

Wyre Forest District Council



Wyre Forest
District Council

FINANCIAL STRATEGY 2014-2017

(Please retain for future reference)

I N D E X

BUDGET REPORTS

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Cllr John Campion Bsc (Hons)
Leader of the Council

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my ref: JPC/KW/

15th November 2013

Budget Strategy 2014/2017

The Council has started its budget setting process earlier this year due to the ongoing pressure placed upon its finances from the continued austerity measures being set by national Government. Wyre Forest District Council has an excellent record of, not only making significant budget savings, but also transforming how we work as a Council to ensure that we can continue to deliver the right services, at the right quality, at the right price to our communities.

This year's budget process has been informed by the work of the Strategic Review Committee that has enabled a full and wide consultation with the public and other groups on any budget reduction ideas as well as an opportunity for all members to thrash out areas of how we can, not only reduce budgets, but also do things differently.

The budget proposals as set out by the Administration in this document include a raft of measures including sweating the assets that the Council owns harder. The proposals include moving towards making the Town Hall in Kidderminster a more commercially viable facility and ensuring that community facilities such as sports pitches and bowling greens are not so heavily subsidised by the council tax payer. This budget process has seen us concentrate on our core and priority areas.

This financial strategy has been set under the guiding principles of the new Corporate Plan priorities that are being proposed. These priorities are: support you to contribute to a successful local economy, support you to live in a clean, green and safe community. These two new priorities shift the emphasis from direct provision of services from the Council towards supporting others in some cases to deliver services themselves.

There is only limited growth proposed within this year's budget, mainly focussed on the homelessness activities.

Wyre Forest House
Finepoint Way
Kidderminster
DY11 7WF

It is proposed in several areas that major reviews are undertaken on how that area of service is delivered and those will be reported back through our usual decision making channels.

This year's budget has benefitted from the earlier detailed conversations that have been facilitated by the Strategic Review Committee and represent a balanced view on the wide range of options that are open to this Council in relation to how we spend our money.

I would like to place on record our thanks to the Chief Executive, Treasurer and the Corporate Management Team for their help and support to the Strategic Review Committee's work and to the Administration in assisting the production of this financial strategy.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'John-Paul Campion', with a stylized flourish at the end.

John-Paul Campion
Leader of the Council

Wyre Forest House
Finepoint Way
Kidderminster
DY11 7WF

WYRE FOREST DISTRICT COUNCIL

CABINET
19TH NOVEMBER 2013

Medium Term Financial Strategy 2014-17

OPEN	
SUSTAINABLE COMMUNITY STRATEGY THEME:	All
CORPORATE PLAN PRIORITY:	All
CABINET MEMBER:	Councillor N J Desmond
RESPONSIBLE OFFICER:	Chief Executive
CONTACT OFFICER:	Tracey Southall, Ext 2100 tracey.southall@wyreforestdc.gov.uk
Appendix 1 Appendix 2 Appendix 3 Appendix 4 – Part 1 Appendix 4 – Part 2 Appendix 4 – Part 3 Appendix 5	Base Budget Projections 2014-17 Variance Analysis Cabinet Proposals Part 1 – Fees and Charges for Noting Part 2 – Fees and Charges - Cabinet Part 3 – Fees and Charges - Council Risk Management Analysis <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 In accordance with the Council's Budget and Policy Framework Procedure Rules and in line with the Wyre Forest Forward programme, to provide the Cabinet with financial information in order to make proposals for the Budget Strategy for the period 2014-17.

2. RECOMMENDATIONS

The Cabinet is asked to NOTE:

- 2.1 **The fees and charges as set out in Appendix 4 – Part 1**

The Cabinet is asked to APPROVE:-

- 2.2 **The fees and charges as set out in Appendix 4 – Part 2**

- 2.3 **The Cabinet is asked to SUPPORT the principle of entering a contract with Civica by means of the South Worcestershire Managed Services Partnership agreement (which has been subject to competition following notice OJ 2012/S 236-388958), subject to receipt and approval of a satisfactory business case and agreement of acceptable terms for the contract;**

The Cabinet is asked to DELEGATE to the Cabinet Member for Resources and Transformation approval of the detailed business case, approval of the terms of the contract with Civica and any other decisions required on behalf of Cabinet to implement a contract. This delegation is subject to (1) prior consideration of the business case by the Overview and Scrutiny Committee, and (2) provision of a written report from the Corporate Management Team recommending that the business case and terms of the contract be approved.

The Cabinet is asked to ENDORSE and RECOMMEND to Council:-

- 2.4 The Council's updated Medium Term Finance Strategy;**
- 2.5 Cabinet Proposals – taking into account the impact on the Council's Capital and Revenue Budgets for 2014-17 (Appendix 3);**
- 2.6 The level of net expenditure and resultant Council Tax for 2014-17 as per paragraph 8.2;**
- 2.7 The fees and charges in line with this strategy and the impact on the Council's Revenue Budget for 2014-17, as shown in Part 3 of Appendix 4, and supplemented by the Cabinet Proposal on increasing external income included in Appendix 3, where relevant.**

3. BACKGROUND AND THE ROLE OF THE STRATEGIC REVIEW COMMITTEE

- 3.1** Following a recommendation from the Leader of the Council, the cross-party Strategic Review Committee was established by Council in May and tasked with producing recommendations for the corporate plan and medium term financial strategy for the period from 2014 to 2017. The process allowed for key decisions about the shape of the strategy to be taken by full Council in November, given the significant challenge faced, to allow maximum time for requisite plans to achieve savings, to be put in place. An updated detailed budget will be prepared once the Government has announced the settlement for 2014-15 before Christmas and will be approved by full Council in February 2014 when the council tax will also be set.
- 3.2** The report from the Strategic Review Committee considered by October Cabinet summarised the intensive work done over the summer, shaped by over 600 responses to the consultation questionnaire on spending priorities and options for savings. The report highlighted a large number of workable options for consideration as part of the medium term financial strategy, and addressed the need for the Council to make a significant further reduction to its net revenue expenditure, by increasing income and reducing operating costs.
- 3.3** In broad terms, the Council should expect its net revenue budget to fall by about 20%, to under £11m compared to the present figure of £12.8m.

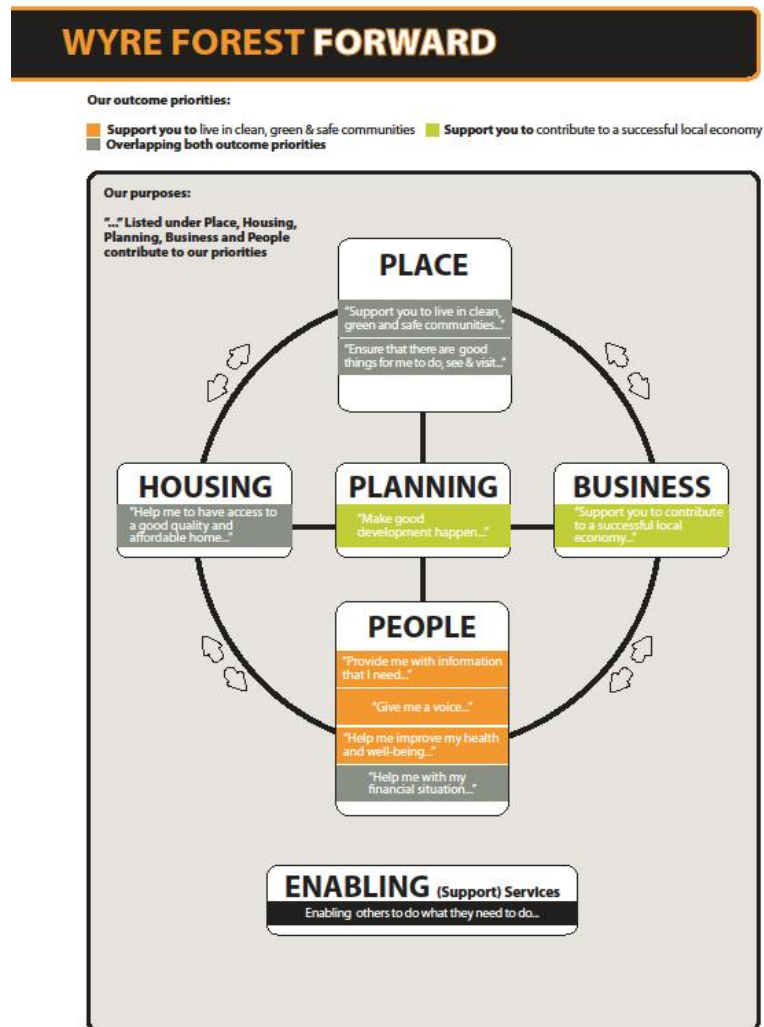
4. **CONTEXT AND OVERVIEW OF THE FUTURE**

- 4.1 The financial situation facing the Council is extremely challenging. The significant further reductions in local government funding announced in the Spending Review on 26 June mean that the council faces an even greater challenge in producing a fully balanced budget. The new homes bonus will be top-sliced under the Government's proposals to form part of the single local growth fund. As the Council uses the bonus to fund its revenue activities, including important work on economic regeneration and development, this will now be put in jeopardy if the council is not successful in winning back some or all of the top-sliced money from the Local Enterprise Partnerships (LEPs).
- 4.2 The priorities set out in the corporate plan for 2011-2014 were:
- Securing the economic prosperity of the district.
 - Delivering together, with less.
 - Improving community well-being.
- 4.3 The Strategic Review Committee considered afresh what purposes the council exists for and which of them should be priorities. Given the financial challenge, it concluded there would be sharper focus if the Corporate Plan for 2014-19 had only two priorities
- **Support you to contribute to a successful local economy.**
 - **Support you to live in clean, green and safe communities.**
- 4.4. Even in priority areas, services should not continue to be organised and funded as at present, as all areas need to make a contribution to making our financial situation sustainable through growing income, transformation and reviews to reduce waste. Adopting only two priorities allows the Council wider scope for seeking savings from other areas of activity – however popular and worthwhile they may be, the Council will find it difficult to remain financially sustainable if extensive areas are categorised as a priority and shielded from reductions.
- 4.5 The proposed priorities that have been recommended by Cabinet to November Council, reflect the commitments in "Worcestershire Next Generation":
1. **Our prosperity** – making our economy stronger with more skilled jobs (working well).
 2. **Our community** – valuing our people, our health and wellbeing (living well).
 3. **Our environment** – valuing our special place and our natural resources (looking good).

And they support some of the specific targets for 2020 in "Worcestershire Next Generation" such as "Grow existing businesses", "develop town centres that are social centres" and "close the housing gap between supply and demand".

<http://www.worcestershirepartnership.org.uk/cms/pdf/Worcs%20Next%20Generation%20A5%204pp%20v5.pdf>

- 4.6. The Council has adopted systems thinking in order to drive change to how it delivers services. There is focus on the customer and meeting their needs in the most effective way possible, driving down cost by simplifying processes and reducing waste. The Strategic Review Committee's work has identified the purposes of Wyre Forest District Council as set out in the following chart:



- 4.7 The Council has also adopted a statement of values and behaviours which drive how staff work.

Our Values: We will

- Be confident and honest in expressing our views.
 - Work as one team and support each other.
 - Put our customers first.
 - Be innovative and flexible in the ways we work.
 - Invest in giving people the skills to do the job.
 - Celebrate good performance.
- 4.8 Where legislation allows, the Council should raise fees, charges and other income ahead of inflation, rather than increasing council tax. This ensures that users of services contribute more to support those services than council tax payers as a whole.

- 4.9 In line with the strategy adopted by Council in February 2013, council tax will rise by 1.94% a year. At present levels of inflation, this still represents a further real terms reduction in the tax. As a result of freezing council tax for three years, local residents have already enjoyed a real terms cut worth about 10% between 2010 and 2014. This increase will cost a Band D council taxpayer an extra £3.83 in 2014-15
- 4.10 Even with increased income, there will still be a gap between expenditure and income. Therefore, the Council will continue on the trajectory towards becoming a smaller organisation.
- 4.11 It is unrealistic to expect that further reductions in staffing will allow services to continue to operate as they are. Indeed that should not be the Council's strategy. The Wyre Forest Forward programme of transforming the Council will continue and needs to deliver even more significant savings than previously assumed. Services will be reshaped in line with systems thinking principles. While the Council will seek to protect front-line services, it should change them where there are opportunities to deliver them more efficiently.
- 4.12 There will be more opportunities for more shared services, and we should actively seek opportunities for Wyre Forest District Council to host them in line with our strengths. The Council also needs to consider outsourcing some services, either to existing private sector companies or to mutual companies owned by staff.
- 4.13 There are options to reduce expenditure in some areas by commissioning services in different ways or from other bodies.

What is commissioning?

The commissioning process describes the activity through which Wyre Forest District Council secures the best possible outcomes for its residents. It is a continuous process through which the Council identifies need; plans, sources, delivers and manages performance of activity. While there are different interpretations of this process, they all share the same core activities.

However, there is growing tendency to misuse the term "commissioning" (see table below):

What Commissioning is	What Commissioning is not
Commissioning is a continuous process through which commissioners identify need; plan, source, deliver and performance manage activity.	Commissioning is not about:- <ul style="list-style-type: none"> • Asking someone to do something for you or • Delegating a task or action.

What Commissioning is	What Commissioning is not
Commissioning takes place at different levels such as strategic, locality, individual	Commissioning is not about the actual buying of goods, works or services (it is about identifying whether there is a need to do this).
Commissioning can take place jointly with other agencies	Commissioning is not procurement. Procurement is one possible outcome of commissioning.

- 4.14 The Council should support the public to make greater use of the web-site and other self-service options: to assist, there should be investment in our web site over the next 12-18 months so that it offers self-service for the most frequent transactions that the public wish to undertake. This will also include making our web-site more easily accessible to the growing number of smartphone and tablet users. This investment will change the way services are accessed and therefore change the nature and form of the Hub. The Council should expect face-to-face and phone activity to reduce significantly, with face-to-face contact over time being limited to helping people with their financial situation.
- 4.15 The Council is taking positive steps with the objective of empowering parish councils and local groups to deliver more services. The council will continue to support this devolution to increase the pace of change if services are to be protected. Good progress is being made with litter picking and public convenience initiatives and these should ensure the approved target savings reflected in the base budget are achieved in 2014-15. The additional financial support available in 2013-14 to parish councils to enable assets and services to be transferred to them should prove helpful to this process. The Council is prepared to offer ongoing financial support only where it is significantly lower than the present cost faced by the Council, so that it contributes to the overall reduction in expenditure. Where the Council cannot afford to maintain the present range of facilities, and parish councils or community groups are not prepared to directly support their provision, those services will cease.

5. KEY ISSUES

- 5.1 This report presents the Cabinet's proposed spending plans for the next three years. Attached at Appendix 1 is the forecast base budget position for the period 2014-15 to 2016-17.
- 5.2 As reported to Cabinet on the 22 October 2013, the spending needs of the Council will exceed the resources which are available. The Base Budget shown at Appendix 1 includes the financial implications of all of the previously approved Cabinet Proposals which reduced costs in areas such as the Wyre Forest Forward Programme. New Cabinet Proposals are considered within this report at Section 8 and Appendix 3.
- 5.3 The Council has an excellent track record in delivering savings, with over £3.6m achieved since 2009. This includes the following reductions and savings:
- Pay Budgets reduced by £1.5m since 2010.
 - Significant senior management rationalization – savings of over £100k pa in a full year.

- Procurement - £300k since 2010.
- Shared services - savings of £540k pa.
- Waste collection - £400k pa saved since 2008.
- Grounds Maintenance/Environmental Maintenance £220k pa saved since 2010.
- Revenues and Benefits - £180k pa.
- Wyre Forest House - savings of over £500k in a full year.

The Council is on track with the Wyre Forest Forward programme of savings. Already savings of over £500k have been implemented or identified against the target of £801k in 2016-17.

- 5.4 The Council must now go further as Government grant support continues to reduce. The precise figures are not yet known, and there is a wide range of assumptions that have to be made in these recommendations for the medium term financial strategy. However there is confidence that the savings target that needs to be achieved over the next two years is around £2m.
- 5.5 If the Council does not plan for further significant growth in population in the medium to long-term, there is a significant risk of losing resources over time as Wyre Forest's population declines relative to the population of England. Significant growth could be delivered only through the next review of the local development framework which is planned for 2015, so it is therefore highly unlikely to contribute anything significant in the 2014-17 period.
- 5.6 The Council are committed to 4,000 dwellings in the period to 2026. WFDC's funding position is "safe" so long as the Council delivers housing growth in line with or faster than the English average. However the Council does not have a good track record in growing our population over the last 20 years.

Census	1991	2001	2011
Wyre Forest	95,000	97,000	98,000
Percentage change **	-	+2.3%	+1.1%
Worcestershire	510,000	542,000	566,000
Percentage change **	-	+6.4%	+4.4%
England	47,875,000	49,451,000	53,013,000
Percentage change **	-	+3.3%	+7.2%

** compared to previous census

- 5.7 Population will always be a major driver of any Government funding that is provided. Whatever the long-term future of the new homes bonus, future projections of the bonus have already been taken into account in the financial strategy and therefore this Council would not see any improved funding for this in the medium term, unless growth can be secured, significantly in advance of the projections. The 4,000 dwellings in the local development framework for the period to 2026 would imply about 9,000 residents. This is a rate of growth over the next 13 years that would roughly match what Worcestershire and England achieved over the previous 20 years. However, the probability is that this Council's long-term population growth will continue to lag behind others, unless a changed approach is adopted. The Government's projections suggest that the population of Wyre Forest will grow to 100,000 by 2021, growth of +3.5% from 2011. The comparable estimate for England is +8.6%. The increase in housing numbers will include additional affordable housing provision.

- 5.8 Significant growth can help with our income and tax base in the long- term. The Council will have to provide some additional services (e.g. refuse collection) but many others are not elastic in response to population (e.g. museum, economic development, town centre street cleaning). More people living locally would mean greater competition and demand for some services such as parking, and therefore the ability to increase charges faster than might otherwise have been the case.
- 5.9 Following the changes to local government funding from 2013-14 the Council is now rewarded for economic growth. However, this has brought significantly more financial risk to the Council. The Business Rates Retention Scheme allows the Council to retain a proportion of any new business rates raised locally. From April 2013 Councils took on the risk of any reduction in business rates and the risk associated with the collection rates.
- 5.10 To help mitigate any reduction in business rates the Council took the decision to join the Worcestershire Business Rates Pool. The pool also helps to maximise the benefits by retaining more of the business rates delivered from economic growth within Worcestershire. The Pool holds a Risk Reserve from the additional retained levy, to act as a buffer to mitigate any reductions in the Business rates of the member authorities. For any growth above the baseline, 50% of the additional retained levy (after taking into account the Central Share) will go to top-up the Risk Reserve and the remainder will be shared equally between the relevant district and the County Council.
- 5.11 This Council's decision to join the Worcestershire Pool has been proven to be beneficial. The performance of the pool is monitored monthly, so far the forecast to year end shows that this Council may fall below baseline and not benefit from growth. The half-yearly report shows that if the trend continues Wyre Forest would benefit by a £50k buffer from pool membership. This position may improve as the year progresses, but it is clear that growth should not be assumed as part of the current budget projections. The overall position of the pool currently, is that one district is in a safety net position and all of the Risk Reserve for 2013-14 may be used.
- 5.12 This is a key area for improvement, and the State of the Area Debate Funding should be used together with other economic regeneration initiatives to help grow the struggling local economy and encourage new businesses to the district. The new "Space" business starter units are one example of our proactive regeneration work.
- 5.13 This Council was the only Worcestershire district to introduce a Local Council Tax Scheme in 2013-14 following the replacement of the national council tax benefit scheme and 10% reduction in grant funding. The transitional scheme was introduced from April 2013 meaning that discount was limited to 91.5% for working age claimants. This will reduce to 90% from April 2014, in accordance with approvals from last year. Early indications are that collection rates have not been adversely affected and the various recovery actions are largely successful. The scheme is therefore, on target to achieve the savings, the majority of which benefit the County Council. Due to our early action, Wyre Forest is the only Worcestershire district with a small funding surplus for 2013-14 although some other districts are considering agreement of Local Schemes from April 2014. The County match funded our £25k Hardship Fund for two years (2013-14 and 2014-15) in recognition of the funding benefit our scheme provides to them.

