

Open

Council

Agenda

6pm
Wednesday, 21st February 2018
Council Chamber
Wyre Forest House
Finepoint Way
Kidderminster



Council

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COUNCIL MEETING

13th February 2018

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 6.00p.m. on Wednesday 21st February 2018**, 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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If members of the public do not wish to have their image captured they should sit in the Stourport and Bewdley Room where they can still view the meeting.

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

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* Unless there are no reports in the open session.

Wyre Forest District Council

Council

Wednesday, 21st February 2018

Council Chamber, Wyre Forest House, Finepoint Way, Kidderminster

Part 1 - Open to the press and public

Agenda item	Subject	Page Number
1.	Prayers To be read by Rev. Mark Turner from St Bartholomew's Parish Church, Areley Kings, Stourport-on-Severn.	
2.	Apologies for Absence	
3.	Declarations of Interests by Members In accordance with the Code of Conduct, to invite Members to declare the existence and nature of any Disclosable Pecuniary Interests (DPI's) and / or Other Disclosable Interests (ODI's) in the following agenda items and indicate the action that they will be taking when the item is considered. Please see the Members' Code of Conduct as set out in Section 14 of the Council's Constitution for full details.	
4.	Minutes To confirm as a correct record the Minutes of the meeting held on 13 th December 2017.	9
5.	Public Participation 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 12 th February 2018. <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>	
6.	Questions Two questions have been submitted in accordance with Standing Order A5 by Members of the Council. <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>	20

7.	<p>Chairman's Communications</p> <p>To note the engagements of the Chairman of the Council since the Council's last meeting.</p>	21
8.	<p>Leader of the Council Announcements</p> <p>To receive announcements from the Leader of the Council.</p>	
9.	<p>Motions Submitted under Standing Orders</p> <p>No motions have been received in accordance with Standing Orders (Section 7, 4.1).</p>	
10.	<p>Urgent Motions submitted under Standing Orders</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>	
11.	<p>Political and Constitutional Structures</p> <p>To consider a report from the Solicitor to the Council on a revised political balance following a change in membership of political groups.</p>	22
12.	<p>Policy and Budget Framework</p> <p>Matters which require a Decision by Council.</p> <p>a) Recommendations from the Overview and Scrutiny Committee – 1st February 2018</p> <ul style="list-style-type: none"> • Treasury Management Strategy 2018-19 <p>b) Recommendations from Cabinet – 7th February 2018</p> <ul style="list-style-type: none"> • Establishing a Group Structure of Local Authority Trading Companies <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>	<p>25</p> <p>28</p>
13.	<p>Pay Policy Statement</p> <p>To consider a report from the Chief Executive to update the Council's Pay Policy Statement under the Localism Act 2011, to reflect the agreement on local pay arrangements for the period 2018-2021.</p>	29

14.	<p>Medium Term Financial Strategy 2018-2021</p> <p>To approve the Council's budget for 2018-2021 having considered the proposed decision and budget reports recommended to Council by Cabinet on 7th February 2018 including:</p> <ul style="list-style-type: none"> • Base Budget Projections 2018-21 including Cabinet Proposals • Capital Programme • Fees and Charges • Report of the Chief Financial Officer in respect of Sections 25-28 Local Government Act 2003 <p><i>The appendices to this report have been circulated electronically.</i></p>	39
15.	<p>Council Tax 2018-19</p> <p>To consider and approve the formal resolution for setting the Council Tax for 2018-19. The amount of Council Tax depends on the budget proposal recommendations from Cabinet to Council on 7th February 2018 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>	63
16.	<p>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.</p>	
17.	<p>Exclusion of the Press and Public</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

18.	<p>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.</p>	
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WYRE FOREST DISTRICT COUNCIL

COUNCIL

COUNCIL CHAMBER, WYRE FOREST HOUSE, FINEPOINT WAY,
KIDDERMINSTER

13TH DECEMBER 2017 (6PM)

Present:

Councillors: D Little (Chairman), J-P Campion (Vice-Chairman), J Aston, J Baker, R Bishop, S J Chambers, J R Desmond, N J Desmond, H E Dyke, P Dyke, N Gale, I Hardiman, J A Hart, M J Hart, K Henderson, V Higgs, N Knowles, N Martin, S Miah, T L Onslow, M Rayner, C Rogers, J A Shaw, J D Smith, R J Vale, S J Walker, H S Williams, S J Williams and R Wilson.

A minutes' silence was held for former Wyre Forest District Council Member, John Holden who sadly passed away last night. The Chairman advised that John Holden also represented Stourport-on-Severn on Worcestershire County Council and was a serving Stourport Town Councillor.

C.51 Prayers

Prayers were said by Rev Carey Saleh, Vicar of Stourport and Wilden.

C.52 Apologies for Absence

Apologies for absence were received from Councillors: S J M Clee, A T Hingley, F M Oborski MBE and G C Yarranton.

C.53 Declarations of Interests by Members

There were no declarations of interests.

C.54 Minutes

Decision: The minutes of the meeting held on 27th September 2017 be confirmed as a correct record and signed by the Chairman.

C.55 Public Participation

There was no public participation.

C.56 Questions

Five 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 Resources

Given that the investment portfolio of Wyre Forest District Council is subject to very regular scrutiny through its Committee and Officer structure, can we nevertheless assure the public that WFDC investments are not put into companies that use tax avoidance schemes.

Answer from the Cabinet Member for Resources

This is a very topical issue given the recent publicity in media re the Paradise papers. We need to be clear on the meaning of a) tax planning (encouraged), b) tax avoidance (legal if use the letter of the law to reduce tax liability) and c) tax evasion (illegal). As an authority, we owe it to our constituents to plan the Council's tax affairs in the spirit of and in the letter of the law. I am confident that our tax obligations are met.

It is tricky to be as confident with regards to other companies' tax affairs. As an authority we carry out stringent due diligence on all companies that we invest with. The Council don't deal with companies involved in tax evasion although it's difficult to give a full assurance as we, as an authority, don't have all knowledge of and can't vouch for every organisation that we transact with. With regard to tax avoidance, it is good practice for companies to plan their tax affairs so that they pay an efficient level of tax that is within the law. An organisation of our size having many transactions and with a host of organisations will have legitimately traded with companies that have legitimately reduced tax liability whilst staying within the law.

Supplementary question from Councillor N Knowles

What is the Council's Ethical stance for investing in local building and development partners? Can you give an assurance that these companies are under the same scrutiny i.e. be as sure as we can be that these companies do not have investments tucked away abroad.

Supplementary answer from the Cabinet Member for Resources

This is a grey area, and on the one hand, the same answer applies i.e. we won't transact with any company, locally or nationally, that is obviously evading tax. Equally, there are many companies that legitimately reduce tax within letter of the law. We would not want to avoid transacting or investing with companies just because they have assets abroad e.g. Lens Online on the trading estate next door are based in Jersey but are within the letter of the law. There is a clear difference between tax avoidance and tax evasion.

People's morality on this issue is changing as well. It was previously expected that companies pay as little as possible but mood on this is shifting now. Personally, I feel that the only legitimate way around this is to have tax system as low and simple as possible with as few loopholes as possible.

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

What progress is being made towards the demolition of Crown House?

Answer from the Cabinet Member for Planning and Economic Regeneration

Thank you for the opportunity to provide a progress update. On 7 December, the Corporate Director: Economic Prosperity & Place informed members that the board of Telereal Trillium, the tenant of Crown House, has agreed the terms of demolition. The legal teams of this Council and Telereal Trillium are working on the agreed heads of terms

The agreement will cover the surrender of the lease and the demolition of Crown House, which will be at no cost to the public purse. Both parties are working on the agreement and, when complete, we will announce a start date for demolition.

I would remind members and residents of Wyre Forest that the Council has always been always committed to the demolition of Crown House, but at cost to the tenant and not the tax payer. Some people have wanted to use tax payer's money to achieve this but they will now see their folly.

Supplementary question from Councillor N Knowles

Can we assume a start date for demolition of next year and can you assure us that we are working with potential partners to develop the site? Everyone in Wyre Forest would be pleased to get a date for demolition and an update on potential developments.

Supplementary answer from the Cabinet Member for Planning and Economic Regeneration

We would like the demolition to occur as soon as possible but need to wait for the respective legal departments to do their work. We don't have a date as yet.

We have been reluctant to plan until we know that the site is available to us. We will have meetings in due course when the site has been flattened and will consider the best way forward. In the climate we now find ourselves, we would welcome Partnerships with developers and we won't just sell the land.

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

What progress is being made towards the reopening of Worcester Street to traffic?

Answer from the Cabinet Member for Planning and Economic Regeneration

The reopening of Worcester Street to traffic is a joint project with Worcestershire County Council (WCC) and I would remind Council that WCC is leading. A drainage survey has been carried out and ground penetrating radar surveys are being undertaken this week, approximately 8 nights' work. County's design contractor, Jacobs, is now looking at the detailed design of the junctions of Worcester Street, Coventry Street and Blackwell Street. This is particularly complex due to differing ground levels. A further cellar survey may be required if the radar survey evidences issues.

When the surveys have been completed, the design can be finalised and costs can be established. Timeframes are yet to be established but the project is likely to run into next financial year. I would remind opposition members, who wanted to use these £500k funds set aside for this project to demolish Crown House, that we are now able to progress this project.

Supplementary question from Councillor N Knowles

As with other issues, we assume work is being done to develop the shops on Worcester Street. Need to know what economic developments are available that can raise income and offset shortfalls. How will we use empty shops?

Supplementary answer from the Cabinet Member for Planning and Economic Regeneration

All of the shop premises, particularly on Worcester Street, are owned by individuals and not the Council. The Council can't influence what happens. But there is hope that when developers see the Bromsgrove Street developments, they will see the potential and improvements will permeate down into Worcester Street.

Question from Councillor J Shaw to the Cabinet Member for Culture, Leisure and Community Protection

According to the recent audit carried out by the Food Standards Agency, the manpower available in Wyre Forest to deliver food safety controls is 2.04 full-time equivalents (FTE). Given that the District has 957 registered food businesses and the audit finding that there were 288 overdue food hygiene interventions, does the Cabinet member consider that this service has sufficient manpower to protect the public?

Answer from the Cabinet Member for Culture, Leisure and Community Protection

If you read the audit papers in detail, the FSA are not unhappy with the level of staffing across Worcestershire Regulatory Services (WRS) to enforce food safety. Whilst an average of 2.04 FTE may be allocated within

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Wyre Forest, the entire WRS team across the county has 20 staff responsible for food, health, safety and nuisance, many of whom can discharge food safety standards. This is more than the 19.4fte that the FSA suggests are required for all of the services to be covered (not just food).

I am happy that there is enough manpower to protect the public. Also, food outlets in Wyre Forest tend to be very well run. At a recent WRS meeting 98.1% of food outlets in Wyre Forest scored 3* or more on the food hygiene rating scheme.

Whilst acknowledging that some visits are overdue, they have now been done with many classified as low risk. There is also a problem with the data which was transferred to WRS, figures are a little skewed.

I have taken note and will continue to take oversight of the service and will monitor closely.

Supplementary question from Councillor J Shaw

I do acknowledge the response of the head of the service to the October WRS meeting. However, I wonder whether the cabinet member's confidence is as strong in the light of the planned improvements that came with the FSA audit document.

The service plan improvements for next year includes reference to any likely backlogs and potential impact on reputation that failings can have as highlighted in the audit report. The Cabinet member should not only monitor but have a specific report back action so that it can be confirmed that confidence is well placed.

Supplementary answer from the Cabinet Member for Culture, Leisure and Community Protection

I am very confident and will continue to monitor the service and am happy to bring further information back to Full Council or as needed in the future.

Question from Councillor H Dyke to the Cabinet Member for Culture, Leisure and Community Protection

I hope that the Leader and Cabinet Members are aware of the increased concern being expressed by local residents about the increase of street drinkers and beggars in Kidderminster Town Centre. With a capacity of only 5 members of staff in the Civil Enforcement Section to deal with these challenges, as well as the many other issues across Wyre Forest that fall within their job description, is the Cabinet Member responsible content that we have enough staff in place to deal with these issues in the quick and effective way needed?

Answer from the Cabinet Member for Culture, Leisure and Community Protection

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Yes we are aware of concerns expressed by local people with regard to an increase in street drinkers and beggars in Kidderminster town centre and town centres across the UK. We do have 5 officers to deal with issues within Wyre Forest and also work closely with the Police, Police Community Support Officers, the Homeless Team and Swanswell.

The Safer Wyre Forest Tasking Group meets every 6 weeks with relevant partners. Issues across the Wyre Forest are looked at in detail. Plans of action are agreed to deal with problems with appropriate measures taken. The Safer Wyre Forest Tasking Group is funding a Kidderminster Town Centre Street Warden Pilot. If this is successful, it may be part of a bid for the future.

Wyre Forest Anti-Social Behaviour forum also reviews current issues and agrees action plans. ASB is identified as being a key issue with Kidderminster Town Centre high on the list. The Forum works with the police to obtain the right orders when needed to address the issues.

Kathryn Underhill is looking to include begging within the current town centre PCSO but this will be subject to full public consultation before making a change.

I am confident that we do have enough staff. Improvements can always be made. The Head of the team, Mark Smith, is planning enhanced staff training. There are enough future plans in place to protect the people of the Wyre Forest.

Supplementary question from Councillor H Dyke

The Street Warden Pilot is not in action yet, it's still being worked on and unlikely to be in place until after Christmas. Overview & Scrutiny are looking at some issue with the Civil Enforcement Officers between May and July 2018. If capacity issues are identified, will these be looked at?

Supplementary answer from the Cabinet Member for Culture, Leisure and Community Protection

Yes.

C.57 Chairman's Communications

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

The Chairman announced that he was holding his Carol Service on Monday 18th December 2017, 11am at Wyre Forest House. All Members were invited to attend.

C.58 Leader's Announcements and Report

The Leader of the Council referred Members to his tabled report.

C.59

Motions Submitted under Standing Orders

One motion has been received in accordance with Standing Orders (Section 7, 4.1).

Motion from Councillor N Knowles, Leader of the Labour Group

This council deplores the decision to close the HUB in Kidderminster Town Hall, thereby depriving the Town Council of £50,000 per year rent and more importantly depriving the public of a safe and efficient centre for information and service.

We demand the HUB is kept open in Kidderminster Town Hall as a major provider of services to the public.

Councillor Knowles presented the motion. He stated that in his opinion no substantial case had been made to back up the decision, which he felt was a political one. He added that there was no justification for closing the Hub and there had been no consultation with Kidderminster Town Council. He acknowledged that there was a break clause in the contract between the District and Town Council. However in his opinion he felt it was bad practice and did not approve the way it was done against a fellow elected body.

He added that relocating the Hub to the Green Street depot would deny many people the face to face customer service contact they required. He spoke about the lack of direct bus routes to the site and the walking distance from the Town Centre which was difficult or impossible for some people, and also rather dangerous due to the number of busy roads which have to be crossed to get there. He asked Members to think about what service the Hub would provide to people when it moved to Green Street and asked them to vote in favour of the motion.

Councillor J Shaw seconded the motion.

The Cabinet Member for Housing, Health and Well-being said he was disappointed and dismayed by the motion. He added that the Hub was not just for Kidderminster it was to serve all Wyre Forest residents. He acknowledged that there was not a bus service which stopped right outside the depot: however not all buses stopped right outside the Town Hall. He said that moving the Revenues and Benefits Teams to the Green Street site would improve the service offered to customers.

The Cabinet Member for Resources stated that the investment in the Green St Depot project would assist with reducing the £2m funding gap which the Council will be faced with. He added that more people across the district were accessing the Council's service on-line and there had been a 50% reduction in the visitor numbers to the Hub over the last 5 years, and for the first half of the current year there had been a 32% reduction in call volumes.

Councillor H Dyke acknowledged that the Council had to save money and

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look at ways to generate income. However in her opinion the relocation of the Hub was not a good decision and she felt that a public consultation exercise should have taken place. She expressed concern about the number of disabled parking spaces which would be available at the Green Street site and also accessibility issues for those people who do not access our services on-line.

Councillor S Chambers said that the investment in the Green Street site was a positive move and would enhance the services available for residents across the three towns in the District.

The Cabinet Member for Operational Services said that the re-location of the Hub would be a vast improvement on the current location as there would be free customer parking which would include 3 disabled spaces.

Councillor S Miah agreed with the investment in the depot; however he disagreed with the decision to relocate the Hub, stating that it would be less accessible especially for the most vulnerable people in our society who do not have the ability to access services on-line and spoke about the lack of public consultation.

Councillor M Rayner said that the most vulnerable or older people access the Hub and will be find it more difficult to access when it has been re-located. She echoed the concerns already raised about those people who do not have access to computers.

Councillor H Dyke left the meeting at this point (7.03pm), and re-entered at 7.09pm.

Councillor Shaw spoke of the public safety issues of pedestrians having to cross busy roads to get to the Green Street site.

The Leader of the Council said that relocating the Hub and bringing the Revenues and Benefits Team into one location would enable the most vulnerable members of the District to access a one-stop shop to get help with their financial situation. He said that the Conservative Group would not support the motion.

The Cabinet Member for Culture, Leisure and Community Protection outlined some of the key reasons for the Depot 2020 project, stating that the relocation of the Hub was only one part of it. The project would save money, increase income, improve the service provided to residents and invest in the facilities for the Council's front line staff.

Councillor N Knowles summed up by stating that he was not against improvement and investment in the Green Street Depot. He was against the re-location of the Hub, and the lack of discussion and consultation with Kidderminster Town Council. Upon a show of hands, his request for a named vote was defeated.

A vote on the motion was taken and it was defeated. Cllr Helen Dyke asked

that her abstention be recorded.

Councillor M Hart left the meeting at this point (7.20pm), and returned at 7.22pm.

C.60 Urgent Motions submitted under Standing Orders

There were no urgent motions.

C.61 Local Pay Arrangements, 2018-2021

The Cabinet Member for Resources presented a report from the Chief Executive which sought to endorse the collective agreement on pay increases for the period 2018-2021 that had been negotiated with UNISON and GMB, and to note and endorse the steps which had been taken to phase out ongoing loyalty (long service) awards.

He formally moved the recommendations as set out in the report. He pointed out a typo at point 3.3 the title above the table should read *Proposals for pay increases, 2018-2021* and not 2018-2022 as stated in the report.

He was pleased to announce that, during the formal consultation period, negotiation meetings with the Unions had resulted in an improved pay offer covering three years, which had been agreed and was not being implemented by a process of dismissal and re-engagement. He thanked Steve Akers, Regional Organiser, UNISON West Midlands, for his sensible and pragmatic approach to the discussions which resulted in a deal which was fair to both the staff and was affordable to the Council.

He added that it had not been possible to achieve a collective agreement on the phasing out of ongoing long service awards. The ongoing long service awards were generally in the range of £200-£400, while other staff who complete 20 years' service receive a one off payment of £400. He said that phasing out the two-tier system was a fair thing to do and gave a more consistent approach with staff members.

The Leader of the Council formally seconded the recommendations.

Councillor S Walker left the meeting at this point (7.27pm).

Councillor Knowles spoke against the recommendations. He said that he disagreed with the proposal to dismiss and re-engage those members of staff that did not accept the offer relating to the ongoing long service awards.

Councillor V Higgs said that the Leader of the Council had earlier praised the front line staff for their hard work in clearing the snow and gritting highways but could not give them a decent pay increase. She would not be supporting the recommendations.

Councillor H Dyke said that in her opinion when you dismiss somebody it

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sounds as if they have done something wrong. It appears that all the staff have done wrong is work for the authority for a long time. Given their loyalty, they have been given a long service award and are now being penalised and told that the Council are dismissing and reengaging them. She said that she could not vote for this proposal.

Councillor S Walker rejoined the meeting at this point (7.31pm).

The Leader of the Council stated that continued discussions and negotiations during the statutory consultation period had resulted in proposals which were fair to the staff but also fair to those who have to pay for it. The pay package had to be both affordable and sustainable.

The Cabinet Member for Resources said that the administration had done all it could to achieve a fair and equitable agreement on the pay and removing the two-tier system for long service awards was the right thing to do.

Upon a show of hands the recommendations were agreed.

