribution (from)/to Reserves  | (401)                    | 211                      | (265)                    | (876)                    |
| <b>Reserves as at 31st March</b> | <b>2,158</b>             | <b>2,369</b>             | <b>2,104</b>             | <b>1,228</b>             |

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

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



**9. RISK MANAGEMENT**

- 9.1 Achieving financial sustainability is the most significant risk facing the Council. The Cabinet Financial Strategy Advisory Panel provided some options for the Cabinet to consider in making its recommendations on the medium term financial strategy.
- 9.2 The improved Council Tax base, proposed Efficiency Plan and continuing progress with the Wyre Forest Forward Transformation savings all contribute to the mitigation of the financial risk of this budget strategy.
- 9.3 The Accounts and Audit Regulations 2015 require Local Authorities to fully consider and manage Risk as part of the Budget process. Appendix 5 of the December 2015 Cabinet report showed an analysis of the significant financial risks which are affecting the Council. This has been reviewed and remains current.
- 9.4 All local authorities are required to formalise their approach to risk management and evidence it more directly as part of the budgetary process. This requirement has arisen as a result of:-
- The Accounts and Audit Regulations 2015.
  - Prudential Framework:-
  - The assessment of affordability of financial plans requires a judgement about risk;
  - Prudential Indicators are the monitoring tool to assess performance and risk.
  - CIPFA Guidance on Reserves and Balances:-
  - Highlighting the need to consider risks facing the authority. The risks posed by the continuing austerity measures place pressure on the Council to hold higher levels of reserves to ensure ongoing sustainability. This is detailed in Appendix 5.

**10. LEGAL AND POLICY IMPLICATIONS**

- 10.1 Local Government Act 2003
- 10.1.1 The Local Government Act 2003 (Sections 25-28) places duties on Local Authorities on how they set and monitor budgets.
- 10.1.2 Sections 25-27 require the Section 151 Officer to report on the robustness of the estimates and the adequacy of its proposed financial reserves. This is reported to Council as Appendix 5 of this report.
- 10.1.3 Section 28 places a statutory duty on an Authority to review its budget from time to time during the year. If the Budget Monitoring Report shows that there has been deterioration in the Authority's financial position, the Authority must take such action as it concludes necessary. The Council currently reviews the Budget on a quarterly basis, with CLT/Cabinet receiving monthly budget monitoring reports, and this practice will continue.

**11. CONSULTEES**

- 11.1 Corporate Leadership Team.
- 11.2 Cabinet.

**12. BACKGROUND PAPERS**

- 12.1 Accounts and Audit Regulations 2015.
- 12.2 Cabinet Report on the Medium Term Financial Strategy 2016–19 22<sup>nd</sup> December 2015.
- 12.3 Agendas and Minutes of the Cabinet Financial Strategy Advisory Panel.
- 12.4 Provisional Local Government Finance Settlement 2016-17.
- 12.5 Strong Leader Report on Business Rates Pooling 13<sup>th</sup> October 2015 and related Decision 28<sup>th</sup> October 2015.
- 12.6 Cabinet Report on the Medium Term Financial Strategy 2016-19 9<sup>th</sup> February 2016.
- 12.7 Final Local Government Finance Settlement 2016-17.

# Agenda Item No. 11

## WYRE FOREST DISTRICT COUNCIL

### REVENUE BUDGET TOTAL REQUIREMENTS - DISTRICT COUNCIL PURPOSES

| SERVICE                                      | 2015/16           |                   | 2016/17           |                |                   | 2017/18           |                |                   | 2018/19           |                |                   |
|--|-------------------|-------------------|-------------------|----------------|-------------------|-------------------|----------------|-------------------|-------------------|----------------|-------------------|
|  | Original Estimate | Revised Estimate  | At Nov.15 Prices  | Inflation      | TOTAL             | At Nov.15 Prices  | Inflation      | TOTAL             | At Nov.15 Prices  | Inflation      | TOTAL             |
|  | £                 | £                 | £                 | £              | £                 | £                 | £              | £                 | £                 | £              | £                 |
| CHIEF EXECUTIVE                              | 5,213,930         | 5,485,020         | 5,737,130         | 29,440         | 5,766,570         | 5,827,020         | 58,300         | 5,885,320         | 5,947,110         | 102,790        | 6,049,900         |
| COMMUNITY WELL-BEING AND ENVIRONMENT         | 6,426,240         | 6,223,120         | 5,396,820         | 76,450         | 5,473,270         | 4,970,730         | 141,550        | 5,112,280         | 5,064,070         | 240,140        | 5,304,210         |
| ECONOMIC PROSPERITY AND PLACE                | 2,482,470         | 2,582,300         | 2,506,020         | 24,200         | 2,530,220         | 2,403,530         | 59,760         | 2,463,290         | 2,355,900         | 103,600        | 2,459,500         |
| <b>LESS: CAPITAL ACCOUNT</b>                 | 14,122,640        | 14,290,440        | 13,639,970        | 130,090        | 13,770,060        | 13,201,280        | 259,610        | 13,460,890        | 13,367,080        | 446,530        | 13,813,610        |
| INTEREST RECEIVED                            | (652,870)         | (923,710)         | (616,380)         | 410            | (615,970)         | (193,620)         | 830            | (192,790)         | (55,530)          | 1,550          | (53,980)          |
| INCREASES IN FEES AND CHARGES                | (76,540)          | (106,730)         | (113,660)         | 0              | (113,660)         | (100,000)         | 0              | (100,000)         | (100,000)         | 0              | (100,000)         |
|  | 0                 | 0                 | (84,200)          | 0              | (84,200)          | (195,610)         | 0              | (195,610)         | (307,130)         | 0              | (307,130)         |
| <b>TOTAL NET EXPENDITURE ON SERVICES</b>     | <b>13,393,230</b> | <b>13,260,000</b> | <b>12,825,730</b> | <b>130,500</b> | <b>12,956,230</b> | <b>12,712,050</b> | <b>260,440</b> | <b>12,972,490</b> | <b>12,904,420</b> | <b>448,080</b> | <b>13,352,500</b> |
| <b>LESS: REVENUE SUPPORT GRANT</b>           |                   |                   |                   |                | (1,179,060)       |                   |                | (510,220)         |                   |                | (100,680)         |
| BUSINESS RATES                               | (2,019,010)       | (2,019,010)       |                   |                | (2,602,060)       |                   |                | (2,653,230)       |                   |                | (2,731,510)       |
| BUSINESS RATES GROWTH                        | (2,537,130)       | (2,537,130)       |                   |                | (85,000)          |                   |                | (150,000)         |                   |                | (180,000)         |
| COLLECTION FUND SURPLUS                      | (25,490)          | (9,420)           |                   |                | (90,000)          |                   |                | (2,237,640)       |                   |                | (1,500,000)       |
| NEW HOMES BONUS                              | (75,100)          | (75,100)          |                   |                | (43,230)          |                   |                | (43,080)          |                   |                | 0                 |
| TRANSITION GRANT                             | (1,684,610)       | (1,684,610)       |                   |                |                   |                   |                |                   |                   |                |                   |
|  | 0                 | 0                 |                   |                |                   |                   |                |                   |                   |                |                   |
| <b>GENERAL EXPENSES - COUNCIL TAX INCOME</b> | (6,533,320)       | (6,533,320)       |                   |                | (6,720,820)       |                   |                | (6,782,420)       |                   |                | (6,976,670)       |
| <b>(SURPLUS) / DEFICIT FOR YEAR</b>          | <b>518,570</b>    | <b>401,410</b>    |                   |                | <b>(114,400)</b>  |                   |                | <b>545,900</b>    |                   |                | <b>1,813,640</b>  |
| <b>COUNCIL TAX LEVY</b>                      |                   | <b>205.36</b>     |                   |                | <b>205.36</b>     |                   |                | <b>205.36</b>     |                   |                | <b>209.34</b>     |
| <b>COUNCIL TAX BASE</b>                      |                   | <b>31,814</b>     |                   |                | <b>32,727</b>     |                   |                | <b>33,027</b>     |                   |                | <b>33,327</b>     |