The demographics of the district, including rising pensioners who are protected and

number of working age unemployed both represent pressures on our Local Scheme.

5.14 The position in relation to the introduction of Universal Credit Welfare Reform continues to remain unclear. In addition to the four pathfinder sites that have already started taking claims (Ashton-under-Lyne, Wigan, Oldham and Warrington):

- an additional 6 Jobcentres will start to accept new claims from unemployed single claimants from October 2013 (Hammersmith, Rugby, Inverness, Harrogate, Bath and Shotton).
- the Department of Works and Pensions (DWP) will start the cultural transformation that the benefit will bring through the national implementation of the Claimant Commitment and enhanced jobsearch support across all Jobcentres.
- 10 in-work conditionality pilots will test how best to encourage claimants to progress in work.
- The DWP will improve access to digital services across Jobcentre Plus, to ensure that jobseekers become used to online transactions.
- The LA led Pilot application for a three months extension has been agreed by Ministers and will continue until the end of December 2013.

Updates on the progress of the pathfinders, continue to be limited, but the DWP remain committed to the implementation of Universal Credit within the timescales with roll out complete by 2017. With the current limited numbers receiving Universal Credit it is difficult at this early stage to predict the outcome.

5.15 There is one Triennial Pension Fund Revaluation – within the term of this financial strategy and given the negative impact the economic climate is having on pension fund investments, it is probable that employer's contributions will have to increase to maintain the status quo position in relation to our pension fund liabilities. The 2013 revaluation results are looking particularly poor for this Council as a result of historic decisions. From 2014-15 this Council must change the basis of making contributions to the fund to a "cash" value, rather than the current basis of a percentage of actual pay, since pay has inevitably been reducing, so have the contributions, increasing the funding gap. The amounts payable will also have to increase, although the actuaries have recently been asked to revisit some of their more pessimistic assumptions to balance the need for increases with affordability of members. The final results will not be known until December 2013, in the meantime, a move to a cash payment basis and a modest annual stepped increase in contributions is assumed in the base budget.

5.16 Worcestershire County Council is consulting with the District Council in respect of reductions that may impact on the district as follows:

- **Highways maintenance of verges** £33.7k pa.
- **Other highways** maintenance work - £16k pa.
- **Recycling credits** - £60k pa – already removed from base budget after 2013-14.
- **Digital Council and customer access** – significant reductions in Hub funding have already been factored into the base budget, but this looks likely to have a further impact not yet assessed that will need reflecting going forward.

The District Council cannot afford to bridge any funding gaps. The impact upon our budget can only be determined once the County Council have determined their level of support.

6. THE BASE BUDGET 2014-17

6.1 The Council's Summary Budget and individual Directorate summaries are enclosed as Appendix 1. These figures include the revenue implications of the refreshed business case for the Leisure Future Project approved by Cabinet in the exempt report on 22 October 2013.

6.2 The format of the 2014-17 Base Budget reflects the revised Directorates following the Management restructure in July/August 2013. A copy of the full detailed Budget 2014-17 can be forwarded to Members electronically on request.

6.3 Inflation has been included in the Base Budget for 2014-17 onwards as follows:

Inflation Assumptions	2014-15 %	2015-16 %	2016-17 %
Pay	1.5	1.5	1.5
Business rates and other contractual commitments	3.0	3.0	3.0

6.3.1 No other inflation has been included in the estimates for the financial strategy.

6.4 The Base Budget takes account of the current position in relation to the forecast level of interest that the Council can expect to receive. It is expected that the current base rate of 0.5% will remain in place until September 2016. The current assumptions that have been used within the Base Budget are as follows:

- Expected returns in 2014-15 based on investment returns of 0.50%;
- Expected returns in 2015-16 based on investment returns of 0.50%.
- Expected returns in 2016-17 based on investment returns of 0.75%.

6.5 Summary of other main assumptions

- Government Funding – reductions as set out in 7.2.
- New Homes Bonus reduced by 19% (2015-16 onwards), this could be as high as 35% depending on the final decision. NHB is assumed to cease after 2015-16. There is clearly a risk that the final decision may be worse than this assumption.
- Council Tax of just under 2% for 2014-15 and beyond.
- 2013 Triennial Pension Fund revaluation – extra £100k pa cost in 2014-15, rising to £200k in 2015-16 and thereafter. The basis of payment should also be changed to a cash basis rather than current % of pay. Increases for the following revaluation will be effective from April 2018 and this is outside the term of this Strategy.
- £100k/year for increased National Insurance contributions from 2016.
- Fees & charges 5% minimum increase per year but note proposal for generating additional external income that may change some of these assumptions for items such as Green Waste, or to recommend new fees and charges for services previously either not provided or provided at no cost. An important exception to this is for hackney carriages for which no increase is recommended this year due

to the statutory requirement that this service is breakeven in terms of cost recovery. This Council is participating in a county wide review of fees and charges by Deloitte who will be reporting their findings late November. Any changes in recommendations will be factored into the February Budget report.

- Reduction in Worcestershire County Council funding for Hub of £67k from 14-15 and ending of grant for recycling £60k pa.
- Vehicle refurbishment: capital saving of £1.2m, revenue funding savings of £164k total over the next 5 yrs.
- At this early stage an increase of 150 Band D properties has been assumed in the 2014-15 Council Tax Base, this will be updated when the final details are available.
- No Collection Fund surplus has been assumed.
- The impact of the recently announced 10% reduction in the Benefits Administration Subsidy has been reflected in the base budget; this was previously thought to be 5%. This is a reduction of circa £73k pa compared to previous allocations.

6.6 In terms of external Prudential Borrowing, the Council will enter into further external borrowing in 2013-14 and this will continue over the medium and longer term and an average interest rate of 4.5% rising to 5% has been assumed within the base budget to fund the cost of this.

6.7 In addition to the position on investment returns the Base Budget position also assumes the continued return of the Council's Icelandic investments. To date out of the £9m original investments the Council has received £6.5m. Further dividend payments are expected throughout the period of the Medium Term Financial Plan.

6.8 The table below identifies the position and expected returns for all of the Council's "Icelandic" investments as at the beginning of November 2013:

Financial Institution	Principal Invested £	Principal Repaid to 30 Nov 2013 £	% Recovery to Date	Estimated Total Recovery %
Landsbanki	3,000,000	1,569,389	52.32	Close to 100
KSF	5,000,000	3,950,000	79.00	83.50
Heritable bank	1,000,000	939,843	93.98	>94
Overall Total	9,000,000	6,459,232	71.77	90.00

6.9 As part of the Welfare Reform Act, grant funding for replacement of the social fund is now paid to the County Council. This non ring-fenced grant has been allocated to the districts to help manage their own schemes and indicative funding has been included in the base budget for 2013-14 and 2014-15.

6.10 The base budget makes no allowance for headroom for additional investment in priorities. In summary, other pressures not yet known and/or not taken into account at this stage are:

- Redundancy costs of further staffing reductions.
- Final outcome of pension revaluation.
- Any reductions in other government grants.
- Potential nationalisation of land charge searches in 2015 or 2016. Might affect some or all of income stream of £140k pa.
- Impact of welfare reforms including rising number of pensioners.
- Homelessness funding (see Cabinet Proposals Appendix 3 and Paragraph 8).
- Pressure to hold higher reserves because of higher risks/decreased funding.
- Impact of Bromsgrove Street development on car park income.

7. LOCAL AUTHORITY REVENUE FINANCE SETTLEMENT FOR 2014/15

7.1 The Local Government Settlement is still to be announced, following the Chancellor's "Autumn" Statement in December 2013. The funding figures for the Council are expected to be released in late December with information on funding for 2014-15 and possibly figures for 2015-16, although it is not yet known if it will be a one or two year settlement. The austerity measures look to continue until 2019, and the funding outlook for local government, districts in particular, continues to be bleak.

7.2 The table in paragraph 8.2 identifies the estimated position in relation to the Government grant. The figures below shows grant income relating to business rates, revenue support grant and the Council Tax freeze grant. It excludes other grants including Council Tax Transitional Grant, Council Tax Localisation Grant (same level assumed all years) and Homelessness prevention grants.

Year	Value of Government Support £	Decrease	
		£	%
2012-13	5,564,730		
2013-14	5,128,450	436,280	7.84
2014-15	4,281,330	847,120	16.52
2015-16	3,562,330	719,000	16.80
2016-17	3,101,330	461,000	12.94

7.3 The Council has estimated the income which it expects to receive from new homes bonus and this has been built into the base budget, after assuming a 19% top slice into the new single local growth fund; this is shown in the following table. The government's decision on whether it will proceed with the top-slice and at what level is not yet known. The assumption adopted in this report is that new funding will not be provided after 2015-16 due to the General Election. It is as yet unknown, if and how this funding stream might be replaced by the next government.

New Homes Bonus Impact of Top-Slicing				
	2013-14 Total Budget	2014-15 Total Budget	2015-16 Total Budget	2016-17 Total Budget
NHB YEAR 1 2011/12 PAID UNTIL 2016/17	-258,420	-258,420	-258,420	-258,420
NHB YEAR 2 2012/13 PAID UNTIL 2017/18	-233,930	-233,930	-233,930	-233,930
NHB YEAR 3 2013/14 PAID UNTIL 2018/19	-282,110	-261,060	-261,060	-261,060
NHB YEAR 4 2014/15 PAID UNTIL 2019/20	0	-491,330	-491,330	-491,330
NHB YEAR 5 2015/16 PAID UNTIL 2020/21	0	0	-362,000	-362,000
Assumption NHB Ends in 2015/16				
Total @100% for New Budget	-774,460	-1,244,740	-1,606,740	-1,606,740
Topslice Reduction in Funding Assumed in Base Budget			19% -305,280	19% -305,280
Total Included in Base Budget	-774,460	-1,244,740	-1,301,460	-1,301,460
Alternative Topslice Option not included, Reduction in Funding			35% -562,360	29% -465,950

8. CABINET PROPOSALS

8.1 The Cabinet Proposals in relation to the prioritisation of the Council's budget and single area of limited growth are attached at Appendix 3. The options for potential changes that have been considered as set out have been developed in line with the WFF programme. The Cabinet has considered changes to:

- Maximise income.
- Reduce costs by further steps to improve efficiency. This will include commissioning more services from others, by sharing more services with other organisations, considering outsourcing others to the private sector, staff mutuals etc where this is at lower cost to the council and helps to transform services by eliminating waste.
- Reduce costs by transferring or selling assets that cost the Council money to run and, in some cases, developing them for housing (which will generate new homes bonus and council tax income).
- Review the cost of the staff pay bill by further consideration of the appropriateness of changes to terms and conditions, as an alternative to further job losses or cuts in services.
- Reduce or stop some services that are not seen as a priority.

8.2 Details, of Cabinet Proposals, are attached in Appendix 3. The following table demonstrates the forecast position for the Council when all of the Cabinet Proposals are incorporated into the Base Budget. The Council is forecast to hold a balance of £1.548m at the end of 2016-17 (see reserves table in 9.2):

	Revised 2013-14 £	2014-15 £	2015-16 £	2016-17 £
Total Net Expenditure on Services (per Appendix 1)	12,557,260	12,016,280	12,616,210	12,393,480
Less				
Cabinet Proposals identified in Appendix 3	0	(828,390)	(1,345,390)	(1,631,890)
Net Expenditure	12,557,260	11,187,890	11,270,820	10,761,590
Contribution (from)/to Reserves	(272,340)	366,850	(441,780)	(273,080)
Net Budget Requirement	12,284,920	11,554,740	10,829,040	10,488,510
Less				
Government Support Grants	5,128,450	4,281,330	3,562,330	3,101,330
Council Tax Localisation Grant	1,050,670	1,050,670	1,050,670	1,050,670
Homelessness Prevention Grant	108,650	108,650	0	0
Community Right to Bid/Challenge	16,400	16,400	0	0
Council Tax Transitional Grant	28,630	0	0	0
Council Tax Income	5,952,120	6,097,690	6,216,040	6,336,510
WFDC Council Tax @ just under 2% increase 2014-15 onwards	197.62	201.45	205.36	209.34

- 8.3 The Cabinet proposals identified in Appendix 3 build on the savings identified within all previous Financial Strategies.
- 8.4 The Cabinet's proposals include taking up the opportunity to join Civica's South Worcestershire Partnership, offering a minimum saving of £200k a year with effect from 1 April 2014. The proposal would involve entering a contract for the provision of revenues and benefits, customer services (Hub) and a small part of the administrative support service, affecting 50-60 staff in total. Transferred staff would have their terms and conditions, including membership of the local government pension scheme, protected as part of the proposed transfer.
- 8.5 The Cabinet has the power to enter a contract with Civica as the decisions on this matter are executive functions. In order to provide speed and flexibility in the approval process, appropriate recommendations are included in section 2 of the report for the Cabinet to approve the principle of entering a contract subject to receipt and approval of a satisfactory business case; and for approval of the business case and the terms of any contract to be delegated to the Cabinet Member for Resources and Transformation. The business case will be considered by the Overview and Scrutiny Committee prior to the Cabinet Member's decisions, and there will also be consultation with staff.

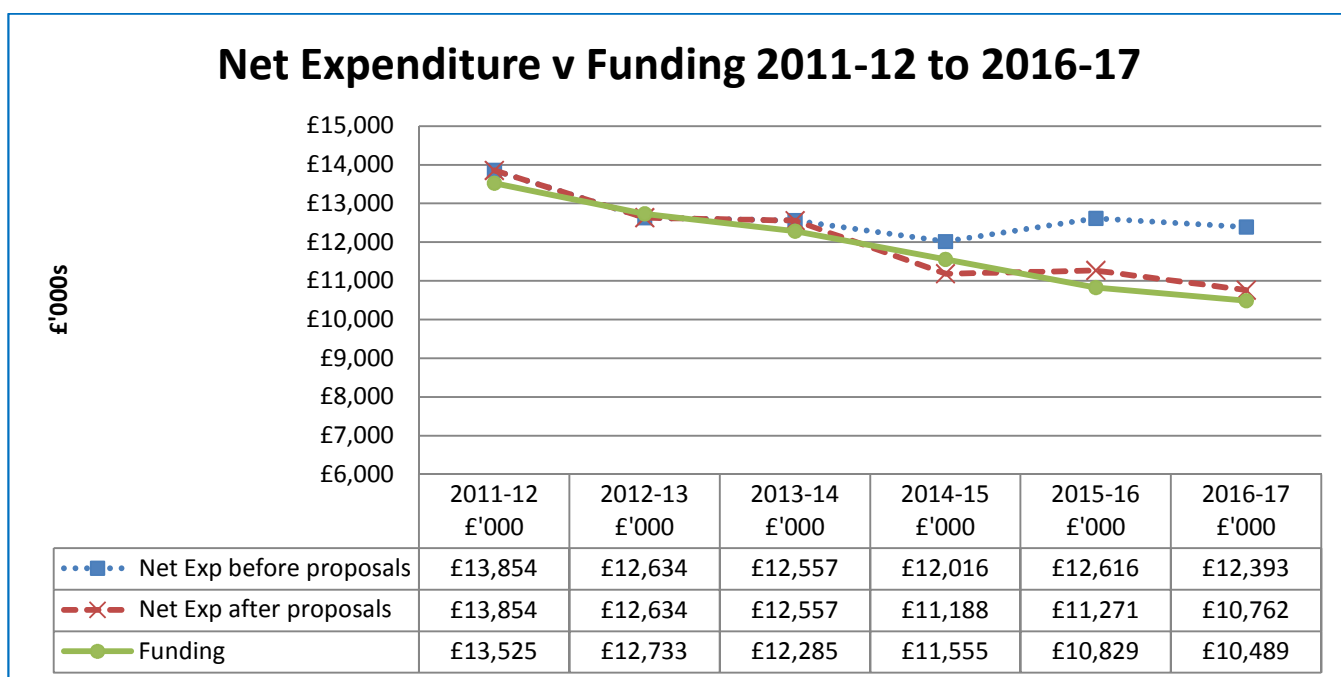
9. WORKING BALANCES, RESERVES AND PROVISIONS

- 9.1 The Council has adopted the general principles of the Chartered Institute of Public Finance and Accountancy (CIPFA) guidance on Local Authority Reserves and Balances.
- 9.2 The following Reserves are available to assist the Council in meeting General Fund Expenditure 2014-17 as part of the Financial Strategy:

New Reserves table after all Cabinet Proposals

Reserves Statement	2013-14 £'000	2014-15 £'000	2015-16 £'000	2016-17 £'000
Reserves as at 1st April	2,168	1,896	2,263	1,821
Contribution (from)/to Reserves	(272)	367	(442)	(273)
Reserves as at 31st March	1,896	2,263	1,821	1,548

- 9.3 In addition the Council holds a working balance of £950k (£50k capped approval towards the Lawrence's fire remediation, to be replenished to the minimum recommendation of £1m during the final accounts process and increased if possible).
- 9.4 The Council also currently hold earmarked reserves of £3.910m (as at 30 September 2013). It should be noted that the Council has commitments against such earmarked reserves. However, a review of earmarked reserves will be undertaken before the budget for 2014-15 is finalised to release those that are no longer required, assisting the Council's position.
- 9.5 The Cabinet report on the Leisure Future project on the 22 November, recommended that an earmarked reserve of £250k be considered as part of this Budget report. Following a review of the existing earmarked reserves it has been possible to identify £80k towards this essential risk buffer; the remaining £170k has been built into the table at 8.2 over 2014-15 and 2015-16.
- 9.6 The following graph shows the net expenditure against available funding (excluding reserves) and illustrates the increasing funding gap as the year's progress.



10. CAPITALISATION OF REVENUE EXPENDITURE

- 10.1 The Chief Financial Officer will apply any unallocated Capital Receipts to fund suitable expenditure at year end in consultation with the Chief Executive in accordance with delegated authority.
- 10.2 The deadline for applications for capitalisation directions for 2013-14 was 31 October 2013. There is an increase in the percentage of reserves and budgeted expenditure thresholds in comparison to the previous affordability process. The costs to be capitalised must now exceed both 20% of General Fund available reserves and 1% of budgeted expenditure for the year in which the expenditure is incurred. Given these new thresholds this Council was not able to submit an application for restructuring and service transformation costs for 2013-14.
- 10.3 Department of Communities and Local Government (DCLG) consultation has recently closed on proposals for the use of capital receipts from asset sales to invest in reforming services. This is to incentivise asset sales and support investment in transforming local services. This proposal would be implemented on a case by case basis by the issue of a capitalisation direction with the first directions issued in spring 2014. The proposal has the following broad aims:
- To encourage good asset management planning and incentivise the appropriate sale of local authority assets so that they are put into productive use and support growth.
 - To enable additional resources from local authority asset sales to give capital receipt flexibility for one-off costs of reforming, integrating or restructuring services.
 - To secure value for money.
 - To achieve objectives whilst controlling expenditure.