Decision:

- 1. The collective agreement on pay increases for the period 2018-2021 set out in Appendix 1 of the report, be ratified;**
- 2. the steps that have been taken by the Head of Paid Service following consultation in respect of phasing out the ongoing loyalty (long service) award, set out in paragraphs 3.8 and 3.9 of the report be noted, and those actions endorsed.**

C.62 Review of Polling Place in the Wyre Forest District

The Cabinet Member for Resources presented a report from the Returning Officer and Chief Executive which recommended a change of a designated polling place in the Wyre Forest District following a recent review.

He formally moved the recommendations as set out in 2.1 of the report.

The Leader of the Council seconded the recommendations and noted the 6 responses which had been received to the consultation.

Councillor Shaw said that the proposal to move from the St Wulstan's Community Centre to the nearby St Michael's Scout HQ was the only practicable solution. The Labour Group would abstain from voting as it did not want to give any validity to the view that one station should serve the area that it was now required to serve.

Decision: The change for the Polling Place for polling district MI-SSW as set out in Paragraph 4.1 (Chart 1) of the report, be made from the ordinary elections in May 2018.

C.63 Policy And Budget Framework – Matters which require a decision by Council

(a) Recommendations from the Overview and Scrutiny Committee, 2nd November 2017 - Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2017-18

Councillor H Dyke presented the recommendations and assured Members that the issues were debated fully by the Treasury Management Review Panel and Overview and Scrutiny Committee before coming to Council.

The Cabinet Member for Resources seconded the proposal.

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

(b) Recommendations from the Cabinet, 14th November 2017 – Depot 2020: Plans for Investment and Improvement – Amendment to the Capital Programme

The Leader of the Council formally moved the recommendations to amend the capital programme for the Depot 2020 project. He outlined the investment for Green Street which would provide fit for purpose facilities for the Council's front line staff. He added that it was a multi faceted project which would provide a customer service centre and 8 small scale industrial units to support small businesses. The project would also see the two locally listed buildings be bought back into use.

The Cabinet Member for Operational Services seconded the proposal, and said that the project would change the face of Kidderminster.

Both Councillor Knowles and Councillor H Dyke said that they could not vote for the recommendation as they did not agree with the relocation of Hub.

Upon a show of hands the recommendations were approved.

Decision: The capital programme be amended to reflect the cost of Option B as set out in the financial appraisal in Appendix 3 of the exempt report to Cabinet.

(c) Recommendations from the Licensing and Environmental Committee, 4th December 2017 - Scrap Metal Licensing Policy and Guidelines

Councillor J Hart moved the recommendations for approval, which were seconded by the Cabinet Member for Culture, Leisure and Community Protection.

Decision: The finalised policy and guidelines at "Appendix 1" of the report to the Licensing & Environmental Committee be approved and published.

There being no further business, the meeting ended at 7.57pm.

WYRE FOREST DISTRICT COUNCIL

**COUNCIL
21ST FEBRUARY 2018**

QUESTIONS TO COUNCIL

1. Question from Councillor N Knowles to the Cabinet Member for Resources

Given that Wyre Forest District Council still have £1.6million to take off its budget (which could likely reduce services), and that the Conservative Government will change the method of funding Local Authorities by instigating the ending of Revenue Support Grant and the introduction of 75% retention of Business Rates, is it likely that the new system might close the gap between the financial figure that is required by Wyre Forest District Council for services and expenditure thereby lessening the likelihood of further service cuts?

2. Question from Councillor N Knowles to the Leader of the Council

Given the future funding of the Council is reliant on borrowing money to invest and get good financial returns and all of our 33 Councillors are involved in Council's financial well-being, why is it that no opposition Councillors are to sit on the new Commercial Activity Programme Board? Are opposition Councillors considered as financially competent as the administration particularly given that many of us regularly attend the Treasury Management Training?

Chairman's List of Functions – 2017/18

DECEMBER 2017

- 16th Mayor of Stourport's Pre Christmas Lunch
- 16th Mayor of Droitwich Carol Service
- 18th Chairman of Wyre Forest District Council's Carol Service
- 21st Worcester Evening News Carol Service

JANUARY 2018

- 6th Bewdley Mayor's Russian Christmas
- 9th Wyre Forest Sports Awards
- 13th Royal British Legion AGM
- 16th Mayor of Ludlow's Thai Curry Night
- 28th Holocaust Memorial Service

FEBRUARY 2018

- 9th Funeral of former Councillor Tony Hinton
- 14th Mayor of Evesham's Valentines Dinner
- 16th Mayor of Kidderminster's Spring Ball
- 17th Stourport Yacht Club Annual Dinner
- 18th Chairman of Malvern Hills Civic Service

WYRE FOREST DISTRICT COUNCIL

COUNCIL
21st February 2018

Political and Constitutional Structures

OPEN	
CABINET MEMBER:	The Leader of the Council
DIRECTOR:	Solicitor to the Council
CONTACT OFFICER:	Caroline Newlands, Ext. 2715 caroline.newlands@wyreforestdc.gov.uk
APPENDICES:	Appendix 1 Political balance

1. PURPOSE OF REPORT

- 1.1 To consider revised political balance following a change in membership of political groups.

2. RECOMMENDATION

- 2.1 **The Council is asked to APPROVE the revised chart of political balance as set out in Appendix 1.**

3. BACKGROUND

- 3.1 Council decided the political and constitutional structures for 2017/18 at its meeting in May 2017. On 30 January, notification was received that Councillor Steven Walker had joined the Conservative Group from the Labour Group.

4. KEY ISSUES

- 4.1 The overall political balance is now as follows:

Conservative	22
Independent & Liberal Democrat Group	5
Labour	3
Independent Community and Health Concern	2
Non-aligned	1

Legislation requires that the aggregate allocation of committee seats must be in accordance with the principles of political balance and proportionality. Subject to this, individual committee membership should reflect the political balance of the Council as far as practicable. Council can depart from these principles provided no member votes against doing so. As usual, it is not possible to achieve precise political balance. The political balance of committees is set out in Appendix 1 for Council's approval. The Solicitor to the Council will seek revised nominations from relevant groups where their entitlement to seats has changed.

5. FINANCIAL IMPLICATIONS

5.1 There are no financial implications arising from this report.

6. LEGAL AND POLICY IMPLICATIONS

6.1 The proposals for the allocation of seats on committees reflect political balance in accordance with the Local Government and Housing Act 1989.

7. EQUALITY IMPACT NEEDS ASSESSMENT

7.1 An equality assessment impact has been undertaken and it is considered that there are no discernible impacts on the six equality strands.

8. RISK MANAGEMENT

8.1 There are no significant risks associated with the change of political balance, as this report ensures compliance with the 1989 Act.

9. CONCLUSION

9.1 The proposals contained within this report meet the requirements of the relevant legislation and reflect a change in the membership of the largest political group.

10. CONSULTEES

10.1 The Leader of the Council.
10.2 The Chief Executive.

11. BACKGROUND PAPERS

11.1 Local Government and Housing Act 1989.

		Conservative		Labour		Independent Community and Health Concern		Ind & Lib Dem Group		Non- aligned		Total
No. of Cllrs.			22		3		2		5		1	33
Percentage			66.67%		9.09%		6.06%		15.15%		3.03%	100.00%
Executive Cttees												
Membership												
Appts & Appeals	5	3	3.33	1	0.45	0	0.30	1	0.76	0	0.15	5
Audit cttee	6	4	4.00	1	0.55	0	0.36	1	0.91	0	0.18	6
Ethics & standards *	6	4	4.00	1	0.55	0	0.36	1	0.91	0	0.18	6
Scrutiny												
Scrutiny Committee	10	7	6.67	1	0.91	1	0.61	1	1.52	0	0.30	10
Regulatory												
Planning	12	8	8.00	1	1.09	1	0.73	2	1.82	0	0.36	12
Lic & Env	12	8	8.00	1	1.09	1	0.73	2	1.82	0	0.36	12
Total	51	34	34.00	6	4.64	3	3.09	8	7.73	0	1.55	51
Percentage		66.67%		11.76%		5.88%		15.69%		0.00%		100.00%
Difference between % No. of Cllrs. And % Number of Seats		0.00%		2.67%		-0.18%		0.53%		-3.03%		

* the table shows only district councillor members

1. Each member is required to notify the Proper Officer which political group, if any, he or she wishes to be identified with. A group comprises of two or more members.
2. Each Group Secretary is required to notify the Proper Officer which members of his or her groups he/she wishes to sit on each relevant committee or sub-committee.
3. The allocation of seats required the rounding up or down of calculated figures to give whole numbers.
4. Single party representatives and independent members (who do not form part of a political group) are not legally entitled to seats on committees to which the rules of proportionality apply.

WYRE FOREST DISTRICT COUNCIL

COUNCIL
21ST FEBRUARY 2018

POLICY AND BUDGET FRAMEWORK
MATTERS WHICH REQUIRE A DECISION BY COUNCIL

RECOMMENDATIONS FROM THE OVERVIEW & SCRUTINY COMMITTEE –
1ST FEBRUARY 2018

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.

RECOMMENDATION TO COUNCIL	CHAIRMAN OF COMMITTEE
<p>Treasury Management Strategy 2018-19</p> <ol style="list-style-type: none"> 1. Approve the restated Prudential Indicators and Limits for the financial years 2018-19 to 2020-21 included in Appendix 3 of the report. These will be revised for the February 2018 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 other than those proposed by Cabinet on 19th December 2017. <u>(The revisions have been made and are reflected in the schedule that follows for Council approval).</u> 2. Approve the updated Treasury Management and Investment Policy and Strategy Statements for the period 1st April 2018 to 31st March 2019 (the associated Prudential Indicators are included in Appendix 3 of the report and the detailed criteria is included in Section 10 and Appendix 5). 3. Approve the Minimum Revenue Provision (MRP) Statement that sets out the Council’s policy on MRP included in Appendix 1 of the report. 4. Approve the Authorised Limit Prudential Indicator included in Appendix 3 of the report. 5. Approve the adoption of the policy statement at section 10.2 covering non-treasury investments. 	<p>Councillor H E Dyke</p>

UPDATED PRUDENTIAL INDICATORS 2018-21 FOLLOWING CHANGES TO THE CAPITAL PROGRAMME AS PART OF THE BUDGET PROCESS

ANALYSIS OF CAPITAL EXPENDITURE BY SERVICE

Detail	2016-17	2017-18	2018-19	2019-20	2020-21
	Actual £	Estimate £	Estimate £	Estimate £	Estimate £
CHIEF EXECUTIVE AND SOLICITOR TO THE COUNCIL	142,640	0	423,610	0	0
COMMUNITY WELL-BEING AND ENVIRONMENT	3,921,580	1,711,890	3,508,010	100,000	0
ECONOMIC PROSPERITY AND PLACE	1,454,220	* 15,369,860	* 17,342,340	* 10,000,000	1,000,000
RESOURCES	0	261,200	706,500	608,000	373,000
VEHICLE, EQUIPMENT AND SYSEMS RENEWAL SCHEDULE	302,560	974,000	884,920	878,000	382,000
	5,821,000	18,316,950	22,865,380	11,586,000	1,755,000

Notes

Vehicle, Equipment and Systems Renewals were funded by operational leases until 31st March 2004. Following the introduction of the Prudential System from 2004-05, the future financing of these renewals will be determined in accordance with Council Policy.

Full details of the base Capital Programme are included in the Budget Strategy Report 2018-21.

* Whilst it is highly unlikely that the full allocations will be spent as currently profiled above, these are included as maximum sums to enable the Council to take advantage of relevant opportunities to support regeneration in the wider commercial sense as they may arise.

The final capital position for 2016-17 has been stated above.

Resources Directorate effective from 1st June 2017

ACTUAL AND ESTIMATES OF THE CAPITAL FINANCING REQUIREMENT AND ACTUAL DEBT FIGURES

	2016-17	2017-18	2018-19	2019-20	2020-21
	Actual £'000	Estimate £'000	Estimate £'000	Estimate £'000	Estimate £'000
Capital Expenditure					
Supported Spend (RSG Settlement)	0	0	0	0	0
Unsupported Spend	5,821	18,317	22,865	11,586	1,755
Total Spend	5,821	18,317	22,865	11,586	1,755
Financed by:					
Borrowing/Leasing	3,598	14,567	19,047	10,586	755
Capital Receipts	644	1,188	2,240	0	0
Capital Grants	1,537	1,766	1,408	1,000	1,000
Revenue	42	796	170	0	0
Capital Financing Requirement (CFR)					
CFR	17,545	31,530	49,458	58,403	57,111
Movement in CFR	3,399	13,985	17,928	8,945	(1,292)
External Debt					
Borrowing	17,004	31,000	49,000	58,000	57,000
Other Long Term Liabilities	0	0	0	0	0
Total Debt at 31st March	17,004	31,000	49,000	58,000	57,000
Under/(Over) borrowing	541	530	458	403	111
Minimum Revenue Provision (MRP)	199	582	1,119	1,641	2,047

LIMITS TO BORROWING ACTIVITY

	2016-17 Actual £'000	2017-18 Estimate £'000	2018-19 Estimate £'000	2019-20 Estimate £'000	2020-21 Estimate £'000
Gross Borrowing	17,004	31,000	49,000	58,000	57,000
Investments	(15,586)	(15,000)	(14,000)	(13,000)	(12,000)
Icelandic Investments (currently 'frozen')	(85)	(60)	0	0	0
Net Borrowing	1,333	15,940	35,000	45,000	45,000
CFR	17,545	31,530	49,458	58,403	57,111
Under/ (over borrowing) *	541	530	458	403	111

* In the future it may be that the Council will not be able to comply with this indicator introduced in November 2012 since any fixed term maturity loans would not be reduced until they are repaid. Full disclosure is given within the Treasury Management Strategy.

UPDATED PRUDENTIAL INDICATORS 2018-21 FOLLOWING CHANGES TO THE CAPITAL PROGRAMME AS PART OF THE BUDGET PROCESS

AUTHORISED AND OPERATIONAL LIMITS

	2016-17 Actual £'000	2017-18 Estimate £'000	2018-19 Estimate £'000	2019-20 Estimate £'000	2020-21 Estimate £'000
Authorised Limit for External Debt					
Borrowing	33,000	65,000	70,000	75,000	75,000
Other Long Term Liabilities	0	0	0	0	0
Total	33,000	65,000	70,000	75,000	75,000
	2016-17 Actual £'000	2017-18 Estimate £'000	2018-19 Estimate £'000	2019-20 Estimate £'000	2020-21 Estimate £'000
Operational Boundary for External Debt					
Borrowing	20,000	35,000	55,000	65,000	65,000
Other Long Term Liabilities	0	0	0	0	0
Total	20,000	35,000	55,000	65,000	65,000

RATIO OF FINANCING COSTS TO NET REVENUE STREAM

	2016-17 Actual %	2017-18 Estimate %	2018-19 Estimate %	2019-20 Estimate %	2020-21 Estimate %
General Fund *Prudential Code	3.63	8.80	15.96	23.76	28.70
General Fund *Local Indicator	N/A	N/A	9.18	12.70	15.72

* A local indicator has been introduced from 2018-19 onwards to reflect the impact of the estimated rental income stream for the Capital Portfolio Fund scheme (currently excluded from the Prudential Code calculation) demonstrating that the capital investment continues to be prudent and sustainable.

INCREMENTAL IMPACT OF CAPITAL INVESTMENT DECISIONS ON THE BAND D COUNCIL TAX

	2018-19 Estimate £	2019-20 Estimate £	2020-21 Estimate £
Council Tax - Band D	0.21	3.94	6.79

The 2018-19 Taxbase of 33,458 has been used across all years for the purpose of these estimates.

TREASURY MANAGEMENT PRUDENTIAL INDICATORS

	2017-18 Upper		2018-19 Upper		2019-20 Upper		2020-21 Upper	
Maximum principal sums invested for longer than 364 days	£2m		£2m		£2m		£2m	
Limits on fixed interest rates	100%		100%		100%		100%	
Limits on variable interest rates	100%		100%		100%		100%	
Maturity Structure of fixed borrowing**	Lower	Upper	Lower	Upper	Lower	Upper	Lower	Upper
Under 12 months	0%	100%	0%	100%	0%	100%	0%	100%
12 months to 2 years	0%	100%	0%	100%	0%	100%	0%	100%
2 years to 5 years	0%	100%	0%	100%	0%	100%	0%	100%
5 years to 10 years	0%	100%	0%	100%	0%	100%	0%	100%
10 years and above	0%	100%	0%	100%	0%	100%	0%	100%

** The upper limit is 100% in each case to give maximum flexibility for any anticipated borrowing to ensure financial advantages of each transaction.

The Corporate Director: Resources reports that the Council complied with the requirement to keep gross borrowing below the relevant CFR in 2016-17, and no difficulties are envisaged for the current or future years. This view takes into account current commitments and existing plans.

WYRE FOREST DISTRICT COUNCIL

**COUNCIL
21ST FEBRUARY 2018**

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

**RECOMMENDATIONS FROM THE CABINET –
7TH FEBRUARY 2018**

Purpose of Report

To consider recommendations from the Cabinet 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 Cabinet agenda. A public inspection copy is available on request. The policy documents, referred to below, have been posted on the Council’s website.

RECOMMENDATION TO COUNCIL	CABINET MEMBER
<p>Establishing a Group Structure of Local Authority Trading Companies</p> <ul style="list-style-type: none"> • That the allocation of Right to Buy receipts identified at paragraph 2.6 in the report to Cabinet be agreed for use through the Evergreen Investment Fund to support investments and new residential developments undertaken by the Council or through its companies. 	<p>Councillor M J Hart</p>

WYRE FOREST DISTRICT COUNCIL

COUNCIL
21st February 2018

Pay Policy Statement

OPEN	
CABINET MEMBER:	Councillor N J Desmond
RESPONSIBLE OFFICER:	Chief Executive
CONTACT OFFICER:	Rachael Simpson, Ext. 2701 lan.miller@wyreforestdc.gov.uk
APPENDICES:	Appendix 1 – Updated pay policy statement

1. PURPOSE OF THE REPORT

- 1.1 To update the Council's Pay Policy Statement under the Localism Act 2011, to reflect the agreement on local pay arrangements for the period 2018-2021.

2. RECOMMENDATION

- 2.1 Council is asked to ADOPT the updated pay policy statement attached as Appendix 1 for the financial year 2018-19 and each subsequent financial year (until it is amended by Council).**

3. BACKGROUND

- 3.1 Section 38 (1) of the Localism Act requires local authorities to produce a Pay Policy Statement ('the statement'). The Act requires the statement to range over disparate aspects of remuneration policy.

- 3.2 The statement must set out policies relating to:

- (a) The remuneration of its chief officers,
- (b) The remuneration of its lowest paid employees, and
- (c) The relationship between –

- I. The remuneration of its chief officers, and
- II. The remuneration of its employees who are not chief officers

- 3.3 The statement must stage the definition of "lowest paid employees" and the authority's reasons for adopting that definition.

- 3.4 The statement must include policies relating to –

- (a) The level and elements of remuneration for each chief officer

- (b) Remuneration of chief officers on recruitment
- (c) Increases and additions to remuneration for each chief officer
- (d) The use of performance-related pay for chief officers
- (e) The use of bonuses for chief officers
- (f) The approach to the payment of chief officers on their ceasing to hold office under or to be employed by the authority, and
- (g) The publication of and access to information relating to remuneration of chief officers

3.5 The definition of "chief officer" in the Act is much wider than the Corporate Leadership Team and includes deputy chief officers as defined in the Local Government and Housing Act 1989, i.e. certain managerial staff who report to chief officers.

4. KEY ISSUES

4.1 Council last approved the pay policy statement in July 2014. It is now necessary to update it to reflect the local pay arrangements which commence in April 2018 under a collective agreement with UNISON and GMB and which Council endorsed at its meeting in December 2017.

4.2 As provided in the current pay policy statement, the updated statement has been drafted with a view to not having to update it every year, for example because of annual pay increases. In order also to provide some leeway for the Appointments and Appeals Committee in undertaking recruitment, the pay for the most senior posts is stated as falling within a pay range. This does not undermine the current arrangements for spot pay but allows the Council flexibility to make adjustments in the future without the need to have to amend its pay policy statement.