**Agenda Item No. 11  
CAPITAL PROGRAMME 2016 TO 2019**

| Detail  | 2015/2016         |                   | 2016/2017<br>Estimate<br>£ | 2017/2018<br>Estimate<br>£ | 2018/2019<br>Estimate<br>£ | Prior to<br>01/04/2015<br>£ | Total<br>£        |
|---|-------------------|-------------------|----------------------------|----------------------------|----------------------------|-----------------------------|-------------------|
|   | Original<br>£     | Revised<br>£      |                            |                            |                            |                             |                   |
| <b>1. COMMITTED EXPENDITURE</b>   |                   |                   |                            |                            |                            |                             |                   |
| <b>1. CHIEF EXECUTIVE</b>   |                   |                   |                            |                            |                            |                             |                   |
| New Headquarters - Office Accommodation                                     | -                 | 48,540            | 400,000                    | -                          | -                          | 9,551,460                   | 10,000,000        |
| Boundary Wall at 49 Worcester Street  | 10,000            | -                 | 10,000                     | -                          | -                          | -                           | 10,000            |
| ICT Strategy  | 200,000           | 158,600           | 200,000                    | -                          | -                          | 2,148,610                   | 2,507,210         |
| <b>SUB TOTAL</b>  | <b>210,000</b>    | <b>207,140</b>    | <b>610,000</b>             | <b>0</b>                   | <b>0</b>                   | <b>11,700,070</b>           | <b>12,517,210</b> |
| <b>2. COMMUNITY WELL-BEING AND ENVIRONMENT</b>                              |                   |                   |                            |                            |                            |                             |                   |
| Future Leisure Provision  | 8,215,840         | 6,927,270         | 4,860,820                  | -                          | -                          | 2,414,110                   | 14,202,200        |
| St Mary's Churchyard Boundary Wall  | -                 | 2,670             | -                          | -                          | -                          | 36,960                      | 39,630            |
| Northwood Lane Improvements   | 10,000            | 20,000            | -                          | -                          | -                          | -                           | 20,000            |
| Liveability Scheme: Brinton Park  | 210               | -                 | -                          | -                          | -                          | 388,290                     | 388,290           |
| Stourport Sports Village  | -                 | 5,000             | -                          | -                          | -                          | 524,860                     | 529,860           |
| Franchise Street S106 - Brinton Park  | 53,370            | 53,370            | -                          | -                          | -                          | 8,840                       | 62,210            |
| Franchise Street S106 - Arts Development                                    | 9,330             | 9,330             | -                          | -                          | -                          | -                           | 9,330             |
| Public Conveniences Refurbishment   | 10,530            | 30,990            | -                          | -                          | -                          | 15,950                      | 46,940            |
| Parking Facilities: Improvement to Car Parks                                | 84,140            | 108,120           | -                          | -                          | -                          | 384,380                     | 492,500           |
| <b>SUB TOTAL</b>  | <b>8,383,420</b>  | <b>7,156,750</b>  | <b>4,860,820</b>           | <b>0</b>                   | <b>0</b>                   | <b>3,773,390</b>            | <b>15,790,960</b> |
| <b>3. ECONOMIC PROSPERITY AND PLACE</b>                                     |                   |                   |                            |                            |                            |                             |                   |
| Housing Strategy:   |                   |                   |                            |                            |                            |                             |                   |
| Disabled Facilities Grants (subject to confirmation 2017-18 & 2018-19)      | 556,000           | 757,430           | 1,002,620                  | 1,000,000                  | 1,000,000                  | 8,945,960                   | 12,706,010        |
| Affordable Housing Grants to Registered Social Landlords                    | 69,000            | -                 | 69,000                     | -                          | -                          | 3,023,740                   | 3,092,740         |
| Housing Assistance (including Decent Homes Grant)                           | 403,840           | 263,000           | 134,050                    | 65,710                     | -                          | 1,637,610                   | 2,100,370         |
| Planning Delivery Grant Capital Projects                                    | 26,240            | 26,240            | -                          | -                          | -                          | 231,520                     | 257,760           |
| Flood Relief  | -                 | 10,000            | 18,410                     | -                          | -                          | 170,590                     | 199,000           |
| Repair and Renew Flood Grants   | 25,000            | 33,000            | -                          | -                          | -                          | -                           | 33,000            |
| North Worcs Water Management Capital Projects - Redditch Schemes            | 84,380            | 80,000            | 53,950                     | -                          | -                          | 16,050                      | 150,000           |
| North Worcs Water Management Capital Projects - Bromsgrove Schemes          | -                 | 74,530            | -                          | -                          | -                          | 77,870                      | 152,400           |
| WETT Programme - Regulatory Services  | -                 | 12,690            | -                          | -                          | -                          | 23,810                      | 36,500            |
| Regeneration of Economic Development  | 2,100,000         | 2,134,090         | 124,030                    | -                          | -                          | 541,880                     | 2,800,000         |
| Carbon Management Plan  | 22,960            | -                 | 150,220                    | -                          | -                          | 57,150                      | 207,370           |
| Bewdley Medical Centre  | -                 | 126,620           | 122,490                    | -                          | -                          | 890                         | 250,000           |
| Bridge Street Capital Works   | -                 | 2,000             | -                          | -                          | -                          | 80,470                      | 82,470            |
| Worcester Street Improvements Grant (Match Funding)                         | -                 | -                 | 500,000                    | -                          | -                          | -                           | 500,000           |
| Future Investment Evergreen Fund*   | 424,000           | 560,000           | 660,000                    | -                          | -                          | -                           | 1,220,000         |
| * Subject to Business Case consideration by Overview and Scrutiny Committee |                   |                   |                            |                            |                            |                             |                   |
| <b>SUB TOTAL</b>  | <b>3,711,420</b>  | <b>4,079,600</b>  | <b>2,834,770</b>           | <b>1,065,710</b>           | <b>1,000,000</b>           | <b>14,807,540</b>           | <b>23,787,620</b> |
| <b>4. VEHICLE, EQUIPMENT &amp; SYSTEMS RENEWAL SCHEDULE</b>                 |                   |                   |                            |                            |                            |                             |                   |
| Vehicles & Equipment  | 463,000           | 698,920           | 316,000                    | 1,160,500                  | 553,500                    | 5,878,980                   | 8,607,900         |
| Financial Management System Replacement                                     | 49,500            | 34,750            | 34,750                     | -                          | -                          | 17,570                      | 87,070            |
| <b>SUB TOTAL</b>  | <b>512,500</b>    | <b>733,670</b>    | <b>350,750</b>             | <b>1,160,500</b>           | <b>553,500</b>             | <b>5,896,550</b>            | <b>8,694,970</b>  |
| <b>TOTAL COMMITTED EXPENDITURE</b>  | <b>12,817,340</b> | <b>12,177,160</b> | <b>8,656,340</b>           | <b>2,226,210</b>           | <b>1,553,500</b>           | <b>36,177,550</b>           | <b>60,790,760</b> |

**Agenda Item No. 11  
CAPITAL PROGRAMME 2016 TO 2019**

| Detail   | 2015/2016         |                   | 2016/2017        | 2017/2018        | 2018/2019        | Prior to<br>01/04/2015 | Total             |
|--|-------------------|-------------------|------------------|------------------|------------------|------------------------|-------------------|
|  | Original<br>£     | Revised<br>£      | Estimate<br>£    | Estimate<br>£    | Estimate<br>£    | £                      | £                 |
| <b>2. FINANCING</b>  |                   |                   |                  |                  |                  |                        |                   |
| Capital Receipts: Funding Approved   | 546,380           | 684,670           | 679,000          | -                | -                |                        | 1,363,670         |
| Evergreen Fund - Asset Disposals   | 424,000           | 310,000           | -                | -                | -                |                        | 310,000           |
| Evergreen Fund - Future Asset Disposals                                      | -                 | 250,000           | 660,000          | -                | -                |                        | 910,000           |
| Future Leisure Provision Scheme - Temporary Borrowing/Asset Disposals        | -                 | -                 | 1,429,000        | -                | -                |                        | 1,429,000         |
| Future Leisure Provision Scheme - Sport England Grant                        | 1,000,000         | 1,430,000         | 570,000          | -                | -                |                        | 2,000,000         |
| Future Leisure Provision Scheme - Prudential Borrowing                       | 7,215,840         | 5,497,270         | 2,861,820        | -                | -                |                        | 8,359,090         |
| Prudential Borrowing for WETT Programme - Regulatory Services Scheme         | -                 | 12,690            | -                | -                | -                |                        | 12,690            |
| Prudential Borrowing for Regeneration of Economic Development Scheme         | 600,000           | 634,090           | 124,030          | -                | -                |                        | 758,120           |
| Prudential Borrowing for Carbon Management Scheme                            | 22,960            | -                 | 150,220          | -                | -                |                        | 150,220           |
| Prudential Borrowing for Worcester Street Improvements Grant (Match Funding) | -                 | -                 | 500,000          | -                | -                |                        | 500,000           |
| Public Realm Funding (from Worcestershire County Council)                    | 1,500,000         | 1,500,000         | -                | -                | -                |                        | 1,500,000         |
| Better Care Fund Grant (from Worcestershire County Council)                  | 556,000           | 556,000           | 1,002,620        | 1,000,000        | 1,000,000        |                        | 3,558,620         |
| Decent Homes Grant   | 176,850           | 36,010            | 134,050          | 65,710           | -                |                        | 235,770           |
| Liveability/Heritage Lottery Grant Funding (for Brinton Park)                | 210               | -                 | -                | -                | -                |                        | 0                 |
| Planning Delivery Grant  | 26,240            | 26,240            | -                | -                | -                |                        | 26,240            |
| S.106 Funding (Parking - Contractual Agreement)                              | 64,280            | 88,260            | -                | -                | -                |                        | 88,260            |
| S.106 Funding (Franchise Street)   | 62,700            | 62,700            | -                | -                | -                |                        | 62,700            |
| S.106 Funding (for Stourport Sports Village)                                 | -                 | 5,000             | -                | -                | -                |                        | 5,000             |
| Flood Relief Grant (from CLG)  | -                 | 10,000            | 18,410           | -                | -                |                        | 28,410            |
| Repair and Renew Flood Grants (from CLG)                                     | 25,000            | 33,000            | -                | -                | -                |                        | 33,000            |
| North Worcs Water Management Capital Projects - Redditch BC Funding          | 84,380            | 80,000            | 53,950           | -                | -                |                        | 133,950           |
| North Worcs Water Management Capital Projects - Bromsgrove DC & WCC Funding  | -                 | 74,530            | -                | -                | -                |                        | 74,530            |
| Vehicles & Equipment (Prudential Borrowing)                                  | 463,000           | 698,920           | 316,000          | 1,160,500        | 553,500          |                        | 2,728,920         |
| Financial Management System Replacement (Prudential Borrowing)               | 49,500            | 34,750            | 34,750           | -                | -                |                        | 69,500            |
| <u>Direct Revenue Funding:</u>   |                   |                   |                  |                  |                  |                        |                   |
| Bewdley Medical Centre   | -                 | 126,620           | 122,490          | -                | -                |                        | 249,110           |
| Public Conveniences Refurbishment  | -                 | 26,410            | -                | -                | -                |                        | 26,410            |
|  | <b>12,817,340</b> | <b>12,177,160</b> | <b>8,656,340</b> | <b>2,226,210</b> | <b>1,553,500</b> |                        | <b>24,613,210</b> |