Whilst this is of interest, the limited scope of further asset sales and somewhat depressed local property market reduces the potential for use of this power if it is progressed. The Chief Financial Officer will continue to monitor in liaison with CMT and report further if the viability of this improves.

11. FINANCE STRATEGY

- 11.1 The Council needs a Medium Term Finance Strategy to maintain a sound financial structure for the future.
- 11.2 The Key Objectives are proposed as follows:
- To reduce expenditure to a sustainable level.
 - A balanced budget within resources available identified into the medium term.
 - To manage the Council's assets in order to achieve maximum efficiency.
 - To manage the Council's investments efficiently and effectively to maximise interest generation, whilst protecting principal.
 - To make realistic provisions for inflation, pensions, committed growth, legislative requirements whilst securing the Council's financial position.
 - To set aside any available balances, initially to be used primarily for "one-offs" (e.g. investment, service or corporate growth) and/or depending on the amount of balances, used in a phased manner beyond one year to avoid fluctuations in the level of the Council Tax.

- To ensure the early recognition of emerging issues associated assessment of risk and appropriate management of the budget process in relation to the assessment of the degree of risk.
- To direct available financial resources in line with approved service priorities and reallocate from low/nil priority areas in line with Council Policy to maximise achievement of approved Key Commitments.
- The Council should aim to keep its Council Tax to a maximum increase of just below 2.0% to avoid the risk of triggering a referendum.
- Maximise external income generation opportunities.

12. BUDGET CONSULTATION STRATEGY

- 12.1 During September 2013 a comprehensive three week programme of consultation was undertaken to determine the views of the community on future service and spending priorities. This involved twenty one focus groups held with various sectors of the community involving over 150 people (Residents, Businesses, Partners, Town and Parish Councils,) as well as with council staff. An online survey and paper was also completed by over 600 people. An executive summary of the consultation results is available in the Strategic Review Committee's agenda for 9th October 2013. The results of this consultation have informed the Cabinet Proposals.
- 12.2 Following the presentation to Council of this year's Financial Strategy, there will be internal consultation through the Strategic Review Committee and Unions.

13. POWERS TO LIMIT EXCESSIVE INCREASE IN COUNCIL TAX AND REFERENDUMS

- 13.1 The Localism Act abolished the ability for central government to cap the level of Council Tax increase that a local authority can charge. However, to replace these powers government have introduced a 'local tax lock'.
- 13.2 These powers allow local people a vote to stop council tax going up if their local authority increases Council Tax by more than an amount specified by government. For 2014-15 any council tax increases above 2% would trigger a referendum. If the local electorate votes against that increase, the local authority will have to revert to a council tax level that is compliant. This means the Council must keep our increases to just below the 2% threshold.

14. EQUALITY IMPACT NEEDS ASSESSMENT (EIA)

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

15. BUDGET RISK MANAGEMENT

- 15.1 Achieving financial sustainability is the most significant risk facing the Council. The work done by the Strategic Review Committee provided a set of workable options for the Cabinet to consider in making its recommendations on the medium term financial strategy.
- 15.2 The Accounts and Audit (England) Regulations 2011 require Local Authorities to fully consider and manage Risk as part of the Budget process. Attached at Appendix 5 is an analysis of the significant financial risks which are affecting the Council.
- 15.3 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:-

a) The Accounts and Audit (England) Regulations 2011:-

Regulation 4 (1)- "The relevant body is responsible for ensuring that the financial management of the body is adequate and effective and that the body has a sound system of internal control which facilitates the effective exercise of that body's functions and which includes arrangements for the management of risk."

Regulation 5 (4) (a)- "The accounting control systems must include measures:

- (i) to ensure that the financial transactions of the body are recorded as soon as, and as accurately as, reasonably practicable;
- (ii) to enable the prevention and detection of inaccuracies and fraud, and the reconstitution of any lost records and
- (iii) to ensure that risk is appropriately managed".

b) Prudential Framework:-

The assessment of affordability of financial plans requires a judgement about risk. Prudential Indicators are the monitoring tool to assess performance and risk.

c) CIPFA Guidance on Reserves and Balances:-

Highlights 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.

16. LOCAL GOVERNMENT ACT 2003

- 16.1 The Local Government Act 2003 (Sections 25-29) places duties on Local Authorities on how they set and monitor budgets.
- 16.2 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 will be reported to Council on 26th February 2014.
- 16.3 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 CMT/Cabinet receiving monthly budget monitoring reports, and this practice will continue.

17. CONSULTEES

17.1 Corporate Management Team

17.2 Cabinet

On service priorities and options for savings:

17.3 Members of the public.

17.4 Focus groups.

18. BACKGROUND PAPERS

18.1 Accounts and Audit (England) Regulations 2011

18.2 Cabinet Report on the Development of the Medium Term Financial Strategy 22
October 2013

18.3 Agendas and Minutes of the Strategic Review Committee.

18.4 Full Consultation Results from Focus Groups and Survey

WYRE FOREST DISTRICT COUNCIL

REVENUE BUDGET TOTAL REQUIREMENTS - DISTRICT COUNCIL PURPOSES

SERVICE	2013/14		2014/15			2015/16			2016/17		
	Original Estimate £	Revised Estimate £	At Nov.13 Prices £	Inflation £	TOTAL £	At Nov.13 Prices £	Inflation £	TOTAL £	At Nov.13 Prices £	Inflation £	TOTAL £
CHIEF EXECUTIVE	5,383,470	5,758,420	5,717,420	82,250	5,799,670	5,825,960	168,880	5,994,840	5,933,490	263,300	6,196,790
COMMUNITY WELL-BEING AND ENVIRONMENT	6,368,170	6,427,690	6,181,660	115,610	6,297,270	6,170,600	226,580	6,397,180	5,365,890	278,000	5,643,890
ECONOMIC PROSPERITY AND PLACE	2,322,950	1,999,370	1,149,350	37,510	1,186,860	1,129,820	83,180	1,213,000	1,157,350	127,370	1,284,720
LESS: CAPITAL ACCOUNT	14,074,590	14,185,480	13,048,430	235,370	13,283,800	13,126,380	478,640	13,605,020	12,456,730	668,670	13,125,400
INTEREST RECEIVED	(1,131,050)	(1,465,290)	(1,060,520)	870	(1,059,650)	(693,850)	1,770	(692,080)	(317,790)	2,720	(315,070)
INCREASES IN FEES AND CHARGES	(134,320)	(162,930)	(129,600)	0	(129,600)	(109,380)	0	(109,380)	(120,420)	0	(120,420)
	0	0	(78,270)	0	(78,270)	(187,350)	0	(187,350)	(296,430)	0	(296,430)
TOTAL NET EXPENDITURE ON SERVICES	12,809,220	12,557,260	11,780,040	236,240	12,016,280	12,135,800	480,410	12,616,210	11,722,090	671,390	12,393,480
LESS: GOVERNMENT SUPPORT GRANTS	(6,179,120)	(6,179,120)			(5,332,000)			(4,613,000)			(4,152,000)
HOMELESSNESS PREVENTION GRANT	(108,650)	(108,650)			(108,650)			0			0
COMMUNITY RIGHT TO BID/CHALLENGE	(16,400)	(16,400)			(16,400)			0			0
COLLECTION FUND SURPLUS	0	0			0			0			0
COUNCIL TAX TRANSITIONAL GRANT	(28,630)	(28,630)			0			0			0
GENERAL EXPENSES -											
COUNCIL TAX INCOME	(5,952,120)	(5,952,120)			(6,097,690)			(6,216,040)			(6,336,510)
(SURPLUS) / DEFICIT FOR YEAR	524,300	272,340			461,540			1,787,170			1,904,970
COUNCIL TAX LEVY		197.62			201.45			205.36			209.34
COUNCIL TAX BASE		30,119			30,269			30,269			30,269

CHIEF EXECUTIVE - SUMMARY

Detail	2013/14		2014/15	2015/16	2016/17
	Original £	Revised £	Estimate £	Estimate £	Estimate £
P065 PROPERTY					
A170 TOWN HALL, KIDDERMINSTER	256,170	259,710	258,240	263,130	270,980
A190 CIVIC CENTRE, STOURPORT	0	0	0	0	0
A195 LOAD STREET, BEWDLEY	(100)	0	0	0	0
A200 TOWN HALL, BEWDLEY	23,650	21,020	20,670	21,180	21,790
A205 COVENTRY STREET, KIDDERMINSTER	0	0	0	0	0
A215 DUKE HOUSE, KIDDERMINSTER	0	0	0	0	0
A216 NEW HEADQUARTERS	23,470	(490)	(25,990)	(22,400)	(17,800)
A217 NON DISTRIBUTABLE COSTS	97,440	198,740	88,300	89,800	91,390
	400,630	478,980	341,220	351,710	366,360
P095 FINANCIAL SERVICES ADMINISTRATION					
A265 FINANCIAL SERVICES ADMINISTRATION	(3,920)	0	0	0	0
	(3,920)	0	0	0	0
P100 REVENUES					
A270 COUNCIL TAX	677,750	714,940	695,870	698,640	724,290
	677,750	714,940	695,870	698,640	724,290
P105 HOUSING BENEFITS/WELFARE					
A280 BENEFIT PAYMENTS	(191,400)	(125,000)	(110,000)	(110,000)	(110,000)
A285 BENEFITS ADMINISTRATION	855,920	692,880	740,610	777,110	841,410
	664,520	567,880	630,610	667,110	731,410
P110 FINANCIAL SERVICES CORPORATE COSTS					
A294 FINANCIAL SERVICES CORPORATE COSTS	1,854,590	1,924,250	2,072,660	2,288,990	2,419,080
	1,854,590	1,924,250	2,072,660	2,288,990	2,419,080
P115 MEMBER ACTIVITIES					
A305 CHAIRMAN'S AND VICE-CHAIRMAN'S ALLOWANCES	13,080	11,890	12,360	12,360	12,360
A310 OTHER MEMBERS' ALLOWANCES	300,120	307,100	295,290	253,190	248,390
A315 MEMBER SERVICES	213,440	233,470	239,410	237,470	240,250
	526,640	552,460	547,060	503,020	501,000
P130 HUMAN RESOURCES					
A320 HUMAN RESOURCES ADMINISTRATION	(2,310)	1,330	1,230	1,170	1,180
A330 TRAINING OF EMPLOYEES	0	0	0	0	0
	(2,310)	1,330	1,230	1,170	1,180
P131 WORCESTERSHIRE HUB					
A260 WORCESTERSHIRE HUB	(59,780)	26,970	49,350	58,010	58,250
	(59,780)	26,970	49,350	58,010	58,250
P133 ADMINISTRATIVE SERVICES					
A264 ADMINISTRATIVE SERVICES	(3,830)	0	0	0	0
	(3,830)	0	0	0	0
P135 COMMON SERVICES					
A335 COMPUTER SERVICES	(11,930)	3,990	1,180	5,060	630
A340 COMMUNICATIONS	(250)	0	0	0	0
A341 PRINT MANAGEMENT	0	0	0	0	0
A342 HOME WORKING	0	0	0	0	0
	(12,180)	3,990	1,180	5,060	630

CHIEF EXECUTIVE - SUMMARY

Detail	2013/14		2014/15 Estimate £	2015/16 Estimate £	2016/17 Estimate £
	Original £	Revised £			
P136 ELECTIONS AND ELECTORAL REGISTRATION					
A345 ELECTIONS AND ELECTORAL REGISTRATION	207,880	181,590	272,460	288,390	278,060
	207,880	181,590	272,460	288,390	278,060
P137 COMMITTEE ADMINISTRATION					
A350 COMMITTEE ADMINISTRATION	365,010	330,150	311,730	306,110	314,220
	365,010	330,150	311,730	306,110	314,220
P140 LEGAL SERVICES ADMINISTRATION					
A360 LEGAL SERVICES ADMINISTRATION	(199,880)	(1,460)	(1,510)	(1,470)	(1,360)
	(199,880)	(1,460)	(1,510)	(1,470)	(1,360)
P142 CORPORATE COSTS					
A370 LICENCE FEES	800	800	800	800	800
	800	800	800	800	800
P205 CHIEF EXECUTIVE					
A480 CHIEF EXECUTIVE	159,940	(12,550)	(13,030)	(13,170)	(13,260)
	159,940	(12,550)	(13,030)	(13,170)	(13,260)
P233 CORPORATE COSTS					
A505 CORPORATE MANAGEMENT EXPENSES	999,960	890,920	855,510	835,570	853,500
A510 CORPORATE COSTS	(313,000)	(24,080)	(102,630)	(130,960)	(176,710)
	686,960	866,840	752,880	704,610	676,790
P235 PARTNERSHIPS AND EQUALITIES					
A501 WYRE FOREST MATTERS	0	0	0	0	0
A525 EQUALITY AND DIVERSITY	0	0	0	0	0
A530 SHARED EMERGENCY PLANNING AND BUSINESS CONTINUITY	24,690	17,990	20,550	20,760	21,930
	24,690	17,990	20,550	20,760	21,930
P240 COMMUNICATIONS					
A376 DESIGN UNIT	0	0	0	0	0
A380 CORPORATE COMMUNICATIONS (EXCLUDING VOICE AND DATA)	95,960	104,260	116,610	115,100	117,410
	95,960	104,260	116,610	115,100	117,410
Total S6 CHIEF EXECUTIVE	5,383,470	5,758,420	5,799,670	5,994,840	6,196,790

COMMUNITY WELL-BEING AND ENVIRONMENT - SUMMARY

Detail	2013/14		2014/15 Estimate £	2015/16 Estimate £	2016/17 Estimate £
	Original £	Revised £			
P001 WASTE COLLECTION					
A001 COLLECTION OF DOMESTIC WASTE	952,520	967,900	933,190	987,460	1,013,900
A002 TRADE WASTE COLLECTION	(117,080)	(122,260)	(116,780)	(111,520)	(104,820)
A005 KERBSIDE RECYCLING (RECYCLED MATTER)	940,440	907,270	980,530	974,060	995,020
A010 RECYCLING ACTIVITIES	(15,600)	(11,000)	(11,000)	(11,000)	(11,000)
A266 WASTE/FLEET MANAGEMENT	0	0	0	0	0
	1,760,280	1,741,910	1,785,940	1,839,000	1,893,100
P010 ENVIRONMENTAL MAINTENANCE					
A025 PUBLIC CONVENIENCES	266,820	298,050	200,690	204,320	215,940
A145 PARKING FACILITIES	(494,600)	(433,050)	(433,200)	(420,070)	(404,570)
A146 CIVIL ENFORCEMENT	119,290	123,480	119,270	119,800	121,710
A150 STREET FURNITURE AND NAMEPLATES	61,570	62,770	62,530	62,380	62,310
A155 HIGHWAYS GENERAL CLEANSING	708,300	621,970	633,850	670,720	690,360
A165 HIGHWAYS RESIDUAL FUNCTION	3,960	2,780	2,790	2,820	2,900
A235 ENVIRONMENTAL ENFORCEMENT	52,270	60,870	61,640	61,040	61,970
	717,610	736,870	647,570	701,010	750,620
P015 CEMETERIES					
A030 CEMETERY	165,090	156,830	159,870	155,990	152,460
	165,090	156,830	159,870	155,990	152,460
P021 LEISURE DEVELOPMENT					
A036 LEISURE DEVELOPMENT	93,500	103,640	106,030	105,200	106,230
A110 STOURPORT COMMUNITY CENTRE	9,910	9,910	7,480	7,510	7,520
	103,410	113,550	113,510	112,710	113,750
P025 PLAY DEVELOPMENT					
A040 PLAY DEVELOPMENT	89,640	83,270	83,390	83,010	83,450
	89,640	83,270	83,390	83,010	83,450
P030 MUSEUM					
A050 MUSEUM STORE	48,620	37,890	42,510	46,980	47,550
A055 BEWDLEY MUSEUM	224,950	244,340	249,980	254,160	259,390
	273,570	282,230	292,490	301,140	306,940
P032 ARTS DEVELOPMENT					
A065 ARTS DEVELOPMENT	90,080	74,270	74,010	73,540	73,560
A066 WORCESTERSHIRE DANCING	0	0	0	0	0
	90,080	74,270	74,010	73,540	73,560
P034 SPORTS AND PHYSICAL RECREATION					
A070 WYRE FOREST GLADES LEISURE CENTRE	938,900	948,690	909,580	886,570	304,140
A075 STOURPORT SPORTS CENTRE	367,290	354,220	361,170	358,340	82,560
A076 BEWDLEY LEISURE CENTRE	55,150	47,560	47,830	48,360	49,020
A080 STOURPORT SPORTS CLUB	720	16,720	16,440	28,600	29,190
A085 SPORTS PITCHES AND FACILITIES	212,280	171,350	184,070	188,130	190,110
	1,574,340	1,538,540	1,519,090	1,510,000	655,020
P037 SPORTS DEVELOPMENT					
A094 SPORTS DEVELOPMENT	94,690	91,830	93,440	94,310	95,410
A095 JOINT DELIVERY PLAN	0	0	0	0	0
A096 PHYSICAL ACTIVITY	0	0	0	0	0
A100 EXTERNAL FUNDING	0	0	0	0	0
A102 BEST FOOT FORWARD	0	0	0	0	0
A103 COMMUNITY DEVELOPMENT	16,460	12,440	12,140	12,060	12,230
A106 THE DANCE PROJECT	0	0	0	0	0
	111,150	104,270	105,580	106,370	107,640

COMMUNITY WELL-BEING AND ENVIRONMENT - SUMMARY

Detail	2013/14		2014/15 Estimate £	2015/16 Estimate £	2016/17 Estimate £
	Original £	Revised £			
P039 COUNTRYSIDE AND CONSERVATION SERVICE					
A118 COUNTRYSIDE AND CONSERVATION SERVICE	326,490	365,690	348,150	332,040	336,540
	326,490	365,690	348,150	332,040	336,540
P040 ALLOTMENTS					
A120 ALLOTMENTS	2,340	1,850	1,850	1,880	1,900
	2,340	1,850	1,850	1,880	1,900
P045 PARKS AND GREEN SPACES					
A125 PARKS AND GREEN SPACES	846,730	887,590	863,380	867,140	859,810
A160 HIGHWAYS MAINTENANCE OF VERGES	64,480	65,080	65,370	66,640	68,020
	911,210	952,670	928,750	933,780	927,830
P065 PROPERTY					
A210 GREEN STREET DEPOT, KIDDERMINSTER	(7,040)	120	(3,420)	(3,020)	(2,350)
	(7,040)	120	(3,420)	(3,020)	(2,350)
P070 COMMERCIAL SERVICES-OPERATIONAL AREAS					
A220 GROUNDS MAINTENANCE	0	0	8,450	18,760	23,010
A221 GARAGE HOLDING ACCOUNT	0	0	850	1,010	(10,930)
	0	0	9,300	19,770	12,080
P090 COMMUNITY WELL-BEING AND ENVIRONMENT ADMINISTRATION					
A257 COMMUNITY WELL-BEING AND ENVIRONMENT ADMINISTRATION	(23,560)	0	0	0	0
	(23,560)	0	0	0	0
P215 CRIME AND DISORDER ACT 1988					
A495 COMMUNITY SAFETY	167,850	179,150	179,270	178,020	179,410
A496 EXTERNAL FUNDING	0	0	0	0	0
	167,850	179,150	179,270	178,020	179,410
P220 COMMUNITY STRATEGY					
A500 COMMUNITY STRATEGY	43,050	42,490	520	540	540
	43,050	42,490	520	540	540
P225 CORPORATE COSTS					
A382 CORPORATE COSTS	62,660	53,980	51,400	51,400	51,400
	62,660	53,980	51,400	51,400	51,400
Total S11 COMMUNITY WELL-BEING AND ENVIRONMENT	6,368,170	6,427,690	6,297,270	6,397,180	5,643,890