4.3 While it does not have to form part of the pay policy statement, the Council is obliged by the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 to publish data on its gender pay gap i.e. the gap between the mean and median hourly rates of pay of male full-pay relevant employees and those of female full-pay relevant employees. It is opportune to report to Council that the figures for Wyre Forest District Council as at 31 March 2017 were as follows:

- The mean gap is -10.28%
- The median gap is -12.48%

4.4 These figures mean that female staff are paid more on average than male staff, which reflects the makeup of the workforce, in particular the higher proportion of men who fill front-line posts which tend to be less well paid and the higher proportion of women who fill middle and senior management roles.

5. FINANCIAL IMPLICATIONS

5.1 None arising from the process of adoption of the pay policy statement, as it reflects extant policy and decisions of the Council.

6. LEGAL AND POLICY IMPLICATIONS

6.1 The proposals in this report are necessary to comply with the 2011 Act.

7. EQUALITY IMPACT ASSESSMENT

7.1 An impact assessment has been carried out and there is no adverse impact.

8. RISK MANAGEMENT

8.1 No significant risks have been identified from the adoption of the revised pay policy statement.

9. CONCLUSION

9.1 The revised pay policy statement meets the statutory requirements of the Localism Act, and is commended to members for consideration and adoption.

10. CONSULTEES

10.1 The Leader of the Council.

10.2 Corporate Leadership Team

11. BACKGROUND PAPERS

11.1 The Pay Policy Statement adopted by Council in July 2014 can be seen at this link:

http://www.wyreforest.gov.uk/council/docs/doc49285_20140730_council_agenda.pdf

11.2 Localism Act 2011 Chapter 8

<http://www.legislation.gov.uk/ukpga/2011/20/part/1/chapter/8/enacted>

APPENDIX 1

**WYRE FOREST DISTRICT COUNCIL
PAY POLICY STATEMENT
February 2018**

Introduction

1. This pay policy statement under section 38 of the Localism Act 2011 shall apply for the financial year 2018-19 and each subsequent financial year, until amended.
2. The purpose of the statement is to provide transparency with regard to the Council's approach to setting the pay of its employees by identifying:
 - the methods by which remuneration of all employees are determined, including the remuneration of its most senior staff;
 - the arrangements for ensuring the provisions set out in this statement are applied consistently throughout the Council.

The Council's policies for setting remuneration

3. In determining its grading structure and setting remuneration levels for all posts, the Council takes account of the need to ensure value for money in respect of the use of public expenditure, balanced against the need to recruit and retain employees who are able to meet the requirements of providing high quality services to the community, delivered effectively and at times which those services are required.
4. With the exception of JNC Chief Officers and the Chief Executive, historically, the Council used the nationally negotiated pay spine as the basis for its local grading structure. As a result of the local pay arrangements implemented in the period from 2014 to 2018, the salary values for scale points have diverged from the national pay spine. Depending on the detail of the national pay settlement for 2018 and 2019 (which has not been finalised at the time of preparing this statement), the divergence will continue because the Council is operating a further period of local pay arrangements in the period from April 2018 to March 2021 under a collective agreement with UNISON and GMB. The grade of a post is determined by application of an agreed Job Evaluation process.
5. In accordance with the collective agreement, it is the Council's intention to return to the national pay agreements with effect from April 2021 but the Council reserves the right to propose a further period of local pay arrangements beyond 31 March 2021. If the Council wished to propose such a further period of local pay arrangements, it would give notice of its intention no later than 30 September 2019 in order to allow an adequate period for

discussion and negotiation prior to April 2021. The pay policy statement will be updated not later than March 2021 to reflect whatever arrangements are made for the period from 1 April 2021 onwards.

6. The table shows the value of each scale point over the period to 2020-21. In line with the collective agreement, in the event that the national living wage exceeds £8.45 in the period before 31 March 2021, the Council reserves the right to make such changes as it considers appropriate to the pay of employees on spinal column points 14 and 15 (Band D), and any such changes would result in the employees receiving a higher rate of pay than shown in this table.

Salary Band	Scale points	Annual pay range ¹ at 1 April 2017 (£)	Annual pay range at 1 April 2018 (£)	Annual pay range at 1 April 2019 (£)	Annual pay range at 1 April 2020 (£)
D	14-17	16364 – 17513	16609 – 17776	16817 – 17998	17027 – 18223
E	18-21	17859 – 19903	18127 – 20202	18354 – 20455	18583 – 20711
F	22-25	20418 – 22393	20724 – 22729	20983 – 23013	21245 – 23301
G	26-28	23123 – 24671	23470 – 25041	23763 – 25354	24060 – 25671
H	29-31	25647 – 27344	26032 – 27754	26357 – 28101	26686 – 28452
I	32-36	28151 – 31230	28573 – 31698	28930 – 32094	29292 – 32495
J	37-40	32106 – 35028	32588 – 35553	32995 – 35997	33407 – 36447
K	41-43	35952 – 37788	36491 – 38355	36947 – 38834	37409 – 39319
L	44-46	38718 – 40545	39299 – 41153	39790 – 41667	40287 – 42188
M	47-49	41474 – 43305	42096 – 43955	42622 – 44504	43155 – 45060
N	50-52	44270 – 46209	44934 – 46902	45496 – 47488	46065 – 48082

7. All other pay-related allowances are the subject of either nationally or locally negotiated rates, having been determined from time to time in accordance with collective bargaining machinery and/or as determined by Council Policy.
8. New appointments will normally be made at the minimum of the relevant grade, although this can be varied where necessary to secure the best candidate. From time to time it may be necessary to take account of the external pay market in order to attract and retain employees with particular experience, skills and capability. Where possible, the Council will ensure the

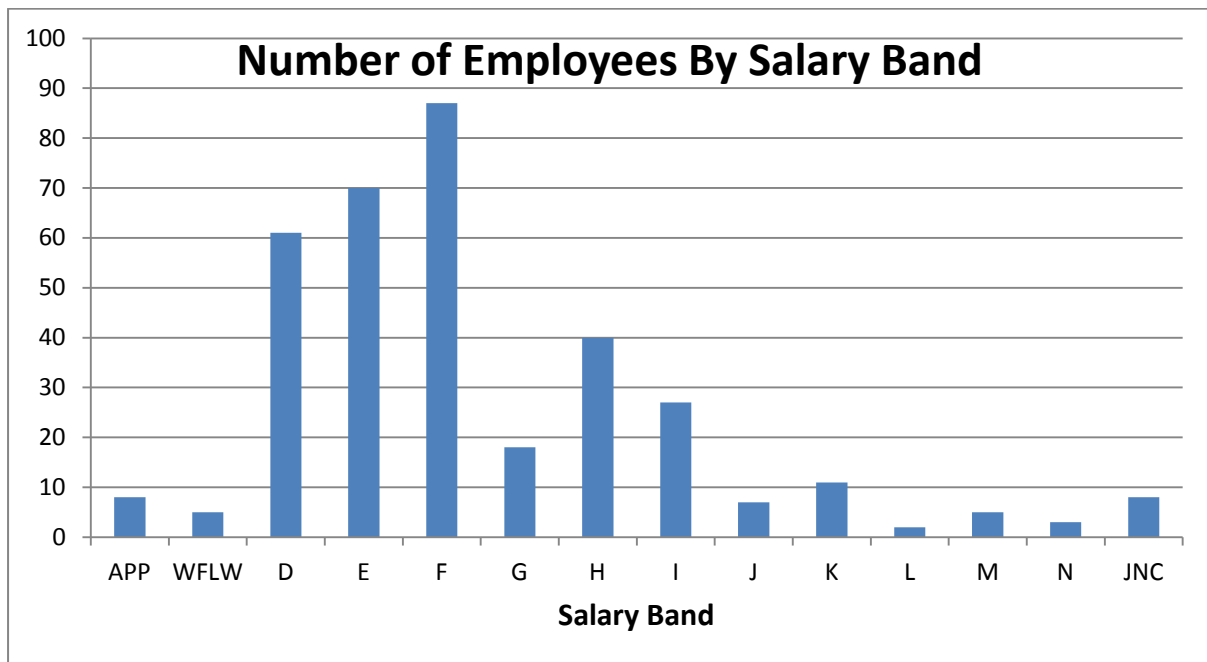
¹ Based on 37 hours per week

requirement for such approaches is objectively justified by reference to clear and transparent evidence of relevant market comparators, using appropriate data sources available from within and outside the local government sector.

9. There are a number of pay points within each band. For staff not on the highest point within the band, there is a system of annual progression to the next point on the band, subject to satisfactory performance. Faster progression is possible under the Council's policy on merit increments.
10. With regard to equal pay requirements of the Equality Act 2010, the Council ensures that there is no pay discrimination within its pay structures and that all pay differentials can be objectively justified through the use of equality proofed job evaluation mechanisms which directly relate pay grades to the requirements, demands and responsibilities of the role.
11. For JNC Chief Officers, Deputy Chief Officers and the Chief Executive, the Council uses spot pay rates. In accordance with the collective agreement with UNISON and GMB, increases in the Council's pay rates will be locally determined for the three year period April 2018 to March 2021, at which point the Council proposes to return to national pay bargaining for JNC Chief Officers and Chief Executives as outlined in paragraph 5. In order to provide some flexibility in future decisions about recruitment or adjustments to pay of serving staff without the need to amend this policy statement, the statement sets a range within which salary for these posts will fall.

Grade	Range	Spot pay rate (value at time of preparation of this statement)
DEPUTY CHIEF OFFICER	£50,000-£66,000	Varies depending on responsibilities etc of post (4 posts on this grade as at 1 January 2018).
JNC CHIEF OFFICER	£70,000 - £80,000	£74,101
CHIEF EXECUTIVE	£100,000 - £115,000	£109,729

Number of employees by salary band



(Key: APP = Apprentice; WFLW = Wyre Forest Living Wage; JNC = Deputy Chief Officer and above)

Chief Officers

12. The definition of ‘Chief Officer’ in section 43 of the Localism Act means that it includes many posts falling within the main pay scales. At the time of preparation of this statement, they include posts that range from Band J to Band N (although not all employees in those bands fall within the definition of ‘chief officers’).
13. The Council’s policy and procedures with regard to recruitment of chief officers are set out in the Officer Employment Procedure Rules in Section 13 of the Council’s Constitution. The determination of the remuneration to be offered to any newly appointed chief officer will be in accordance with this pay policy statement and other relevant policies in place at the time of recruitment. In the case of recruitment of JNC Chief Officers and the Chief Executive, the decision on remuneration will be taken by the Appointments and Appeals Committee. Where the Council is unable to recruit to a post at the designated grade, it will consider the use of temporary market forces supplements in accordance with its relevant policies.
14. Where the Council remains unable to recruit chief officers, or where there is a need for interim support to provide cover for a vacant substantive chief officer post, the Council will, where necessary, consider engaging individuals under contracts for service. These will be sourced through a relevant procurement process ensuring the Council is able to demonstrate value for money from competition in securing the relevant service. In accordance with IR35, the

Council would normally expect to deduct tax and national insurance from payments to any individual providing interim support.

15. The Council does not normally pay any bonuses or performance related pay to its chief officers.

Additional payments to Chief Officers

16. In addition to basic salary, the Council may pay other elements of ‘additional pay’ which are chargeable to UK Income Tax and do not solely constitute reimbursement of expenses incurred in the fulfilment of duties, which could include returning officer fees or honoraria. Returning officer fees in respect of parish level electoral events are agreed from time to time in a meeting of full Council (at the time of preparing this statement, the last such decision was taken on 27 February 2013).

Lowest Paid Employees

17. The Council’s definition of lowest paid employees is people employed in Band D of the Council’s grading structure. This is because it is the lowest pay band operated by the Council for permanent staff who are not undergoing an apprenticeship.
18. The Council operates a Living Wage rate of £8.45 per hour and equates to an annual salary of £16,302 for a full time post in 2018-19. This will continue to be the rate of pay in the period to 31 March 2021. The only employees on this rate of pay are seasonal or temporary posts. The Council would pay these employees the Government’s national living wage if it exceeds £8.45 per hour in the period before 31 March 2021.
19. Apprentices appointed by the Council will be paid at the following rates:

First year of Apprenticeship	Rate
Regardless of age	60% of Living Wage rate
Second year of Apprenticeship	Rate
Aged 16 – 18 years old	65% of Living Wage rate
Aged 19 – 20 years old	80% of Living Wage rate
Aged 21+	100% of Living Wage rate

Relationship between remuneration of chief officers and remuneration of employees who are not chief officers

20. The pay levels within the Council define the multiple between the median salary of its chief officers and the median salary of all employees. At the time

of preparation of this policy statement, the ratio was 1:2.1. This calculation is based on employees in post (excluding apprentices) and actual salaries as at 31st January 2018. The Council's policy is that this ratio should remain below 1:3.

Payments on termination etc.

21. The Council's approach to statutory and discretionary payments on termination of employment is set out within its Redundancy Policy which includes the written statement in accordance with regulations 5 and 6 of the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006. At the time of preparation of this policy statement, the policy is:
 - to pay statutory redundancy payments in accordance with the Employment Relations Act 1998, which provides for a maximum calculation equivalent to up to 30 weeks' pay. The payment will be based on an employee's actual weekly salary rather than the figure set by the Government.
 - not to make discretionary lump sum payments or to make payment in lieu of notice in cases of termination of employment.
22. The Council's policy is normally not to make any awards under the Local Government (Discretionary Payments) (Injury Allowances) Regulations 2011: this constitutes its written policy under the regulations.
23. The Council's decisions on use of powers to enter any Settlement Agreement under section 23 of the Enterprise and Regulatory Reform Act 2013 will be taken by the Appointments and Appeals Committee where the decisions relate to either the Chief Executive or a JNC Chief Officer. Decisions on entering Settlement Agreements with other employees will be taken by the Chief Executive.

Publication of information

24. This statement will be published on the Council's website www.wyreforestdc.gov.uk
25. In accordance with regulation 7(3) of, and Schedule 1 to, the Accounts and Audit Regulations 2015, for posts where the remuneration in a year is £50,000 or more, the Council's Annual Statement of Accounts will include a note setting out the total amount of
 - salary, fees or allowances paid to or receivable by the person in the current and previous year;
 - any bonuses so paid or receivable by the person in the current and previous year;
 - any sums payable by way of expenses allowances that are chargeable to UK income tax;

- any compensation for loss of employment and any other payments connected with termination;
- any benefits received that do not fall within the above

The statement of accounts is available on the Council's website.

26. In accordance with the Local Government Transparency Code, the Council also publishes information about remuneration of the Chief Executive, JNC Chief Officers and staff in the transparency section of its website:
<http://www.wyreforestdc.gov.uk/the-council/transparency-and-freedom-of-information/structure-and-staff.aspx>

This information is updated from time to time and includes a list of “chief officers” as defined in the Localism Act 2011.

WYRE FOREST DISTRICT COUNCIL**COUNCIL**
21st February 2018**Medium Term Financial Strategy 2018-21**

OPEN	
CABINET MEMBER:	Councillor N J Desmond
RESPONSIBLE OFFICER:	Corporate Director: Resources
CONTACT OFFICER:	Tracey Southall, Ext 2100 tracey.southall@wyreforestdc.gov.uk
Appendix 1 Appendix 2 Appendix 3 Appendix 4	Base Budget Projections 2018-21 Capital Programme Fees and Charges - Council Report of the Corporate Director: Resources as Chief Financial Officer In Respect of Sections 25-28 Local government Act 2003 <i>The appendices to this report have been circulated electronically and a public inspection copy is available on request. (See front cover for details.)</i>

1. PURPOSE OF REPORT

- 1.1 To update Council on the Medium Term Financial Strategy 2018-21 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 2018-21**

- 2.1.1 **APPROVES** the updated Medium Term Financial Strategy 2018-21;
- 2.1.2 **APPROVES** the Cabinet Proposals – taking into account the impact on the Council’s Capital and Revenue Budgets for 2018-21 as shown in paragraph 3.18 including:
- a. Approval of a further tranche of £1.757m capital investment required for the refreshed ICT Strategy to be added to the capital programme as set out in Appendix 3 of the December report;
 - b. Approval of the Community Leadership Fund for 2018-19 of £33k;
 - c. Approval of a further Localism Fund allocation of £50k in 2018-19.
 - d. Approval of funding to allow the current level of Community Safety staffing to be maintained for 2018-19 while a review of all options is

undertaken taking into account the Police and Crime Commissioner's (PCC) position regarding future funding strategies.

- e. Approval of a further tranche of Wyre Forest Forward Efficiency Savings of £50k in 2018-19, £175k in 2019-20 and £400k in 2020-21.
 - f. Approval of additional income generation targets of £50k in 2018-19, £75k in 2019-20 and £100k in 2020-21.
 - g. Approval of capital funding of £38k for the replacement of the Spennells Valley Boardwalk funded from the unused Leisure Centre contingency.
 - h. Approval of capital funding of £250k in 2018-19 to support a more commercial approach for income generation.
- 2.1.3 **APPROVES** the fees and charges in line with this Strategy and the impact on the Council's Revenue Budget for 2018-21, as shown in Appendix 3;
- 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 2017-21 over and above the target allowed for in the Council's Financial Strategy, together with surplus Earmarked Reserves, be allocated by the Corporate Director: Resources in consultation with the Leader;
- 2.1.6 **APPROVES** that allocations from the Commercialism Capital Fund proposed at 2.1.2 (h) above is **DELEGATED** to Corporate Director: Community Well- Being and Environment in consultation with the Commercial Activity Programme Board and the Section 151 Officer to agree the viability of each business case;
- 2.1.7 The General Fund Revenue Budget be **APPROVED** including all updates from the position in December 2017 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 £209.34 for 2018-19 (£205.36 2017-18) which represents an increase of 1.94% on Council Tax from 2017-18.
- 2.2.2 **ENDORSES** the provisional Council Tax on a Band D Property in 2019-20 of £213.40 and £217.54 in 2020-21, being an increase of 1.94 % in both years.
- 2.2.3 **APPROVES** the proposal to increase Council Tax charge for dwellings empty for more than 2 years from 100% to 150% with effect from 1st April 2018 as per paragraph 5.3;

2.2.4 **NOTES** the opinion of the Corporate Director: Resources (as Chief Financial Officer) on the budget proposals, recommended by the Cabinet in this report, as detailed in Appendix 4 of this report.

3. **KEY ISSUES**

- 3.1 On 7th February 2018, Cabinet considered a report on proposals for the Budget Strategy for the period 2018-21. The Final Local Government Finance Settlement was published on the 6th February and debated by Parliament the following day. Whilst the Final Settlement included some additional funding for Adult Social Care and Rural Services Delivery Grant, this Council does not receive either of these funding streams. New Homes Bonus and Revenue Support Grant (RSG) funding for this Council remain unchanged from the Provisional Settlement issued on the 19th December 2017. This report provides a proposed budget decision for Council to consider now the Final Settlement for 2018-19 has been received.
- 3.2 Taking into account the freeze in council tax for three years prior to 2014-15, the increase for 2015-16, the freeze in 2016-17 and 2017-18 the proposed 1.94% increase in 2018-19 still means that the council tax for Wyre Forest District Council will have been held substantially below inflation across that seven year period.
- 3.3 As agreed by the Cabinet Financial Strategy Advisory Panel, a Budget Consultation exercise was launched on the 20th December 2017 to run until the 18th January 2018. The results of this consultation showed that 62% of the 260 respondents are in favour of the proposed modest Council Tax increase in 2018-19. This has informed the final decision to recommend the 1.94% increase.
- 3.4 The Capital Programme considered by Cabinet on the 7th February is included in Appendix 2 for Council approval, reflecting Cabinet Proposals and the now approved Depot 2020 Capital investment scheme and any final adjustments.
- 3.5 The financial strategy recommended by Cabinet takes a more nuanced approach to fees and charges compared to previous years. The risk of failing to optimise income due to elasticity of demand, changing economic circumstances and the emergence of competition has been evaluated. As a result some fees and charges have been frozen or increased by less than the average of 5%. The proposals for 2018-19 show that 16% of Fees and Charges will be frozen, whilst a further 20% are to be increased but below the general 5%. All proposals were subjected to rigorous check and challenge.
- 3.6 Car park charges will now be increased by CPI +2% rather than the 5% previously assumed. However this new methodology will be subject to a 5% maximum cap. The CPI rate applied will be the actual rate as at October 2017 (notified in November 2017) + 2% to apply from October 2018; so using the prior year's CPI rate to allow for certainty in the planning and approval process. For 2018-19 the total increase therefore is 5% made up of 3% CPI as at October 2017 + 2%. But future years' increases will be lower than this if CPI falls.
- 3.7 This change in approach to fee increases is to provide a clear linkage to inflation rates and allow for scope for lower increases if appropriate. It is important to

remember that 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.