## VEHICLE, EQUIPMENT AND SYSTEMS RENEWALS SCHEDULE 2016 TO 2019

| DETAIL                                  | 2015/16       |              | 2016/17       | 2017/18       | 2018/19       |
|---|---------------|--------------|---------------|---------------|---------------|
|   | Original<br>£ | Revised<br>£ | Estimate<br>£ | Estimate<br>£ | Estimate<br>£ |
| <b>1. VEHICLES</b>                      |               |              |               |               |               |
| REFUSE FREIGHTER 26000kg                | -             | 86,000       | -             | 92,000        | 170,000       |
| REFUSE FREIGHTER 26000kg                | -             | 86,000       | -             | 92,000        | 170,000       |
| REFUSE FREIGHTER 18000kg                | -             | 86,000       | -             | 92,000        | -             |
| REFUSE FREIGHTER 26000kg                | -             | -            | -             | 92,000        | -             |
| REFUSE FREIGHTER 24000kg                | -             | -            | -             | 92,000        | -             |
| REFUSE FREIGHTER 24000kg                | -             | -            | -             | 92,000        | -             |
| REFUSE FREIGHTER 24000kg                | -             | -            | -             | 92,000        | -             |
| REFUSE FREIGHTER 26000kg                | -             | -            | -             | -             | 170,000       |
| CMP ENGINE MANAGEMENT SYSTEMS           | -             | -            | -             | -             | 13,500        |
| CMP ELECTRIC BIN LIFTS                  | -             | 13,500       | -             | 13,500        | -             |
| REFURBISHMENT FUND                      | -             | 25,000       | -             | -             | -             |
| FLATBED VAN                             | -             | -            | 45,000        | -             | -             |
| FLATBED VAN                             | -             | -            | -             | 40,000        | -             |
| SMALL CAR                               | 12,000        | -            | -             | -             | -             |
| SMALL CAR                               | 12,000        | 14,000       | -             | -             | -             |
| LIGHT VAN                               | 18,000        | 18,000       | -             | -             | -             |
| LIGHT VAN                               | -             | -            | 18,000        | -             | -             |
| 4x4                                     | 23,000        | -            | 23,000        | 23,000        | -             |
| CAGED VAN                               | -             | -            | 30,000        | -             | -             |
| ROAD SWEEPER                            | 120,000       | 120,000      | -             | -             | -             |
| ROAD SWEEPER                            | -             | -            | -             | 100,000       | -             |
| PAVEMENT SWEEPER                        | -             | -            | -             | 70,000        | -             |
| PAVEMENT SWEEPER                        | 70,000        | 70,000       | -             | -             | -             |
| PAVEMENT SWEEPER                        | 70,000        | 70,000       | -             | -             | -             |
| VAN                                     | 20,000        | 20,000       | -             | -             | -             |
| LIGHT VAN                               | -             | -            | 20,000        | -             | -             |
| VAN                                     | 20,000        | 20,000       | -             | -             | -             |
| GARAGE EQUIPMENT                        | -             | 23,420       | -             | -             | -             |
| FLATBED VAN                             | 30,000        | -            | 30,000        | -             | -             |
| FLATBED VAN                             | -             | -            | -             | 30,000        | -             |
| FLATBED VAN                             | 30,000        | -            | 30,000        | 30,000        | -             |
| FLATBED VAN                             | -             | -            | -             | 30,000        | -             |
| FLATBED VAN                             | -             | -            | -             | 30,000        | -             |
| FLATBED VAN                             | -             | -            | -             | 30,000        | -             |
| FLATBED VAN                             | -             | -            | -             | 30,000        | -             |
| FLATBED VAN                             | -             | -            | -             | 30,000        | -             |
| FLATBED VAN                             | -             | -            | -             | 30,000        | -             |
| MIDI TRACTOR                            | -             | -            | -             | 30,000        | -             |
| TRACTOR WITH MOWER                      | -             | -            | -             | -             | 30,000        |
| MOWING MACHINE                          | -             | 35,000       | -             | -             | -             |
| WEED SPRAYER                            | -             | 12,000       | -             | -             | -             |
| CHIPPER                                 | -             | -            | 30,000        | 30,000        | -             |
| TRACTOR                                 | -             | -            | 32,000        | -             | -             |
| CAGED VAN                               | 38,000        | -            | 38,000        | -             | -             |
| SMALL VAN                               | -             | -            | 20,000        | -             | -             |
| <b>2. OTHER</b>                         |               |              |               |               |               |
| Financial Management System replacement | 49,500        | 34,750       | 34,750        | -             | -             |
|   | 512,500       | 733,670      | 350,750       | 1,160,500     | 553,500       |

**WYRE FOREST DISTRICT COUNCIL**

**DRAFT CABINET PROPOSALS 2016/17 ONWARDS**

| Cost Centre                              | ACTIVITY AND DESCRIPTION OF CABINET PROPOSAL  | KEY         | 2016/17<br>£            | 2017/18<br>£         | 2018/19<br>£         | After 2018/19<br>£     |
|--|---|-------------|-------------------------|----------------------|----------------------|------------------------|
|  |   |             | £                       | £                    | £                    | £                      |
| <b>SUCCESSFUL LOCAL ECONOMY</b>          |   |             |                         |                      |                      |                        |
| R705                                     | <b>Economic Regeneration Activities</b><br>Approval of £500,000 capital funding to act as match funding towards the delivery of the reintroduction of traffic into Worcester Street as part of the Council's commitment to the regeneration of Kidderminster Town Centre. This will represent a significant step forward in realising the redevelopment of the wider Eastern Gateway as well as continuing the Council's strategy of attracting external investment into the regeneration of the town centre. This is the next phase of the Council's commitment to revitalising Kidderminster Town Centre by investing additional funding to accelerate the improvements to Worcester Street; opening it up to one-way traffic from Coventry Street and providing on street parking, thus improving the profile of this part of the town and increasing footfall. This builds on the Council's delivery of £2m of public realm improvements to Vicar Street, High Street and Exchange Street. This significant investment will support the Council's vision for the future of Worcester Street. Match funding from Worcestershire County Council has now been confirmed. | C<br>R<br>S | 500,000<br>37,000<br>-  | -<br>37,000<br>-     | -<br>37,000<br>-     | -<br>37,000<br>-       |
| <b>CLEAN, GREEN AND SAFE COMMUNITIES</b> |   |             |                         |                      |                      |                        |
| R335                                     | <b>Parish Localism Funds</b><br>To create a single Parish Localism Fund of £50k to continue the good work done so far with Parish and Town Councils and other local organisations.<br>The award criteria will be flexible to facilitate easier access and more clarity. This will include a review of the Parish Support fund in 2016/17 with a view to changing the distribution methodology from 2017/18.   | C<br>R<br>S | -<br>50,000<br>-        | -<br>-<br>-          | -<br>-<br>-          | -<br>-<br>-            |
| R720                                     | <b>Community Leadership Fund</b><br>In light of the impending review of the use and effectiveness of this fund, to retain this funding stream of £1,000 per Member for 2016/17.   | C<br>R<br>S | -<br>33,000<br>-        | -<br>-<br>-          | -<br>-<br>-          | -<br>-<br>-            |
| R726                                     | <b>Wyre Forest Forward</b><br>Further target for savings from the Wyre Forest Forward Efficiency Programme  | C<br>R<br>S | -<br>-<br>-             | 100,000 CR<br>-<br>- | 750,000 CR<br>-<br>- | 1,000,000 CR<br>-<br>- |
|  | <b>TOTALS</b>   | C<br>R<br>S | 500,000<br>120,000<br>- | -<br>63,000 CR<br>-  | -<br>713,000 CR<br>- | -<br>963,000 CR<br>-   |

**KEY - Changes in Resources**

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

**WYRE FOREST DISTRICT COUNCIL****FEES AND CHARGES 2016/2017****COUNCIL**

| Cost Centre | ACTIVITY AND DESCRIPTION OF SERVICE OPTION   | KEY | CHANGES IN RESOURCES |              |              |
|-------------|--|-----|----------------------|--------------|--------------|
|             |  |     | 2016/17<br>£         | 2017/18<br>£ | 2018/19<br>£ |
| R310        | <b><u>CHIEF EXECUTIVE</u></b>  |     |                      |              |              |
|             | <b><u>Council Tax and NNDR</u></b>   | C   | -                    | -            | -            |
|             | Summons Costs £50  | R   | -                    | -            | -            |
|             | Liability Order Costs £30<br>£80   | S   | -                    | -            | -            |
|             | Bi-annual review of summons costs and liability orders to reflect inflation and additional Magistrates Court costs.  |     |                      |              |              |
| R310        | <b><u>Council Tax and NNDR</u></b>   |     |                      |              |              |
|             | Penalties for non Compliance Discount applications / failure to notify of change. Costs remain unchanged at £70. To be reviewed annually.                        | C   | -                    | -            | -            |
|             |  | R   | -                    | -            | -            |
|             |  | S   | -                    | -            | -            |
| R500        | <b><u>Elections and Electoral Registration</u></b>   | C   | -                    | -            | -            |
|             | Increase charges by 5% in line with Council Policy.  | R   | -                    | -            | -            |
|             |  | S   | -                    | -            | -            |
| R605        | <b><u>ECONOMIC PROSPERITY AND PLACE</u></b>  |     |                      |              |              |
|             | <b><u>Development Control - Planning Advice</u></b>  | C   | -                    | -            | -            |
|             | Increase charges by 5% in line with Council Policy.  | R   | 20 CR                | 20 CR        | 20 CR        |
|             |  | S   | -                    | -            | -            |
| R605        | <b><u>Development Control - Pre-application advice</u></b>   | C   | -                    | -            | -            |
|             | Increase charges by 5% in line with Council Policy.  | R   | 300 CR               | 300 CR       | 300 CR       |
|             |  | S   | -                    | -            | -            |
| R625        | <b><u>Building Control - Decision Notices</u></b>  |     |                      |              |              |
|             | To increase charges by 5% for copies of decision notices held by the Council prior to the formation of the North Worcestershire Building Control Shared Service. | C   | -                    | -            | -            |
|             |  | R   | -                    | -            | -            |
|             |  | S   | -                    | -            | -            |
| R605        | <b><u>Development Control - Sale of Documents</u></b>  | C   | -                    | -            | -            |
|             | Increase charges by 5% in line with Council Policy.  | R   | 130 CR               | 130 CR       | 130 CR       |
|             |  | S   | -                    | -            | -            |
|             | <b>TOTALS</b>  | C   | -                    | -            | -            |
|             |  | R   | 450 CR               | 450 CR       | 450 CR       |
|             |  | S   | -                    | -            | -            |

Note:

Council approved fees and charges in respect of licensing at its meeting on 9 December 2015





|             |                 |                 |  |
|-------------|-----------------|-----------------|--|
| Service     | Revenues        | Service Manager | Revenues, Benefits and Customer Services Manager |
| Directorate | Chief Executive | Cabinet Member  | Transformation and Change                        |

**PROPOSAL OF SCALE OF FEES AND CHARGES**

| INCOME DESCRIPTION   | Current Charge<br>TO 31/03/2016<br>£<br>Charges inclusive of VAT<br>(if applicable) | Proposed Charge<br>FROM 1/04/2016<br>£<br>Charges before VAT | Proposed Charge<br>FROM 1/04/2016<br>£<br>Charges inclusive of VAT<br>(if applicable) |
|--|---|--|---|
| <b>Council Tax and NNDR</b>  |   |  |   |
| Summons costs  | 50.00   | 50.00  | No VAT currently charged  |
| Liability Orders   | 30.00   | 30.00  | No VAT currently charged  |
| Penalties for non Compliance Discount applications / failure to notify of change | 70.00   | 70.00  | No VAT currently charged  |

**NOTES:**

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



|             |                                      |                 |  |
|-------------|--------------------------------------|-----------------|--|
| Service     | Elections and Electoral Registration | Service Manager | Head of Transformation and Communication |
| Directorate | Chief Executive                      | Cabinet Member  | Resources                                |