ECONOMIC PROSPERITY AND PLACE - SUMMARY

Detail	2013/14		2014/15 Estimate £	2015/16 Estimate £	2016/17 Estimate £
	Original £	Revised £			
P085 INDUSTRIAL ESTATES AND OTHER PROPERTY					
A245 OTHER INDUSTRIAL ESTATES	(118,720)	(130,220)	(130,540)	(129,920)	(128,910)
A250 HOOBROOK ENTERPRISE CENTRE	(34,340)	(23,930)	(50,820)	(49,790)	(47,900)
A255 OTHER PROPERTY	360	(33,310)	(44,220)	(39,330)	(33,470)
	(152,700)	(187,460)	(225,580)	(219,040)	(210,280)
P138 LAND CHARGES					
A355 LAND CHARGES	10,100	(36,040)	(39,220)	(49,220)	(47,400)
	10,100	(36,040)	(39,220)	(49,220)	(47,400)
P145 PLANNING POLICY FORMULATION					
A385 PLANNING POLICY FORMULATION	340,980	338,500	337,960	337,340	344,800
A416 ADMINISTRATION OF STREET NAMING AND NUMBERING	14,820	15,290	14,830	14,570	15,160
	355,800	353,790	352,790	351,910	359,960
P147 PLANNING DELIVERY GRANT/NEW HOMES BONUS					
A386 NEW HOMES BONUS	(753,410)	(774,460)	(1,244,740)	(1,301,460)	(1,301,460)
	(753,410)	(774,460)	(1,244,740)	(1,301,460)	(1,301,460)
P150 IMPLEMENTATION OF PLANNING POLICY					
A390 DEVELOPMENT CONTROL	203,480	155,940	150,360	151,620	163,650
A395 ENFORCEMENT	138,170	96,630	95,390	95,400	98,080
A400 ENVIRONMENTAL IMPROVEMENT AND PROTECTION	44,970	44,150	44,030	43,950	44,780
A405 CONSERVATION OF THE HISTORIC ENVIRONMENT	73,070	67,240	66,830	66,510	68,330
	459,690	363,960	356,610	357,480	374,840
P155 BUILDING CONTROL					
A410 BUILDING CONTROL	47,780	65,550	66,990	67,000	67,950
	47,780	65,550	66,990	67,000	67,950
P160 ECONOMIC PROSPERITY AND PLACE					
A415 ECONOMIC PROSPERITY AND PLACE	29,980	19,780	13,000	13,000	13,000
	29,980	19,780	13,000	13,000	13,000
P165 CORPORATE COSTS					
A296 NNDR RATE RELIEF	164,000	0	0	0	0
A420 MAPPING SERVICE AGREEMENT	0	0	0	0	0
A422 SHARED REGULATORY SERVICES	469,590	485,470	438,440	440,950	456,780
	633,590	485,470	438,440	440,950	456,780
P169 EXTERNAL FUNDING - REGULATORY SERVICES					
A424 EXTERNAL FUNDING - REGULATORY SERVICES	0	0	0	0	0
	0	0	0	0	0
P190 PRIVATE SECTOR HOUSING					
A256 FLOOD RELIEF	0	0	0	0	0
A455 HOUSING GRANTS AND ASSISTANCE	137,920	135,290	134,280	133,650	135,660
A460 HOUSING, ENFORCEMENT AND LICENSING	162,090	161,460	154,760	148,700	151,870
	300,010	296,750	289,040	282,350	287,530

ECONOMIC PROSPERITY AND PLACE - SUMMARY

Detail	2013/14		2014/15 Estimate £	2015/16 Estimate £	2016/17 Estimate £
	Original £	Revised £			
P195 HOUSING ENABLING FUNCTION					
A461 NORTH WORCESTERSHIRE WATERCOURSE MANAGEMENT	77,330	91,880	91,410	88,630	89,760
A465 HOUSING, HEALTH AND SUSTAINABILITY-STRATEGY AND ENABLING	174,740	172,600	171,900	171,140	174,890
A466 CLINICAL COMMISSIONING (CCG) FUNDING	0	0	0	0	0
A467 CARBON MANAGEMENT PLAN	9,370	15,420	(46,520)	(62,650)	(65,020)
A468 EXTERNAL FUNDING - DISTRICT AGEING WELL	0	0	0	0	0
A470 HOMELESSNESS, HOUSING ADVICE AND ACCESS TO HOUSING	498,790	504,130	482,240	482,500	485,740
A471 EXTERNAL FUNDING - HOUSING ENABLING FUNCTION	26,650	26,650	(78,000)	0	0
	786,880	810,680	621,030	679,620	685,370
P210 REGENERATION AND ECONOMIC DEVELOPMENT ACTIVITIES					
A485 REGENERATION AND ECONOMIC DEVELOPMENT ACTIVITIES	533,290	539,690	492,130	522,920	528,210
A489 WYRE FOREST BUSINESS CENTRES	0	0	0	0	0
A490 TOURISM	76,260	63,780	65,470	66,400	68,030
A491 REDDITCH BUSINESS CENTRES	(1,000)	(490)	40	120	80
A492 MARKETS	(3,320)	(1,630)	860	970	2,110
	605,230	601,350	558,500	590,410	598,430
Total S5 ECONOMIC PROSPERITY AND PLACE	2,322,950	1,999,370	1,186,860	1,213,000	1,284,720

CAPITAL ACCOUNT / INTEREST RECEIVED - SUMMARY

Detail	2013/14		2014/15	2015/16	2016/17
	Original £	Revised £	Estimate £	Estimate £	Estimate £
P230 CAPITAL ACCOUNT/INTEREST RECEIVED					
A515 CAPITAL ACCOUNT	(1,131,050)	(1,465,290)	(1,059,650)	(692,080)	(315,070)
A520 INTEREST RECEIVED	(134,320)	(162,930)	(129,600)	(109,380)	(120,420)
	(1,265,370)	(1,628,220)	(1,189,250)	(801,460)	(435,490)
Total S7 CAPITAL ACCOUNT / INTEREST RECEIVED	(1,265,370)	(1,628,220)	(1,189,250)	(801,460)	(435,490)

OVERALL BUDGET VARIATIONS
ORIGINAL COMPARED TO REVISED BUDGET 2013/14

TOTAL REVISED BUDGET 2013/14
 LESS: TOTAL ORIGINAL BUDGET 2013/14

£
 12,557,260
 12,809,220

REDUCED NET EXPENDITURE ON YEAR

(251,960)

Description of Estimated Major Variances	Extra Costs/ Reduced Income £	Savings/ Additional Income £
Chief Executive		
Increased Energy Costs across Admin Buildings	70,330	
NNDR - Civic and Coventry Street due to delay in transfer/sale	20,210	
Benefits payments reduction in budget allowance for retained overpayments (R320)	81,400	
Community Asset Transfer (savings delayed to 14/15 R335)	10,000	
Wyre Forest Hub - Reduced contribution from WCC (R295)	20,000	
Increase in Fees and charges - Ctax R310		(13,380)
Committee Admin - reduced printing etc (R505)		(11,000)
Community Well Being and Environment		
Cancellation of both Super Loo contract	56,400	
Vehicle running costs - vehicle repairs (contingency for refurbished vehicles)	24,430	
Direct Materials and Equipment - bins, equipment (car parks), repairs	22,070	
Civil Enforcement - reduced income	29,660	
Lower Management fee negotiated for Leisure Centres		(61,920)
Economic Prosperity and Place		
Discretionary Rate Relief budget now subsumed into Business Rates Retention Scheme		(164,000)
Land Charges - Additional income R510)		(10,000)
Additional New Homes Bonus notified after budget finalised last year(R601)		(21,000)
Development control - Reduced income (R605)	28,000	
Building Control additional costs on non fee earning account (R625)	15,000	
Capital Account		
Reduced Interest on external borrowing due to Capital Programme rescheduling to later years		(185,360)
Reduction in Minimum Revenue Provision as above		(100,730)
Additional External Interest due to additional funds to invest (as above)		(35,000)
Corporate Variations		
Pay Variance - Overall small saving in Pay		(68,000)
Admin Account net saving overall		(25,660)
	377,500	(696,050)
Other minor variations		(66,590)
Reduced Net Expenditure on Year		(251,960)

OVERALL BUDGET VARIATIONS
REVISED BUDGET 2013/14 COMPARED TO BASE BUDGET 2014/15

TOTAL BASE BUDGET 2014/15
 LESS: TOTAL REVISED BUDGET 2013/14

£
 11,780,040
 12,557,260

REDUCED NET EXPENDITURE ON YEAR

(777,220)

Note: This report is for validation, most of the identified movements are known approvals

Description of Estimated Major Variances	Extra Costs/ Reduced Income £	Savings/ Additional Income £
Chief Executive		
Hub - Reduced contribution from WCC (R295)	25,000	
Admin Buildings savings - Civic and Coventry St		(71,490)
Community Asset Transfer (savings delayed to 14/15 R335)		(10,000)
Community Well Being and Environment		
Loss of WCC recycling grant	60,000	
Improved external income on waste		(48,140)
Ranger savings		(55,000)
Community Leadership Fund - 2013/14 approval only		(42,000)
Cancellation of both Super Loo contracts		(100,000)
Economic Prosperity and Place		
Additional New Homes Bonus (R601)		(400,000)
Property income - Hoobrook and other Property		(43,000)
Economic and Regen initiatives Cabinet proposal 2013/14 only		(50,000)
Homeless prevention grants - used in 13/14 only		(108,650)
Saving in Homeless contracts		(21,680)
Carbon Management Plan		(61,940)
Capital Account		
Increased Interest on external borrowing as per revised Capital Programme requirements	345,180	
Additional Minimum Revenue Provision as above	28,910	
Reduced External Interest as balances to invest reduce and we undertake more borrowing	10,000	
Corporate Variations		
Pay Variance - Additional WFF savings		(388,000)
Pay Variance - Corporate Pensions cost increase to reflect increase in rates and actuarial revaluation	209,000	
Pay Variance - Vacancy and Other Savings	18,000	
Admin Account net saving		(3,600)
	696,090	(1,403,500)
Other minor variations		69,810
Reduced Net Expenditure on Year		(777,220)

WYRE FOREST DISTRICT COUNCIL**CABINET PROPOSALS 2014/2015 ONWARDS**

Cost Centre	ACTIVITY AND DESCRIPTION OF CABINET PROPOSAL	KEY	CHANGE IN RESOURCES			
			2014/15 £	2015/16 £	2016/17 £	After 31/03/2017 £
SECURING THE ECONOMIC PROSPERITY OF THE DISTRICT						
R705	Economic Regeneration Activities Seek funding from the single local growth fund from 2015/16 for economic regeneration activities. *(Staffing Implications TBC - dependant on funding from LEPs)	C R S*	- - -	- 200,000 CR -	- 200,000 CR -	- 200,000 CR -
R704	Redevelopment of Council Assets for Housing / Major Investment Fund Redevelopment of some of the Council's assets for housing and production of more income by creating a major investment fund.	C R S	- - -	5,000,000 39,000 CR -	- 71,500 CR -	- 71,500 CR -
R686	Homelessness Additional funding for strategic housing services.	C R S	- 90,000 -	- 90,000 -	- 90,000 -	- 90,000 -
DELIVERING TOGETHER, WITH LESS						
Various	External Income Raise external income by a variety of business cases	C R S	- 42,000 CR -	- 70,000 CR -	- 90,000 CR -	- 90,000 CR -
Various	WFF further tranche of savings A further tranche of savings under the Wyre Forest Forward programme proposed.	C R S	- 300,000 CR 12 CR	- 350,000 CR 14 CR	- 500,000 CR 20 CR	- 500,000 CR 20 CR
R310 R320 R325 R295 R299	Joining Civica's South Worcestershire Partnership Transfer of the "Help me with my financial situation" system teams to the Civica Partnership *(Staffing Implications TBC)	C R S*	- 200,000 CR -	- 200,000 CR -	- 200,000 CR -	- 200,000 CR -
R637 R638	Shared Services Reduce funding for existing shared services in particular Worcestershire Regulatory Services.	C R S	- 37,000 CR -	- 75,000 CR -	- 112,000 CR -	- 112,000 CR -
Various	Costs of Property Reduce the cost of property the Council occupies. ** (Capital Costs TBC)	C** R S	- 95,000 CR -	- 145,000 CR -	- 172,000 CR -	- 172,000 CR -
Various	Staff Terms and Conditions This proposal involves savings from staff pay	C R S	- 110,000 CR -	- 192,000 CR -	- 197,000 CR -	- 201,000 CR -
IMPROVING COMMUNITY WELL-BEING						
R216	Kidderminster Town Hall A more commercial approach to managing and operating the Town Hall.	C R S	- - -	- 25,000 CR -	- 35,000 CR -	- 50,000 CR -
R095 R160	Community Asset Transfers for Sport and Play Facilities Stop providing subsidy for playing pitches including bowling greens. Consider transfer or responsibility for maintaining them to sports clubs or community groups, or radically reduce maintenance on them. Strategy for Paddling pool sustainability.	C R S	- 85,000 CR 1.75 CR	- 85,000 CR 1.75 CR	- 85,000 CR 1.75 CR	- 85,000 CR 1.75 CR
R175, R050 R055, R075 R123, R125	Arts, Events, Sport and Leisure Development Develop a strategy for the future sustainability of Arts, Play, Sports and Events *(Staffing Implications TBC)	C R S*	- 10,000 CR -	- 15,000 CR -	- 20,000 CR -	- 20,000 CR -
R035	Public Conveniences Reduce the cost of public conveniences. This would include replacing WFDC provision with 'community toilet schemes', and closure of some less well-used sites	C R S	- 39,390 CR 1.00 CR	- 39,390 CR 1.00 CR	- 39,390 CR 1.00 CR	- 39,390 CR 1.00 CR
	TOTALS	C R S	- 828,390 CR 14.75 CR	5,000,000 1,345,390 CR 16.75 CR	- 1,631,890 CR 22.75 CR	- 1,650,890 CR 22.75 CR

KEY - Changes in Resources

- C Capital
R Revenue
S Staffing - Stated in FTEs

WYRE FOREST DISTRICT COUNCIL**RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2014/2015****No 1 Funding from Single Local Growth for Economic Regeneration**

CABINET MEMBER:	Councillor John Campion
DIRECTOR OF SERVICE:	Mike Parker
CAPITAL IMPLICATIONS:	None
TIMESCALE:	Applications to both LEPs to be worked up over next 6 to 12 months
AN OPEN ITEM	

1. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

This proposal will be progressed only if the Government confirms its proposals to top-slice new homes bonus from 2015-16.

New homes bonus is used by the Council to support its revenue expenditure to support economic regeneration and allied functions that contribute directly to supporting the local economy.

The future of New Homes Bonus (NHB) is uncertain at present due to the Government's current proposal to top-slice a proportion of the NHB and redistribute to the Local Enterprise Partnerships as part of the new Growth Deal and formation of the Local Growth Fund.

The Council will seek funding from the Local Growth Fund from 2015/16 for economic regeneration activities, to help bolster our work to support a successful local economy. We will aim to recoup the equivalent sum of any top-slice by obtaining support from the two Local Enterprise Partnerships for the work done by the North Worcestershire Economic Development and Regeneration (NWEDR) in delivering regeneration and economic development projects. Discussions have commenced with both the Greater Birmingham and Solihull LEP and the Worcestershire LEP about how this might be achieved but they can be concluded only after the Government has confirmed whether or not it will go ahead with the top-slice.

If the Council's efforts are unsuccessful in recouping the value of any topsliced NHB then expenditure will need to be reduced in areas of the council's activity that support economic regeneration. Either way, therefore, the £200k reduction in the council's net costs will be achieved.

2. EQUALITY IMPACT ASSESSMENT or WARD BASED ISSUES

None at this stage, will be assessed when more is known about the Government's policy decision and the progress of any application for funding

3. FINANCIAL IMPLICATIONS

	2014/15	2015/16	2016/17	After 31/03/17
	£	£	£	£
Capital Cost	-	-	-	-
Net Revenue Cost	-	(200,000)	(200,000)	(200,000)
Staffing Implications (FTE)	-	** -	-	-
Cost Centre:	R705			

** nil if funding is obtained from the LEPs; TBC if funding is not obtained

WYRE FOREST DISTRICT COUNCIL**RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2014/2015****No 2 Development of Council Assets for Housing /Major Investment Fund**

CABINET MEMBER:	Councillor Nathan Desmond
DIRECTOR OF SERVICE:	Mike Parker
CAPITAL IMPLICATIONS:	£5m 2015/16
TIMESCALE:	Work up options in next 6 to 18 months
AN OPEN ITEM	

1. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

The proposal is to further develop the portfolio of the Council's assets that it considers suitable for disposal and invest in development opportunities that produce a positive revenue stream for the council. This will enable the Council to realise the regenerative benefits of some of its vacant and underused assets as well as securing some longer term returns from taking a stake in development potential rather than simply disposing of sites.

This is a specialist area of business and external consultancy / advice will be needed to support internal resources in the preparation of robust business cases.

The appropriate vehicle to achieve the Council's intentions is still under consideration, but options might include for example an arm's-length development company or a joint venture with a private sector developer.

A minimum capital figure of up to £5m is recommended for inclusion in the Medium Term Financial Strategy in 2015/16 to initiate this proposal with returns to be re-used to support further developments on an 'evergreen' basis. It is assumed that the associated costs of borrowing will be met from any investment scheme.

The business case for any proposals to be funded under this initiative will be presented to Overview and Scrutiny prior to being presented to Cabinet for approval.

A full and detailed business case including a demonstration of affordability will need to be proven before the capital expenditure can be committed.

2. EQUALITY IMPACT ASSESSMENT or WARD BASED ISSUES

EIAs will be undertaken as part of the business case for each specific proposal

3. FINANCIAL IMPLICATIONS

	2014/15	2015/16	2016/17	After 31/03/17
	£	£	£	£
Capital Cost	-	5,000,000	-	-
Net Revenue Saving	-	(39,000)	(71,500)	(71,500)
Staffing Implications (FTE)	-	-	-	-
Cost Centre:	R704			

WYRE FOREST DISTRICT COUNCIL**RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2014/2015****No 3 Homelessness Services**

CABINET MEMBER:	Councillor Anne Hingley
DIRECTOR OF SERVICE:	Mike Parker
CAPITAL IMPLICATIONS:	None
TIMESCALE:	2014/15 onwards
AN OPEN ITEM	

1. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

The specific grant that has been funding homelessness services comes to an end in 2014. The Council recognises the value of these activities and understands that without them it may face potentially very significant costs of up to £800k a year as a consequence of the need to accommodate more people via expensive routes such as bed and breakfast.