- 3.8 The Council implemented the 20% increase in planning fees from Wednesday 17th January 2018 following the issue of regulations by Government. The benefit of the increased income generated will be used to fund additional related expenditure in this key area. Appendix 3 – Part 1 of the February Cabinet report was revised to show the higher fees effective from the 17th January. The positive impact for the Council is estimated at £192k over the period of the strategy. The changes will ensure that the net cost of operating the planning system, which falls on council tax payers, is minimised and that developers and other applicants bear a greater share of the cost.
- 3.9 The external commercial review by Commercial Gov has resulted in some revisions to proposals for Fees and Charges at Kidderminster Town Hall; to allow for a more flexible approach, prices for weddings will now be available on request. This change was approved together with other revisions for Private Sector Housing by Cabinet on the 7th February.
- 3.10 The Council will continue to expand its commercial activities during the medium term financial strategy, as reflected in the increased targets for commercial income. The Corporate Leadership Team has allocated £200k from the Innovation Fund to provide essential capacity and resource for marketing and sales support to capture potential growth in key income generation areas. This will also fund appointment of a business development /commercial manager to focus resource on the commercial agenda.
- 3.11 In order to behave in a more commercial way, the Council needs to be able to respond swiftly and flexibly to opportunities that emerge. This is not fully achievable within a system where the budget and the capital programme are set by Council on an annual basis.
- 3.12 A capital funding pot of £250k in 2018-19 is therefore proposed to support more expedient decision making where business cases for income generation require capital investment.
- 3.13 The proposed £250k generic pot within the capital programme will fund capital expenditure associated with additional commercial activity. This expenditure would be funded by prudential borrowing that would be taken only if the business case evidenced that the financing and all other associated costs could be more than met by increased income generated, to result in an ongoing net revenue surplus. Expenditure will be incurred only after a business case has been approved by the Commercial Activity Programme Board. Information on the approved allocations and the reasons for them will be made available to all members. The costs of borrowing will be offset by income from the additional commercial activity. The actual level of expenditure to be undertaken is not known with confidence and therefore Council should not expect that all of the pot will be used in 2018-19.
- 3.14 The Board will approve new commercial activity only if it contributes a revenue surplus after all costs have been taken into account. When implemented,

additional commercial activity would therefore reduce the Council's net expenditure. This requires no special authority as, in effect, there would be an underspend against the net budget approved by Council. In year additions to the Council's activity might involve short term net increases to expenditure, for example in additional staffing to undertake work that generates the income, before the point at which income exceeds any additional expenditure.

- 3.15 If this point will not be achieved before the end of a financial year (and therefore the net expenditure will exceed the budget approved by Council), this could be accommodated by a further allocation of funding from the Innovation Fund. Where the overall position within the financial year will produce lower net expenditure than in the approved budget, then, as noted above, no special authority for achieving an underspend is required.
- 3.16 The requisite revenue budget amendments would be made to reflect gross expenditure and income and the net surplus position would be formally incorporated in the Council's budget during the preparation of revised budgets by the Section 151 officer as part of the annual budget approval by Council. The Quarterly Budget Monitoring Cabinet reports would also report on such commercial activity.
- 3.17 Fees and Charges requiring Council approval are detailed in Appendix 3.
- 3.18 The overall financial implications of the Cabinet Proposals are shown in the table that follows:

CABINET PROPOSALS 2018/19 ONWARDS						
Cost Centre	ACTIVITY AND DESCRIPTION OF CABINET PROPOSAL	KEY	2018/19	2019/20	2020/21	After 2020/21
			£	£	£	£
			£	£	£	£
CLEAN, GREEN AND SAFE COMMUNITIES						
R716	Community Safety Partnership Funding to allow the staffing level for Community Safety to be maintained at current levels for 2018-19 whilst a review of all options is undertaken taking into account the decision of the PCC on future funding, net of saving from within Leisure team	C R S	- 30,000 1.40	- - -	- - -	- - -
R335	Localism Fund To top up the single Localism Fund to £50k to continue the good work done so far with Parish and Town Councils and other local organisations.	C R S	- 50,000 -	- - -	- - -	- - -
R430	ICT Strategy To provide capital funding to enable delivery of the ICT Strategy for a further 5 years. Appendix 3 sets out more detail.	C R S	776,000 7,140 -	608,000 131,980 -	113,000 227,090 -	260,000 289,040 -
R720	Community Leadership Fund In light of the acknowledged effectiveness of this fund to retain this funding stream of £1,000 per Member for 2018/19	C R S	- 33,000 -	- - -	- - -	- - -
R726	Wyre Forest Forward Further Target Savings from the Wyre Forest Forward Efficiency Programme	C R S	- 50,000 CR -	- 175,000 CR -	- 400,000 CR -	- 400,000 CR -
	Income Generation To introduce an additional income generation target (figures to be confirmed in light of consultant's recommendation).	C R S	- 50,000 CR -	- 75,000 CR -	- 100,000 CR -	- 100,000 CR -
	Commercial Activity Capital Funding Pot To introduce a capital funding pot to support Commercial Activity to be funded by prudential borrowing offset by additional income generated. Allocations from this generic pot to be made by the Commercial Activity Board in consultation with the S151 Officer based on the viability of each business case.	C R S	250,000 - -	- - -	- - -	- - -
R160	Parks and Green Spaces Replacement of Spennells Valley Boardwalk funded from Capital contingency of Leisure Centre project no longer required. The revenue impact of this funding is already included within the approved budget. This will be a transfer of funding of £38,000 from the Leisure Centre Capital Scheme to fund the proposed pathway at Spennells.	C C R S	38,000 38,000 CR - -	- - - -	- - - -	- - - -
	TOTALS	C R S	1,026,000 20,140 1.40	608,000 118,020 CR -	113,000 272,910 CR -	260,000 210,960 CR -
KEY - Changes in Resources						
C	Capital					
R	Revenue					
S	Staffing - Stated in FTEs					

- 3.19 Following the unsuccessful bid to become a 2018-19 Business Rates Retention Pool Pilot this Council will remain a member of the Worcestershire Business Rates Pool with Wychavon DC, Worcester City and Worcestershire County Council. This 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 the baseline reset in 2020-21 and also further appeals and resultant uncertainty due to the impact on performance remain a concern; this is being managed by the Corporate Director: Resources in conjunction with the other treasurers within the Pool. Overall Business rates projections included within the February Cabinet report have been confirmed.

3.20 Taking these measures into account the projected Base Budget net expenditure for 2018-19 is estimated to be £11,864,820 (see paragraph 7.4). This is £456k more than currently estimated to be raised from Council Tax, Business Rates Income retained, Collection Fund Surplus and Revenue Support Grant.

4. LOCAL AUTHORITY REVENUE FINANCE SETTLEMENT FOR 2018-19

4.1 The Final Local Government Settlement announcement substantially confirmed the provisional figures for this Council released in December 2017 as included in the February Cabinet Report. Since our application to accept the offer of a four year settlement was accepted, the Revenue Support Grant (RSG) figures did not change, although there is continued uncertainty about how the negative RSG arising in 2019-20 will work. Further consultation on this topic has been promised in 2018.

4.2 There are two changes of note to the final settlement figures for 2018/19; these being:

- **£150m** of additional funding through **Adult Social Care Support Grant** – to be funded from *“anticipated underspend in existing departmental budgets, and will not affect existing revenue commitments made to local government”*. This is distributed according to the adult social care relative needs formula to appropriate Local Authorities.
- **£16m** of additional funding through **Rural Services Delivery Grant** (taking funding from £65m to £81m in 2018/19. This is in addition to the increase of £15m that was made at the Provisional Settlement in December. The additional funding is distributed in line with the existing methodology. This Council does not receive this grant.

4.3 The final settlement figures also include a slight overall increase in New Homes Bonus allocations of £1.3m and show a forecast higher cost of the under-indexing¹ of business rates (+£25m in 2017-18 and 2018-19). These changes do not impact on this Council’s funding. The Table that follows provides a summary of the changes.

¹ Due to the previous years’ cap on the multiplier increase and the use of CPI, instead of RPI, from 2018/19

Changes to Core Spending Power amounts – Provisional to Final Settlement 2018/19				
	2017-18	2018-19	2019-20	
	£m	£m	£m	
Under-indexing the business rates multiplier*	25.0	25.0	(0.8)	
New Homes Bonus	0.0	1.3	0.0	
Rural Services Delivery Grant	0.0	16.0	0.0	
The 2017-18 Adult Social Care Support Grant	0.0	150.0	0.0	
Change in Core Spending Power	25.0	192.3	(0.8)	

**Indicative figures only – actual compensation is based upon business rates collected*

- 4.4 New Homes Bonus grant in 2018-19 will be paid on the basis of 4 years award; the decision is that there will be assumed baseline growth of 0.4% for the annual grant award for 2018-19 and from 2019-20 additional conditions may be applied which will be subject to further consultation in due course.
- 4.5 The retention of the 0.4 % baseline is welcome news; the Final Settlement confirmed that this Council will benefit from an increased New Homes Bonus allocation for 2018-19 of £73,390 compared to the estimates in the December report.
- 4.6 It is certain that Public sector funding reductions will continue until the middle of the next decade, with increasing reliance on locally raised income including Council Tax. The funding outlook for local government, districts in particular, is set to become significantly more challenging.
- 4.7 Key issues now confirmed from this year’s Final Settlement, are as follows:
- Final New Homes Bonus Allocations;
 - Further detail relating to Local Government Funding Reform;
 - Detail in relation to Tariff and Top-up adjustments
- 4.8 The proposed changes to Local Government Funding present a significant financial challenge for this Council with significant targets for future savings from the Wyre Forest Forward Programme. The toughest year looks like 2020-21. The Council’s updated summary Budget can be seen at Table 7.3.
- 4.9 The forecast position in relation to total Government grant taking into account the multi-year Finance Settlement that removes uncertainty around this diminishing funding stream is shown in the Table at 7.3. Business Rate projections as included within the February Cabinet report are also confirmed.

5. COUNCIL TAX BASE

- 5.1 The Council Tax Base for 2018-19 has now been confirmed and has risen from the 2017-18 level of 33,034 to 33,458 being an increase of 424 or circa 1.3% higher compared to 2017-18 level. This is forecast to generate additional Council Tax income of £89k in 2018-19, rising over the term of the Strategy to take into account planned increases of just under 2% in 2019-20 and 2020-21, resulting in additional income of around £466k over the three year term. This includes an assumption of stepped increases of 300 additional properties per year from 2018-19 onwards.
- 5.2 The Council Tax Reduction Scheme approved by Council on 9th December 2015 and modified as set out in the Council report on 14th December 2016 has had a positive impact on the Council Tax Base and this is reflected in the above figures.
- 5.3 Currently councils have discretion to increase the charge on a property that has been empty for 2 years or more to 150%. This Council currently charges 100% but is proposing to increase this to 150% with effect from 1st April 2018 (paragraph 2.2.3 refers) to align with most other councils. The proposal will only generate a modest increase in council tax income estimated at circa £20k pa; the motivation is not financial but rather to incentivise property owners to bring empty homes back into use to assist with addressing housing need. The Autumn Budget included a change to increase the premium charge to 100% but as that proposed increase requires primary legislation it is anticipated that it will not be effective until April 2019.

6. NEW HOMES BONUS

- 6.1 The Council's estimated New Homes Bonus Allocation for 2018-19 included in the December 2017 report has now been increased by £73,390. This has been confirmed in the Final Settlement.

7. FINANCIAL IMPLICATIONS

- 7.1 The Cabinet Proposals as presented to the meeting on 7th February 2018 remain unchanged. A schedule is shown in paragraph 3.18.
- 7.2 The Council Tax Collection Fund surplus for 2017-18 onwards is estimated at £90k in 2017-18, and £50k for 2018-19 and 2019-20.
- 7.3 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 £2,062k at the end of 2020-21 (see reserves table in 7.4).

	Revised 2017/18 £	2018/19 £	2019/20 £	2020/21 £
Net Expenditure on Services (per Appendix 1)	12,286,580	11,844,680	11,754,520	11,567,620
Total Net Expenditure on Services (per Appendix 1)	12,286,580	11,844,680	11,754,520	11,567,620
Less				
Cabinet Proposals identified in Section 3.18	0	20,140	(118,020)	(272,910)
Net Expenditure	12,286,580	11,864,820	11,636,500	11,294,710
Contribution (from)/to Reserves	(89,790)	(455,830)	(757,810)	(787,510)
Net Budget Requirement	12,196,790	11,408,990	10,878,690	10,507,200
Less				
Revenue Support Grant	510,220	100,680	(356,790)	(356,790)
Business Rates	2,653,230	2,734,950	2,795,610	2,795,610
Business Rates Growth	220,000	246,560	323,200	248,200
New Homes Bonus	1,896,400	1,272,700	862,710	411,200
Transition Grant	43,080	0	0	0
Collection Fund Surplus	90,000	50,000	50,000	0
Council Tax Income	6,783,860	7,004,100	7,203,960	7,408,980
WFDC Council Tax @ 1.94% increase 2018/19 onwards	205.36	209.34	213.40	217.54

7.4 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 an increase of £420k at the end of 2020-21 compared to the December forecast.

Reserves Statement	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000
Reserves as at 1st April	3,914	4,064	3,608	2,850
Release of Earmarked Reserves	240			
Contribution (from)/to Reserves	(90)	(456)	(758)	(788)
Reserves as at 31st March	4,064	3,608	2,850	2,062

7.5 The table below shows a refreshed funding gap of £1.6m in 2020-21, reduced from the previously reported £1.8m in December 2017 as a result of the updates in the February Cabinet report:

	2017-18 £	2018-19 £	2019-20 £	2020-21 £
Financial Gap				
Wyre Forest Forward Savings not yet achieved	0	61,920	63,600	311,560
Re. Cabinet Proposal for further Savings	0	50,000	175,000	400,000
Re. Cabinet Proposal: Income Generation Target	0	50,000	75,000	100,000
SUB- Total	0	161,920	313,600	811,560
Use of reserves from Proposed 2018- 21 Strategy	89,790	455,830	757,810	787,510
TOTAL	89,790	617,750	1,071,410	1,599,070

8. EQUALITY IMPACT NEEDS ASSESSMENT

8.1 The Cabinet Proposals do not represent significant changes to service delivery, so it is not necessary to undertake further EIA's on the protected groups.

9. **RISK MANAGEMENT**

- 9.1 Achieving financial sustainability is the most significant challenge 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. The principal risks were outlined in Appendix 5 of the report to Cabinet on 19th December 2017 and are summarised and refreshed where appropriate in Appendix 4 of this report.
- 9.2 The growing Council Tax base, innovative Cabinet Proposals and continuing progress with the Wyre Forest Forward Transformation savings all contribute to the mitigation of the financial risk within this budget strategy.
- 9.3 Recognition of the importance of the development of commercialism and income generation to help close the funding gap by the Cabinet Proposal for £250k Capital Funding and also the significant allocation of funding from the Innovation Fund is a key element of this MTFs and is not without risk. Each business case for commercial development will include an appropriate assessment of risks and potential rewards; reviewing at least annually performance and risk of each area of commercial activity. Summary updates on commercial activity will be included in the Quarterly Budget Monitoring Cabinet reports. This regular review will include the option to cease commercial activity if appropriate.
- 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 2017 Cabinet report showed an analysis of the significant financial risks which are affecting the Council. This has been reviewed and remains current subject to the comments and updates provided in paragraph 9.4 below:
- 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. This has been updated in the latest code issued in late December 2017 and Investment and Minimum Revenue Provision (MRP) Guidance issued by the MHCLG on the 2nd February 2018.
 - The revised codes include a new requirement for a detailed capital strategy setting out the long term context in which capital expenditure and investment decisions are made, giving due regard to both risk and reward and the achievement of priority outcomes. The main objective is to introduce greater focus on reporting and planning for long term financial and risk implications in relation to non treasury investments.
 - The late publication of this new code and investment and MRP guidance from the MHCLG (which should be read in conjunction with codes) is most unhelpful to the planning process for 2018-19. There is an acknowledgement by CIPFA that full compliance with the new code will be achieved at the earliest opportunity. For this council the capital strategy, including the strategies for the capital portfolio funds and development loans fund will be updated as soon as possible during 2018-19.

- Prudential Indicators are the monitoring tool to assess performance and risk. A revised code of practice on Treasury Management was issued in late December 2017 and this has been reflected in the Treasury Management Service Strategy for 2018-19.
- 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 4.

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 4 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 Cabinet/CLT 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 Reports on the Medium Term Financial Strategy 2018–21 19th December 2017 and 7th February 2018.

12.3 Agendas and Minutes of the Cabinet Financial Strategy Advisory Panel.

12.4 Provisional Local Government Finance Settlement 2018-19.

12.5 Cabinet Report on Depot Investment November 14th 2017, Council approval 13th December 2017.

12.6 Prudential and Treasury Management Codes December 2017

12.7 Final Local Government Finance Settlement 2018-19

12.8 MHCLG Statutory Guidance on Local Government Investments (3rd Edition) February 2nd 2018

12.9 MHCLG Statutory Guidance on Minimum Revenue Provision February 2nd 2018

REVENUE BUDGET TOTAL REQUIREMENTS - DISTRICT COUNCIL PURPOSES

SERVICE	2017/18		2018/19			2019/20			2020/21		
	Original Estimate £	Revised Estimate £	At Nov.17 Prices £	Inflation £	TOTAL £	At Nov.17 Prices £	Inflation £	TOTAL £	At Nov.17 Prices £	Inflation £	TOTAL £
CHIEF EXECUTIVE AND SOLICITOR	1,664,730	1,776,210	1,721,490	24,790	1,746,280	1,664,810	44,600	1,709,410	1,350,040	65,200	1,415,240
COMMUNITY WELL-BEING AND ENVIRONMENT	4,695,910	4,674,220	4,377,930	107,310	4,485,240	4,363,050	196,890	4,559,940	4,213,550	290,360	4,503,910
ECONOMIC PROSPERITY AND PLACE ¹	2,484,260	2,571,000	2,332,940	58,740	2,391,680	2,136,040	108,440	2,244,480	2,021,080	160,030	2,181,110
RESOURCES	4,034,300	3,737,240	3,672,380	36,230	3,708,610	3,638,130	66,140	3,704,270	3,733,620	95,190	3,828,810
LESS: CAPITAL ACCOUNT	12,879,200	12,758,670	12,104,740	227,070	12,331,810	11,802,030	416,070	12,218,100	11,318,290	610,780	11,929,070
INTEREST RECEIVED	(432,810)	(495,090)	(228,590)	1,030	(227,560)	(71,820)	1,760	(70,060)	218,880	2,460	221,340
CAPITAL PORTFOLIO FUND AND DEVELOPMENT LOANS FUND	(41,180)	(88,310)	(86,510)	0	(86,510)	(80,000)	0	(80,000)	(112,500)	0	(112,500)
INCREASES IN FEES AND CHARGES ¹	100,000	111,310	(81,010)	700	(80,310)	(101,170)	1,170	(100,000)	(136,360)	360	(136,000)
	0	0	(92,750)	0	(92,750)	(213,520)	0	(213,520)	(334,290)	0	(334,290)
TOTAL NET EXPENDITURE ON SERVICES	12,505,210	12,286,580	11,615,880	228,800	11,844,680	11,335,520	419,000	11,754,520	10,954,020	613,600	11,567,620
LESS: REVENUE SUPPORT GRANT	(510,220)	(510,220)			(100,680)			356,790			356,790
BUSINESS RATES	(2,653,230)	(2,653,230)			(2,734,950)			(2,795,610)			(2,818,810)
BUSINESS RATES GROWTH	(220,000)	(220,000)			(246,560)			(323,200)			(225,000)
COLLECTION FUND SURPLUS	(90,000)	(90,000)			(50,000)			(50,000)			0
NEW HOMES BONUS	(1,896,400)	(1,896,400)			(1,272,700)			(862,710)			(411,200)
TRANSITION GRANT	(43,080)	(43,080)			0			0			0
GENERAL EXPENSES - COUNCIL TAX INCOME	(6,783,860)	(6,783,860)			(7,004,100)			(7,203,960)			(7,408,980)
(SURPLUS) / DEFICIT FOR YEAR	308,420	89,790			435,690			875,830			1,060,420
COUNCIL TAX LEVY		205.36			209.34			213.40			217.54
COUNCIL TAX BASE		33,034			33,458			33,758			34,058

¹The 20% increase in the Planning Fees effective from 17th January 2018 is reflected as additional income matched by expenditure in the Service budget.