**PROPOSAL OF SCALE OF FEES AND CHARGES**

| INCOME DESCRIPTION  | Current Charge<br>TO 31/03/2016<br>£<br>Charges inclusive of VAT<br>(if applicable) | Proposed Charge<br>FROM 1/04/2016<br>£<br>Charges before VAT | Proposed Charge<br>FROM 1/04/2016<br>£<br>Charges inclusive of VAT<br>(if applicable) |
|---|---|--|---|
| <b>Elections and Electoral Registration</b>   |   |  |   |
| <b>SALE OF EDITED AND FULL ELECTORAL REGISTERS</b><br>Charges for Market Registers only (per legislation) |   |  |   |
| <b>Edited and Full Register</b>   |   |  |   |
| Data  | 21.00<br>plus 1.60 per 1,000 entries  | 22.00<br>plus 1.60 per 1,000 entries                         | No VAT currently charged  |
| Printed   | 11.00<br>plus 5.25 per 1,000 entries  | 12.00<br>plus 5.25 per 1,000 entries                         | No VAT currently charged  |
| <b>Overseas Electors</b>  |   |  |   |
| Data  | 21.00<br>plus 1.60 per 1,000 entries  | 22.00<br>plus 1.60 per 1,000 entries                         | No VAT currently charged  |
| Printed   | 11.00<br>plus 5.25 per 1,000 entries  | 12.00<br>plus 5.25 per 1,000 entries                         | No VAT currently charged  |
| <b>Marked Registers</b>   |   |  |   |
| Data  | 11.00<br>plus 1.05 per 1,000 or part  | 12.00<br>plus 1.05 per 1,000 or part                         | No VAT currently charged  |
| Printed   | 11.00<br>plus 2.10 per 1,000 or part  | 12.00<br>plus 2.10 per 1,000 or part                         | No VAT currently charged  |

**NOTES:**

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



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

**PROPOSAL OF SCALE OF FEES AND CHARGES**

| B  | Current Charge<br>TO 31/03/2016<br>£<br>Charges inclusive of VAT<br>(if applicable) | Proposed Charge<br>FROM 1/04/2016<br>£<br>Charges before VAT | Proposed Charge<br>FROM 1/04/2016<br>£<br>Charges inclusive of VAT<br>(if applicable) |
|--|---|--|---|
| <b>Planning Advice</b>   |   |  |   |
| <b>Building Control Decision Notices (Pre 01/01/2012)</b>  |   |  |   |
| <b>Sale of Copy Documents</b>  |   |  |   |
| Reply to general individual queries, Planning or Building Control for up to 6 questions (after that the full Local Land Charge Search fee will be charged) | 23.00<br>per Question   | 24.00<br>per Question  | No VAT currently charged  |
| If any query requires a site visit to be made (e.g. compliance with conditions)  | 62.00   | 65.00  | No VAT currently charged  |
| <b>Charges for Copy Documents</b>  |   |  |   |
| See Note 2 below   |   |  |   |
| Monthly Decision List  | Free  | 0.00   | Free  |
| Weekly Planning Application List   | Free  | 0.00   | Free  |
| Decision Notices   | 18.00   | 15.83  | 19.00   |
| Decision Notices Additional Copies   | 1.00  | 0.92   | 1.10  |
| A4 - For each copy   | 1.00  | 0.92   | 1.10  |
| A3 - For each copy   | 1.00  | 0.92   | 1.10  |
| A2 - For each copy   | 3.00  | 2.67   | 3.20  |
| A1 - For each copy   | 4.00  | 3.50   | 4.20  |
| A0 - For each copy   | 5.00  | 4.42   | 5.30  |

**NOTES:**

Note 1 - Copies, where appropriate, are available free up to a cumulative single transaction value of £10 for individuals (the discretion of Director of Service to be applied in cases of multiple separate transactions) and charged at full cost to representatives of professional and/or commercial companies.  
 Note 2 - Copies of all planning application plans and decision notices made from 2006 onwards are available online at zero cost at <http://www.wyreforestdc.gov.uk/planning-and-buildings.aspx>  
 Customers may be able to order and pay for some services online – please refer to <http://www.wyreforestdc.gov.uk>



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

**PROPOSAL OF SCALE OF FEES AND CHARGES**

| <b>INCOME DESCRIPTION</b>   | <b>Current Charge</b>                    | <b>Proposed Charge</b> | <b>Proposed Charge</b>                   |
|---|--|------------------------|--|
|   | <b>TO 31/03/2016</b>                     | <b>FROM 1/04/2016</b>  | <b>FROM 1/04/2016</b>                    |
|   | <b>£</b>                                 | <b>£</b>               | <b>£</b>                                 |
|   | Charges inclusive of VAT (if applicable) | Charges before VAT     | Charges inclusive of VAT (if applicable) |
| <b>Permitted Developments and Pre-application Advice</b>              |  |                        |  |
| <b>Permitted Development enquiries</b>                                |  |                        |  |
| <b>Proposed development type</b>                                      |  |                        |  |
| Householder   | Free                                     | Free                   | Free                                     |
| Other   | Free                                     | Free                   | Free                                     |
| <b>Pre-Application advice</b>   |  |                        |  |
| <b>Householder</b>  |  |                        |  |
| Cost of each additional meeting                                       | Free                                     | Free                   | Free                                     |
| 1 - 4 dwellings   | Free                                     | Free                   | Free                                     |
| Cost of each additional meeting                                       | Free                                     | Free                   | Free                                     |
| Cost of Highway Advice  | Free                                     | Free                   | Free                                     |
| Cost of each additional meeting with Highway Authority                | Free                                     | Free                   | Free                                     |
| <b>Residential Development (see note 1)</b>                           |  |                        |  |
| 5 - 9 dwellings (site <1ha) (gross floor area <1,000m2)               | Free                                     | Free                   | Free                                     |
| Cost of each additional meeting                                       | Free                                     | Free                   | Free                                     |
| Cost of Highway Advice  | Free                                     | Free                   | Free                                     |
| Cost of each additional meeting with Highway Authority                | Free                                     | Free                   | Free                                     |
| 10 - 49 dwellings (site 1-1.25ha) (gross floor area 1,000 - 2,499m2)  | 1,241.00                                 | 1,085.83               | 1,303.00                                 |
| Cost of each additional meeting                                       | 621.00                                   | 543.33                 | 652.00                                   |
| Cost of Highway Advice  | 435.00                                   | 380.83                 | 457.00                                   |
| Cost of each additional meeting with Highway Authority                | 217.00                                   | 190.00                 | 228.00                                   |
| 50 - 199 dwellings (site 1.26-2ha) (gross floor area 2,500 - 9,999m2) | 2,483.00                                 | 2,172.50               | 2,607.00                                 |
| Cost of each additional meeting                                       | 919.00                                   | 804.17                 | 965.00                                   |
| Cost of Highway Advice  | 869.00                                   | 760.00                 | 912.00                                   |
| Cost of each additional meeting with Highway Authority                | 322.00                                   | 281.67                 | 338.00                                   |
| 200+ dwellings (site 2+ha) (gross floor area +10,000m2)               | 3,724.00                                 | 3,258.33               | 3,910.00                                 |
| Cost of each additional meeting                                       | 1,241.00                                 | 1,085.83               | 1,303.00                                 |
| Cost of Highway Advice  | 1,303.00                                 | 1,140.00               | 1,368.00                                 |
| Cost of each additional meeting with Highway Authority                | 435.00                                   | 380.83                 | 457.00                                   |
| <b>Non Residential/Commercial Development (see note 1)</b>            |  |                        |  |
| Gross floor area up to 500m2 (site up to 0.5ha)                       | Free                                     | Free                   | Free                                     |
| Cost of each additional meeting                                       | Free                                     | Free                   | Free                                     |
| Cost of Highway Advice  | Free                                     | Free                   | Free                                     |
| Cost of each additional meeting with Highway Authority                | Free                                     | Free                   | Free                                     |
| Gross floor area 501m2 - 999m2 (site 0.5 -1ha)                        | Free                                     | Free                   | Free                                     |
| Cost of each additional meeting                                       | Free                                     | Free                   | Free                                     |
| Cost of Highway Advice  | Free                                     | Free                   | Free                                     |
| Cost of each additional meeting with Highway Authority                | Free                                     | Free                   | Free                                     |
| Gross floor area 1,000 - 2,499m2 (site 1-1.25ha)                      | 1,241.00                                 | 1,085.83               | 1,303.00                                 |
| Cost of each additional meeting                                       | 621.00                                   | 543.33                 | 652.00                                   |
| Cost of Highway Advice  | 435.00                                   | 380.83                 | 457.00                                   |
| Cost of each additional meeting with Highway Authority                | 217.00                                   | 190.00                 | 228.00                                   |
| Gross floor area 2,500 - 9,999m2 (site 1.26-2ha)                      | 2,483.00                                 | 2,172.50               | 2,607.00                                 |
| Cost of each additional meeting                                       | 919.00                                   | 804.17                 | 965.00                                   |
| Cost of Highway Advice  | 869.00                                   | 760.00                 | 912.00                                   |
| Cost of each additional meeting with Highway Authority                | 322.00                                   | 281.67                 | 338.00                                   |
| Gross floor area +10,000m2 (site +2ha)                                | 3,724.00                                 | 3,258.33               | 3,910.00                                 |
| Cost of each additional meeting                                       | 1,241.00                                 | 1,085.83               | 1,303.00                                 |
| Cost of Highway Advice  | 1,303.00                                 | 1,140.00               | 1,368.00                                 |
| Cost of each additional meeting with Highway Authority                | 435.00                                   | 380.83                 | 457.00                                   |



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

**PROPOSAL OF SCALE OF FEES AND CHARGES**

| <b>INCOME DESCRIPTION</b>  | <b>Current Charge</b>                    | <b>Proposed Charge</b> | <b>Proposed Charge</b>                   |
|--|--|------------------------|--|
|  | <b>TO 31/03/2016</b>                     | <b>FROM 1/04/2016</b>  | <b>FROM 1/04/2016</b>                    |
|  | <b>£</b>                                 | <b>£</b>               | <b>£</b>                                 |
|  | Charges inclusive of VAT (if applicable) | Charges before VAT     | Charges inclusive of VAT (if applicable) |
| <b>Permitted Developments and Pre-application Advice</b>                         |  |                        |  |
| <b>Other Categories</b>  |  |                        |  |
| Advertisements   | Free                                     | Free                   | Free                                     |
| Cost of each additional meeting  | Free                                     | Free                   | Free                                     |
| Change of Use  | Free                                     | Free                   | Free                                     |
| Cost of each additional meeting  | Free                                     | Free                   | Free                                     |
| Telecommunications   | Free                                     | Free                   | Free                                     |
| Cost of each additional meeting  | Free                                     | Free                   | Free                                     |
| Glasshouses/Poly Tunnels   | Free                                     | Free                   | Free                                     |
| Cost of each additional meeting  | Free                                     | Free                   | Free                                     |
| Others (see note 2)  | Free                                     | Free                   | Free                                     |
| Cost of each additional meeting  | Free                                     | Free                   | Free                                     |
| <b>Historic Environmental and Tree related enquiries</b>                         |  |                        |  |
| Separate Listed Building and Conservation Area Advice (Up to 3 Separate Matters) | 39.00                                    | 34.17                  | 41.00                                    |
| (More than 3 Separate Matters)   | 76.00                                    | 66.67                  | 80.00                                    |
| Cost of each additional meeting  | 19.00                                    | 16.67                  | 20.00                                    |
| Separate Tree related Advice - number of trees not exceeding 10                  | 39.00                                    | 34.17                  | 41.00                                    |
| Cost of each additional meeting  | 19.00                                    | 16.67                  | 20.00                                    |
| Separate Tree related Advice - number of trees over 10 but not exceeding 30      | 76.00                                    | 66.67                  | 80.00                                    |
| Cost of each additional meeting  | 19.00                                    | 16.67                  | 20.00                                    |
| <b>Exemptions</b>  |  |                        |  |
| As set out in Guidance Note (e.g. Parish Councils, etc)                          |  |                        |  |