The Strategic Review Committee considered a full report on 2 October and approved a recommendation that £90k should be made available from 2014-15, to be used by the strategic housing service to fund the activities that will avoid the bulk of the potential financial impact for WFDC.

It was also suggested that this will be topped up from contributions from earmarked reserves and any procurement savings (not already included within the base budget).

Officers will undertake a strategic review of the way in which these housing monies are spent in support of our vulnerable residents to ensure we are utilising them in the most effective way and through the most effective partner channels. This review will consider if we need to spend funding in a different way in the future, and any recommendations for such redirection will be agreed directly with the Cabinet Member for Place Shaping, as is the current procedure, in advance of April 2014.

2. EQUALITY IMPACT ASSESSMENT or WARD BASED ISSUES

An EIA has been completed.

3. FINANCIAL IMPLICATIONS

	2014/15	2015/16	2016/17	After 31/03/17
	£	£	£	£
Capital Cost	-	-	-	-
Net Revenue Cost	90,000	90,000	90,000	90,000
Staffing Implications (FTE)	-	-	-	-
Cost Centre:	R686			

WYRE FOREST DISTRICT COUNCIL**RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2014/2015****No 4 Increase Income, Commerciality and Sponsorship**

CABINET MEMBER:	Councillor Marcus Hart
DIRECTOR OF SERVICE:	Linda Collis
CAPITAL IMPLICATIONS:	None
TIMESCALE:	2014/15 onwards
AN OPEN ITEM	

1. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

This proposal will increase emphasis on a commercial approach to raising income and cost recovery services, where feasible, through sponsorship and a professional marketing approach. The Council has a number of assets that could be used for sponsorship opportunities and a professional marketing approach would be needed if the maximum financial benefit is to be achieved.

A phased reduction in the subsidy on season tickets, based on the principle of reducing the current concessions, together with a proposal to start charging for all car park users will be introduced. This will remove concessions for blue badge holders, subject to our car parks being compliant with the Disability Discrimination Act. Any risks associated with the impact of this proposal on the most vulnerable residents in the district will be addressed e.g. access to discounted season tickets and consideration of free season tickets for blue badge holders. This proposal should be considered by the relevant review panel currently set up. As part of this work, a business case for the rationalisation and replacement of new energy efficient parking machines will be developed.

**This proposal includes some changes to Fees and Charges that will be reflected on the appropriate schedules subject to approval*

2. EQUALITY IMPACT ASSESSMENT or WARD BASED ISSUES

District wide impact.

3. FINANCIAL IMPLICATIONS

	2014/15	2015/16	2016/17	After 31/03/17
	£	£	£	£
Capital Cost	-	-	-	-
Net Revenue	(42,000)	(70,000)	(90,000)	(90,000)
Cost				
Staffing Implications (FTE)	-	-	-	-
Cost Centre:	Various			

WYRE FOREST DISTRICT COUNCIL**RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2014/2015****No 5 Wyre Forest Forward – Further Savings**

CABINET MEMBER:	Nathan Desmond
DIRECTOR OF SERVICE:	Ian Miller
CAPITAL IMPLICATIONS:	None
TIMESCALE:	From 2014/15
AN OPEN ITEM	

1. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

The Council has committed to achieving cost reductions through systems thinking methodology and ongoing service transformation as its business model. We will continue to seek savings using this model, building on the success already achieved in areas such as the depot, managing development and “help me with my financial situation”. This proposal seeks further significant savings through reviewing all council activities not covered by other proposals in the medium term financial strategy.

The further savings to be achieved will include a fundamental review of the support needed by front-line services. This will identify the appropriate way to provide support services, looking at all options including internal savings, shared services, outsourcing and staff mutuals. The ICT strategy will be refreshed to identify future needs and to seek a significant reduction in ICT costs in future as part of this review of support services. The outcome of the review will be presented to Overview and Scrutiny before consideration by Cabinet.

There is a separate proposal to secure savings from revenues and benefits and the Hub by taking up the opportunity to join Civica’s South Worcestershire Partnership.

The revised savings targets for the Wyre Forest Programme are set out in this table:

	2014/15	2015/16	2016/17	After 31/03/17
	£	£	£	£
Current target	701,000	751,000	801,000	801,000
Already identified	598,000	620,000	624,000	624,000
Savings still to be identified	103,000	131,000	177,000	177,000
Proposed additional target	300,000	350,000	500,000	500,000
Total savings to be achieved	403,000	481,000	677,000	677,000

2. EQUALITY IMPACT ASSESSMENT or WARD BASED ISSUES

Assessments will be undertaken as each proposal for change is progressed.

3. FINANCIAL IMPLICATIONS

	2014/15	2015/16	2016/17	After 31/03/17
	£	£	£	£
Capital Cost	-	-	-	-
Net Revenue Cost	(300,000)	(350,000)	(500,000)	(500,000)
Staffing Implications (FTE)	(12)	(14)	(20)	(20)
Cost Centre:	Various			

WYRE FOREST DISTRICT COUNCIL
RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2014/2015

No 6 Joining Civica's South Worcestershire Partnership

CABINET MEMBER:	Councillor Nathan Desmond/Councillor Ian Hardiman
DIRECTOR OF SERVICE:	Ian Miller
CAPITAL IMPLICATIONS:	None
TIMESCALE:	April 2014
AN OPEN ITEM	

1. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

Significant improvements to customer service and reductions in cost have been achieved as a result of the systems thinking review of "help me with my financial situation".

A proposal has been received from Civica to join the South Worcestershire Partnership, which will provide a further initial minimum saving of £200k a year from 1 April 2014 following a due diligence exercise. The proposal would involve the transfer of a whole system (Revenues and Benefits, Hub and small part of the support service), ensuring that the new way of working implemented in the last 18 months will be maintained.

Consultation will be undertaken with staff prior to approval of a full business case; this will follow consideration by the Overview and Scrutiny Committee.

The contract would be constructed so that the council would receive further savings as the number of transactions at the Hub fall, in line with the improvements we are planning to allow more self-service on line; and to take account of any future reduction in Hub opening hours.

2. EQUALITY IMPACT ASSESSMENT or WARD BASED ISSUES

An initial screening assessment has been undertaken and no adverse impacts have been identified.

3. FINANCIAL IMPLICATIONS

	2014/15	2015/16	2016/17	After 31/03/17
	£	£	£	£
Capital Cost	-	-	-	-
Net Revenue Cost	(200,000)	(200,000)	(200,000)	(200,000)
Staffing Implications (FTE)	**	**	**	**
Cost Centre:	R310, R320, R325, R295, R299			

** subject to the outcome of consultation, c.50-60 staff would be transferred under the TUPE regulations

WYRE FOREST DISTRICT COUNCIL**RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2014/2015****No 7 Reduced Funding for existing Shared Services**

CABINET MEMBER:	Marcus Hart
DIRECTOR OF SERVICE:	Mike Parker
CAPITAL IMPLICATIONS:	None
TIMESCALE:	Next 6 months
AN OPEN ITEM	

1. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

It is proposed that the Council will actively seek a reduction in its funding contribution for existing shared services, in particular Worcestershire Regulatory Services (WRS). WRS has produced significant savings for all 7 partner councils but there is now a need to go further. Savings can be achieved by WRS either reducing its costs and/or increasing income from new partners.

The gross cost is over £700k but fee income means the net cost to WFDC is over £400k.

A realistic reduction that could be sought is 10% a year for 3 years. This would lead to service reductions, agreed in close liaison with WRS taking into account customer demand for services, unless the shared service can generate additional income by expanding and selling its services to other organisations.

2. EQUALITY IMPACT ASSESSMENT or WARD BASED ISSUES

To be undertaken as more detail is known

3. FINANCIAL IMPLICATIONS

	2014/15	2015/16	2016/17	After 31/03/17
	£	£	£	£
Capital Cost	-	-	-	-
Net Revenue Cost	(37,000)	(75,000)	(112,000)	(112,000)
Staffing Implications (FTE)	-	-	-	-
Cost Centre:	R637, R638			

WYRE FOREST DISTRICT COUNCIL**RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2014/2015****No 8 Reduce cost of property**

CABINET MEMBER:	Cllr Nathan Desmond
DIRECTOR OF SERVICE:	Ian Miller/Linda Collis
CAPITAL IMPLICATIONS:	TBC
TIMESCALE:	2014-15 onwards
AN OPEN ITEM	

1. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

This proposal seeks further significant reductions in the net cost of accommodation occupied by the Council, in addition to the significant savings that have been achieved by moving to Wyre Forest House. There is a separate proposal in respect of the Town Hall. Work will include a review of all existing buildings with a view to reducing expenditure through amalgamation, sharing or disposal.

Marketing of vacant space in Council properties will be coordinated through the "Space" concept that has been successfully launched for the incubator units.

Some changes may require one off capital investment prior to implementation, and this will be identified in future business cases and reported to members as appropriate on a case by case basis.

2. EQUALITY IMPACT ASSESSMENT or WARD BASED ISSUES

To be undertaken as each change is progressed.

3. FINANCIAL IMPLICATIONS

	2014/15	2015/16	2016/17	After 31/03/17
	£	£	£	£
Capital Cost	TBC	TBC	TBC	TBC
Net Revenue Cost	(95,000)	(145,000)	(172,000)	(172,000)
Staffing Implications (FTE)	-	-	-	-
Cost Centre:	Various			

WYRE FOREST DISTRICT COUNCIL**RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2014/2015****No 9 Change to terms and conditions of staff**

CABINET MEMBER:	Cllr Nathan Desmond
DIRECTOR OF SERVICE:	Ian Miller/Caroline Newlands
CAPITAL IMPLICATIONS:	None
TIMESCALE:	2014 onwards
AN OPEN ITEM	

1. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

This proposal involves savings from the staff pay bill.

The alternative would be either to seek further job losses over and above those required by other changes in the financial strategy or to make further cuts to services.

A number of proposed changes featured in discussions with the unions during 2013 on a local pay deal and they will be included in the package. They were approved by Council and formed part of the budget savings in 2013-14: they have therefore already been taken into account in the baseline budget.

The new proposal is for the Council to set local pay increases for a period of up to 4 years. This would involve consultation and negotiation with the unions to seek agreement to move away from the national agreement. The suggested target is to provide for pay increases of 3% over a four year period instead of 6% assumed in the baseline for the medium term financial strategy. There is a range of options for how this could be delivered and they will be explored in the negotiations – it could mean, for example, a pay freeze in two years out of the next four years or a pay increase of 0.75% a year for four years. For the purposes of illustrating the financial impact, this proposal assumes a pay freeze for 2014-15 and 2015-16.

2. EQUALITY IMPACT ASSESSMENT or WARD BASED ISSUES

Initial screening has been undertaken and no adverse impacts are indicated against any of the above proposals. There are no ward based issues.

3. FINANCIAL IMPLICATIONS

	2014/15	2015/16	2016/17	After 31/03/17
	£	£	£	£
Capital Cost	-	-	-	-
Net Revenue Cost	(110,000)	(192,000)	(197,000)	(201,000)
Staffing Implications (FTE)	-	-	-	-
Cost Centre:	Various			

WYRE FOREST DISTRICT COUNCIL
RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2014/2015

No 10 Commercial approach to Kidderminster Town Hall

CABINET MEMBER:	Councillor Nathan Desmond/Councillor Ian Hardiman
DIRECTOR OF SERVICE:	Linda Collis
CAPITAL IMPLICATIONS:	Links to HLF Bid
TIMESCALE:	From 2014/15 onwards
AN OPEN ITEM	

1. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

This proposal includes the production of a new business and development plan by March 2014 for the Town Hall in Kidderminster which will seek to establish a more commercial approach. The new business model will review how to increase income and the financial future of this important facility.

The business case will incorporate plans for the future focus for the facility, protection and sustainability of the world class organ and links to the public realm improvements planned for Exchange Square. Further external funding bids will be considered for progression in light of any new business case.

Future management models for the Town Hall will be explored, including partnerships, an arms length company or other management vehicle.

The business case will be considered by Overview and Scrutiny prior to being received by Cabinet.

2. EQUALITY IMPACT ASSESSMENT or WARD BASED ISSUES

An Equality Impact Assessment will be prepared as part of the business case.

3. FINANCIAL IMPLICATIONS

	2014/15	2015/16	2016/17	After 31/03/17
	£	£	£	£
Capital Cost	-	-	-	-
Net Revenue Cost	-	(25,000)	(35,000)	(50,000)
Staffing Implications (FTE)	-	-	-	-
Cost Centre:	R216			

WYRE FOREST DISTRICT COUNCIL**RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2014/2015****No 11 Community Asset Transfers for Sport and Play Facilities**

CABINET MEMBER:	Councillor Ian Hardiman
DIRECTOR OF SERVICE:	Linda Collis
CAPITAL IMPLICATIONS:	None
TIMESCALE:	From April 2014 if possible
AN OPEN ITEM	

1. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

This proposal seeks to transfer football and bowling green provision to any willing partner or organisation as part of a community asset transfer (CAT) in order to reduce expenditure. If a CAT is not successful then the provision will be ceased with effect from 1 April 2014 and the facilities maintained only as general recreational space.

This affects provision at Habberley Playing Fields, Brown Westhead Park, White Wickets, Springfield Park and Brinton Park.

The Council will continue to operate the current paddling pool provision across the District until such point as capital investment to operate any facility becomes prohibitive.

The Council will work with the Town and parish councils or other community groups to continue to seek a community asset transfer of any paddling pool; if a CAT is unsuccessful the paddling pools will cease to operate.

2. EQUALITY IMPACT ASSESSMENT or WARD BASED ISSUES

To be completed as proposals are developed

3. FINANCIAL IMPLICATIONS

	2014/15	2015/16	2016/17	After 31/03/17
	£	£	£	£
Capital Cost				
Net Revenue Cost	(85,000)	(85,000)	(85,000)	(85,000)
Staffing Implications (FTE)	(1.75)	(1.75)	(1.75)	(1.75)
Cost Centre:	R095			

WYRE FOREST DISTRICT COUNCIL**RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2014/2015****No 12 Develop a strategy for the future sustainability of Arts, Play, Events, Sports and Leisure**

CABINET MEMBER:	Councillor Ian Hardiman
DIRECTOR OF SERVICE:	Linda Collis
CAPITAL IMPLICATIONS:	None
TIMESCALE:	2014/15
AN OPEN ITEM	

1. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

A strategic plan will be developed, by April 2014, to identify options for the arts, play, sports and events services to become more financially sustainable. This will include looking at management vehicles such as social enterprises, Trusts, partnering, commissioning and generating increased income to cover costs.

The plan will be presented to scrutiny prior to consideration by Cabinet.

2. EQUALITY IMPACT ASSESSMENT or WARD BASED ISSUES

To be undertaken alongside the strategic plan

3. FINANCIAL IMPLICATIONS

	2014/15	2015/16	2016/17	After 31/03/17
	£	£	£	£
Capital Cost	-	-	-	-
Net Revenue Cost	(10,000)	(15,000)	(20,000)	(20,000)
Staffing Implications (FTE)	-	TBC	TBC	TBC
Cost Centre:	R050, R055, R075, R123, R125, R175			

WYRE FOREST DISTRICT COUNCIL**RECOMMENDATION/PROPOSAL FOR BUDGET YEAR 2014/2015****No 13 Toilet provision**

CABINET MEMBER:	Councillor Marcus Hart
DIRECTOR OF SERVICE:	Linda Collis
CAPITAL IMPLICATIONS:	None
TIMESCALE:	Work already commenced
AN OPEN ITEM	

1. BRIEF DESCRIPTION OF RECOMMENDATION/PROPOSAL

This proposal seeks to maintain Market Street, Stourport Riverside, Brinton Park and (if community toilet scheme is unsuccessful) Load Street toilets as key strategic facilities in the District.

This proposal will implement a strategy, as part of the localism agenda, that seeks to cease or reduce revenue funding for the remaining toilets in the District by:-Transfer of the assets to Parish Councils, Town Councils, development organisations or voluntary organisations or any other willing partner, by 1 April 2014.

The council will investigate implementing a “community toilet scheme”, where partners are funded to provide public facilities.