CAPITAL PROGRAMME 2018 TO 2021

Detail	2017-18		2018-19 Estimate £	2019-20 Estimate £	2020-21 Estimate £	Prior to 01/04/2017 £	Total £
	Original £	Revised £					
1. COMMITTED EXPENDITURE							
1. CHIEF EXECUTIVE AND SOLICITOR TO THE COUNCIL							
New Headquarters - Office Accommodation	400,000	-	413,610	-	-	9,586,390	10,000,000
Boundary Wall at 49 Worcester Street	-	-	10,000	-	-	-	10,000
SUB TOTAL	400,000	0	423,610	0	0	9,586,390	10,010,000
2. COMMUNITY WELL-BEING AND ENVIRONMENT							
Future Leisure Provision (including demolition costs)	194,440	689,250	-	-	-	13,624,950	14,314,200
Northwood Lane Improvements	-	7,830	-	-	-	12,170	20,000
Franchise Street S106 - Brinton Park	-	37,430	-	-	-	24,780	62,210
Franchise Street S106 - Arts Development	-	9,330	-	-	-	-	9,330
Parking Facilities: Improvement to Car Parks	-	30,000	50,010	-	-	414,490	494,500
Bewdley Museum Improvements	-	37,960	-	-	-	-	37,960
Green Street Depot Investment	1,100,000	150,000	3,150,000	-	-	-	3,300,000
Bewdley Medical Centre	-	750,090	20,000	-	-	146,850	916,940
Spennells Valley Boardwalk Improvements	-	-	38,000	-	-	-	38,000
Brinton Park HLF Scheme (subject to successful HLF bid)	100,000	-	-	100,000	-	-	100,000
Commercial Activity Capital Funding*	-	-	250,000	-	-	-	250,000
* Subject to Business Cases & approval by the Commercial Activity Programme Board							
SUB TOTAL	1,394,440	1,711,890	3,508,010	100,000	0	14,223,240	19,543,140
3. ECONOMIC PROSPERITY AND PLACE							
Housing Strategy:							
Disabled Facilities Grants (subject to confirmation 2018-19, 2019-20 & 2020-21)	1,254,960	1,212,050	1,475,370	1,000,000	1,000,000	10,133,140	14,820,560
Conversion of 2-3 New Street, Stourport	267,060	291,650	-	-	-	5,410	297,060
Comberton Place Residential Investment*	-	-	440,000	-	-	-	440,000
Housing Assistance - Private Sector Measures (including Decent Homes Grant)	185,560	185,260	68,540	-	-	1,806,570	2,060,370
Planning Delivery Grant Capital Projects	-	19,250	-	-	-	238,510	257,760
Flood Relief	18,410	10,000	18,410	-	-	170,590	199,000
Repair and Renew Flood Grants	-	3,200	-	-	-	29,800	33,000
North Worcs Water Management Capital Projects - Redditch Schemes	-	43,460	-	-	-	91,340	134,800
North Worcs Water Management Capital Projects - Bromsgrove Schemes	-	280	-	-	-	152,120	152,400
Regeneration and Economic Development	-	364,110	-	-	-	2,621,860	2,985,970
Carbon Management Plan	150,220	5,000	15,000	-	-	83,150	103,150
Worcester Street Improvements Grant (Match Funding)	500,000	-	500,000	-	-	-	500,000
Future Investment Evergreen Fund*	467,610	160,580	-	-	-	-	160,580
Industrial Units Development - Silverwoods	2,150,040	1,075,020	1,075,020	-	-	-	2,150,040
Capital Portfolio Fund*	25,000,000	10,000,000	9,750,000	5,000,000	-	-	24,750,000
Development Loans Fund*	10,000,000	2,000,000	4,000,000	4,000,000	-	-	10,000,000
* Subject to Business Cases & Due Diligence							
SUB TOTAL	39,993,860	15,369,860	17,342,340	10,000,000	1,000,000	15,332,490	59,044,690
4. RESOURCES							
ICT Strategy (FMS Upgrade £69,500 included in Renewals Schedule 2018-19)	155,810	261,200	706,500	608,000	373,000	2,333,080	4,281,780
SUB TOTAL	155,810	261,200	706,500	608,000	373,000	2,333,080	4,281,780
5. VEHICLE, EQUIPMENT & SYSTEMS RENEWAL SCHEDULE							
Vehicle, Equipment & Systems Renewal Schedule	870,000	974,000	884,920	878,000	382,000	6,478,520	9,597,440
SUB TOTAL	870,000	974,000	884,920	878,000	382,000	6,478,520	9,597,440
TOTAL COMMITTED EXPENDITURE	42,814,110	18,316,950	22,865,380	11,586,000	1,755,000	47,953,720	102,477,050

CAPITAL PROGRAMME 2018 TO 2021

Detail	2017-18		2018-19 Estimate £	2019-20 Estimate £	2020-21 Estimate £	Prior to 01/04/2017 £	Total £
	Original £	Revised £					
2. FINANCING							
Capital Receipts: Funding Approved	1,575,360	1,027,130	1,267,940	-	-		2,295,070
Evergreen Fund - Asset Disposals	6,610	160,580	-	-	-		160,580
Evergreen Fund - Future Asset Disposals	461,000	-	-	-	-		0
Future Leisure Provision Scheme - Temporary Borrowing/Asset Disposals	-	659,250	-	-	-		659,250
Future Leisure Provision Scheme - Sport England Grant	30,000	30,000	-	-	-		30,000
Future Leisure Provision Scheme - Prudential Borrowing	164,440	-	-	-	-		0
Prudential Borrowing for Spennells Valley Boardwalk Improvements	-	-	38,000	-	-		38,000
Prudential Borrowing for Regeneration and Economic Development Schemes	-	134,180	-	-	-		134,180
Prudential Borrowing for Carbon Management Scheme	150,220	5,000	15,000	-	-		20,000
Prudential Borrowing for Worcester Street Improvements Grant (Match Funding)	500,000	-	500,000	-	-		500,000
Prudential Borrowing for Industrial Units Development	1,650,040	575,020	1,075,020	-	-		1,650,040
Prudential Borrowing for Development Loans Fund	10,000,000	2,000,000	4,000,000	4,000,000	-		10,000,000
Prudential Borrowing for Capital Portfolio Fund	25,000,000	10,000,000	10,000,000	5,000,000	-		25,000,000
Prudential Borrowing for Green Street Depot Investment	1,100,000	150,000	2,550,000	-	-		2,700,000
Prudential Borrowing for Brinton Park HLF Scheme	100,000	-	-	100,000	-		100,000
Prudential Borrowing for ICT Strategy/FMS Upgrade	-	69,500	706,500	608,000	373,000		1,757,000
Prudential Borrowing for Commercial Activity Capital Funding	-	-	250,000	-	-		250,000
Public Realm Funding (from Worcestershire County Council)	-	148,960	-	-	-		148,960
Better Care Fund Grant (from Worcestershire County Council)	1,118,530	1,182,500	1,276,440	1,000,000	1,000,000		4,458,940
Additional Disabled Facilities Grant (from DCLG)	-	112,050	-	-	-		112,050
Decent Homes Grant	-	66,810	-	-	-		66,810
Planning Delivery Grant	-	19,250	-	-	-		19,250
S.106 Funding (Parking - Contractual Agreement)	-	30,000	28,150	-	-		58,150
S.106 Funding (Franchise Street)	-	46,760	-	-	-		46,760
S.106 Funding (Sutton Park Road)	-	-	85,000	-	-		85,000
Flood Relief Grant (from DCLG)	18,410	10,000	18,410	-	-		28,410
Repair and Renew Flood Grants (from DCLG)	-	3,200	-	-	-		3,200
West Midlands Museum Development Grant	-	37,960	-	-	-		37,960
North Worcs Water Management Capital Projects - Redditch BC Funding	-	43,460	-	-	-		43,460
North Worcs Water Management Capital Projects - Bromsgrove DC & WCC Funding	-	280	-	-	-		280
Bewdley Medical Centre Funding (from Worcestershire County Council)	-	35,000	-	-	-		35,000
Vehicle, Equipment & Systems (Prudential Borrowing)	939,500	974,000	884,920	878,000	382,000		3,118,920
Direct Revenue Funding:							
Bewdley Medical Centre	-	715,090	20,000	-	-		735,090
Green Street Depot Investment	-	-	150,000	-	-		150,000
Regeneration and Economic Development	-	80,970	-	-	-		80,970
	42,814,110	18,316,950	22,865,380	11,586,000	1,755,000		54,523,330

Memorandum:	2017-18		2018-19 Estimate £	2019-20 Estimate £	2020-21 Estimate £
	Original £	Revised £			
Capital Portfolio Fund					
Allocated Scheme:					
Silverwoods Way (former Frenco Site) (maximum allocation; subject to detailed Business Case)	-	428,190	-	-	-
Comberton Place Residential Investment - now allocated to Scheme	-	-	250,000	-	-
Unallocated	25,000,000	9,571,810	9,750,000	5,000,000	-
Total	25,000,000	10,000,000	10,000,000	5,000,000	0

**VEHICLE, EQUIPMENT AND SYSTEMS
RENEWALS SCHEDULE 2018 TO 2021**

APPENDIX 2 B

DETAIL	Fleet Number	2017-18		2018-19	2019-20	2020-21
		Original £	Revised £	Estimate £	Estimate £	Estimate £
1. VEHICLES						
REFUSE FREIGHTER 26,000kg	AV237	100,000	95,500	-	-	-
REFUSE FREIGHTER 26,000kg	AV238	100,000	95,500	-	-	-
REFUSE FREIGHTER 24,000kg	AV245	-	-	100,000	-	-
REFUSE FREIGHTER 26,000kg	AV246	-	-	100,000	-	-
REFUSE FREIGHTER 26,000kg	AV239	-	-	100,000	-	-
REFUSE FREIGHTER 26,000kg	AV241	-	-	91,000	-	-
REFUSE FREIGHTER 26,000kg	AV234	-	-	-	165,500	-
REFUSE FREIGHTER 26,000kg	AV268	-	-	-	165,500	-
SMALL REFUSE FREIGHTER	AV261	-	-	-	-	70,000
REFURBISHMENT FUND	N/A	-	25,000	-	-	-
REFUSE FREIGHTER 24,000kg	AV235	161,000	165,500	-	-	-
REFUSE FREIGHTER 24,000kg	AV236	161,000	165,500	-	-	-
CMP ENGINE MANAGEMENT SYSTEMS	N/A	9,000	4,500	4,500	9,000	-
CMP ELECTRIC BIN LIFTS	N/A	9,000	4,500	4,500	-	-
SMALL REFUSE FREIGHTER	AV211	80,000	-	80,000	-	-
REFUSE FREIGHTER 26,000kg	NEW	-	-	-	170,000	-
TIPPER 7,500 kg	AV033	-	45,000	-	-	-
TIPPER 3,500 kg	AV180	40,000	40,000	-	-	-
LIGHT VAN	AV218	-	-	-	-	25,000
LIGHT VAN	AV204	-	18,000	-	-	-
LIGHT VAN	AV230	-	-	-	-	18,000
LIGHT VAN	AV229	-	-	-	-	18,000
4x4	AV191	-	23,000	-	-	-
4x4	AV252	-	-	-	23,000	-
TIPPER 3,500 kg	AV255	-	-	-	-	30,000
TIPPER 3,500 kg	AV256	-	-	-	-	30,000
TIPPER 3,500 kg	AV179	-	30,000	-	-	-
PAVEMENT SWEEPER	AV258	-	-	-	-	75,000
PAVEMENT SWEEPER (LARGE)	AV184	-	-	-	120,000	-
PAVEMENT SWEEPER	AV270	70,000	70,000	-	-	-
LIGHT VAN	AV174	-	20,000	-	-	-
LIGHT VAN	AV203	-	20,000	-	-	-
GARAGE EQUIPMENT	N/A	-	-	23,420	-	-
TIPPER 3,500 kg	AV177	-	-	30,000	-	-
TIPPER 3,500 kg	AV220	-	-	-	30,000	-
TIPPER 3,500 kg	AV063	20,000	20,000	-	-	-
TIPPER 3,500 kg	AV221	-	-	-	30,000	-
TIPPER 3,500 kg	AV064	-	-	30,000	-	-
TIPPER 3,500 kg	AV222	-	-	-	30,000	-
TIPPER 3,500 kg	AV193	30,000	-	30,000	-	-
TIPPER 3,500 kg	AV200	-	-	30,000	-	-
TIPPER 3,500 kg	AV223	-	-	-	30,000	-
TIPPER 3,500 kg	AV201	-	-	30,000	-	-
TIPPER 3,500 kg	AV202	-	-	30,000	-	-
TIPPER 3,500 kg	AV214	-	-	30,000	-	-
TIPPER 3,500 kg	AV216	30,000	-	30,000	-	-
MIDI TRACTOR	AV189	30,000	30,000	-	-	-
RIDE ON MOWER	AV269	-	-	30,000	-	-
MOWING MACHINE	AV240	-	-	-	35,000	-
RIDE ON MOWER	AV250	30,000	30,000	-	-	-
WEED SPRAYER	AV271	-	-	-	-	12,000
TRACTOR	AV070	-	32,000	-	-	32,000
RIDE ON MOWER	AV212	-	-	-	32,000	-
RIDE ON MOWER	AV226	-	-	-	-	22,000
TIPPER 7,000kg	AV181	-	-	-	38,000	-
LIGHT VAN	AV043	-	20,000	-	-	-
JCB DIGGER	AV183	-	-	-	-	50,000
2. OTHER						
Parking & Enforcement - replacement handsets		-	-	30,000	-	-
Flail Equipment replacement		-	20,000	-	-	-
Financial Management System Upgrade		-	-	69,500	-	-
Post handling machines replacements		-	-	12,000	-	-
		870,000	974,000	884,920	878,000	382,000

WYRE FOREST DISTRICT COUNCIL**FEES AND CHARGES 2018/2019****COUNCIL**

Cost Centre	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES			
			2018/19 £	2019/20 £	2020/21 £	
R605	<u>ECONOMIC PROSPERITY AND PLACE</u> <u>Development Control - Planning Advice</u> Increase charges by 5% in line with Council Policy.	C R S	- 20 CR -	- 20 CR -	- 20 CR -	
	R605	<u>Development Control - Pre-application advice/ Permitted Development</u> Change to charges for residential properties. Some pre-application advice now chargeable that was previously free.	C R S	- 6,000 CR -	- 6,000 CR -	- 6,000 CR -
		R605	<u>Development Control - Pre-application advice/ Permitted Development</u> Increase charges by 5% in line with Council Policy.	C R S	- 390 CR -	- 390 CR -
R625			<u>Building Control - Decision Notices</u> 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		<u>Development Control - Sale of Documents</u> Increase charges by 5% in line with Council Policy.	C R S	- 160 CR -	- 160 CR -
		R637	<u>Environmental Health - Water Sampling</u> Water sampling and analysis charges are set by Worcs Regulatory Services. No increase is being proposed.	C R S	- - -	- - -
R637			<u>Environmental Health - Control of Dogs</u> The charges levied for the control of stray dogs are set by Worcs Regulatory Services on a cost recovery basis. Charges are consistent across all authorities within the Shared Service. No increases are being proposed in 2018/19	C R S	- - -	- - -
	R638		<u>Licensing Activities - Hackney Carriages</u> To not increase to Hackney Carriage licences.	C R S	- - -	- - -
		R638	<u>Licensing Activities - General Licensing</u> To increase charges by 5% in line with Council Policy where appropriate (some exceptions detailed on backing sheets).	C R S	- 1,050 CR -	- 1,050 CR -
R638			<u>Licensing Activities - Gambling Act 2005 (Premises)</u> Increase charges by either 5% in line with Council Policy or up to prescribed maximum level (if this is lower).	C R S	- 650 CR -	- 650 CR -
	R638		<u>Licensing Activities - Scrap Metal Dealers Licence</u> Scrap metal dealers licence is a 3 year licence which was introduced in 2014. Level of charges are recommended by Worcs's Regulatory Services. No increase is being proposed in 2018/19	C R S	- - -	- - -

WYRE FOREST DISTRICT COUNCIL**FEES AND CHARGES 2018/2019****COUNCIL**

Cost Centre	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES		
			2018/19 £	2019/20 £	2020/21 £
R310	<u>RESOURCES</u>				
	<u>Council Tax and NNDR</u>	C	-	-	-
	Summons Costs £50	R	-	-	-
	Liability Order Costs £30 £80	S	-	-	-
	Bi-annual review of summons costs and liability orders to reflect inflation and additional Magistrates Court costs.				
	TOTALS	C	-	-	-
		R	8,270 CR	8,270 CR	8,270 CR
		S	-	-	-



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

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2018 £ Charges inclusive of VAT (if applicable)	Proposed Charge FROM 1/04/2018 £ Charges before VAT	Proposed Charge FROM 1/04/2018 £ Charges inclusive of VAT (if applicable)
Planning Advice Building Control Decision Notices (Pre 01/01/2012) Sale of Copy Documents			
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)	25.00 per Question	26.00 per Question	No VAT currently charged
If any query requires a site visit to be made (e.g. compliance with conditions)	68.00	71.00	No VAT currently charged
Charges for Copy Documents See Note 2 below			
Monthly Decision List - Emailed	Free	Free	Free
Weekly Planning Application List - Emailed	Free	Free	Free
Decision Notices	20.00	17.50	21.00
Decision Notices Additional Copies	1.20	1.08	1.30
A4 - For each copy	1.20	1.08	1.30
A3 - For each copy	1.20	1.08	1.30
A2 - For each copy	3.40	3.00	3.60
A1 - For each copy	4.50	4.00	4.80
A0 - For each copy	5.60	4.92	5.90

NOTES:

Note 1 - Copies, where appropriate, are available free up to a cumulative single transaction value of £10 for individuals (the discretion of Director of Service to be applied in cases of multiple separate transactions) and charged at full cost to representatives of professional and/or commercial companies.