**NOTES:**

Note 1 - If only principle to be discussed  
 Note 2 - Includes other development proposals such as variation or removal of conditions-proposed changes of use, car parks and certificates of lawfulness.  
 Customers may be able to order and pay for some services online – please refer to <http://www.wyreforestdc.gov.uk>

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

**1. PURPOSE**

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

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

**THAT COUNCIL NOTE:**

- 2.1 The Chief Financial Officer's opinion on the budget proposals, recommended by the Cabinet on 9<sup>th</sup> February 2016, as detailed in this report.**

**3. BACKGROUND**

- 3.1 Sections 25 to 28 of the Local Government Act 2003 (The Act) place statutory duties on Local Authorities on how they set and monitor budgets. The Act requires local authorities to ensure that the Budget estimates are robust, Reserves are adequate and the Budget is monitored on a regular basis.
- 3.2 Section 25 requires the Chief Financial Officer to report to the Council on the robustness of the estimates it makes when calculating its budget requirement under Section 32 of the Local Government Finance Act 1992 and on the adequacy of its proposed financial reserves.
- 3.3 Section 26 requires authorities to adhere to their approved policies in relation to Reserves when setting budgets to ensure that the minimum Reserve levels are maintained.
- 3.4 Section 27 requires the Chief Financial Officer, at the time of the budget setting, to report if it appears that a reserve in relation to the previous financial year is likely to be inadequate. The reasons for the inadequacy and a recommended course of action must be considered by Council.
- 3.5 Section 28 places a statutory duty on the Council to review its budget and all calculations related to it from time to time. If the review shows a deterioration in the financial position, the Council must take such action as it considers necessary (if any) to address the situation.
- 3.6 Whilst Sections 25-27 relate specifically to budget and council tax setting for the following financial year, these Sections are being more widely interpreted by External Auditors to include the period of the Council's Financial Strategy; as a consequence it is necessary to report not only on next year's Budget but on the period covered by the Three Year Budget Strategy (2016-19).

**4. KEY ISSUES – CHIEF FINANCIAL OFFICER’S OPINION ON 2016-19 BUDGET & THREE YEAR BUDGET STRATEGY**

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

- 4.1 The estimates made for the purposes of Section 32 of the Local Government Finance Act 1992 calculations are robust.
- 4.2 The Reserves outlined in the Three Year Budget and Policy Framework Report to the Cabinet on this agenda are adequate in relation to the 2016-19 Budget. The work done by the Cabinet Financial Strategy Advisory Panel this year and resultant Cabinet report recommendations, supplemented by the updates included in the latest Cabinet report are instrumental in continuing to promote economic growth and moving the Council closer to a sustainable balanced budget in the future, that is less reliant on the use of reserves. The continuing Transformation Programme required to deliver the savings required is progressing well but remains challenging. The additional target saving added as part of this year’s Cabinet Proposals increase risk and this will need to continue to be carefully managed and mitigated by the Member and Officer Leadership team.
- 4.3 The Council has adopted the general principles of the CIPFA Guidance on Local Authority Reserves and Balances, which outline a minimum Reserve (Working Balance) for this Council which has been adhered to in the Financial Strategy 2016-19.
- 4.4 It is important that the level of reserves is carefully monitored and reviewed as the impact of the proposed Local Government Finance Reforms become clear and also once future funding levels are known. The proposed Local Government Finance Reforms place significantly increased risk on local authority income and funding streams and the levels of reserves may need to be reviewed as the reforms are implemented and their impacts become clear.
- 4.5 The Cabinet monitors Budgets on a monthly basis in accordance with Section 28 of the 2003 Act, including ‘Budget Risk Management’ and takes appropriate action to ensure financial accountability.

**5. FINANCIAL IMPLICATIONS**

- 5.1 There are no Financial Implications.

**6. LEGAL AND POLICY IMPLICATIONS**

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

**7. EQUALITY IMPACT NEEDS ASSESSMENT**

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

**8. RISK MANAGEMENT**

- 8.1 Contained within the Financial Strategy 2016-19 and subsequent Cabinet reports are the significant risks and mitigating actions which have been identified, allied to the budget process.
- 8.2 There are three significant financial risks affecting the Council over the next three years:
- Future funding reductions from Central Government in light of the proposed Local Government Finance Reforms changing key funding streams and methodologies for Revenue Support Grant, New Homes Bonus and Business Rates Retention.
  - The increased reliance on local income sources with the risk this may not be realised in line with government expectations and;
  - Further savings required from the Transformation Programme are significant and will prove challenging to deliver.
- 8.3 It is for the reasons such as the above that the Council continues to retain a working balance reserve of £1,000,000, increased from £700,000 in 2012/13. This fund is also available to provide cover for urgent unforeseen expenditure e.g. in respect of a civil emergency. The Transformation Fund is held to fund one-off costs of implementation of Transformation work and consideration should be given to increasing this from Final Accounts savings, in accordance with the delegations in the separate budget report on this agenda. In addition to these generic reserves earmarked reserves are held to cover specific commitments and therefore limit financial risk.

**9. CONCLUSION/FURTHER CONSIDERATIONS**

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

**10. CONSULTEES**

- 10.1 Leader of the Council  
10.2 Cabinet Member for Resources  
10.3 CLT



**11. BACKGROUND PAPERS**

11.1 Local Government Act 2003 Sections 25-28

11.2 Local Government Finance Act 1992 Section 32

## EFFICIENCY PLAN

### WYRE FOREST FORWARD – OUR EFFICIENCY PLAN 2016-19

This is Wyre Forest District Council's efficiency plan for 2016-19. It is called "Wyre Forest Forward", the transformation programme that we have been running since 2012.

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

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

#### How we are changing

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

#### Our purposes

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

#### Wyre Forest Forward in action

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

The Council has an excellent track record in delivering savings, with almost £5m achieved from 2010 to 2015.

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

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

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

c) **Growing its income.** For example, the depot has increased its external income forecast by circa £250,000 since 2013/14, while over £160k a year of income has been generated from tenancies and ICT support charges at Wyre Forest House. Another innovative example is the Evergreen Fund initiative, which was approved in July 2014. It will provide a sustainable source of funding for future investments in projects that produce a revenue return.

**The future**

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

|  | 2016-17 | 2017-18 | 2018-19 |
|--|---------|---------|---------|
| Targets: minimum Wyre Forest Forward savings | £261k   | £334k   | £1,008k |

There will be opportunities for more shared services in the future, and we will actively seek opportunities for Wyre Forest District Council to host them in line with our strengths. There is not a dogmatic approach that seeks externalisation or shared services, as has been seen with the recent decision to bring the HR function in house from April 2016 when the current service level agreement with the County Council comes to an end.

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

Devolution proposals for Worcestershire accompanied by a public services leaders’ board have been submitted to Government and are due to be discussed with Government Ministers shortly. Some of the proposals for public service reform could contribute to this efficiency plan. Examples include:

- a pioneering service delivery model focused around a single vehicle comprised of resource from multiple organisations, working to coordinate the public sector approach to moving individuals and families from dependency to independence. The pilot went live in Redditch in January 2016 with the expectation of roll out across the county towards the end of 2016/early 2017;
- to consider working towards ensuring all principal authorities in Worcestershire that are not already members of the Place Partnership commission and procure estates

services through the partnership by late 2016/early 2017. This could affect as a minimum, activities such as facilities management and property surveyors.

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

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

- a) growing business rates income in line with government forecasts so the local economy can benefit from the funding we are able to retain under the changing regime;
- b) growing council tax income by supporting housing growth, including through the review of the local development plan;
- c) increasing fees and charges where possible ahead of inflation. This ensures that users of services contribute more to support those services than council tax payers as a whole;
- d) continuing the Council's commercial income from a variety of sources such as ticket sales and events, rents, work undertaken for other organisations and private households, advertising and sponsorship.

### **Next steps**

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

Given that these changes need to be implemented before April 2018, the council has two years in which to agree a programme of reform and implement it. In order to ensure that there can be confidence about the Council's financial viability in 2018-19, the Cabinet will take relevant decisions no later than the end of 2016 on changes within its remit, while any that require full Council approval will feature in the Financial Strategy prepared in the latter part of 2016 for 2017-2020.

**WYRE FOREST DISTRICT COUNCIL**

**COUNCIL**  
**24<sup>th</sup> FEBRUARY 2016**

**FINANCIAL STRATEGY 2016-19**

**AMENDMENT TO BE MOVED BY THE LABOUR GROUP**

**2. RECOMMENDATIONS**

The **LABOUR GROUP RECOMMENDS TO COUNCIL** that it:

**2.1 THREE YEAR BUDGET, CAPITAL PROGRAMME AND POLICY FRAMEWORK 2016-19**

- 2.1.1 **APPROVES** the updated Medium Term Financial Strategy 2016-19;
- 2.1.2 **APPROVES** the **Labour Group** Proposals – taking into account the impact on the Council's Capital and Revenue Budgets for 2016-19 as shown in Appendix 3;
- 2.1.3 **APPROVES** the fees and charges in line with this Strategy and the impact on the Council's Revenue Budget for 2016-19, as shown in Appendix 4;
- 2.1.4 **APPROVES** the Capital Programme and Vehicle, Equipment and Systems Renewal Schedule as set out in Appendix 2, Parts 1 and 2;
- 2.1.5 **APPROVES** that any Final Accounts savings arising from 2015-19 over and above the target allowed for in the Council's Financial Strategy, together with surplus Earmarked Reserves, be allocated by the Chief Financial Officer in consultation with the Leader;
- 2.1.6 **APPROVES** the Efficiency Strategy 2016-19 as set out in Appendix 6 with delegated authority to the Cabinet to insert and update a table with a detailed list of projects, the cost of each project, the estimated savings and actual savings delivered;
- 2.1.7 **APPROVES** that the Cabinet may assign up to £100k of capital receipts in each of the three years commencing in April 2016 for transformation costs that deliver efficiency savings; and **DELEGATES** to the Cabinet decisions on the allocation of funding for transformation projects from capital receipts;
- 2.1.8 The General Fund Revenue Budget be **APPROVED** including all updates from the position in December 2015 and also the 9<sup>th</sup> February 2016 as set out in this report and the **Labour Group proposals** as set out in Appendix 3.