2. EQUALITY IMPACT ASSESSMENT or WARD BASED ISSUES

This will be undertaken as schemes progress and can impact on all wards that currently have public convenience provision

3. FINANCIAL IMPLICATIONS

	2014/15	2015/16	2016/17	After 31/03/17
	£	£	£	£
Capital Cost	-	-	-	-
Net Revenue Cost	(39,390)*	(39,390)	(39,390)	(39,390)
Staffing Implications (FTE)	(1.0)	(1.0)	(1.0)	(1.0)
Cost Centre:	R035			

WYRE FOREST DISTRICT COUNCIL
FEES AND CHARGES 2014/2015 at 5%
SUMMARY

DIRECTORATE	KEY	CHANGES IN INCOME at 5%		
		2014/15 £	2015/16 £	2016/17 £
Fees and Charges - Noting Appendix 4 (Part 1)	C R S	- - -	- - -	- - -
Fees and Charges - Cabinet Appendix 4 (Part 2)	C R S	- 76,240 CR -	- 107,050 CR -	- 107,050 CR -
Fees and Charges - Council Appendix 4 (Part 3)	C R S	- 2,030 CR -	- 2,030 CR -	- 2,030 CR -
GRAND TOTAL	C R S	- 78,270 CR -	- 109,080 CR -	- 109,080 CR -

Compounded Effect of Fees and Charges
For Summary

2014/15	2015/16	2016/17
£	£	£

78,270 CR	109,080 CR	109,080 CR
	78,270 CR	78,270 CR
		109,080 CR

Effect at 5%

78,270 CR	187,350 CR	296,430 CR
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WYRE FOREST DISTRICT COUNCIL**FEES AND CHARGES 2014/2015****NOTING**

Cost Centre	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES		
			2014/15 £	2015/16 £	2016/17 £
R605	<u>ECONOMIC PROSPERITY AND PLACE</u> <u>Development Control</u> Planning application fees are set by statute. They were last increased on 22/11/2012.	C	-	-	-
		R	-	-	-
		S	-	-	-
R637	<u>Environmental Health - Pollution Control</u> To maintain LAPPC charges at statutory level (revised annually).	C	-	-	-
		R	tba	tba	tba
		S	-	-	-
R637	<u>Environmental Health - Pollution Control</u> To maintain water sampling fees at statutory levels.	C	-	-	-
		R	-	-	-
		S	-	-	-
R638	<u>Licensing Activities - Gambling Act 2005</u> To charge permit fees as determined by Government.	C	-	-	-
		R	tba	tba	tba
		S	-	-	-
R638	<u>Licensing Activities - Licensing Act 2003</u> To maintain Liquor Licensing fees at statutory levels.	C	-	-	-
		R	tba	tba	tba
		S	-	-	-
	TOTALS	C	-	-	-
		R	-	-	-
		S	-	-	-



Service	Planning Applications	Service Manager	Development Control Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Place-shaping

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 01/04/2014 £ Charges before VAT	Proposed Charge FROM 01/04/2014 £ Charges inclusive of VAT
Planning Applications - Statutory Fees Set By Central Government			
OPERATIONS			
New Dwellings			
Outline planning permission			
Site does not exceed 2.5 hectare - rate per 0.1 hectare	385		385
Site exceeds 2.5 hectares	9,527		9,527
Rate per additional 0.1 hectare in excess of 2.5 hectares	115		115
Maximum	125,000		125,000
In other cases			
New Dwellings - dwellings less than 50 houses - rate per dwelling	385		385
New Dwellings - dwellings exceeds 50 houses	19,409		19,409
rate per additional dwelling over 50 houses	115		115
Maximum	250,000		250,000
Buildings other than dwellings, agricultural building, plant or glasshouses etc.)			
Outline planning permission			
Site does not exceed 2.5 hectares - rate per 0.1 hectare	385		385
Site exceeds 2.5 hectares	9,527		9,527
Rate per additional 0.1 hectare in excess of 2.5 hectares	115		115
Maximum	125,000		125,000
In other cases			
No additional floor space	195		195
Gross area less than 40 sq metres	195		195
Gross floor area between 40 and 75 sq metres	385		385
Rate in excess of 75 sq metres, but less than 3,750 (per 75 sq metres)	385		385
Gross floor area in excess of 3,750 sq metres	19,049		19,049
Rate per additional 75 sq meter in excess of 3,750 sq meters	115		115
Maximum	250,000		250,000
Agricultural buildings on agricultural land (other than glasshouses)			
Outline planning permission			
Site does not exceed 2.5 hectares - rate per 0.1 hectare	385		385
Site exceeds 2.5 hectares	9,527		9,527
Rate per additional 0.1 hectare in excess of 2.5 hectares	115		115
Maximum	125,000		125,000
In other cases			
Gross area less than 465 sq metres	80		80
Gross floor area between 465 and 540 sq metres	385		385
Gross floor area between 540 and 4,215 sq meters	385		385
Rate per additional 75 sq metres in excess of 540 sq meters	385		385
Gross floor area in excess of 4,215 sq metres	19,049		19,049
Rate per additional 75 sq metres in excess of 4,215 sq meters	115		115
Maximum	250,000		250,000
Glasshouses on agricultural land			
Gross area less than 465 sq meters	80		80
Gross floor area in excess of 465 sq meters	2,150		2,150
Erection, alteration or replacement of plant or machinery			
Gross area less than 5 hectares	385		385
Gross area in excess of 5 hectares	19,049		19,049
Rate per additional 0.1 hectare in excess of 5 hectares	115		115
Maximum	250,000		250,000



Service	Planning Applications	Service Manager	Development Control Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Place-shaping

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 01/04/2014 £ Charges before VAT	Proposed Charge FROM 01/04/2014 £ Charges inclusive of VAT
Planning Applications - Statutory Fees Set By Central Government			
Enlargement, improvement or alteration of dwellings for domestic purposes			
One dwelling	172		172
2 or more dwellings	339		339
Operations within residential curtilage for domestic purposes (including buildings, gates and fences etc.)	172		172
Car parks, roads and access to serve a single undertaking where associated with existing use	195		195
Operations not within above categories - rate per 0.1 hectare	195		195
Maximum	1,690		1,690
USES			
Change of use of a building to one or more dwellings			
From single dwelling to 50 or fewer dwellings	385		385
From single dwelling to more than 50 dwellings	19,049		19,049
Rate per additional dwelling in excess of 50 dwellings	115		115
Maximum	250,000		250,000
From other building to 50 or fewer dwellings	385		385
From other building to more than 50 dwellings	19,049		19,049
Rate per additional dwelling in excess of 50 dwellings	115		115
Maximum	250,000		250,000
Material changes of use on land or building(s) other than above	385		385
ADVERTISEMENTS			
Advertisements on business premises or other land within the business curtilage relating to nature of business, goods sold, services provides, or name of persons undertaking business	110		110
Sign relating to business in the locality but not visible from that site	110		110
All other advertisements	385		385
OTHER APPLICATIONS			
Certificate of existing use or development	As for a planning application		As for a planning application
Certificate of proposed use or development	50% of planning application		50% of planning application
Prior approval application under the General Permitted Development Order			
Application made under parts 6, 7 or 31	80		80
Application made under part 24	385		385
Renewal of permission			
Under the Town and Country Planning and Compulsory Purchase Act 2004 you can renew an application that was approved before 1st October 2009 and has not expired.			
Householder	57		57
Major Development	575		575
All other cases	195		195



Service	Planning Applications	Service Manager	Development Control Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Place-shaping

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 01/04/2014 £ Charges before VAT	Proposed Charge FROM 01/04/2014 £ Charges inclusive of VAT
Planning Applications - Statutory Fees Set By Central Government			
Variation or removal of a condition	195		195
Requests for confirmation that a condition or conditions attached to a grant of planning permission has been complied with			
Householder developments (per request)	28		28
All other cases (per request)	97		97
Application for Non-Material Amendments following a grant of planning permission			
Householder developments (per request)	28		28
All other cases	195		195
Applications for Certificates of Alternative Development	195		195
Please note that the following applications are County Matters which should be submitted to Worcestershire County Council:			
a) Operations connected with exploratory drilling for oil or gas			
b) Mineral operations			
c) Use for disposal of refuse or waste material			

NOTES:

VAT will be included at the prevailing rate if applicable
Charges are expressed in the new format to allow customers to better understand the charges, and to draw comparison with the commercial sector.



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Pollution Control			
LAPPC CHARGES			
Application Fee			
Standard process (includes solvent emission activities)	1,579.00		1,579.00
Additional fee for operating without a permit	1,137.00		1,137.00
PVRI, SWOBs and Dry Cleaners	148.00		148.00
PVR I and II combined	246.00		246.00
VRs and other Reduced Fee Activities	346.00		346.00
Reduced fee activities: Additional fee for operating without a permit	68.00		68.00
Mobile plant**	1,579.00		1,579.00
for the third to seventh applications	943.00		943.00
for the eighth and subsequent applications	477.00		477.00
Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts			
Annual Subsistence Charge			
Standard process - Low	739.00 (+99.00)*		739.00 (+99.00)*
Standard process - Medium	1,111.00 (+149.00)*		1,111.00 (+149.00)*
Standard process - High	1,672.00 (+198.00)*		1,672.00 (+198.00)*
PVRI, SWOBs and Dry Cleaners - Low	76.00		76.00
PVRI, SWOBs and Dry Cleaners - Medium	151.00		151.00
PVRI, SWOBs and Dry Cleaners - High	227.00		227.00
PVR I and II combined - Low	108.00		108.00
PVR I and II combined - Medium	216.00		216.00
PVR I and II combined - High	326.00		326.00
VRs and other Reduced Fees - Low	218.00		218.00
VRs and other Reduced Fees - Medium	349.00		349.00
VRs and other Reduced Fees - High	524.00		524.00
Mobile plant, for first and second permits - Low**	618.00		618.00
Mobile plant, for first and second permits - Medium**	989.00		989.00
Mobile plant, for first and second permits - High**	1,484.00		1,484.00
for the third to seventh permits - Low	368.00		368.00
for the third to seventh permits - Medium	590.00		590.00
for the third to seventh permits - High	884.00		884.00
eighth and subsequent permits - Low	189.00		189.00
eighth and subsequent permits - Medium	302.00		302.00
eighth and subsequent permits - High	453.00		453.00
Late payment Fee	50.00		50.00
Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £99 to the above amounts			
Transfer and Surrender			
Standard process transfer	162.00		162.00
Standard process partial transfer	476.00		476.00
New operator at low risk reduced fee activity (extra one-off subsistence charge - see Art 15(2) of charging scheme)	75.00		75.00
Surrender: all Part B activities	0.00		0.00
Reduced fee activities: transfer	0.00		0.00
Reduced fee activities: partial transfer	45.00		45.00
Temporary transfer for mobiles			
First transfer	51.00		51.00
Repeat following enforcement or warning	51.00		51.00
Substantial Change			
Standard process	1,005.00		1,005.00
Standard process where the substantial change results in a new PPC activity	1,579.00		1,579.00
Reduced fee activities	98.00		98.00
LAPPC Mobile Plant Charges (not using simplified permits)			
First and second permits - Application Fee	1,579.00		1,579.00
First and Second permits - Subsistence Fee - Low	618.00		618.00
First and second permits - Subsistence Fee - Medium	989.00		989.00
First and second permits - Subsistence Fee - High	1,484.00		1,484.00
For the third to seventh permits - Application Fee	943.00		943.00
For the third to seventh permits - Subsistence Fee - Low	368.00		368.00



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Pollution Control			
For the third to seventh permits - Subsistence Fee - Medium	590.00		590.00
For the third to seventh permits - Subsistence Fee - High	884.00		884.00
Eighth and subsequent permits - Application Fee	477.00		477.00
Eighth and subsequent permits - Subsistence Fee - Low	189.00		189.00
Eighth and subsequent permits - Subsistence Fee - Medium	302.00		302.00
Eighth and subsequent permits - Subsistence Fee - High	453.00		453.00
LA-IPPC CHARGES			
Note: every subsistence charge below includes the additional £99 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation.			
Application	3,218.00		3,218.00
Additional Fee for operating without a permit	1,137.00		1,137.00
Annual Subsistence - Low	1,384.00		1,384.00
Annual Subsistence - Medium	1,541.00		1,541.00
Annual Subsistence - High	2,233.00		2,233.00
Late Payment Fee	50.00		50.00
Substantial Variation	1,309.00		1,309.00
Transfer	225.00		225.00
Partial Transfer	668.00		668.00
Surrender	668.00		668.00

NOTES:

VAT will be included at the prevailing rate if applicable

* The additional amounts in brackets must be charged where a permit is for a combined Part B and waste installation

** Not using simplified permits

LA-IPPC Charges**KEY**

Subsistence charges can be paid in 4 equal quarterly instalments paid on 1st April, 1st July, 1st October and 1st January. Where paid quarterly the total amount payable to the local authority will be increased by £36.

Reduced fee activities are listed in the Schedule to the Part B scheme.

Newspaper Advertisements

Newspaper adverts may be required under EPR at the discretion of the LA as part of the consultation process when considering an application (see Chapter 9 of the General Guidance Manual). This will be undertaken and paid for by the LA and the charging scheme contains a provision for the LA to recoup its costs.



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
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			
Granting an Authorisation	100.00 Max	100.00 Max	
Sampling (each visit)	100.00 Max	100.00 Max	
Analysing a sample			
- taken under regulation 10 (small supplies)	25.00 Max	25.00 Max	
- taken during check monitoring	100.00 Max	100.00 Max	
- taken during audit monitoring	500.00 Max	500.00 Max	

NOTES:

VAT will be included at the prevailing rate if applicable



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Private Water Supplies - Statutory Fee Set By Central Government			
Risk Assessment - rate per hour up to a maximum of	40.00 500.00		40.00 500.00
Investigating - rate per hour up to a maximum of	40.00 500.00		40.00 500.00
Granting an authorisation - Maximum charge	100.00		100.00
Analysing samples			
Regio small supplies - maximum	25.00		25.00
During check monitoring - maximum	100.00		100.00
Taken during audit monitoring - maximum	500.00		500.00
Approx 12 supplies may require investigation and full audit Approx 60 supplies may require risk assessment and investigation.			

NOTES:

VAT will be included at the prevailing rate if applicable



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Gambling Permits - Statutory Fee Set By Central Government			
Fee Type			
FEC Gaming Machine - Grant	300.00	300.00	
FEC Gaming Machine - Renewal	300.00	300.00	
FEC Gaming Machine - Existing Operator Grant	100.00	100.00	
FEC Gaming Machine - Annual Fee	N/A	N/A	
Prize Gaming - Grant	300.00	300.00	
Prize Gaming - Renewal	300.00	300.00	
Prize Gaming - Existing Operator Grant	100.00	100.00	
Prize Gaming - Annual Fee	N/A	N/A	
Licensed Premises Gaming Machine Permit - Grant	150.00	150.00	
Licensed Premises Gaming Machine Permit - Renewal	N/A	N/A	
Licensed Premises Gaming Machine Permit - Existing Operator Grant	100.00	100.00	
Licensed Premises Gaming Machine Permit - Annual Fee	50.00	50.00	
Club Gaming Permit - Grant *	100.00	100.00	
Club Gaming Permit - Renewal *	100.00	100.00	
Club Gaming Permit - Existing Operator Grant	100.00	100.00	
Club Gaming Permit - Annual Fee	50.00	50.00	
Club Machine Permits - Grant *	100.00	100.00	
Club Machine Permits - Renewal *	100.00	100.00	
Club Machine Permits - Existing Operator Grant	100.00	100.00	
Club Machine Permits - Annual Fee	50.00	50.00	
Small Lottery Registration - Grant	40.00	40.00	
Small Lottery Registration - Renewal	20.00	20.00	
Small Lottery Registration - Existing Operator Grant	N/A	N/A	
Small Lottery Registration - Annual fee	N/A	N/A	
Miscellaneous Fees			
FEC Permits - Change of name	25.00	25.00	
FEC Permits - Copy of permit	15.00	15.00	
FEC Permits - Variation	N/A	N/A	
FEC Permits - Transfer	N/A	N/A	
FEC Permits - Notification	N/A	N/A	
Prize Gaming Permits - Change of name	25.00	25.00	
Prize Gaming Permits - Copy of permit	15.00	15.00	
Prize Gaming Permits - Variation	N/A	N/A	
Prize Gaming Permits - Transfer	N/A	N/A	
Prize Gaming Permits - Notification	N/A	N/A	
Licensed premises Gaming machine Permits - Change of name	25.00	25.00	
Licensed premises Gaming machine Permits - Copy of permit	15.00	15.00	
Licensed premises Gaming machine Permits - Variation	100.00	100.00	
Licensed premises Gaming machine Permits - Transfer	25.00	25.00	
Licensed premises Gaming machine Permits - Notification	N/A	N/A	



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Gambling Permits - Statutory Fee Set By Central Government			
Licensed Premises Automatic Notification Process - Change of name	N/A	N/A	
Licensed Premises Automatic Notification Process - Copy of permit	N/A	N/A	
Licensed Premises Automatic Notification Process - Variation	N/A	N/A	
Licensed Premises Automatic Notification Process - Transfer	N/A	N/A	
Licensed Premises Automatic Notification Process - Notification	50.00	50.00	
Gaming Club Permits - Change of name	100.00	100.00	
Gaming Club Permits - Copy of permit	15.00	15.00	
Gaming Club Permits - Variation	100.00	100.00	
Gaming Club Permits - Transfer	N/A	N/A	
Gaming Club Permits - Notification	N/A	N/A	
Gaming Machine Permits - Change of name	100.00	100.00	
Gaming Machine Permits - Copy of permit	15.00	15.00	
Gaming Machine Permits - Variation	100.00	100.00	
Gaming Machine Permits - Transfer	N/A	N/A	
Gaming Machine Permits - Notification	N/A	N/A	

NOTES:

VAT will be included at the prevailing rate if applicable
 * Fee will be £200 if premises does not sell alcohol



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Licensing Act 2003 - Statutory Fee Set By Central Government			
Band A - (rateable value £0 to £4,300)			
Annual	70.00	70.00	
New Licence	100.00	100.00	
Future Variation	100.00	100.00	
Band B - (rateable value £4,301 to £33,000)			
Annual	180.00	180.00	
New Licence	190.00	190.00	
Future Variation	190.00	190.00	
Band C - (rateable value £33,001 to £87,000)			
Annual	295.00	295.00	
New Licence	315.00	315.00	
Future Variation	315.00	315.00	
Band D - (rateable value £87,001 to £125,000)			
Annual *	320.00	320.00	
New Licence *	450.00	450.00	
Future Variation *	450.00	450.00	
Band E - (rateable value over £125,000)			
Annual **	350.00	350.00	
New Licence **	635.00	635.00	
Future Variation **	635.00	635.00	
Premises with no NDRV = Band A			
Premises under construction = Band C			
Number of person present			
5,000 to 9,999 - Additional Fee	1,000.00	1,000.00	
5,000 to 9,999 - Annual Fee	500.00	500.00	
10,000 to 14,999 - Additional Fee	2,000.00	2,000.00	
10,000 to 14,999 - Annual Fee	1,000.00	1,000.00	
15,000 to 19,999 - Additional Fee	4,000.00	4,000.00	
15,000 to 19,999 - Annual Fee	2,000.00	2,000.00	
20,000 to 29,999 - Additional Fee	8,000.00	8,000.00	
20,000 to 29,999 - Annual Fee	4,000.00	4,000.00	
30,000 to 39,999 - Additional Fee	16,000.00	16,000.00	
30,000 to 39,999 - Annual Fee	8,000.00	8,000.00	
40,000 to 49,999 - Additional Fee	24,000.00	24,000.00	
40,000 to 49,999 - Annual Fee	12,000.00	12,000.00	
50,000 to 59,999 - Additional Fee	32,000.00	32,000.00	
50,000 to 59,999 - Annual Fee	16,000.00	16,000.00	
60,000 to 69,999 - Additional Fee	40,000.00	40,000.00	
60,000 to 69,999 - Annual Fee	20,000.00	20,000.00	
70,000 to 79,999 - Additional Fee	48,000.00	48,000.00	
70,000 to 79,999 - Annual Fee	24,000.00	24,000.00	
80,000 to 89,999 - Additional Fee	56,000.00	56,000.00	
80,000 to 89,999 - Annual Fee	28,000.00	28,000.00	
90,000 and over - Additional Fee	64,000.00	64,000.00	
90,000 and over - Annual Fee	32,000.00	32,000.00	



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
Licensing Act 2003 - Statutory Fee Set By Central Government	TO 31/03/2014 £	FROM 1/04/2014 £ Charges before VAT	FROM 1/04/2014 £ Charges inclusive of VAT
Other Fees			
Application for a grant or renewal of personal licence	37.00	37.00	
Temporary event notice	21.00	21.00	
Theft, loss etc. of premises licence or summary	10.50	10.50	
Application for a provisional statement	315.00	315.00	
Notification of change of name or address	10.50	10.50	
Application to vary licence to specify DPS	23.00	23.00	
Application for transfer of premises licence	23.00	23.00	
Interim authority notice following death etc. of licence holder	23.00	23.00	
Theft, loss etc. of certificate or summary	10.50	10.50	
Notification of change of name or alternation of rules of club	10.50	10.50	
Change of relevant registered address of club	10.50	10.50	
Theft, loss etc. of temporary event licence	10.50	10.50	
Theft, loss etc. of personal licence	10.50	10.50	
Duty to notify change of name or address	10.50	10.50	
Right of freeholder etc. to be notified of licensing matters	21.00	21.00	

NOTES:

VAT will be included at the prevailing rate if applicable

* A multiplier of twice the fee and annual charge applies where use of the premises is exclusively or primarily for the carrying on, on the premises of the supply of alcohol for consumption on the premises.

** A multiplier of three times the fee and annual charge applies where use of the premises is exclusively or primarily for the carrying on, on the premises of the supply of alcohol for consumption on the premises.