Note 2 - Copies of all planning application plans and decision notices made from 2006 onwards are available online at zero cost at <http://www.wyreforestdc.gov.uk/planning-and-buildings.aspx>

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



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

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2018	FROM 1/04/2018	FROM 1/04/2018
	£	£	£
	Charges inclusive of VAT (if applicable)	Charges before VAT	Charges inclusive of VAT (if applicable)
Permitted Developments and Pre-application Advice (Schedule revised since December Cabinet)			
Permitted Development enquiries			
Proposed development type			
Householder	Free	Free	Free
Other	Free	Free	Free
Pre-Application advice			
Householder	Free	Free	Free
Cost of each additional meeting	Free	Free	Free
Residential Development (see note 1)			
1 dwelling	Free	66.67	80.00
Cost of each additional meeting	Free	33.33	40.00
Cost of Highway Advice	Free	Free	Free
Cost of each additional meeting with Highway Authority	Free	Free	Free
2-3 dwellings	Free	166.67	200.00
Cost of each additional meeting	Free	83.33	100.00
Cost of Highway Advice	Free	Free	Free
Cost of each additional meeting with Highway Authority	Free	Free	Free
4-5 dwellings	Free	258.33	310.00
Cost of each additional meeting	Free	133.33	160.00
Cost of Highway Advice	Free	Free	Free
Cost of each additional meeting with Highway Authority	Free	Free	Free
6-7 dwellings	Free	375.00	450.00
Cost of each additional meeting	Free	187.50	225.00
Cost of Highway Advice	Free	Free	Free
Cost of each additional meeting with Highway Authority	Free	Free	Free
8-9 dwellings	Free	516.67	620.00
Cost of each additional meeting	Free	258.33	310.00
Cost of Highway Advice	Free	Free	Free
Cost of each additional meeting with Highway Authority	Free	Free	Free
10-24 dwellings	1,368.00	1,196.67	1,436.00
Cost of each additional meeting	685.00	599.17	719.00
Cost of Highway Advice	480.00	420.00	504.00
Cost of each additional meeting with Highway Authority	239.00	209.17	251.00
25-49 dwellings	1,368.00	1,196.67	1,436.00
Cost of each additional meeting	685.00	599.17	719.00
Cost of Highway Advice	480.00	420.00	504.00
Cost of each additional meeting with Highway Authority	239.00	209.17	251.00
50 - 99 dwellings	2,737.00	2,395.00	2,874.00
Cost of each additional meeting	1,013.00	886.67	1,064.00
Cost of Highway Advice	958.00	838.33	1,006.00
Cost of each additional meeting with Highway Authority	355.00	310.83	373.00
100 - 199 dwellings	2,737.00	2,395.00	2,874.00
Cost of each additional meeting	1,013.00	886.67	1,064.00
Cost of Highway Advice	958.00	838.33	1,006.00
Cost of each additional meeting with Highway Authority	355.00	310.83	373.00
200 - 299 dwellings	4,106.00	3,592.50	4,311.00
Cost of each additional meeting	1,368.00	1,196.67	1,436.00
Cost of Highway Advice	1,436.00	1,256.67	1,508.00
Cost of each additional meeting with Highway Authority	480.00	420.00	504.00
300+ dwellings	4,106.00	3,592.50	4,311.00
Cost of each additional meeting	1,368.00	1,196.67	1,436.00
Cost of Highway Advice	1,436.00	1,256.67	1,508.00
Cost of each additional meeting with Highway Authority	480.00	420.00	504.00



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

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2018	FROM 1/04/2018	FROM 1/04/2018
	£	£	£
	Charges inclusive of VAT (if applicable)	Charges before VAT	Charges inclusive of VAT (if applicable)
Permitted Developments and Pre-application Advice (Schedule revised since December Cabinet)			
Non Residential/Commercial Development (see note 1)			
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)	1,368.00	1,196.67	1,436.00
Cost of each additional meeting	685.00	599.17	719.00
Cost of Highway Advice	480.00	420.00	504.00
Cost of each additional meeting with Highway Authority	239.00	209.17	251.00
Gross floor area 2,500 - 9,999m2 (site 1.26-2ha)	2,737.00	2,395.00	2,874.00
Cost of each additional meeting	1,013.00	886.67	1,064.00
Cost of Highway Advice	958.00	838.33	1,006.00
Cost of each additional meeting with Highway Authority	355.00	310.83	373.00
Gross floor area +10,000m2 (site +2ha)	4,106.00	3,592.50	4,311.00
Cost of each additional meeting	1,368.00	1,196.67	1,436.00
Cost of Highway Advice	1,436.00	1,256.67	1,508.00
Cost of each additional meeting with Highway Authority	480.00	420.00	504.00
Other Categories			
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
Historic Environmental and Tree related enquiries			
Separate Listed Building and Conservation Area Advice (Up to 3 Separate Matters)	43.00	37.50	45.00
(More than 3 Separate Matters)	84.00	73.33	88.00
Cost of each additional meeting	21.00	18.33	22.00
Separate Tree related Advice - number of trees not exceeding 10	43.00	37.50	45.00
Cost of each additional meeting	21.00	18.33	22.00
Separate Tree related Advice - number of trees over 10 but not exceeding 30	84.00	73.33	88.00
Cost of each additional meeting	21.00	18.33	22.00
Exemptions			
As set out in Guidance Note (e.g. Parish Councils, etc)			

NOTES:

Note 1 - If only principle to be discussed developer to provide indicative capacity

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

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



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Culture, Leisure and Community Protection

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2018 £ Charges inclusive of VAT (if applicable)	FROM 1/04/2018 £ Charges before VAT	FROM 1/04/2018 £ Charges inclusive of VAT (if applicable)
Water Sampling and Analysis Charges - Set By Worcestershire Regulatory Services			
POLLUTION CONTROL			
Water Sampling Charges			
The Regulations allow local authorities to charge a fee, subject to prescribed maximum levels to enable reasonable costs of services (lab fees etc) to be recovered.			
Proposed Fees and Charges			
Risk Assessment	55.00 per hour (min. 1 hour - up to £500 Max)	55.00 per hour (min. 1 hour - up to £500 Max)	No VAT currently charged
Sampling (each visit)	55.00 per hour (min. 1 hour - up to £100 Max)	55.00 per hour (min. 1 hour - up to £100 Max)	No VAT currently charged
Investigation	55.00 per hour (min. 1 hour - up to £533 Max)	55.00 per hour (min. 1 hour - up to £533 Max)	No VAT currently charged
Analysing a sample			
- taken under regulation 10 (small supplies)	25.00 Max	25.00 Max	No VAT currently charged
(Plus extra lab costs for additional parameters where required)			
- taken during check monitoring	100.00 Max	100.00 Max	No VAT currently charged
- taken during audit monitoring	500.00 Max	500.00 Max	No VAT currently charged

NOTES:

Where the request is made by the Owner/Occupier and the Authority is not the only service provider - VAT will be added.
Where the authority instigates the testing under regulations i.e. Periodic tests, assessments - VAT is not applicable in this instance.
Customers may be able to order and pay for some services online – please refer to <http://www.wyreforestdc.gov.uk>



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Culture, Leisure and Community Protection

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2018 £ Charges inclusive of VAT (if applicable)	Proposed Charge FROM 1/04/2018 £ Charges before VAT	Proposed Charge FROM 1/04/2018 £ Charges inclusive of VAT (if applicable)
Hackney Carriage/Private Hire Fees			
Hackney Carriage Vehicle (includes renewal plates and twice yearly vehicle inspections)	416.00	416.00	No VAT currently charged
Private Hire Vehicle (includes renewal plates and twice yearly vehicle inspections)	416.00	416.00	No VAT currently charged
Change of Business (Sell Car and Transfer Plate)	105.00	105.00	No VAT currently charged
Temporary Replacement HC & PH vehicle (excluding plates & decals)	104.00	104.00	No VAT currently charged
Initial or Replacement Licences/Plates (if lost or damaged)			
External Car Plate	49.00	49.00	No VAT currently charged
Internal (Executive Vehicles) Car Plate	21.00	21.00	No VAT currently charged
Vehicle Decals - Replacements	19.00	19.00	No VAT currently charged
Exemption Notice (Executive Vehicles)	29.00	29.00	No VAT currently charged
Vehicle Testing			
Vehicle Retest Fee (if re-tested within 48 hours of failure)	31.00	25.83	31.00
Vehicle Retest Fee (if re-tested after 48 hours of failure)	59.00	49.17	59.00
Hackney Carriage/Private Hire Drivers Licence (valid for 3 years)	415.00	415.00	No VAT currently charged
Disclosure Scotland check	62.00	62.00	No VAT currently charged
Drivers Badge	25.00	25.00	No VAT currently charged
Drivers' Knowledge Test	54.00	54.00	No VAT currently charged
Private Hire Operators (valid for 1 year)	463.00	463.00	No VAT currently charged
Private Hire Operators (valid for 5 years)	1,760.00	1,760.00	No VAT currently charged

NOTES:

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Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Culture, Leisure and Community Protection

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION		Current Charge	Proposed Charge	Proposed Charge
		TO 31/03/2018	FROM 1/04/2018	FROM 1/04/2018
		£	£	£
		Charges inclusive of VAT (if applicable)	Charges before VAT	Charges inclusive of VAT (if applicable)
Licensing and Registration				
Animal Boarding Establishments	Initial	372.00	391.00	No VAT currently charged
	Renewal	246.00	258.00	No VAT currently charged
	Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	
Dangerous Wild Animals	Initial	372.00	391.00	No VAT currently charged
	Renewal	246.00	258.00	No VAT currently charged
	Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	
Dog Breeding Establishments	Initial	372.00	391.00	No VAT currently charged
	Renewal	246.00	258.00	No VAT currently charged
	Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	
Pet Shops	Initial	372.00	391.00	No VAT currently charged
	Renewal	246.00	258.00	No VAT currently charged
	Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	
Riding Establishments	Initial	372.00	391.00	No VAT currently charged
	Renewal	246.00	258.00	No VAT currently charged
	Vet fees/Animal welfare visit (if applicable)	Charged at Cost	Charged at Cost	
Zoo Licences	Initial	1,792.00	1,882.00	No VAT currently charged
	Renewal	(plus Inspector's expenses) 1,611.00	(plus Inspector's expenses) 1,692.00	No VAT currently charged
	Vet fees/Animal welfare visit (if applicable)	(plus Inspector's expenses) Charged at Cost	(plus Inspector's expenses) Charged at Cost	
Acupuncture, Tattooing, Electrolysis, Ear Piercing, Skin Piercing & Semi-Permanent Skin Colouring -				
Certificate of Registration: (a) Person		181.00	190.00	No VAT currently charged
(b) Premise		261.00	274.00	No VAT currently charged
(c) Persons & Premises		440.00	462.00	No VAT currently charged
Sex Establishments	Initial	4,977.00	4,977.00	No VAT currently charged
	Renewal	1,911.00	1,911.00	No VAT currently charged
	Transfer	362.00	380.00	No VAT currently charged

NOTES:

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Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Culture, Leisure and Community Protection

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2018	FROM 1/04/2018	FROM 1/04/2018
	£	£	£
	Charges inclusive of VAT (if applicable)	Charges before VAT	Charges inclusive of VAT (if applicable)
Gambling Premises License Fees			
Gambling Premises Licence - New Application			
Adult Gaming Centre	1,525.00	1,601.00	No VAT currently charged
Betting Premises (excluding Tracks)	2,288.00	2,402.00	No VAT currently charged
Betting Premises (Tracks)	1,905.00	2,000.00	No VAT currently charged
Bingo Club	2,665.00	2,798.00	No VAT currently charged
Family Entertainment Centre	1,525.00	1,601.00	No VAT currently charged
Temporary Use Notices	389.00	408.00	No VAT currently charged
Gambling Premises Licence - Annual Fee			
Adult Gaming Centre	763.00	801.00	No VAT currently charged
Betting Premises (excluding Tracks)	458.00	481.00	No VAT currently charged
Betting Premises (Tracks)	763.00	801.00	No VAT currently charged
Bingo Club	763.00	801.00	No VAT currently charged
Family Entertainment Centre	570.00	599.00	No VAT currently charged
Provisional Statement Application			
Adult Gaming Centre	1,525.00	1,601.00	No VAT currently charged
Betting Premises (excluding Tracks)	2,288.00	2,402.00	No VAT currently charged
Betting Premises (Tracks)	1,905.00	2,000.00	No VAT currently charged
Bingo Club	2,665.00	2,798.00	No VAT currently charged
Family Entertainment Centre	1,525.00	1,601.00	No VAT currently charged
Licence Application (Provisional Statement Holders)			
Adult Gaming Centre	723.00	759.00	No VAT currently charged
Betting Premises (excluding Tracks)	916.00	962.00	No VAT currently charged
Betting Premises (Tracks)	723.00	759.00	No VAT currently charged
Bingo Club	916.00	962.00	No VAT currently charged
Family Entertainment Centre	723.00	759.00	No VAT currently charged
Application to Transfer			
Adult Gaming Centre	723.00	759.00	No VAT currently charged
Betting Premises (excluding Tracks)	916.00	962.00	No VAT currently charged
Betting Premises (Tracks)	723.00	759.00	No VAT currently charged
Bingo Club	916.00	962.00	No VAT currently charged
Family Entertainment Centre	723.00	759.00	No VAT currently charged
Application to Vary			
Adult Gaming Centre	763.00	801.00	No VAT currently charged
Betting Premises (excluding Tracks)	1,142.00	1,199.00	No VAT currently charged
Betting Premises (Tracks)	951.00	999.00	No VAT currently charged
Bingo Club	1,335.00	1,402.00	No VAT currently charged
Family Entertainment Centre	763.00	801.00	No VAT currently charged
Reinstatement of Licence			
Adult Gaming Centre	723.00	759.00	No VAT currently charged
Betting Premises (excluding Tracks)	916.00	962.00	No VAT currently charged
Betting Premises (Tracks)	723.00	759.00	No VAT currently charged
Bingo Club	916.00	962.00	No VAT currently charged
Family Entertainment Centre	723.00	759.00	No VAT currently charged

NOTES:

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



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Culture, Leisure and Community Protection

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2018 £ Charges inclusive of VAT (if applicable)	Proposed Charge FROM 1/04/2018 £ Charges before VAT	Proposed Charge FROM 1/04/2018 £ Charges inclusive of VAT (if applicable)
Street Trading			
Single Unit up to 12 x 12 (max 5m length) Food - Initial	2,221.00	2,332.00	No VAT currently charged
- Renewal	2,112.00	2,218.00	No VAT currently charged
Single Unit up to 12 x 12 (max 5m length) Non-Food - Initial	1,856.00	1,949.00	No VAT currently charged
- Renewal	1,670.00	1,754.00	No VAT currently charged
For every additional 12 x 12 or part thereof or length more than 5m	916.00	962.00	No VAT currently charged
Mobile Traders - Initial	872.00	916.00	No VAT currently charged
Mobile Traders - Renewal	872.00	916.00	No VAT currently charged
Street Amenities (Control of Street Furniture)	351.00	369.00	No VAT currently charged

NOTES:

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



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Culture, Leisure and Community Protection

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2018 £ Charges inclusive of VAT (if applicable)	Proposed Charge FROM 1/04/2018 £ Charges before VAT	Proposed Charge FROM 1/04/2018 £ Charges inclusive of VAT (if applicable)
Scrap Metal Dealers Act 2013 - Fees Recommended by Worcestershire Regulatory Services			
Site Licence - Initial (3 year licence)	290.00	290.00	No VAT currently charged
Site Licence - Renewal (3 year licence)	240.00	240.00	No VAT currently charged
Collectors Licence - Initial (3 year licence)	145.00	145.00	No VAT currently charged
Collectors Licence - Renewal (3 year licence)	95.00	95.00	No VAT currently charged
Variation of Licence	65.00	65.00	No VAT currently charged
Copy of licence (if lost or stolen)	25.00	25.00	No VAT currently charged

NOTES:

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



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Culture, Leisure and Community Protection

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2018 £ Charges inclusive of VAT (if applicable)	Proposed Charge FROM 1/04/2018 £ Charges before VAT	Proposed Charge FROM 1/04/2018 £ Charges inclusive of VAT (if applicable)
Control of Dogs - Fees Recommended by Worcestershire Regulatory Services			
Statutory Fine per dog seized	25.00	25.00	No VAT currently charged
Kennelling charge per dog per day	13.50	13.50	No VAT currently charged
Kennelling of Dangerous Dogs charge per dog per day	20.00	20.00	No VAT currently charged
Administration Fee per stray dog seized	15.00	15.00	No VAT currently charged
Out of Hours Charge	35.00	35.00	No VAT currently charged
Repeat stray charge	25.00	25.00	No VAT currently charged
Vet fees/treatment charges (if applicable)	Charged at Cost	Charged at Cost	

NOTES:

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



Service	Revenues	Service Manager	Revenues, Benefits and Customer Services Manager
Directorate	Resources	Cabinet Member	Resources

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2018 £ Charges inclusive of VAT (if applicable)	Proposed Charge FROM 1/04/2018 £ Charges before VAT	Proposed Charge FROM 1/04/2018 £ Charges inclusive of VAT (if applicable)
Council Tax and NNDR			
Council Tax and NNDR			
Summons costs	50.00	50.00	No VAT currently charged
Liability Orders	30.00	30.00	No VAT currently charged

NOTES:

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

**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 2.2.4 of main report)

THAT COUNCIL NOTE:

- 2.1 The Chief Financial Officer's opinion on the budget proposals, recommended by the Cabinet on 7th February 2018, 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 (2018-21).

4. KEY ISSUES – CHIEF FINANCIAL OFFICER’S OPINION ON 2018-21 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 2018-21 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 increases risk and this will need to continue to be carefully managed and mitigated by the member and officer Leadership team.
- 4.3 The Council have adopted the general principles of the CIPFA Guidance on Local Authority Reserves and Balances, which outline a minimum Reserve (Working Balance) for this Council which has been adhered to in the Financial Strategy 2018-21.
- 4.4 Link Asset Services our retained Treasury Management advisors were commissioned to undertake a review of the overall reserves position of this Council including comparisons across other Councils, reporting in late December 2017. This report endorses the recent review of the methodology for Ear Marked Reserves (EMRs) (see paragraph 8.4 of main December MTFS) resulting in the release of circa £240k EMRs into General Reserves and the creation of a new General Risk Reserve from April 2018 of circa £720k. This introduces a more strategic approach to EMRs and reduces the number of smaller EMRs individually held. The Link Report confirmed that the levels of reserves currently held are fair and reasonable. It recommended that a review of the level of the Working Balance currently being £1m is undertaken over the next two financial years with a view to potentially increasing to between £1.25m to £1.5m depending on a strategic risk assessment. This will be considered as part of the next MTFS.
- 4.5 The publication of the revised CIPFA Prudential Code and Treasury Management Code in late December 2017 introduces further layers of control around risk in relation to investments that are not part of treasury management activity particularly relevant to where prudential borrowing is used and a commercial return is sought. Investment and MRP guidance from the MHCLG (which should be read in conjunction with codes already received was not received until the 2nd February 2018 and this is most unhelpful to the planning process for 2018-19. The Guidance introduces a new requirement that in every local authority, full council or its nearest equivalent, sets limits that cannot be exceeded for gross debt compared to net service expenditure, and for commercial income as a percentage of net service expenditure. A new Capital Strategy will be prepared as soon as possible to cover the requirements of this Guidance

- 4.6 Closely allied to this, a revised code of practice on Treasury Management was issued in late December 2017. This includes a refresh of Prudential Indicators which are the monitoring tool to assess performance and risk of capital expenditure plans. The requisite changes have been reflected in the Treasury Management Service Strategy for 2018-19.
- 4.7 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.
- 4.8 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 This is a financial report and there is no requirement to undertake an Equality Impact Assessment screening.

8. RISK MANAGEMENT

- 8.1 Contained within the Financial Strategy 2018-21 and subsequent Cabinet reports are the significant risks and mitigating actions which have been identified, allied to the budget process.
- 8.2 There are three significant financial risks affecting the Council over the next three years:
- Funding reductions from Central Government in light of the Local Government Finance Reforms changing key funding streams and methodologies including the Fair Funding Reform, phasing out of Revenue Support Grant, New Homes Bonus funding reductions and the move towards 75% Business Rates Retention.
 - The increased reliance on local income sources including the Capital Portfolio Fund and Development Loans Fund policies and risk this may not be realised in line with projected 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 currently retains a working balance reserve of £1,000,000, increased from £700,000 in 2012/13. This level will be subject to further review as part of the next MTFS. This fund is also available to provide cover for urgent unforeseen expenditure e.g. in respect of a civil emergency. The Innovation Fund is held to fund one-off costs of implementation of Transformation; a recent allocation of £200,000 has been made to increase capacity and resource to support commercial development. Consideration should be given to replenishing the Innovation Fund from Final Accounts savings, in accordance with the delegations in the main 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 Final Finance Settlement suggests that from 2018-19 overall Central Government funding will have reduced to a particularly challenging level.
- 9.2 To reduce the financial risks now faced, it is essential that net expenditure and funding be better aligned by the progression of efficiency plans for reductions in spending and increased income generation.
- 9.3 The ongoing Local Government Finance Reforms that see Revenue Support Grant phased out from 2019-20, New Homes Bonus and Business Rates Reform reduce Central Government funding and increase the reliance on local funding streams. The level of reserves may need to be reconsidered once the impact of the reforms has been confirmed.
- 9.4 The recommendation in relation to the review of the level of the Working Balance from the Link Asset Services independent report on reserves held by this council, will be included in the 2019-22 MTFS.
- 9.5 The assessment of affordability of financial plans requires a judgement about risk. This has been updated in the latest Prudential Code guidance issued in late December 2017 including a new requirement for a capital strategy. The main objective of the new code is to introduce greater focus on reporting and planning for long term financial and risk implications in relation to non treasury investments. The MHCLG Guidance on Investments and MRP was not issued until early February. The lateness of these changes and uncertainty around interpretation, means that there is an acknowledgement by CIPFA that full compliance with the new codes will be achieved at the earliest opportunity. For this Council the Capital Strategy, including the strategies for the Capital Portfolio Funds and Development Loans fund will be updated as soon as possible during 2018-19.
- 9.6 Recognition of the importance of the development of commercialism and income generation to help close the funding gap by the Cabinet Proposal for £250k Capital Funding and also the significant allocation of funding from the Innovation Fund is a key element of this MTFS and is not without risk. Each business case for

commercial development will include an appropriate assessment of risks and potential rewards; reviewing at least annually performance and risk of each area of commercial activity. This regular review will include the option to cease commercial activity if appropriate.