## Agenda Item No. 11

### 2.2 COUNCIL TAX

- 2.2.1 **SETS** the Council Tax for Wyre Forest District Council on a Band D Property at £205.36 for 2016-17 (£205.36 2015-16) which represents a freeze on Council Tax from 2015-16.
- 2.2.2 **ENDORSES** the provisional Council Tax on a Band D Property in 2017-18 of £205.36 and £209.34 in 2018-19, being a freeze in 2017-18 and an increase of 1.94 % in 2018-19 over 2017-18.
- 2.2.3 **NOTES** the Chief Financial Officer's opinion on the budget proposals, recommended by the Cabinet in this report, as detailed in Appendix 5 of this report.

### 7. FINANCIAL IMPLICATIONS

- 7.1 The Cabinet Proposals previously considered have now been revised and a new schedule of the Labour Group Proposals is shown in Appendix 3.
- 7.2 The Council Tax Collection Fund surplus for 2015-16 has now been confirmed at £75k. Projections of £90k in 2016-17 and £50k pa going forward can also now be confirmed for 2017-18 and 2018-19.
- 7.3 Savings of £217k pa from 2016-17 (indexed for inflation thereafter) reduced from the early estimate of £250k pa have now been confirmed as a result of the arrangements with Kidderminster Town Council are also reflected in the updated figures.
- 7.4 The following table demonstrates the updated position for the Council when all the revisions included in this report are incorporated into the Base Budget. The Council is forecast to hold a balance of £1,261k at the end of 2018-19 (see reserves table in 7.5).

## Agenda Item No. 11

| <b>LABOUR PROPOSALS FEBRUARY 2016</b>  |                   |                   |                   |                   |
|--|-------------------|-------------------|-------------------|-------------------|
|  | <b>Revised</b>    |                   |                   |                   |
|  | <b>2015/16</b>    | <b>2016/17</b>    | <b>2017/18</b>    | <b>2018/19</b>    |
| Net Expenditure on Services  | <b>13,260,000</b> | <b>12,956,230</b> | <b>12,972,490</b> | <b>13,352,500</b> |
| Kidderminster Town Council   |                   | - <b>217,000</b>  | - <b>218,250</b>  | - <b>224,660</b>  |
| Revised Cabinet Proposals  |                   | 87,000            | (63,000)          | (713,000)         |
| Net Expenditure  | 13,260,000        | 12,826,230        | 12,691,240        | 12,414,840        |
| Contribution (from)/to Reserves  | (401,410)         | 244,400           | (264,650)         | (875,980)         |
| <b>Net Budget Requirement</b>  | <b>12,858,590</b> | <b>13,070,630</b> | <b>12,426,590</b> | <b>11,538,860</b> |
| Less   |                   |                   |                   |                   |
| REVENUE SUPPORT GRANT  | 2,019,010         | 1,179,060         | 510,220           | 100,680           |
| BUSINESS RATES   | 2,546,550         | 2,687,060         | 2,803,230         | 2,911,510         |
| NEW HOMES BONUS  | 1,684,610         | 2,350,460         | 2,237,640         | 1,500,000         |
| TRANSITION GRANT   | 0                 | 43,230            | 43,080            | 0                 |
| COLLECTION FUND SURPLUS  | 75,100            | 90,000            | 50,000            | 50,000            |
| Council Tax Income   | 6,533,320         | 6,720,820         | 6,782,420         | 6,976,670         |
|  |                   |                   |                   |                   |
|  |                   |                   |                   |                   |
| <b>COUNCIL TAX LEVY to freeze for 2016-17 and 2017-18 and then increase by 1.94%</b> | <b>205.36</b>     | <b>205.36</b>     | <b>205.36</b>     | <b>209.34</b>     |
| <b>COUNCIL TAX BASE</b>  | <b>31,814</b>     | <b>32,727</b>     | <b>33,027</b>     | <b>33,327</b>     |

| <b>Reserves Statement - LABOUR Proposals</b> | <b>2015-16<br/>£'000</b> | <b>2016-17<br/>£'000</b> | <b>2017-18<br/>£'000</b> | <b>2018-19<br/>£'000</b> |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
| Reserves as at 1st April                     | 2,559                    | 2,158                    | 2,402                    | 2,137                    |
| Contribution (from)/to Reserves              | (401)                    | 244                      | (265)                    | (876)                    |
| Reserves as at 31st March                    | 2,158                    | 2,402                    | 2,137                    | 1,261                    |

**WYRE FOREST DISTRICT COUNCIL**

**LABOUR GROUP PROPOSALS 2016/2017 ONWARDS**

| Cost Centre                              | ACTIVITY AND DESCRIPTION OF LABOUR PROPOSAL   | KEY         | CHANGE IN RESOURCES    |                     |                      |                          |
|--|---|-------------|------------------------|---------------------|----------------------|--------------------------|
|  |   |             | 2016/17<br>£           | 2017/18<br>£        | 2018/19<br>£         | After<br>31/03/2019<br>£ |
| <b>SUCCESSFUL LOCAL ECONOMY</b>          |   |             |                        |                     |                      |                          |
| R705                                     | <b>Economic Regeneration Activities</b><br>Approval of £500,000 capital funding to act as match funding towards the delivery of the reintroduction of traffic into Worcester Street as part of the Council's commitment to the regeneration of Kidderminster Town Centre. This will represent a significant step forward in realising the redevelopment of the wider Eastern Gateway as well as continuing the Council's strategy of attracting external investment into the regeneration of the town centre. This is the next phase of the Council's commitment to revitalising Kidderminster Town Centre by investing additional funding to accelerate the improvements to Worcester Street; opening it up to one-way traffic from Coventry Street and providing on street parking, thus improving the profile of this part of the town and increasing footfall. This builds on the Council's delivery of £2m of public realm improvements to Vicar Street, High Street and Exchange Street. This significant investment will support the Council's vision for the future of Worcester Street. Match funding from Worcestershire County Council has now been confirmed. | C<br>R<br>S | 500,000<br>37,000<br>- | -<br>37,000<br>-    | -<br>37,000<br>-     | -<br>37,000<br>-         |
| <b>CLEAN, GREEN AND SAFE COMMUNITIES</b> |   |             |                        |                     |                      |                          |
| R335                                     | <b>Parish Localism Funds</b><br>To create a single Parish Localism Fund of £50k to continue the good work done so far with Parish and Town Councils and other local organisations. The award criteria will be flexible to facilitate easier access and more clarity. This will include a review of the Parish Support fund in 2016/17 with a view to changing the distribution methodology from 2017/18.  | C<br>R<br>S | -<br>50,000<br>-       | -<br>-<br>-         | -<br>-<br>-          | -<br>-<br>-              |
| R726                                     | <b>Wyre Forest Forward</b><br>Further target for savings from the Wyre Forest Forward Efficiency Programme  | C<br>R<br>S | -                      | 100,000 CR          | 750,000 CR           | 1,000,000 CR             |
| R001<br>R002<br>R010                     | <b>Waste Collection Services</b><br>To explore options for making further efficiencies from the Waste Collection Service utilising the new flexibility to use capital receipts to fund revenue costs associated with transformation and the delivery of efficiency savings if appropriate.  | C<br>R<br>S | TBA<br>TBA<br>TBA      | TBA<br>TBA<br>TBA   | TBA<br>TBA<br>TBA    | TBA<br>TBA<br>TBA        |
|  | <b>TOTALS</b>   | C<br>R<br>S | 500,000<br>87,000<br>- | -<br>63,000 CR<br>- | -<br>713,000 CR<br>- | -<br>963,000 CR<br>-     |

**KEY - Changes in Resources**

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



**WYRE FOREST DISTRICT COUNCIL****COUNCIL**  
**24<sup>TH</sup> FEBRUARY 2016****COUNCIL TAX 2016-17**

| <b>OPEN</b>                 |   |
|-----------------------------|---|
| <b>CABINET MEMBER:</b>      | Councillor N J Desmond  |
| <b>RESPONSIBLE OFFICER:</b> | Chief Financial Officer   |
| <b>CONTACT OFFICERS:</b>    | Tracey Southall - Ext. 2125<br><a href="mailto:tracey.southall@wyreforestdc.gov.uk">tracey.southall@wyreforestdc.gov.uk</a><br>Lisa Hutchinson - Ext. 2120<br><a href="mailto:lisa.hutchinson@wyreforestdc.gov.uk">lisa.hutchinson@wyreforestdc.gov.uk</a>  |
| <b>APPENDICES:</b>          | Appendix 1 - Council Tax Resolution 2016-17<br>Appendix 2 - Council Tax Schedule 2016-17<br>Appendix 3 - Parish and Town Council Precepts 2016-17<br>Appendix 4 – District Council Tax, including Parish/Town Council Precepts, 2016-17<br>Appendix 5 – Total Council Tax, including Major Precepting Authorities and Parish/Town Council Precepts, 2016-17 |

**1. PURPOSE OF REPORT**

- 1.1 The purpose of this report is to enable the Council to calculate and set the Council Tax for 2016-17.

**2. RECOMMENDATION**

**Council is asked to approve:**

- 2.1 **The formal Council Tax Resolution 2016-17 at Appendix 1, taking into account information contained in Appendices 2 to 5.**

**3. BACKGROUND**

- 3.1 The Local Government Finance Act 1992, as amended by The Localism Act 2011, requires the billing authority to calculate a Council Tax requirement for the year.
- 3.2 The Local Government Finance Act 1992, as amended by The Local Audit and Accountability Act 2014, includes specific guidance in relation to Council Tax referendums. It has been confirmed that the regime of referenda for “excessive” Council Tax increases will continue at the current rate of 2% other than for district councils who now all have a new £5 increase threshold (2% or £5 whichever is the higher). The Council has not been notified by a major precepting authority that its

relevant basic amount of Council Tax for 2016-17 is excessive and therefore the billing authority is not required to hold a referendum.