WYRE FOREST DISTRICT COUNCIL**FEES AND CHARGES 2014/2015****CABINET**

Cost Centre	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES		
			2014/15 £	2015/16 £	2016/17 £
R216	<u>CHIEF EXECUTIVE</u>	C	-	-	-
	<u>Kidderminster Town Hall</u>	R	2,780 CR	2,780 CR	2,780 CR
	Increase charges by an average of 5% as per service director recommendation.	S	-	-	-
R251	<u>Wyre Forest House</u>	C	-	-	-
	Increase charges by an average of 5% as per service director recommendation.	R	100 CR	100 CR	100 CR
		S	-	-	-
R505	<u>Committee Administration</u>	C	-	-	-
	Increase charges by an average of 5% as per service director recommendation.	R	10 CR	10 CR	10 CR
		S	-	-	-
R515	<u>Road Closure Orders</u>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	70 CR	70 CR	70 CR
		S	-	-	-
R002	<u>COMMUNITY WELL-BEING AND ENVIRONMENT</u>	C	-	-	-
	<u>Bulky waste - Domestic and Trade</u>	R	1,000 CR	1,000 CR	1,000 CR
	Increase charges to cover costs from 1st January 2014.	S	-	-	-
R003	<u>Trade Waste</u>	C	-	-	-
	Increase charges by an average of 5% in line with Council Policy from 1st April 2014.	R	22,490 CR	22,490 CR	22,490 CR
		S	-	-	-
R005	<u>Garden Waste</u>	C	-	-	-
	Increase charges by an average of 5% in line with Council Policy from 1st January 2014.	R	5,400 CR	5,400 CR	5,400 CR
		S	-	-	-
R040	<u>Cemeteries</u>	C	-	-	-
	Increase charges by an average of 5% as per Chief Officer Recommendation.	R	800 CR	800 CR	800 CR
		S	-	-	-
R055	<u>Play Leadership</u>	C	-	-	-
	Increase charges by 5% in accordance with Council policy.	R	320 CR	320 CR	320 CR
		S	-	-	-
R095	<u>Other Sports Facilities</u>	C	-	-	-
	Increase charges by an average of 5% as per Chief Officer Recommendation.	R	1,400 CR	1,400 CR	1,400 CR
		S	-	-	-
R160	<u>Parks and Green Spaces</u>	C	-	-	-
	Increase charges by an average of 5% as per Chief Officer Recommendation.	R	1,390 CR	1,390 CR	1,390 CR
		S	-	-	-
R163	<u>Rangers Services</u>	C	-	-	-
	Increase charges by 5% in accordance with Council policy.	R	60 CR	60 CR	60 CR
		S	-	-	-
R185	<u>Car Parks</u>	C	-	-	-
	Increase charges by an average of 5% in line with Council Policy (as from 1st October 2014).	R	30,810 CR	61,620 CR	61,620 CR
		S	-	-	-
R200	<u>Cleansing - Contract Work</u>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	1,850 CR	1,850 CR	1,850 CR
		S	-	-	-
R229	<u>Garage</u>	C	-	-	-
	Increase charges by an average of 5% in line with commercial rates.	R	1,710 CR	1,710 CR	1,710 CR
		S	-	-	-

WYRE FOREST DISTRICT COUNCIL**FEES AND CHARGES 2014/2015****CABINET**

Cost Centre	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES		
			2014/15 £	2015/16 £	2016/17 £
R236	<u>Grounds Maintenance</u> Increase charges by an average of 5% as per Chief Officer Recommendation.	C R S	- 5,520 CR -	- 5,520 CR -	- 5,520 CR -
R510	<u>ECONOMIC PROSPERITY AND PLACE</u> <u>Land Charges</u> No increases recommended - income is subject to very strong competitive market forces.	C R S	- - -	- - -	- - -
R625	<u>Building Control</u> To Implement charges as set by Worcestershire Regulatory Services.	C R S	- tba -	- tba -	- tba -
R631	<u>Street Naming and Numbering</u> Increase charges by 5% in line with Council Policy.	C R S	- 530 CR -	- 530 CR -	- 530 CR -
	TOTALS	C R S	- 76,240 CR -	- 107,050 CR -	- 107,050 CR -



Service	Facility Hire	Service Managers	Facilities Manager
Directorate	Chief Executive	Cabinet Member	Resources and Transformation

PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ *	Proposed Charge FROM 1/04/2014 £ **
Facilities Fees and Charges			
CIVIC HALLS			
KIDDERMINSTER TOWN HALL			
NON COMMERCIAL ORGANISATIONS			
Music Room - Minimum (per hour)	29.00		30.00
Music Room - Maximum (per hour)	116.00		122.00
Corn Exchange - Minimum (per hour)	23.00		24.00
Corn Exchange - Maximum (per hour)	87.00		91.00
Both Facilities - Minimum (per hour)	44.00		46.00
Both Facilities - Maximum (per hour)	144.00		151.00
Both Facilities - Hourly rates will double for Bank Holidays			
Both Facilities - Hourly rates will double after midnight			
Use of raking seating	204.00		214.00
Use of kitchen facilities Kidderminster Town Hall	139.00		146.00
Use of kitchen facilities King Charles Room	21.00		22.00
Use of bar facilities - per hour	14.00		15.00
King Charles Room/Council Chamber/Court Room			
Minimum (per hour)	40.00		42.00
WYRE FOREST HOUSE			
Partnership rate			
Council Chamber - half hourly	15.00	16.00	
Council Chamber - Max room charge	150.00	158.00	
SoS & Bewdley rooms combined - half hourly	10.00	11.00	
SoS & Bewdley rooms combined - Max room charge	100.00	105.00	
SoS & Bewdley rooms separately - half hourly	7.50	8.00	
SoS & Bewdley rooms separately - Max room charge	75.00	79.00	
Cookley, Kidderminster, Rock - half hourly	6.00	6.00	
Cookley, Kidderminster, Rock - Max room charge	60.00	63.00	
Wolverley, Chadd, Blakedown - half hourly	5.00	5.00	
Wolverley, Chadd, Blakedown - Max room charge	50.00	53.00	
Commercial Rate			
Council Chamber - half hourly	22.50	24.00	
Council Chamber - Max room charge	225.00	236.00	
SoS & Bewdley rooms combined - half hourly	15.00	16.00	
SoS & Bewdley rooms combined - Max room charge	150.00	158.00	
Bewdley room separately - half hourly	15.00	16.00	
Bewdley room separately - Max room charge	100.00	105.00	
Wolverley room - half hourly	11.25	12.00	
Wolverley room - Max room charge	112.50	118.00	
SoS room separately - half hourly	10.00	11.00	
SoS room separately - Max room charge	100.00	105.00	
Cookley, Kidderminster, Rock - half hourly	9.00	9.00	
Cookley, Kidderminster, Rock - Max room charge	90.00	95.00	
Chadd, Blakedown - half hourly	7.50	8.00	
Chadd, Blakedown - Max room charge	75.00	79.00	
For All Venues			
Commercial Organisations and bookings for any Bank Holidays			
Per hour	Commercial Judgement		Commercial Judgement
Legal Services Administration Account			
Fees relating to surveys prior to lettings	Commercial Judgement		Commercial Judgement
NOTE			
Commercial judgement is delegated to the Director of Service			

NOTES:

* Charge before VAT (if applicable) at the prevailing rate

** Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Committee Administration	Service Managers	Head of Transformation and Communication
Directorate	Chief Executive	Cabinet Member	Resources and Transformation

PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ *	Proposed Charge FROM 1/04/2014 £ **
Committee Administration			
SUPPLY OF MINUTES / AGENDAS TO OUTSIDE BODIES / COMPANIES			
To increase charges in line with inflation			
Cabinet and Full Council Agendas (per annum)	83.00	87.00	
Scrutiny Committees Agendas (per annum)	78.00	82.00	
Development Control Agendas (per annum)	95.50	100.00	
Other Committee Agendas - individual (per annum)	16.25	17.00	

NOTES:

* Charge before VAT (if applicable) at the prevailing rate

** Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Road Closures	Service Managers	Solicitor to the Council
Directorate	Chief Executive	Cabinet Member	Resources and Transformation

PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ *	Proposed Charge FROM 1/04/2014 £ **
Road Closure Orders			
Charitable / community events (if the application received less than 6 weeks in advance of the event)	110.00		115.00
Charitable / community events (if the application received more than 6 weeks in advance of the event)	83.00		87.00
Remembrance Day Parades	0.00		0.00
National Royal Celebrations	0.00		0.00
All other events / reasons for road closure, including commercial events (if application received less than 6 weeks in advance of the event)	138.00		145.00
All other events / reasons for road closure, including commercial events (if application received more than 6 weeks in advance of the event)	110.00		115.00

NOTES:

* Charge before VAT (if applicable) at the prevailing rate

** Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Operational Services	Service Manager	Operational Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME

INCOME DESCRIPTION	Current Charge TO 1/01/2014 £	Proposed Charge FROM 1/04/2014 £ *	Proposed Charge FROM 1/04/2014 £ *
Trade Waste and Commercial Waste Collections			
WEEKLY COLLECTION			
COUNCIL OWNED WHEELIE BINS - Cat 1 -			
liable to landfill tax			
120 litre (one lift per week)	201.50	212.00	
240 litre (one lift per week)	244.50	257.00	
360 litre (one lift per week)	301.00	316.00	
660 litre (one lift per week)	467.00	490.00	
1100 litre (one lift per week)	654.50	687.00	
COUNCIL OWNED WHEELIE BINS - Cat 2 -			
not liable to landfill tax			
120 litre (one lift per week)	170.00	179.00	
240 litre (one lift per week)	182.00	191.00	
360 litre (one lift per week)	207.00	217.00	
660 litre (one lift per week)	297.00	312.00	
1100 litre (one lift per week)	369.50	388.00	
1100 litre Schools (40 weeks)	312.50	328.00	
ALTERNATE WEEKLY COLLECTION			
COUNCIL OWNED WHEELIE BINS - Cat 1 -			
liable to landfill tax			
120 litre (one lift every other week)	110.00	116.00	
240 litre (one lift every other week)	133.00	140.00	
360 litre (one lift every other week)	168.00	176.00	
660 litre (one lift every other week)	281.50	296.00	
1100 litre (one lift every other week)	391.00	411.00	
COUNCIL OWNED WHEELIE BINS - Cat 2 -			
not liable to landfill tax			
120 litre (one lift every other week)	94.00	99.00	
240 litre (one lift every other week)	102.00	107.00	
360 litre (one lift every other week)	121.00	127.00	
660 litre (one lift every other week)	196.50	206.00	
1100 litre (one lift every other week)	248.50	261.00	
1100 litre Schools (40 weeks every other week)	220.50	232.00	
PLASTIC SACKS	2.60	2.70	
REMOTE COLLECTION POINTS			
Properties in excess of 5 miles from the Kidderminster Depot may attract a surcharge per lift at discretion of the Director of Service - charge per lift	1.35	1.40	
DOMESTIC DISCOUNT			
Where domestic waste is collected within trade bins - for example Public Houses and shops - discount per annum (this has changed from a percentage charge to a monetary one)	21.50	22.60	



Service	Operational Services	Service Manager	Operational Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME

INCOME DESCRIPTION	Current Charge TO 1/01/2014 £	Proposed Charge FROM 1/04/2014 £ *	Proposed Charge FROM 1/04/2014 £ *
Trade Waste and Commercial Waste Collections			
OWN BIN DISCOUNT			
120 litre (one lift per week)	16.00	17.00	
240 litre (one lift per week)	18.00	19.00	
360 litre (one lift per week)	32.00	34.00	
660 litre (one lift per week)	93.00	98.00	
1100 litre (one lift per week)	125.00	131.00	
1100 litre Schools (40 weeks)	125.00	131.00	

NOTES:

* Charge before VAT (if applicable) at the prevailing rate

** Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

In the instance of multiple collections a discount not exceeding 20% may be awarded at the discretion of the Director of Service.

Prompt payment of annual contracts in full (before the 14th April 2014) will attract a discount of 3.5%.

Free 240 litre bin collections are provided to institutions that have 100% National Non Domestic Rate relief (e.g. Village Halls), a second bin will attract an annual charge based upon the Commercial Trade Price list.

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



Service	Operational Services	Service Manager	Operational Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/01/2014 £ *	Proposed Charge FROM 1/01/2014 £ **
Domestic Waste Collections			
Trade and Domestic Bulky Collections			
BULKY CHARGES – TRADE***			
0-5 Items - Urban	N/A	50.00	
0-5 Items - Rural	N/A	55.00	
5-10 Items - Urban	N/A	55.00	
5-10 Items - Rural	N/A	80.00	
10+ Items - Urban	N/A	80.00	
10+ Items - Rural	N/A	105.00	
BULKY CHARGES – DOMESTIC ***			
0-5 Items - Urban	N/A		25
0-5 Items - Rural	N/A		50
5-10 Items - Urban	N/A		50
5-10 Items - Rural	N/A		75
10+ Items - Urban	N/A		75
10+ Items - Rural	N/A		100
Charges for the Supply of a Replacement Wheelie Bin			
Replacement bins - delivered	41.00		43.00
Replacement bins - collected	31.00		32.50
Side Waste Collections			
Per Black Bin bag	3.30		3.50
Garden Waste Contracts			
Annual collection contract	36.00		38.00
Initial charge for bin (delivery and hire)	20.00		20.00

NOTES:

* Charge before VAT (if applicable) at the prevailing rate

** Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

*** New system of costs based on pickup at urban and rural and number of items

Additional capacity bins will only be provided in circumstances where:-

A family consists of 6 or more members, or

A family member produces medical waste.

There is an over riding proviso that all households actively participate in the Recycling Scheme

Replacement bins are only provided where proven damage has occurred, and only after the first instance. Subsequent bins are replaced at the rates stipulated above.



Service	Parks and Open Spaces	Service Manager	Parks and Open Spaces Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Community Well-Being

PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ *	Proposed Charge FROM 1/04/2014 £ **
Cemetery Fees			
CHARGES ONLY APPLY TO KIDDERMINSTER CEMETERY			
INTERMENTS - RESIDENTS ONLY			
Child aged 1 month to 16 years ***	128.00	134.00	
Persons over 16 years ***	408.00	428.00	
Burial of cremated remains ***	149.00	156.00	
INTERMENTS - NON-RESIDENTS OF WYRE FOREST			
Child aged 1 month to 16 years ***	257.00	270.00	
Persons over 16 years ***	816.00	857.00	
Burial of cremated remains ***	298.00	313.00	
PURCHASED GRAVES - RESIDENTS ONLY			
Purchase of burial rights	463.00	486.00	
Purchase of burial rights for cremated remains	243.00	255.00	
PURCHASED GRAVES - NON-RESIDENTS OF WYRE FOREST			
Purchase of burial rights	926.00	972.00	
Purchase of burial rights for cremated remains	485.00	509.00	
EXCEPTION:			
If the deceased lived in the District for the majority of their life and took up a place in full time care outside the District within 2 years of their death. The family is to provide the relevant information for claiming this exception to this burial authority.			
MISCELLANEOUS CHARGES			
Maintenance of grave. Planting with Spring and Summer bedding per annum (specified areas of the Cemetery only)	88.00	92.00	
CHARGES OF USE OF STAFF/FACILITIES			
For attendance of Registrar other than between 9:00am and 10:00am (weekdays other than Bank/Public Holidays)	44.00	46.00	
Use of Cemetery Chapel per hour (or part of)	83.00	87.00	
Premium to be applied to cost of burials taking place wholly or partially outside normal working hours	10%	10%	
Assessing suitability of grave for additional burials	24.00	25.00	
MONUMENTS / GRAVE STONES ETC			
The right to place or erect a memorial including first inscription	171.00	180.00	
The right to place or erect a commemorative plaque or kerb stone	87.00	91.00	
Each additional inscription	29.00	30.00	
Vase	29.00	30.00	

NOTES:

- * Charge before VAT (if applicable) at the prevailing rate
 ** Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate
 *** Subject to attendance charge for Registrar



Service	Cultural Services	Service Manager	Cultural Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Community Well-Being

PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ *	Proposed Charge FROM 1/04/2014 £ **
Community Development and Museums			
COMMUNITY DEVELOPMENT			
RANGER SERVICES			
Minimum Charge	Free		Free
Maximum Charge	45.00		47.00
Young Rangers (per term)	18.00		19.00
PLAY SCHEMES			
Per session Minimum Charge	Free		Free
Per session Maximum Charge	23.00		24.00
SPORTS, ARTS AND PLAY DEVELOPMENT ACTIVITIES			
Per session Minimum Charge	Free		Free
Per session Maximum Charge	9.50		10.00
NATURE RESERVES			
Small charitable or community events (less than 20 people) up to 3 hrs	7.00		7.50
over 3 hrs	12.50		13.00
Medium charitable or community events (more than 20 people less than 100) up to 3 hrs	18.00		19.00
over 3 hrs	35.00		37.00
Large charitable or community events (more than 100 people) up to 3 hrs	42.50		44.50
over 3 hrs	54.50		57.00
Commercial and fund raising events	Commercial Judgement		Commercial Judgement
MUSEUMS			
Bewdley Museum			
Adults	Free		Free
Senior Citizen	Free		Free
Accompanied Children	Free		Free
Unaccompanied Children	Free		Free
Residents' Season Ticket	Free		Free
School Parties Admission Charge***	Donation		Donation
General Enquiries (per hour)	11.00		11.50
Hire of Education Room			
Minimum Charge	Free		Free
Maximum Charge (per half day)	34.00		36.00
Commercial Bookings	Commercial Judgement		Commercial Judgement
Hire of Severn Gallery			
Minimum Charge for local organisations & emerging community artists (per week)	11.00		11.50
Commercial Bookings	Commercial Judgement		Commercial Judgement
Hire of Wyre Forest Gallery			
Minimum charge for local organisations & emerging community artists (per week)	44.00		46.00
Commercial Bookings	Commercial Judgement		Commercial Judgement
Hire of Guild Hall			
Minimum Charge	Free		Free
Maximum Charge	Commercial Judgement		Commercial Judgement

NOTES:

- * Charge before VAT (if applicable) at the prevailing rate
 ** Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate
 *** Minimum donation £1 per child, maximum dependent on programme



Service	Parks and Open Spaces	Service Manager	Parks and Open Spaces Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Community Well-Being

PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ *	Proposed Charge FROM 1/04/2014 £ **
Parks Events			
OTHER SPORTS FACILITIES			
Bowls Green - Pre-purchased Passes			
Per game	Free		Free
Bowls Club per match	33.00		35.00
Cricket			
First Saturday in May to last Saturday in August			
Per match	69.00		72.00
Soccer			
Price increases to apply from the start of the 2014 season			
Grade A Pitch			
Adults - Wyre Forest Resident Team	64.00		67.00
Adults - Non Resident Team	85.00		89.00
Junior - Wyre Forest Resident Team	33.00		35.00
Junior - Non Resident Team	45.00		47.00
Grade B Pitch			
Adults - Wyre Forest Resident Team	46.00		48.00
Adults - Non Resident Team	60.00		63.00
Junior - Wyre Forest Resident Team	31.00		33.00
Junior - Non Resident Team	40.00		42.00
Fines			
Per occasion, per team			
For littering pitches or changing rooms	66.00		69.00
Vandalism - plus cost of repairs	66.00		69.00
Silent Flight per season	182.00		191.00
GREEN SPACES - Parks and Green Spaces (not Nature Reserves)			
Administration charge for use of Public Open Space			
Fund Raising and Charity Events (per day) - Minimum Charge	Free		Free
Fund Raising and Charity Events (per day) - Maximum Charge (refundable deposit applies)	165.50		174.00
Commercial Events (refundable deposit applies)	Commercial Judgement		Commercial Judgement
Grounds maintenance - external contracts			
based upon an hourly rate	Commercial Judgement		Commercial Judgement
Arborists	Commercial Judgement		Commercial Judgement
Plus Vehicle and Materials at cost	Commercial Judgement		Commercial Judgement