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
- 11.3 CIPFA revised Prudential Code and Treasury Management Code December 2017

WYRE FOREST DISTRICT COUNCIL

COUNCIL

21st February 2018

Medium Term Financial Strategy 2018-21

AMENDMENT TO BE MOVED BY THE LABOUR PARTY

It is proposed that this amendment is moved with two funding options being:

Funding Option 1 - fund the overall additional net cost over the MTFS from reserves.

Funding Option 2 - fund the overall additional net cost over the MTFS from a small increase in Council Tax in 2018-19 of 2.25% rather than the Cabinet's proposed 1.94%. This would cost an average Band D property an extra £0.64p in 2018-19 over the Cabinet's proposals.

2. RECOMMENDATIONS

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

2.1 THREE YEAR BUDGET, CAPITAL PROGRAMME AND POLICY FRAMEWORK 2018-21

2.1.1 **APPROVES** the updated Medium Term Financial Strategy 2018-21;

2.1.2 **APPROVES** the Labour Party Proposals – taking into account the impact on the Council's Capital and Revenue Budgets for 2018-21 as shown in paragraph 3.19 including:

- a. Approval of a further tranche of £1.757m capital investment required for the refreshed ICT Strategy to be added to the capital programme as set out in Appendix 3 of the December report;
- b. Approval of a further Localism Fund allocation of £50k in 2018-19.
- c. Approval of funding to allow the current level of Community Safety staffing to be maintained for 2018-19 while a review of all options is undertaken taking into account the Police and Crime Commissioner's (PCC) position regarding future funding strategies.
- d. Approval of a further tranche of Wyre Forest Forward Efficiency Savings of £50k in 2018-19, £175k in 2019-20 and £400k in 2020-21.
- e. Approval of additional income generation targets of £50k in 2018-19, £75k in 2019-20 and £100k in 2020-21.

- f. Approval of capital funding of £38k for the replacement of the Spennells Valley Boardwalk funded from the unused Leisure Centre contingency.
- g. Approval of capital funding of £250k in 2018-19 to support a more commercial approach for income generation.
- h. To provide capital funding of £200k for the construction of new public conveniences at the Bridge Street Site of the former Lloyds garage with running costs to be part funded by Stourport Town. These proposals take into account the potential loss of a third of net car parking income currently achieved. Some of this may be displaced to other car parks so this is worst case scenario.
- i. Approval that the Council commits itself to consistent advocacy for the construction of housing at “social”, not “affordable”, rent levels and will actively seek a partner, or partners, with whom to construct such housing, using funds from the £10m development loans and/or £25m capital portfolio funds. Each proposal to be considered on a case by case basis subject to overall financial viability.

2.1.3 **APPROVES** the fees and charges in line with this Strategy and the impact on the Council’s Revenue Budget for 2018-21, as shown in Appendix 3;

2.1.4 **APPROVES** the Capital Programme and Vehicle, Equipment and Systems Renewal Schedule as set out in Appendix 2, Parts 1 and 2; subject to the relevant changes in the revised budget proposals;

2.1.5 **APPROVES** that any Final Accounts savings arising from 2017-21 over and above the target allowed for in the Council’s Financial Strategy, together with surplus Earmarked Reserves, be allocated by the Corporate Director: Resources in consultation with the Leader;

2.1.6 **APPROVES** that allocations from the Commercialism Capital Fund proposed at 2.1.2 (h) above is **DELEGATED** to Corporate Director of Community Well- Being and Environment in consultation with the Commercial Activity Programme Board and the Section 151 Officer to agree the viability of each business case;

2.1.7 The General Fund Revenue Budget be **APPROVED** including all updates from the position in December 2017 as set out in this report.

2.2 COUNCIL TAX – FUNDING OPTION 1

2.2.1 **SETS** the Council Tax for Wyre Forest District Council on a Band D Property at £209.34 for 2018-19 (£205.36 2017-18) which represents an increase of 1.94% on Council Tax from 2017-18.

- 2.2.2 **ENDORSES** the provisional Council Tax on a Band D Property in 2019-20 of £213.40 and £217.54 in 2020-21, being an increase of 1.94 % in both years.
- 2.2.3 **APPROVES** the proposal to increase Council Tax charge for dwellings empty for more than 2 years from 100% to 150% with effect from 1st April 2018 as per paragraph 5.3;
- 2.2.4 **NOTES** the Director of Resource's (as Chief Financial Officer) opinion on the budget proposals, recommended by the Cabinet in this report, as detailed in Appendix 4 of this report.

2.2 COUNCIL TAX – FUNDING OPTION 2

- 2.2.1 **SETS** the Council Tax for Wyre Forest District Council on a Band D Property at £209.98 for 2018-19 (£205.36 2017-18) which represents an increase of 2.25% on Council Tax from 2017-18.
- 2.2.2 **ENDORSES** the provisional Council Tax on a Band D Property in 2019-20 of £214.05 and £218.20 in 2020-21, being an increase of 1.94 % in both years.
- 2.2.3 **APPROVES** the proposal to increase Council Tax charge for dwellings empty for more than 2 years from 100% to 150% with effect from 1st April 2018 as per paragraph 5.3;
- 2.2.4 **NOTES** the Corporate Director of Resource's (as Chief Financial Officer) opinion on the budget proposals, recommended by the Cabinet in this report, as detailed in Appendix 4 of this report.

3. KEY ISSUES

- 3.1 On 7th February 2018, Cabinet considered a report on proposals for the Budget Strategy for the period 2018-21. The Final Local Government Finance Settlement was published on the 6th February and debated by Parliament the following day. Whilst the Final Settlement included some additional funding for Adult Social Care and Rural services Delivery Grant, this Council does not receive either of these funding streams. New Homes Bonus and Revenue Support Grant (RSG) funding for this Council remain unchanged from the Provisional Settlement issued on the 19th December 2017. This report provides a proposed budget decision for Council to consider now the Final Settlement for 2018-19 has been received.

7. FINANCIAL IMPLICATIONS

- 7.1 The Cabinet Proposals have now been revised and a new schedule of the Labour Party Proposals is shown in the table that follows:

Cost Centre	ACTIVITY AND DESCRIPTION OF LABOUR PROPOSAL	KEY	2018/19	2019/20	2020/21	After 2020/21
			£	£	£	£
			£	£	£	£
CLEAN, GREEN AND SAFE COMMUNITIES						
R716	Community Safety Partnership Funding to allow the staffing level for Community Safety to be maintained at current levels for 2018-19 whilst a review of all options is undertaken taking into account the decision of the PCC on future funding, net of saving from within Leisure team	C R S	- 30,000 1.40	- - -	- - -	- - -
R335	Localism Fund To top up the single Localism Fund to £50k to continue the good work done so far with Parish and Town Councils and other local organisations.	C R S	- 50,000 -	- - -	- - -	- - -
R430	ICT Strategy To provide capital funding to enable delivery of the ICT Strategy for a further 5 years. Appendix 3 sets out more detail.	C R S	776,000 7,140 -	608,000 131,980 -	113,000 227,090 -	260,000 289,040 -
R035	Bridge Street Public Conveniences To provide capital funding for the construction of new public conveniences at the Bridge Street Site of the former Lloyds garage with running costs to be part funded by Stourport Town. These proposals take into account the potential loss of a third of net car parking income currently achieved. Some of this may be displaced to other car parks so this is worse case scenario.	C R S	200,000 10,500 -	- 43,920 -	- 43,920 -	- 43,920 -
R726	Wyre Forest Forward Further Target Savings from the Wyre Forest Forward Efficiency Programme	C R S	- 50,000 CR -	- 175,000 CR -	- 400,000 CR -	- 400,000 CR -
	Income Generation To introduce an additional income generation target (figures to be confirmed in light of consultant's recommendation).	C R S	- 50,000 CR -	- 75,000 CR -	- 100,000 CR -	- 100,000 CR -
	Commercial Activity Capital Funding Pot To introduce a capital funding pot to support Commercial Activity to be funded by prudential borrowing offset by additional income generated. Allocations from this generic pot to be made by the Commercial Activity Board in consultation with the S151 Officer based on the viability of each business case.	C R S	250,000 - -	- - -	- - -	- - -
R160	Parks and Green Spaces Replacement of Spennells Valley Boardwalk funded from Capital contingency of Leisure Centre project no longer required. The revenue impact of this funding is already included within the approved budget. This will be a transfer of funding of £38,000 from the Leisure Centre Capital Scheme to fund the proposed pathway at Spennells.	C C R S	38,000 38,000 CR - -	- - - -	- - - -	- - - -
SUCCESSFUL LOCAL ECONOMY						
R705	Council commits itself to consistent advocacy for the construction of housing at "social", not "affordable", rent levels and will actively seek a partner, or partners, with whom to construct such housing, using funds from the £10m development loans and/or £25m capital portfolio funds. Each proposal to be considered on a case by case basis subject to overall financial viability.	C R S	TBC TBC TBC	TBC TBC TBC	TBC TBC TBC	TBC TBC TBC
	TOTALS	C R S	1,226,000 2,360 CR 1.40	608,000 74,100 CR -	113,000 228,990 CR -	260,000 167,040 CR -

7.2 The Council Tax Collection Fund surplus for 2017-18 onwards is estimated at £90k in 2017-18, and £50k for 2018-19 and 2019-20.

7.3 **FUNDING OPTION 1**

The following table demonstrates the updated position for the Council when all the revisions included in this amendment are incorporated into the Base Budget.

The Council is forecast to hold a balance of £1,998k at the end of 2020-21 (see reserves table in 7.4).

	Revised 2017/18 £	2018/19 £	2019/20 £	2020/21 £
LABOUR PROPOSALS				
Net Expenditure on Services (per Appendix 1)	12,286,580	11,844,680	11,754,520	11,567,620
		0	0	0
Total Net Expenditure on Services (per Appendix 1)	12,286,580	11,844,680	11,754,520	11,567,620
Less Labour Proposals	0	(2,360)	(74,100)	(228,990)
Net Expenditure	12,286,580	11,842,320	11,680,420	11,338,630
Contribution (from)/to Reserves	(89,790)	(433,330)	(801,730)	(831,410)
	12,196,790	11,408,990	10,878,690	10,507,220
Net Budget Requirement				
<u>Less</u>				
Revenue Support Grant	510,220	100,680	(356,790)	(356,790)
Business Rates	2,653,230	2,734,950	2,795,610	2,795,610
Business Rates Growth	220,000	246,560	323,200	248,220
New Homes Bonus	1,896,400	1,272,700	862,710	411,200
Transition Grant	43,080	0	0	0
Collection Fund Surplus	90,000	50,000	50,000	0
Council Tax Income	6,783,860	7,004,100	7,203,960	7,408,980
WFDC Council Tax @ 1.94% increase 2018/19 onwards	205.36	209.34	213.40	217.54
COUNCIL TAX BASE	33,034	33,458	33,758	34,058

7.3 FUNDING OPTION 2

The following table demonstrates the updated position for the Council when all the revisions included in this amendment are incorporated into the Base Budget. The Council is forecast to hold a balance of £2,063k at the end of 2020-21 (see reserves table in 7.4).

Agenda Item No. 14

	Revised 2017/18 £	2018/19 £	2019/20 £	2020/21 £
LABOUR PROPOSALS - OPTION 2				
Net Expenditure on Services (per Appendix 1)	12,286,580	11,844,680	11,754,520	11,567,620
		0	0	0
Total Net Expenditure on Services (per Appendix 1)	12,286,580	11,844,680	11,754,520	11,567,620
Less Labour Proposals	0	(2,360)	(74,100)	(228,990)
Net Expenditure	12,286,580	11,842,320	11,680,420	11,338,630
Contribution (from)/to Reserves	(89,790)	(411,920)	(779,790)	(808,950)
	12,196,790	11,430,400	10,900,630	10,529,680
Net Budget Requirement				
Less				
Revenue Support Grant	510,220	100,680	(356,790)	(356,790)
Business Rates	2,653,230	2,734,950	2,795,610	2,795,610
Business Rates Growth	220,000	246,560	323,200	248,200
New Homes Bonus	1,896,400	1,272,700	862,710	411,200
Transition Grant	43,080	0	0	0
Collection Fund Surplus	90,000	50,000	50,000	0
Council Tax Income	6,783,860	7,025,510	7,225,900	7,431,460
WFDC Council Tax @ 2.25% for 2018/19, then 1.94% onwards	205.36	209.98	214.05	218.20
COUNCIL TAX BASE	33,034	33,458	33,758	34,058

7.4 FUNDING OPTION 1

Reserves available as part of the three year financial strategy are as shown in the following table.

Reserves Statement - LABOUR Proposals	Revised 2017/18 £	2018/19 £	2019/20 £	2020/21 £
Reserves as at 1st April	3,914	4,064	3,631	2,829
Release of Earmarked Reserves	240			
Contribution (from)/to Reserves	(90)	(433)	(802)	(831)
Reserves as at 31st March	4,064	3,631	2,829	1,998

7.4 FUNDING OPTION 2

Reserves available as part of the three year financial strategy are as shown in the following table.

Reserves Statement - LABOUR Proposals	Revised 2017/18 £	2018/19 £	2019/20 £	2020/21 £
Reserves as at 1st April	3,914	4,064	3,652	2,872
Release of Earmarked Reserves	240			
Contribution (from)/to Reserves	(90)	(412)	(780)	(809)
Reserves as at 31st March	4,064	3,652	2,872	2,063

WYRE FOREST DISTRICT COUNCIL

COUNCIL

21st February 2018

Medium Term Financial Strategy 2018-21

AMENDMENT TO BE MOVED BY THE INDEPENDENT AND LIBERAL DEMOCRAT GROUP

2. RECOMMENDATIONS

The **INDEPENDENT AND LIBERAL DEMOCRAT GROUP** RECOMMENDS TO **COUNCIL** that it:

2.1 THREE YEAR BUDGET, CAPITAL PROGRAMME AND POLICY FRAMEWORK 2018-21

2.1.1 **APPROVES** the updated Medium Term Financial Strategy 2018-21;

2.1.2 **APPROVES** the **Independent and Liberal Democrat** Proposals – taking into account the impact on the Council’s Capital and Revenue Budgets for 2018-21 as shown in paragraph 3.19 including:

- a. Approval of a further tranche of £1.757m capital investment required for the refreshed ICT Strategy to be added to the capital programme as set out in Appendix 3 of the December report;
- b. Approval of the Community Leadership Fund for 2018-19 of £33k;
- c. Approval of a further Localism Fund allocation of £50k in 2018-19.
- d. Approval of funding to allow the current level of Community Safety staffing to be maintained for 2018-19 while a review of all options is undertaken taking into account the Police and Crime Commissioner’s (PCC) position regarding future funding strategies.
- e. Approval of a further tranche of Wyre Forest Forward Efficiency Savings of £50k in 2018-19, £175k in 2019-20 and £400k in 2020-21.
- f. Approval of additional income generation targets of £50k in 2018-19, £75k in 2019-20 and £100k in 2020-21.
- g. Approval of capital funding of £38k for the replacement of the Spennells Valley Boardwalk funded from the unused Leisure Centre contingency.
- h. Approval of capital funding of £250k in 2018-19 to support a more commercial approach for income generation.

- i. Approval of increased staffing resource for the Civil Enforcement team by 1.5 FTE to increase the capacity for on-street parking enforcement. This additional resource could generate circa £12k extra fine income per year but the gross extra staff cost is shown for this proposal with income to be reviewed and increased if proven after 6 months. This proposal will ensure approvals are in place if the impending Overview and Scrutiny review of Civil Enforcement recommends more resource.
- j. Approval of the introduction of free leisure passes for local "looked after children" within Worcestershire fostered within the Wyre Forest area and also for care leavers. 100% concessions for families that include a "looked after child". Currently 50% concessions are available so this would increase to 100%. This Council would pay our leisure provider PfP for this increased concession for circa 100 families within this district. The cost of £43k pa is a best estimate and would be confirmed annually in arrears by PfP based on actual take-up of the concession.
- k. Approval to undertake a review to ensure the Housing team has sufficient capacity to make appropriate use of legislative powers including Empty Dwelling Management Orders (DMOs), compulsory purchase powers under s17 of the Housing Act 1985 and s226(1)(a) of the Town & Country Planning Act 1990 to bring the minimum of 1 empty property back into use each month (Cabinet 20th September 2017 refers).
- l. Approval to prioritise use of funding from the £25m Capital Portfolio Fund to facilitate bringing into use undeveloped sites allocated for housing development. This should include consideration of working in partnership with RSLs and also the potential for working with/funding from the two Local Enterprise partnerships (LEPs) this Council works with. Alternative Service Delivery Vehicles should also be considered as appropriate. Each proposal to be considered in terms of the specific business case with the objective of delivering the highest proportion of affordable, social and/or shared ownership housing together with market rental properties as possible within the funding envelope subject to overall scheme viability.

- 2.1.3 **APPROVES** the fees and charges in line with this Strategy and the impact on the Council's Revenue Budget for 2018-21, as shown in Appendix 3;
- 2.1.4 **APPROVES** the Capital Programme and Vehicle, Equipment and Systems Renewal Schedule as set out in Appendix 2, Parts 1 and 2; subject to the relevant changes in the revised budget proposals;
- 2.1.5 **APPROVES** that any Final Accounts savings arising from 2017-21 over and above the target allowed for in the Council's Financial Strategy, together with surplus Earmarked Reserves, be allocated by the Corporate Director: Resources in consultation with the Leader;

- 2.1.6 **APPROVES** that allocations from the Commercialism Capital Fund proposed at 2.1.2 (h) above is **DELEGATED** to Corporate Director of Community Well- Being and Environment in consultation with the Commercial Activity Programme Board and the Section 151 Officer to agree the viability of each business case;
- 2.1.7 The General Fund Revenue Budget be **APPROVED** including all updates from the position in December 2017 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 £209.34 for 2018-19 (£205.36 2017-18) which represents an increase of 1.94% on Council Tax from 2017-18.
- 2.2.2 **ENDORSES** the provisional Council Tax on a Band D Property in 2019-20 of £213.40 and £217.54 in 2020-21, being an increase of 1.94 % in both years.
- 2.2.3 **APPROVES** the proposal to increase Council Tax charge for dwellings empty for more than 2 years from 100% to 150% with effect from 1st April 2018 as per paragraph 5.3;
- 2.2.4 **NOTES** the opinion of the Corporate Director of Resource's (as Chief Financial Officer) on the budget proposals, recommended by the Cabinet in this report, as detailed in Appendix 4 of this report.

3. **KEY ISSUES**

- 3.1 On 7th February 2018, Cabinet considered a report on proposals for the Budget Strategy for the period 2018-21. The Final Local Government Finance Settlement was published on the 6th February and debated by Parliament the following day. Whilst the Final Settlement included some additional funding for Adult Social Care and Rural Services Delivery Grant, this Council does not receive either of these funding streams. New Homes Bonus and Revenue Support Grant (RSG) funding for this Council remain unchanged from the Provisional Settlement issued on the 19th December 2017. This report provides a proposed budget decision for Council to consider now the Final Settlement for 2018-19 has been received.