**4. WYRE FOREST DISTRICT COUNCIL'S COUNCIL TAX REQUIREMENT**

- 4.1 Cabinet, on 9<sup>th</sup> February 2016, approved and recommended to Council the 2016-17 revenue budget requirement.
- 4.2 Cabinet recommended that Wyre Forest District Council's element of the Council Tax 2016-17 be agreed at £205.36 for Band D properties. This represents a freeze on the current rate.
- 4.3 In approving the District Council's element of the Council Tax, account has to be taken of:
  - Government Support Grants
  - Other non ring-fenced Government Grants
  - Business Rates
  - Any surplus or deficit arising from the Collection Fund

The District Council's Council Tax requirement also has to reflect Parish and Town Council spending. The following table sets out the position:

| <b>Council Tax Requirement 2016-17</b>                  | <b>£'000</b> | <b>£'000</b> |
|---|--------------|--------------|
| Wyre Forest District Council Budget Requirement 2016-17 | 12,859       |              |
| Add: Contribution to Balances                           | 211          |              |
|   | 13,070       |              |
| Parish & Town Councils' Requirement (Appendix 3)        | 916          |              |
|   |              | 13,986       |
| Less:   |              |              |
| Government Support Grants                               | (1,222)      |              |
| Business Rates  | (2,687)      |              |
| New Homes Bonus   | (2,351)      |              |
|   |              | (6,260)      |
| Less: Surplus on Collection Fund                        |              | (90)         |
| <b>Council Tax Requirement 2016-17</b>                  | <b>£'000</b> | <b>7,636</b> |

- 4.4 Wyre Forest District Council's Council Tax at Band D for 2016-17 is £205.36, determined as follows:

|   |                |
|---|----------------|
| Council Tax Requirement (as detailed in paragraph 4.3 above)  | £7,636,360     |
| Divided by Council Tax Base                                   | 32,727         |
| Council Tax at Band D (including Parishes/Town Councils)      | £233.34        |
| Deduct Parish/Town Council Element                            | (£27.98)       |
| <b>Council Tax at Band D for Wyre Forest District Council</b> | <b>£205.36</b> |

**5. PRECEPT LEVELS**

5.1 The Precept levels of other precepting bodies have been received, and are detailed below:

**5.1.1 Parish and Town Councils**

The Parish and Town Council Precepts for 2016-17 are detailed in Appendix 3 and total £915,539.95. This results in an average Band D Council Tax figure of £27.98 for 2016-17, including for the first time the impact of the precept from Kidderminster Town Council.

**5.1.2 Worcestershire County Council**

Worcestershire County Council has stated its precept for 2016-17 to be £36,729,925, adjusted by a Collection Fund contribution of £460,087. The increase in the Band D Council Tax is 1.94% together with an Adult Social Care Precept of 2% levied for the first time, resulting in a Band D Council Tax of £1,122.31. Further details can be found in Appendix 1.

**5.1.3 The Office of the Police and Crime Commissioner for West Mercia**

The Office of the Police and Crime Commissioner for West Mercia has stated its precept for 2016-17 to be £6,205,166, adjusted by a Collection Fund contribution of £79,214. The increase in the Band D Council Tax is 1.99%, resulting in a Band D Council Tax of £189.60. Further details can be found in Appendix 1.

**5.1.4 Hereford and Worcester Fire Authority**

Hereford and Worcester Fire Authority has stated its precept for 2016-17 to be £2,552,678.68, adjusted by a Collection Fund contribution of £32,595. The increase in the Band D Council Tax is 1.96%, resulting in a Band D Council Tax of £78.00. Further details can be found in Appendix 1.

**6. SPECIAL EXPENSES**

6.1 Special Expenses are defined as those expenses incurred by the Council in performing, in part of the District, a function performed elsewhere by a Parish or Town Council. The Local Government Act 1992 allows the Council to treat any special expenses as general expenses, i.e. as part of its own budget requirement for Council Tax purposes, provided the Council resolved accordingly.

6.2 It is reasonable for the Council to continue to treat special expenses as general expenses, and for clarity it is considered sensible to reaffirm this position on an annual basis. For clarification this Council does not currently have any Special Expenses.

**7. COUNCIL TAX LEVELS**

7.1 The formal resolution for setting the Council Tax is set out in Appendix 1.

7.2 The Council Tax Schedule 2016-17 is set out in Appendix 2.

7.3 The Parish & Town Council precepts 2016-17 are set out in Appendix 3.

7.4 The District Council Tax, including Parish/Town Council precepts, 2016-17 is set out in Appendix 4.

7.5 The Total Council Tax, including Major Precepting Authorities and Parish/Town Council precepts, 2016-17 is set out in Appendix 5.

**8. KEY ISSUES**

8.1 That the formal Council Tax resolution presented in accordance with the requirements of the Local Government Finance Act 1992, as amended by the Localism Act, be approved.

**9. FINANCIAL IMPLICATIONS**

9.1 The Financial Implications of this Council Tax report are included in the Council's Medium Term Financial Strategy and Three Year Budget and Policy Framework, as updated by the Proposed Decision, also on this Council agenda.

**10. LEGAL AND POLICY IMPLICATIONS**

10.1 The Council must set its Council Tax for 2016-17 in accordance with all statutory requirements.

10.2 The Local Government Finance Act 1992, as amended by The Localism Act 2011, requires the billing authority to calculate a Council Tax requirement for the year.

**11. RISK MANAGEMENT**

11.1 The Accounts and Audit Regulations 2015, require Local Authorities to fully consider and manage Risk as part of the Budget process. This was fully set out in the Financial Strategy December Cabinet Report.

11.2 There is a greater future risk of a referendum requirement should Council Tax increases exceed the threshold as required in the Local Audit and Accountability Act 2014 and laid down in The Referendums Relating to Council Tax Increases (Principles) (England) Report 2016-17.

**12. EQUALITY IMPACT ASSESSMENT**

12.1 This is a financial report and there is no requirement to consider an Equality Impact Assessment.

**13. CONCLUSION**

See Recommendations.

**14. CONSULTEES**

Cabinet.  
CLT.

**15. BACKGROUND PAPERS**

- 15.1 Local Government Finance Act 1992, as amended by Localism Act 2011 and Local Audit and Accountability Act 2014.
- 15.2 The Accounts and Audit Regulations 2015.
- 15.3 The Referendums Relating to Council Tax Increases (Principles) (England) Report 2016-17.

**COUNCIL TAX RESOLUTION 2016-17**

**The Council is recommended to resolve as follows:**

1. It be noted that the Council has calculated the Council Tax Base 2016-17:
  - (a) for the whole Council area as **32,727** [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (“the Act”)]; and
  - (b) for dwellings in those parts of its area to which a Parish/Town Council precept relates as in column 5 of the attached Appendix 3.
  
2. To calculate that the Council Tax requirement for the Council’s own purposes for 2016-17 (excluding Parish/Town Council precepts) is **£6,720,820**.
  
3. That the following amounts be calculated for the year 2016-17 in accordance with Sections 30 to 36 of the Act:
  - (a) **£53,451,799.95** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish/Town Councils.
  - (b) **£45,815,440.00** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
  - (c) **£7,636,359.95** being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. [Item R in the formula in Section 31B of the Act]
  - (d) **£233.34** being the amount at 3(c) above (Item R), divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish/Town Council precepts).
  - (e) **£915,539.95** being the aggregate amount of all special items (Parish/Town Council precepts) referred to in Section 34(1) of the Act (as per the attached Appendix 3).
  - (f) **£205.36** being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(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 Parish/Town Council precept relates.

4. To note that for the year 2016-17 Worcestershire County Council, The Office of the Police and Crime Commissioner for West Mercia and Hereford and Worcester 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.

| <b>WORCESTERSHIRE COUNTY COUNCIL</b> |         |         |           |           |           |           |           |
|--------------------------------------|---------|---------|-----------|-----------|-----------|-----------|-----------|
| Valuation Bands                      |         |         |           |           |           |           |           |
| A                                    | B       | C       | D         | E         | F         | G         | H         |
| £748.21                              | £872.91 | £997.61 | £1,122.31 | £1,371.72 | £1,621.12 | £1,870.52 | £2,244.63 |

| <b>THE OFFICE OF THE POLICE AND CRIME COMMISSIONER FOR WEST MERCIA</b> |         |         |         |         |         |         |         |
|--|---------|---------|---------|---------|---------|---------|---------|
| Valuation Bands  |         |         |         |         |         |         |         |
| A  | B       | C       | D       | E       | F       | G       | H       |
| £126.40  | £147.47 | £168.54 | £189.60 | £231.74 | £273.87 | £316.01 | £379.21 |

| <b>HEREFORD AND WORCESTER FIRE AUTHORITY</b> |        |        |        |        |         |         |         |
|--|--------|--------|--------|--------|---------|---------|---------|
| Valuation Bands                              |        |        |        |        |         |         |         |
| A  | B      | C      | D      | E      | F       | G       | H       |
| £52.00                                       | £60.67 | £69.33 | £78.00 | £95.33 | £112.67 | £130.00 | £156.00 |

5. That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in Appendix 5 as the amounts of Council Tax for 2016-17 for each part of its area and for each of the categories of dwellings.
6. To determine that the Council's basic amount of Council Tax for 2016-17 is not excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992.
7. To note that, as the billing authority, the Council has not been notified by a major precepting authority that its relevant basic amount of Council Tax for 2016-17 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 52ZK of the Local Government Finance Act 1992, as amended by the Local Audit and Accountability Act 2014.

**COUNCIL TAX SCHEDULE 2016-17**

| <b><u>District Council and Major Precepting Authorities</u></b> | <b>Band A<br/>£</b> | <b>Band B<br/>£</b> | <b>Band C<br/>£</b> | <b>Band D<br/>£</b> | <b>Band E<br/>£</b> | <b>Band F<br/>£</b> | <b>Band G<br/>£</b> | <b>Band H<br/>£</b> |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Wyre Forest District Council                                    | 136.91              | 159.72              | 182.54              | 205.36              | 251.00              | 296.63              | 342.27              | 410.72              |
| Worcestershire County Council                                   | 733.81              | 856.11              | 978.41              | 1,100.71            | 1,345.33            | 1,589.93            | 1,834.53            | 2,201.44            |
| Worcestershire County Council - Adult Social Care Precept       | 14.40               | 16.80               | 19.20               | 21.60               | 26.39               | 31.19               | 35.99               | 43.19               |
| The Office of the Police and Crime Commissioner for West Mercia | 126.40              | 147.47              | 168.54              | 189.60              | 231.74              | 273.87              | 316.01              | 379.21              |
| Hereford and Worcester Fire Authority                           | 52.00               | 60.67               | 69.33               | 78.00               | 95.33               | 112.67              | 130.00              | 156.00              |