7. **FINANCIAL IMPLICATIONS**

- 7.1 The Cabinet Proposals have now been revised and a new schedule of the Independent and Liberal Democrat Group Proposals is shown in the table that follows:

Cost Centre	ACTIVITY AND DESCRIPTION	KEY	2018/19	2019/20	2020/21	After 2020/21
	OF INDEPENDENT AND LIBERAL DEMOCRAT PROPOSALS		£	£	£	£
			£	£	£	£
CLEAN, GREEN AND SAFE COMMUNITIES						
R716	Community Safety Partnership Funding to allow the staffing level for Community Safety to be maintained at current levels for 2018-19 whilst a review of all options is undertaken taking into account the decision of the PCC on future funding, net of saving from within Leisure team	C R S	- 30,000 1.40	- - -	- - -	- - -
R335	Localism Fund To top up the single Localism Fund to £50k to continue the good work done so far with Parish and Town Councils and other local organisations.	C R S	- 50,000 -	- - -	- - -	- - -
R430	ICT Strategy To provide capital funding to enable delivery of the ICT Strategy for a further 5 years. Appendix 3 sets out more detail.	C R S	776,000 7,140 -	608,000 131,980 -	113,000 227,090 -	260,000 289,040 -
R720	Community Leadership Fund In light of acknowledged effectiveness of this fund to retain this funding stream of £1,000 per Member for 2018/19	C R S	- 33,000 -	- - -	- - -	- - -
R726	Wyre Forest Forward Further Target Savings from the Wyre Forest Forward Efficiency Programme	C R S	- 50,000 CR -	- 175,000 CR -	- 400,000 CR -	- 400,000 CR -
	Income Generation To introduce an additional income generation target (figures to be confirmed in light of consultant's recommendation).	C R S	- 50,000 CR -	- 75,000 CR -	- 100,000 CR -	- 100,000 CR -
	Commercial Activity Capital Funding Pot To introduce a capital funding pot to support Commercial Activity to be funded by prudential borrowing offset by additional income generated. Allocations from this generic pot to be made by the Commercial Activity Board in consultation with the S151 Officer based on the viability of each business case.	C R S	250,000 - -	- - -	- - -	- - -
R160	Parks and Green Spaces Replacement of Spennells Valley Boardwalk funded from Capital contingency of Leisure Centre project no longer required. The revenue impact of this funding is already included within the approved budget. This will be a transfer of funding of £38,000 from the Leisure Centre Capital Scheme to fund the proposed pathway at Spennells.	C C R S	38,000 38,000 CR - -	- - - -	- - - -	- - - -
SUCCESSFUL LOCAL ECONOMY						
R193	Civil Enforcement To increase the staffing resource of the Civil Enforcement team by 1.5 FTE to increase the capacity for on-street parking enforcement. This additional resource could generate circa £12k extra fine income per year but the gross extra staff cost is shown for this proposal with income to be reviewed and increased if proven after 6 months. This proposal will ensure approvals are in place if the impending Overview and Scrutiny review of Civil Enforcement recommends more resource.	C R S	- 36,870 1.5	- 37,360 1.5	- 37,960 1.5	- 38,250 1.5
R081	Wyre Forest Leisure Centre To introduce free leisure passes for local "looked after children" within Worcestershire fostered within the Wyre Forest area and also for care leavers. 100% concessions for families that include a "looked after child". Currently 50% concessions are available so this would increase to 100%. This Council would pay our leisure provider PfP for this increased concession for circa 100 families within this district. The cost is a best estimate and would be confirmed annually in arrears by PfP based on actual take-up of the concession.	C R S	- 43,000 -	- 43,000 -	- 43,000 -	- 43,000 -
R685	Homelessness, Housing Advice and Access to Housing To undertake a review to ensure the Housing team has sufficient capacity to make appropriate use of legislative powers including Empty Dwelling Management Orders (DMOs), compulsory purchase powers under s17 of the Housing Act 1985 and s226(1)(a) of the Town & Country Planning Act 1990 to bring the minimum of 1 empty property back into use each month (Cabinet 20th September 2017 refers).	C R S	TBC TBC TBC	TBC TBC TBC	TBC TBC TBC	TBC TBC TBC

R705	Capital Portfolio Fund To prioritise use of funding from the £25m Capital Portfolio Fund to facilitate bringing into use undeveloped sites allocated for housing development. This should include consideration of working in partnership with RSLs and also the potential for working with/ funding from the two Local Enterprise partnerships (LEPs) this Council works with. Alternative Service Delivery Vehicles should also be considered as appropriate. Each proposal to be considered in terms of the specific business case with the objective of delivering the highest proportion of affordable, social and/or shared ownership housing together with market rental properties as possible within the funding envelope subject to overall scheme viability.	C R S	TBC TBC TBC	TBC TBC TBC	TBC TBC TBC	TBC TBC TBC
	TOTALS	C R S	1,026,000 100,010 2.90	608,000 37,660 CR 1.50	113,000 191,950 CR 1.50	260,000 129,710 CR 1.50
KEY - Changes in Resources						
C	Capital					
R	Revenue					
S	Staffing - Stated in FTEs					

7.2 The Council Tax Collection Fund surplus for 2017-18 onwards is estimated at £90k in 2017-18, and £50k for 2018-19 and 2019-20.

7.3 The following table demonstrates the updated position for the Council when all the revisions included in this amendment are incorporated into the Base Budget. The Council is forecast to hold a balance of £1,822k at the end of 2020-21 (see reserves table in 7.4).

INDEPENDENT AND LIBERAL DEMOCRAT PROPOSALS	Revised 2017/18 £	2018/19 £	2019/20 £	2020/21 £
Net Expenditure on Services (per Appendix 1)	12,286,580	11,844,680	11,754,520	11,567,620
Total Net Expenditure on Services (per Appendix 1)	12,286,580	11,844,680	11,754,520	11,567,620
Less Independent and Liberal Democrat Proposals	0	100,010	(37,660)	(191,950)
Net Expenditure	12,286,580	11,944,690	11,716,860	11,375,670
Contribution (from)/to Reserves	(89,790)	(535,700)	(838,170)	(868,470)
	12,196,790	11,408,990	10,878,690	10,507,200
Net Budget Requirement				
<u>Less</u>				
Revenue Support Grant	510,220	100,680	(356,790)	(356,790)
Business Rates	2,653,230	2,734,950	2,795,610	2,795,610
Business Rates Growth	220,000	246,560	323,200	248,200
New Homes Bonus	1,896,400	1,272,700	862,710	411,200
Transition Grant	43,080	0	0	0
Collection Fund Surplus	90,000	50,000	50,000	0
Council Tax Income	6,783,860	7,004,100	7,203,960	7,408,980
WFDC Council Tax @ 1.94% increase 2018/19 onwards	205.36	209.34	213.40	217.54
COUNCIL TAX BASE	33,034	33,458	33,758	34,058

7.4 Reserves available as part of the three year financial strategy are as shown in the following table.

Reserves Statement - INDEPENDENT AND LIBERAL DEMOCRAT Proposals	Revised 2017/18 £	2018/19 £	2019/20 £	2020/21 £
Reserves as at 1st April	3,914	4,064	3,529	2,690
Release of Earmarked Reserves	240			
Contribution (from)/to Reserves	(90)	(536)	(838)	(868)
Reserves as at 31st March	4,064	3,529	2,690	1,822

WYRE FOREST DISTRICT COUNCIL**COUNCIL 21ST FEBRUARY 2018****COUNCIL TAX 2018-19**

OPEN	
CABINET MEMBER:	Councillor Nathan Desmond
RESPONSIBLE OFFICER:	Corporate Director: Resources
CONTACT OFFICERS:	Tracey Southall - Ext. 2125 tracey.southall@wyreforestdc.gov.uk Helen Ogram – Ext. 2907 Helen.ogram@wyreforestdc.gov.uk Lisa Hutchinson - Ext. 2120 lisa.hutchinson@wyreforestdc.gov.uk
APPENDICES:	Appendix 1 - Council Tax Resolution 2018-19 Appendix 2 - Council Tax Schedule 2018-19 Appendix 3 - Parish and Town Council Precepts 2018-19 Appendix 4 – District Council Tax, including Parish/Town Council Precepts, 2018-19 Appendix 5 – Total Council Tax, including Major Precepting Authorities and Parish/Town Council Precepts, 2018-19

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to enable the Council to calculate and set the Council Tax for 2018-19.

2. RECOMMENDATION

Council is asked to approve:

- 2.1 **The formal Council Tax Resolution 2018-19 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.

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 for 2018-19 will be 3% for district councils or £5 whichever is the higher. The proposal for Wyre Forest District Council, contained within this report, to set a council tax (Band D equivalent) of £209.34 is an increase of 1.94%; this is below the maximum level permitted and a referendum in respect of its own element of council tax is not required.

- 3.2 The Referendums Relating to Council Tax Increases (Principles) (England) Report 2018-19 has specified different limits for County Councils (6%, comprising 3% for expenditure on adult social care and 3% for other expenditure), Police and Crime Commissioners (no greater than £12 above its relevant basic amount of the 2017-18 council tax) and for the Fire and Rescue Authority (no greater than 3%). However, the Council has not been notified by a major precepting authority that its relevant basic amount of Council Tax for 2018-19 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 7th February 2018, approved and recommended to Council the 2018-19 revenue budget requirement.
- 4.2 Cabinet recommended that Wyre Forest District Council's element of the Council Tax 2018-19 be agreed at £209.34 for Band D properties. This represents an increase of 1.94% on the current rate for 2017-18.
- 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:

Council Tax Requirement 2018-19	£'000	£'000
Wyre Forest District Council Budget Requirement 2018-19	11,865	
Less: Contribution from Balances	(456)	
	11,409	
Parish & Town Councils' Requirement (Appendix 3)	1,061	
		12,470
Less:		
Government Support Grants	(101)	
Business Rates	(2,981)	
New Homes Bonus	(1,273)	
		(4,355)
Less: Surplus on Collection Fund		(50)
Council Tax Requirement 2018-19	£'000	8,065

- 4.4 Wyre Forest District Council's Council Tax at Band D for 2018-19 is £209.34, determined as follows:

Council Tax Requirement (as detailed in paragraph 4.3 above)	£8,065,123
Divided by Council Tax Base	33,458
Council Tax at Band D (including Parishes/Town Councils)	£241.05
Deduct Parish/Town Council Element	(£31.71)
Council Tax at Band D for Wyre Forest District Council	£209.34

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 2018-19 are detailed in Appendix 3 and total £1,061,022.76. This results in an average Band D Council Tax figure of £31.71 for 2018-19.

5.1.2 Worcestershire County Council

Worcestershire County Council has stated its precept for 2018-19 to be £40,563,810, adjusted by a Collection Fund contribution of £245,898. The increase in the Band D Council Tax is 4.94% of which 3% relates to the Precept ring-fenced support for Adult Social Care, resulting in a total Band D Council Tax of £1,212.38. 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 2018-19 to be £6,593,576.09, adjusted by a Collection Fund contribution of £40,356. The increase in the Band D Council Tax is 3.94%, resulting in a Band D Council Tax of £197.07. 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 2018-19 to be £2,740,210.21, adjusted by a Collection Fund contribution of £16,927. The increase in the Band D Council Tax is 2.98%, resulting in a Band D Council Tax of £81.90. 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 2018-19 is set out in Appendix 2.

7.3 The Parish & Town Council precepts 2018-19 are set out in Appendix 3.

7.4 The District Council Tax, including Parish/Town Council precepts, 2018-19 is set out in Appendix 4.

7.5 The Total Council Tax, including Major Precepting Authorities and Parish/Town Council precepts, 2018-19 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 2018-19 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 Government Finance Act 1992 as amended by the Local Audit and Accountability Act 2014 and laid down in The Referendums Relating to Council Tax Increases (Principles) (England) Report 2018-19.

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 2018-19.

COUNCIL TAX RESOLUTION 2018-19

The Council is recommended to resolve as follows:

1. It be noted that the Council has calculated the Council Tax Base 2018-19:
 - (a) for the whole Council area as **33,458** [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 2018-19 (excluding Parish/Town Council precepts) is **£7,004,100**.

3. That the following amounts be calculated for the year 2018-19 in accordance with Sections 30 to 36 of the Act:
 - (a) **£51,326,422.76** 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) **£43,261,300.00** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
 - (c) **£8,065,122.76** 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) **£241.05** 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) **£1,061,022.76** 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) **£209.34** 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 2018-19 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.

WORCESTERSHIRE COUNTY COUNCIL							
Valuation Bands							
A	B	C	D	E	F	G	H
£808.25	£942.96	£1,077.67	£1,212.38	£1,481.80	£1,751.22	£2,020.63	£2,424.76

THE OFFICE OF THE POLICE AND CRIME COMMISSIONER FOR WEST MERCIA							
Valuation Bands							
A	B	C	D	E	F	G	H
£131.38	£153.28	£175.17	£197.07	£240.86	£284.66	£328.45	£394.14

HEREFORD AND WORCESTER FIRE AUTHORITY							
Valuation Bands							
A	B	C	D	E	F	G	H
£54.60	£63.70	£72.80	£81.90	£100.10	£118.30	£136.50	£163.80

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 2018-19 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 2018-19 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 2018-19 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 2018-19

<u>District Council and Major Precepting Authorities</u>	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
Wyre Forest District Council	139.56	162.82	186.08	209.34	255.86	302.38	348.90	418.68
Worcestershire County Council	755.78	881.74	1,007.71	1,133.67	1,385.60	1,637.53	1,889.45	2,267.34
Worcestershire County Council - Adult Social Care Precept	52.47	61.22	69.96	78.71	96.20	113.69	131.18	157.42
The Office of the Police and Crime Commissioner for West Mercia	131.38	153.28	175.17	197.07	240.86	284.66	328.45	394.14
Hereford and Worcester Fire Authority	54.60	63.70	72.80	81.90	100.10	118.30	136.50	163.80

<u>Parish & Town Councils</u>	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
Kidderminster Town Council	20.67	24.11	27.56	31.00	37.89	44.78	51.67	62.00
Upper Arley Parish Council	30.09	35.10	40.12	45.13	55.16	65.19	75.22	90.26
Bewdley Town Council	26.29	30.67	35.05	39.43	48.19	56.95	65.72	78.86
Broome Parish Council	14.70	17.15	19.60	22.05	26.95	31.85	36.75	44.10
Chaddesley Corbett Parish Council	24.44	28.51	32.59	36.66	44.81	52.95	61.10	73.32
Churchill & Blakedown Parish Council	23.49	27.40	31.32	35.23	43.06	50.89	58.72	70.46
Kidderminster Foreign Parish Council	15.17	17.70	20.23	22.76	27.82	32.88	37.93	45.52
Ribbesford Parish	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rock Parish Council	21.82	25.46	29.09	32.73	40.00	47.28	54.55	65.46
Rushock Parish Council	23.81	27.77	31.74	35.71	43.65	51.58	59.52	71.42
Stone Parish Council	28.33	33.06	37.78	42.50	51.94	61.39	70.83	85.00
Stourport on Severn Town Council	19.67	22.94	26.22	29.50	36.06	42.61	49.17	59.00
Wolverley & Cookley Parish Council	18.63	21.74	24.84	27.95	34.16	40.37	46.58	55.90

PARISH AND TOWN COUNCIL PRECEPTS 2018-19

Parish & Town Councils	2017-18			2018-19			Council Tax Increase/ (Decrease) (£)	Council Tax Increase/ (Decrease) (%)
	Tax Base	Precept £	Council Tax Band D (£)	Tax Base	Precept £	Council Tax Band D (£)		
Kidderminster Town Council	16,779	486,591.00	29.00	17,048	528,488.00	31.00	2.00	6.9
Upper Arley Parish Council	344	16,381.28	47.62	363	16,381.28	45.13	(2.49)	(5.2)
Bewdley Town Council	3,596	128,377.00	35.70	3,608	142,263.00	39.43	3.73	10.4
Broome Parish Council	192	3,000.00	15.63	195	4,300.00	22.05	6.42	41.1
Chaddesley Corbett Parish Council	735	26,164.00	35.60	765	28,047.81	36.66	1.06	3.0
Churchill & Blakedown Parish Council	787	27,286.60	34.67	790	27,832.33	35.23	0.56	1.6
Kidderminster Foreign Parish Council	423	9,787.47	23.14	430	9,787.47	22.76	(0.38)	(1.6)
Ribbesford Parish	161	0.00	0.00	141	0.00	0.00	0.00	0.0
Rock Parish Council	1,224	32,000.00	26.14	1,235	40,420.00	32.73	6.59	25.2
Rushock Parish Council	77	2,500.00	32.47	77	2,750.00	35.71	3.24	10.0
Stone Parish Council	268	10,625.00	39.65	275	11,688.00	42.50	2.85	7.2
Stourport on Severn Town Council	6,793	191,019.16	28.12	6,849	202,046.00	29.50	1.38	4.9
Wolverley & Cookley Parish Council	1,655	42,744.43	25.83	1,682	47,018.87	27.95	2.12	8.2
TOTAL/AVERAGE	33,034	976,475.94	29.56	33,458	1,061,022.76	31.71		

DISTRICT COUNCIL TAX (INCLUDING PARISH/TOWN COUNCIL PRECEPTS) 2018-19 APPENDIX 4

<u>Part of the Council's Area</u>	VALUATION BANDS 2018-19							
	A £	B £	C £	D £	E £	F £	G £	H £
The Parish/Town Council of:								
Kidderminster	160.23	186.93	213.64	240.34	293.75	347.16	400.57	480.68
Upper Arley	169.65	197.92	226.20	254.47	311.02	367.57	424.12	508.94
Bewdley	165.85	193.49	221.13	248.77	304.05	359.33	414.62	497.54
Broome	154.26	179.97	205.68	231.39	282.81	334.23	385.65	462.78
Chaddesley Corbett	164.00	191.33	218.67	246.00	300.67	355.33	410.00	492.00
Churchill & Blakedown	163.05	190.22	217.40	244.57	298.92	353.27	407.62	489.14
Kidderminster Foreign	154.73	180.52	206.31	232.10	283.68	335.26	386.83	464.20
Ribbesford	139.56	162.82	186.08	209.34	255.86	302.38	348.90	418.68
Rock	161.38	188.28	215.17	242.07	295.86	349.66	403.45	484.14
Rushock	163.37	190.59	217.82	245.05	299.51	353.96	408.42	490.10
Stone	167.89	195.88	223.86	251.84	307.80	363.77	419.73	503.68
Stourport on Severn	159.23	185.76	212.30	238.84	291.92	344.99	398.07	477.68
Wolverley & Cookley	158.19	184.56	210.92	237.29	290.02	342.75	395.48	474.58

TOTAL COUNCIL TAX 2018-19

<u>Parts of the Council's Area</u>	VALUATION BANDS 2018-19							
	A £	B £	C £	D £	E £	F £	G £	H £
The Parish/Town Council of:								
Kidderminster	1,154.46	1,346.87	1,539.28	1,731.69	2,116.51	2,501.34	2,886.15	3,463.38
Upper Arley	1,163.88	1,357.86	1,551.84	1,745.82	2,133.78	2,521.75	2,909.70	3,491.64
Bewdley	1,160.08	1,353.43	1,546.77	1,740.12	2,126.81	2,513.51	2,900.20	3,480.24
Broome	1,148.49	1,339.91	1,531.32	1,722.74	2,105.57	2,488.41	2,871.23	3,445.48
Chaddesley Corbett	1,158.23	1,351.27	1,544.31	1,737.35	2,123.43	2,509.51	2,895.58	3,474.70
Churchill & Blakedown	1,157.28	1,350.16	1,543.04	1,735.92	2,121.68	2,507.45	2,893.20	3,471.84
Kidderminster Foreign	1,148.96	1,340.46	1,531.95	1,723.45	2,106.44	2,489.44	2,872.41	3,446.90
Ribbesford	1,133.79	1,322.76	1,511.72	1,700.69	2,078.62	2,456.56	2,834.48	3,401.38
Rock	1,155.61	1,348.22	1,540.81	1,733.42	2,118.62	2,503.84	2,889.03	3,466.84
Rushock	1,157.60	1,350.53	1,543.46	1,736.40	2,122.27	2,508.14	2,894.00	3,472.80
Stone	1,162.12	1,355.82	1,549.50	1,743.19	2,130.56	2,517.95	2,905.31	3,486.38
Stourport on Severn	1,153.46	1,345.70	1,537.94	1,730.19	2,114.68	2,499.17	2,883.65	3,460.38
Wolverley & Cookley	1,152.42	1,344.50	1,536.56	1,728.64	2,112.78	2,496.93	2,881.06	3,457.28