| <b><u>Parish &amp; Town Councils</u></b> | <b>Band A<br/>£</b> | <b>Band B<br/>£</b> | <b>Band C<br/>£</b> | <b>Band D<br/>£</b> | <b>Band E<br/>£</b> | <b>Band F<br/>£</b> | <b>Band G<br/>£</b> | <b>Band H<br/>£</b> |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Kidderminster Town Council               | 19.33               | 22.56               | 25.78               | 29.00               | 35.44               | 41.89               | 48.33               | 58.00               |
| Upper Arley Parish Council               | 31.75               | 37.04               | 42.33               | 47.62               | 58.20               | 68.78               | 79.37               | 95.24               |
| Bewdley Town Council                     | 17.74               | 20.70               | 23.65               | 26.61               | 32.52               | 38.44               | 44.35               | 53.22               |
| Broome Parish Council                    | 8.99                | 10.48               | 11.98               | 13.48               | 16.48               | 19.47               | 22.47               | 26.96               |
| Chaddesley Corbett Parish Council        | 22.91               | 26.73               | 30.55               | 34.37               | 42.01               | 49.65               | 57.28               | 68.74               |
| Churchill & Blakedown Parish Council     | 21.07               | 24.58               | 28.09               | 31.60               | 38.62               | 45.64               | 52.67               | 63.20               |
| Kidderminster Foreign Parish Council     | 14.61               | 17.05               | 19.48               | 21.92               | 26.79               | 31.66               | 36.53               | 43.84               |
| Ribbesford Parish                        | 0.00                | 0.00                | 0.00                | 0.00                | 0.00                | 0.00                | 0.00                | 0.00                |
| Rock Parish Council                      | 15.19               | 17.73               | 20.26               | 22.79               | 27.85               | 32.92               | 37.98               | 45.58               |
| Rushock Parish Council                   | 20.53               | 23.96               | 27.38               | 30.80               | 37.64               | 44.49               | 51.33               | 61.60               |
| Stone Parish Council                     | 18.39               | 21.46               | 24.52               | 27.59               | 33.72               | 39.85               | 45.98               | 55.18               |
| Stourport on Severn Town Council         | 18.08               | 21.09               | 24.11               | 27.12               | 33.15               | 39.17               | 45.20               | 54.24               |
| Wolverley & Cookley Parish Council       | 16.50               | 19.25               | 22.00               | 24.75               | 30.25               | 35.75               | 41.25               | 49.50               |



**PARISH AND TOWN COUNCIL PRECEPTS 2016-17**

| <b><u>Parish &amp; Town Councils</u></b>                          | <b>2015-16</b>  |                   |                               | <b>2016-17</b>  |                   |                               | <b>Council Tax Increase/ (Decrease) (£)</b> | <b>Council Tax Increase/ (Decrease) (%)</b> |
|---|-----------------|-------------------|-------------------------------|-----------------|-------------------|-------------------------------|---|---|
|   | <b>Tax Base</b> | <b>Precept £</b>  | <b>Council Tax Band D (£)</b> | <b>Tax Base</b> | <b>Precept £</b>  | <b>Council Tax Band D (£)</b> |   |   |
| The Charter Trustees Town of Kidderminster (to 1st December 2015) | 16,040          | 67,388.00         | 4.20                          |                 |                   |                               | N/A   | N/A   |
| Kidderminster Town Council (from 1st December 2015)               |                 |                   |                               | 16,650          | 482,850.00        | 29.00                         | N/A   | N/A   |
| Upper Arley Parish Council  | 344             | 16,381.28         | 47.62                         | 343             | 16,333.66         | 47.62                         | 0.00  | 0.0   |
| Bewdley Town Council  | 3,482           | 89,522.22         | 25.71                         | 3,565           | 94,864.00         | 26.61                         | 0.90  | 3.5   |
| Broome Parish Council   | 196             | 2,530.00          | 12.91                         | 197             | 2,656.50          | 13.48                         | 0.57  | 4.4   |
| Chaddesley Corbett Parish Council                                 | 720             | 23,731.20         | 32.96                         | 725             | 24,917.76         | 34.37                         | 1.41  | 4.3   |
| Churchill & Blakedown Parish Council                              | 776             | 24,521.60         | 31.60                         | 785             | 24,806.00         | 31.60                         | 0.00  | 0.0   |
| Kidderminster Foreign Parish Council                              | 398             | 8,474.00          | 21.29                         | 406             | 8,897.70          | 21.92                         | 0.63  | 3.0   |
| Ribbesford Parish   | 145             | 0.00              | 0.00                          | 137             | 0.00              | 0.00                          | 0.00  | 0.0   |
| Rock Parish Council   | 1,194           | 25,350.00         | 21.23                         | 1,220           | 27,800.00         | 22.79                         | 1.56  | 7.3   |
| Rushock Parish Council  | 75              | 2,200.00          | 29.33                         | 75              | 2,310.00          | 30.80                         | 1.47  | 5.0   |
| Stone Parish Council  | 255             | 6,637.65          | 26.03                         | 265             | 7,311.35          | 27.59                         | 1.56  | 6.0   |
| Stourport on Severn Town Council                                  | 6,584           | 178,554.00        | 27.12                         | 6,714           | 182,084.00        | 27.12                         | 0.00  | 0.0   |
| Wolverley & Cookley Parish Council                                | 1,605           | 39,325.87         | 24.50                         | 1,645           | 40,708.98         | 24.75                         | 0.25  | 1.0   |
| <b>TOTAL/AVERAGE</b>  | <b>31,814</b>   | <b>484,615.82</b> | <b>15.23</b>                  | <b>32,727</b>   | <b>915,539.95</b> | <b>27.98</b>                  |   |   |

**DISTRICT COUNCIL TAX (INCLUDING PARISH/TOWN COUNCIL PRECEPTS) 2016-17 APPENDIX 4**

| <b><u>Part of the Council's Area</u></b> | <b>VALUATION BANDS 2016-17</b> |                |                |                |                |                |                |                |
|--|--------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
|  | <b>A<br/>£</b>                 | <b>B<br/>£</b> | <b>C<br/>£</b> | <b>D<br/>£</b> | <b>E<br/>£</b> | <b>F<br/>£</b> | <b>G<br/>£</b> | <b>H<br/>£</b> |
| <b>The Parish/Town Council of:</b>       |                                |                |                |                |                |                |                |                |
| Kidderminster                            | 156.24                         | 182.28         | 208.32         | 234.36         | 286.44         | 338.52         | 390.60         | 468.72         |
| Upper Arley                              | 168.66                         | 196.76         | 224.87         | 252.98         | 309.20         | 365.41         | 421.64         | 505.96         |
| Bewdley                                  | 154.65                         | 180.42         | 206.19         | 231.97         | 283.52         | 335.07         | 386.62         | 463.94         |
| Broome                                   | 145.90                         | 170.20         | 194.52         | 218.84         | 267.48         | 316.10         | 364.74         | 437.68         |
| Chaddesley Corbett                       | 159.82                         | 186.45         | 213.09         | 239.73         | 293.01         | 346.28         | 399.55         | 479.46         |
| Churchill & Blakedown                    | 157.98                         | 184.30         | 210.63         | 236.96         | 289.62         | 342.27         | 394.94         | 473.92         |
| Kidderminster Foreign                    | 151.52                         | 176.77         | 202.02         | 227.28         | 277.79         | 328.29         | 378.80         | 454.56         |
| Ribbesford                               | 136.91                         | 159.72         | 182.54         | 205.36         | 251.00         | 296.63         | 342.27         | 410.72         |
| Rock                                     | 152.10                         | 177.45         | 202.80         | 228.15         | 278.85         | 329.55         | 380.25         | 456.30         |
| Rushock                                  | 157.44                         | 183.68         | 209.92         | 236.16         | 288.64         | 341.12         | 393.60         | 472.32         |
| Stone                                    | 155.30                         | 181.18         | 207.06         | 232.95         | 284.72         | 336.48         | 388.25         | 465.90         |
| Stourport on Severn                      | 154.99                         | 180.81         | 206.65         | 232.48         | 284.15         | 335.80         | 387.47         | 464.96         |
| Wolverley & Cookley                      | 153.41                         | 178.97         | 204.54         | 230.11         | 281.25         | 332.38         | 383.52         | 460.22         |

**TOTAL COUNCIL TAX 2016-17**

| <b><u>Parts of the Council's Area</u></b> | <b>VALUATION BANDS 2016-17</b> |                |                |                |                |                |                |                |
|---|--------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
|   | <b>A<br/>£</b>                 | <b>B<br/>£</b> | <b>C<br/>£</b> | <b>D<br/>£</b> | <b>E<br/>£</b> | <b>F<br/>£</b> | <b>G<br/>£</b> | <b>H<br/>£</b> |
| <b>The Parish/Town Council of:</b>        |                                |                |                |                |                |                |                |                |
| Kidderminster                             | 1,082.85                       | 1,263.33       | 1,443.80       | 1,624.27       | 1,985.23       | 2,346.18       | 2,707.13       | 3,248.56       |
| Upper Arley                               | 1,095.27                       | 1,277.81       | 1,460.35       | 1,642.89       | 2,007.99       | 2,373.07       | 2,738.17       | 3,285.80       |
| Bewdley                                   | 1,081.26                       | 1,261.47       | 1,441.67       | 1,621.88       | 1,982.31       | 2,342.73       | 2,703.15       | 3,243.78       |
| Broome                                    | 1,072.51                       | 1,251.25       | 1,430.00       | 1,608.75       | 1,966.27       | 2,323.76       | 2,681.27       | 3,217.52       |
| Chaddesley Corbett                        | 1,086.43                       | 1,267.50       | 1,448.57       | 1,629.64       | 1,991.80       | 2,353.94       | 2,716.08       | 3,259.30       |
| Churchill & Blakedown                     | 1,084.59                       | 1,265.35       | 1,446.11       | 1,626.87       | 1,988.41       | 2,349.93       | 2,711.47       | 3,253.76       |
| Kidderminster Foreign                     | 1,078.13                       | 1,257.82       | 1,437.50       | 1,617.19       | 1,976.58       | 2,335.95       | 2,695.33       | 3,234.40       |
| Ribbesford                                | 1,063.52                       | 1,240.77       | 1,418.02       | 1,595.27       | 1,949.79       | 2,304.29       | 2,658.80       | 3,190.56       |
| Rock                                      | 1,078.71                       | 1,258.50       | 1,438.28       | 1,618.06       | 1,977.64       | 2,337.21       | 2,696.78       | 3,236.14       |
| Rushock                                   | 1,084.05                       | 1,264.73       | 1,445.40       | 1,626.07       | 1,987.43       | 2,348.78       | 2,710.13       | 3,252.16       |
| Stone                                     | 1,081.91                       | 1,262.23       | 1,442.54       | 1,622.86       | 1,983.51       | 2,344.14       | 2,704.78       | 3,245.74       |
| Stourport on Severn                       | 1,081.60                       | 1,261.86       | 1,442.13       | 1,622.39       | 1,982.94       | 2,343.46       | 2,704.00       | 3,244.80       |
| Wolverley & Cookley                       | 1,080.02                       | 1,260.02       | 1,440.02       | 1,620.02       | 1,980.04       | 2,340.04       | 2,700.05       | 3,240.06       |