NOTES:

* Charge before VAT (if applicable) at the prevailing rate

** Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Operational Services	Service Manager	Operational Services Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Parking restrictions and event support			
Parking Restrictions			
Charge per application - for up to 7 days	39.00	41.00	
EVENTS SUPPORT			
Provision of additional temporary toilet facilities			
Includes all cost of delivery, set up and collection			
Single WC unit (minimum of 3) - charge per unit	44.00	46.00	
Single wheelchair access WC	110.00	116.00	
Trailer cabin unit - charge per unit	386.00	405.00	
The provision of above, but on a more permanent basis	commercial judgement based upon full actual cost	commercial judgement based upon full actual cost	
Facilitating access or removing bollards - charge per hour	32.00	34.00	
Car Boot events	41.00	43.00	
Private Cleansing work	Commercial Judgement	Commercial Judgement	

NOTES:

VAT will be included at the prevailing rate if applicable
Commercial Judgement is delegated to the Director of Service



Service	Operational Services	Service Manager	Operational Services Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION		Current Charge TO 30/09/2014 £	Proposed Charge FROM 1/10/2014 £ Charges before VAT	Proposed Charge FROM 1/10/2014 £ Charges inclusive of VAT
Car Parks fees and Charges				
CENTRAL RATE				
Kidderminster	Up to 30 minutes	60 p		70 p
Market Street Surface Vehicle Park	Up to 1 hour	110 p		120 p
Bewdley				
Load Street Surface Vehicle Park				
Stourport-on-Severn				
Raven Street Surface Vehicle Park				
INNER RATE				
Kidderminster	Up to 1 hour	90 p		110 p
Aldi Store Surface Vehicle Park	Up to 2 hours	130 p		150 p
Batemans Yard	Up to 3 hours	230 p		250 p
Bromsgrove Street Surface Vehicle Park	3 to 24 hours	460 p		480 p
Pike Mills Surface Vehicle Park	24 to 48 hours	920 p		960 p
Youth Centre Surface Vehicle Park				
Bewdley				
Dog Lane Surface Vehicle Park				
Stourport-on-Severn				
Riverside Meadows Surface Vehicle Park				
Severn Meadows No. 1 Surface Vehicle Park				
Severn Meadows No. 2 Surface Vehicle Park				
Severn Meadows No. 3 Surface Vehicle Park				
OUTER RATE				
Kidderminster	Up to 1 hour (Mon to Sat)	Free		Free
Castle Road Surface Vehicle Park	Up to 1.5 hours (Sun)	Free		Free
Comberton Place Surface Vehicle Park	Up to 2 hours	130 p		140 p
Horsefair	Up to 3 hours	210 p		230 p
Stadium Close Surface Vehicle Park	3 to 24 hours	360 p		380 p
St. Mary's Church Surface Vehicle Park	24 to 48 hours	720 p		760 p
Bewdley				
Gardners Meadow Surface Vehicle Park				
Stourport-on-Severn				
Stourport Sports Centre No. 1 Surface Vehicle Park				
Stourport Sports Centre No. 2 Surface Vehicle Park				
Vale Road Surface Car Park				
RURAL RATE				
Blakedown	Up to 1 hour	Free		Free
The Avenue Surface Car Park	Up to 2 hours	60 p		80 p
	2 to 24 hours	270 p		300 p
	24 to 48 hours	540 p		600 p
CONTRACT				
Kidderminster	Up to 1 hour	100 p		tbc
Weavers Wharf *	Up to 2 hours	130 p		tbc
	Up to 3 hours	230 p		tbc
	Up to 4 hours	460 p		tbc
	Over 4 hours	1000 p		tbc

NOTES:

VAT will be included at the prevailing rate if applicable

* Private Contract - owners determine charges



Service	Operational Services	Service Manager	Operational Services Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION		Current Charge TO 30/09/2014 £	Proposed Charge FROM 1/10/2014 £ Charges before VAT	Proposed Charge FROM 1/10/2014 £ Charges inclusive of VAT
Car Parking Season Tickets				
FULL SEASON TICKET	1 month	63.00		70.00
Kidderminster	6 months	316.50		336.00
Aldi Store Surface Vehicle Park	12 months:	575.40		605.00
Batemans Yard Surface Vehicle Park	Payable as 10			
Bromsgrove Street Surface Vehicle Park	monthly DD			
Market Street Surface Vehicle Park				
Pike Mills Surface Vehicle Park				
Riverside Meadow Surface Vehicle Park				
Youth Centre Surface Vehicle Park				
Bewdley				
Load Street Surface Vehicle Park				
Stourport-on-Severn				
Raven Street Surface Vehicle Park				
Severn Meadows Nos. 1, 2 & 3 Surface Vehicle Parks				
RESTRICTED SEASON TICKET	1 month	33.00		35.00
Kidderminster	6 months	158.50		168.00
Castle Road Surface Vehicle Park	12 months:	287.70		302.50
Comberton Place Surface Vehicle Park	Payable as 10			
Horsefair	monthly DD			
Stadium Close Surface Vehicle Park				
St. Mary's Church Surface Vehicle Park				
Bewdley				
Dog Lane Surface Vehicle Park				
Gardners Meadow Surface Vehicle Park				
Stourport-on-Severn				
Stourport Sports Centre Nos. 1 & 2 Surface Vehicle Parks				
Stourport Sports Centre Surface Vehicle Park				
Vale Road Surface Car Park				
Blakedown				
The Avenue Surface Car Park				
SENIOR CITIZEN SEASON TICKET *	6 months	40.00		84.00
All vehicle parks	12 months:	72.00		151.25
	Payable as 10			
	monthly DD			

NOTES:

VAT will be included at the prevailing rate if applicable

* Income included in Cabinet Proposals



Service	Operational Services	Service Manager	Fleet and Waste Manager
Directorate	Community Well-Being and Environment	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ *	Proposed Charge FROM 1/04/2014 £ **
Fleet Management			
External contracts based upon	Commercial Judgement	Commercial Judgement	
Internal Servicing			
Fixed service charges - up to 1.7cc Std A	104.00	109.00	
(note: includes materials up to £30 in value) Full B	112.50	118.00	
Fixed service charges - over 1.7cc Std A	103.00	108.00	
(note: includes materials up to £30 in value) Full B	138.50	145.50	
Materials above the £30 limit will be charged at cost			
Car Inspection	29.50	31.00	
Staff / Members Cars			
Labour charges per hour based upon	34.25	34.00	
PLUS additional material at cost			
Work undertaken is dependant upon workload capacity and the need to maintain the operational fleet			
MOT			
Class 4	36.00		38.00
Class 5	53.50		56.00
Class 7	53.50		56.00
WFDC Taxi	10.00		10.50
Internal Charges to PRS			
Taxi inspection - internal charge	29.50		31.00
Booking Charge per taxi including MOT/inspection booking	10.00		10.50

NOTES:

* Charge before VAT (if applicable) at the prevailing rate

** Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

Commercial judgement is delegated to the Director of Service



Service	Land Charges	Service Managers	Land Charges Officer
Directorate	Economic Prosperity and Place	Cabinet Member	Resources and Transformation

PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ *	Proposed Charge FROM 1/04/2014 £ **
Land Charges			
LAND CHARGES			
Due to competition - no increases recommended			
1) a. Increase the basic Land Charges Search Fee	96.50	96.50	
2) a. Increase to optional enquiries	18.00	18.00	
b. Increase to each additional property/parcel of land	41.00	41.00	
3) a. Increase to the basic Land Charges Search Fee in respect of Highway information supplied by Worcester County Council	17.00	17.00	
4) a. Increase the basic Commercial properties search fee (previously charged at basic search fee - as per 1a)	125.00	125.00	
b. Increase to each additional property/parcel of land (previously charged at basic additional fee - as per 2b)	47.00	47.00	

NOTES:

* Charge before VAT (if applicable) at the prevailing rate

** Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Building Control	Service Manager	Building Control Manager - North Worcestershire
Directorate	Economic Prosperity & Place	Cabinet Member	Place-shaping

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Building Control - Fees Set By North Worcestershire Building Control Shared Service			
STANDARD CHARGES FOR THE CREATION OR CONVERSION TO NEW HOUSING			
1 Property - Application Charge	620.00		620.00
Regularisation Charge	780.00		780.00
Additional Charge *	110.00		110.00
2 Properties - Application Charge	855.00		855.00
Regularisation Charge	1,070.00		1,070.00
Additional Charge *	215.00		215.00
3 Properties - Application Charge	1,085.00		1,085.00
Regularisation Charge	1,355.00		1,355.00
Additional Charge *	320.00		320.00
4 Properties - Application Charge	1,310.00		1,310.00
Regularisation Charge	1,860.00		1,860.00
Additional Charge *	425.00		425.00
5 Properties - Application Charge	1,505.00		1,505.00
Regularisation Charge	1,885.00		1,885.00
Additional Charge *	530.00		530.00
Charges for more than 5 dwellings, please telephone 01562 732526 or 01562 732525			
DOMESTIC EXTENSIONS TO A SINGLE BUILDING			
Extension where floor area is less than 10m ² or conversion of attached garage into habitable room:			
Application Charge	340.00		340.00
Regularisation Charge	425.00		425.00
Additional Charge *	110.00		110.00
Extension where floor area is between 10m ² and 40m ² :			
Application Charge	495.00		495.00
Regularisation Charge	620.00		620.00
Additional Charge *	110.00		110.00
Extension where floor area is between 40m ² and 60m ² :			
Application Charge	660.00		660.00
Regularisation Charge	825.00		825.00
Additional Charge *	110.00		110.00
Extension where floor area is between 60m ² and 200m ² :			
Application Charge	835.00		835.00
Regularisation Charge	1,040.00		1,040.00
Additional Charge *	110.00		110.00
Loft Conversions - Application Charge	470.00		470.00
Regularisation Charge	590.00		590.00
Additional Charge *	110.00		110.00
Erection or extension of a non-exempt single storey car-port or garage not exceeding 100m ²			
Application Charge	340.00		340.00
Regularisation Charge	425.00		425.00
Additional Charge *	110.00		110.00



Service	Building Control	Service Manager	Building Control Manager - North Worcestershire
Directorate	Economic Prosperity & Place	Cabinet Member	Place-shaping

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Building Control - Fees Set By North Worcestershire Building Control Shared Service			
Window Replacement - Application Charge	180.00		180.00
Regularisation Charge	225.00		225.00
Additional Charge *	N/A		N/A
Electrical Work - Application Charge	235.00		235.00
Regularisation Charge	290.00		290.00
Additional Charge *	N/A		N/A
Other domestic alterations costing less than £3,000 which are separate from but are to be undertaken at the same time as the main project			
Application Charge	60.00		60.00
Regularisation Charge	85.00		85.00
Additional Charge *	55.00		55.00
ALL OTHER WORK - ALTERATIONS			
Estimated cost of work £0.00 to £5,000			
Application Charge	240.00		240.00
Regularisation Charge	300.00		300.00
Estimated cost of work £5,001 to £15,000			
Application Charge	340.00		340.00
Regularisation Charge	465.00		465.00
Estimated cost of work £15,001 to £25,000			
Application Charge	455.00		455.00
Regularisation Charge	570.00		570.00
Estimated cost of work £25,001 to £35,000			
Application Charge	560.00		560.00
Regularisation Charge	700.00		700.00
Estimated cost of work £35,001 to £50,000			
Application Charge	720.00		720.00
Regularisation Charge	895.00		895.00
For office or shop fit outs, installation or a mezzanine floor and all other work where the estimated cost exceeds £50,000, the customer should contact the North Worcestershire Building Control office for a competitive quote			
Supplementary Charges			
Archived plans			
Re-open archived file and issue completion certificate	65.00		65.00
Site Visit relating to archived case - per site visit	65.00		65.00
Withdrawn Applications			
Process request - Admin Charge	40.00		40.00
Building Notice - No inspection having taken place	refund fee less admin charge		refund fee less admin charge
Building Notice - Inspections having taken place	refund fee less admin charge less £65 per visit		refund fee less admin charge less £65 per visit
Full Plans - not checked, no inspections	refund fee less admin charge		refund fee less admin charge
Full Plans - checked, no inspections	refund inspection fee less admin charge		refund inspection fee less admin charge
Full Plans - checked, with site inspections	refund inspection fee less admin charge, less £65 per site inspection		refund inspection fee less admin charge, less £65 per site inspection



Service	Building Control	Service Manager	Building Control Manager - North Worcestershire
Directorate	Economic Prosperity & Place	Cabinet Member	Place-shaping

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Building Control - Fees Set By North Worcestershire Building Control Shared Service			
Redirected Inspection fees/issue copy documents			
Re invoice to new address	40.00		40.00
Re issue previously issued completion certificate or approval/acceptance document	£11.00 plus £0.11 per sheet		£11.00 plus £0.11 per sheet
Optional Consultancy Services	£80.00 per hour		£80.00 per hour

NOTES:

VAT will be included at the prevailing rate if applicable

* The additional charge is payable on deposit if the electrician is not specified on the application form, or the person / company specified is not a Part P registered electrician

These charges have been set of the following basis:

1. That the building work does not consist of, or include innovative or high risk construction techniques and / or the duration of the building work from commencement to completion does not exceed 12 months.
2. That the design and building work is undertaken by a person or company that is competent to carry out the relevant design and building work. If they are not, the building control service may impose supplementary charges.



Service	Planning	Service Manager	Planning Policy Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Place-shaping

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Street Naming and Numbering			
Existing Properties			
Renaming an existing street	221.00		232.00
Additional charge per premise	55.00		58.00
Renaming (where the premise is NOT also numbered) or renumbering a premise	110.00		115.00
Additional charge per premise	22.00		23.00
Adding a name to or renaming a premise (where the premise is also numbered)	0.00		0.00
Additional charge where this includes naming of a building (e.g. a block of flats)	55.00		58.00
New Developments			
Naming a New Street	221.00		232.00
Naming and Numbering a new Premises	110.00		115.00
Additional charge for each adjoining premise	22.00		23.00
Additional Charge where this includes naming of a building (e.g. a block of flats)	55.00		58.00

NOTES:

VAT will be included at the prevailing rate if applicable

There is NO charge for adding or changing the name of a property that is also numbered. If a property is already numbered, a property owner can additionally name their property as long as it does not conflict with an existing property name in that locality. The property name in this case will not officially form part of the property address, and the property number must still be displayed and referred to in any correspondence.

WYRE FOREST DISTRICT COUNCIL**FEES AND CHARGES 2014/2015****COUNCIL**

Cost Centre	ACTIVITY AND DESCRIPTION OF SERVICE OPTION	KEY	CHANGES IN RESOURCES		
			2014/15 £	2015/16 £	2016/17 £
R310	<u>CHIEF EXECUTIVE</u>				
	<u>Council Tax and NNDR</u>	C	-	-	-
	Summons Costs £45	R	-	-	-
	Liability Order Costs £30 £75	S	-	-	-
	Bi-annual review of summons costs and liability orders to reflect inflation and additional Magistrates Court costs. Next review due in 12 months.				
R500	<u>Elections and Electoral Registration</u>	C	-	-	-
	No change to the charges for marked registers made according to statute.	R	-	-	-
		S	-	-	-
R605	<u>ECONOMIC PROSPERITY AND PLACE</u>				
	<u>Development Control - Planning Advice</u>	C	-	-	-
	To increase the charge for Planning Enquiries by 5%.	R	20 CR	20 CR	20 CR
		S	-	-	-
R605	<u>Development Control - Permitted Developments</u>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	500 CR	500 CR	500 CR
		S	-	-	-
R605	<u>Development Control - Pre-application advice</u>	C	-	-	-
	Increase charges by 5% in line with Council Policy.	R	100 CR	100 CR	100 CR
		S	-	-	-
R625	<u>Building Control - Decision Notices</u>				
	To uncrease 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	-	-	-
R630	<u>Planning, Health & Environment Administration</u>	C	-	-	-
	To increase the charge for the sale of documents by 5% in line with Council Policy.	R	110 CR	110 CR	110 CR
		S	-	-	-
R637	<u>Environmental Health - Pollution Control</u>	C	-	-	-
	To increase charges by 5% in line with Council Policy (excluding water sampling fees).	R	20 CR	20 CR	20 CR
		S	-	-	-
R638	<u>Licensing Activities - Hackney Carriages</u>	C	-	-	-
	To propose no increase to Hackney Carriage Licenses in 2014/15.	R	-	-	-
		S	-	-	-
R638	<u>Licensing Activities - General Licensing</u>	C	-	-	-
	To increase charges by 5% in line with Council Policy.	R	980 CR	980 CR	980 CR
		S	-	-	-
R638	<u>Licensing Activities - Gambling Act 2005</u>	C	-	-	-
	To increase premises licence fees by 5% in line with Council Policy.	R	300 CR	300 CR	300 CR
		S	-	-	-
	TOTALS	C	-	-	-
		R	2,030 CR	2,030 CR	2,030 CR
		S	-	-	-



Service	Elections and Electoral Registration	Service Managers	Head of Transformation and Communication
Directorate	Chief Executive	Cabinet Member	Resources and Transformation

PROPOSAL OF SCALE OF FEES AND CHARGES FOR INCOME

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ *	Proposed Charge FROM 1/04/2014 £ **
Elections and Electoral Registration			
Council Tax and NNDR			
SALE OF EDITED AND FULL ELECTORAL REGISTERS			
Charges for Market Registers only (per legislation)			
Edited and Full Register			
Data	20.00 plus 1.50 per 1,000 entries	20.00 plus 1.50 per 1,000 entries	
Printed	10.00 plus 5.00 per 1,000 entries	10.00 plus 5.00 per 1,000 entries	
Overseas Electors			
Data	20.00 plus 1.50 per 1,000 entries	20.00 plus 1.50 per 1,000 entries	
Printed	10.00 plus 5.00 per 1,000 entries	10.00 plus 5.00 per 1,000 entries	
Marked Registers			
Data	10.00 plus 1.00 per 1,000 or part	10.00 plus 1.00 per 1,000 or part	
Printed	10.00 plus 2.00 per 1,000 or part	10.00 plus 2.00 per 1,000 or part	
Council Tax and NNDR			
Summons costs	40.00	45.00	
Liability Orders	25.00	30.00	

NOTES:

* Charge before VAT (if applicable) at the prevailing rate

** Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate



Service	Planning & Building Control	Service Manager	Development Control Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Place-shaping

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge	Proposed Charge	Proposed Charge
	TO 31/03/2014	FROM 1/04/2014	FROM 1/04/2014
	£	£	£
Planning Advice		Charges before VAT	Charges inclusive of VAT
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)	21.00 per Question		22.00 per Question
If any query requires a site visit to be made (e.g. compliance with conditions)	56.00		59.00
Charges for Copy Documents			
Monthly Decision List	90.00		0.00
Weekly Planning Application List	150.00		0.00
Decision Notices	16.00		17.00
Decision Notices Additional Copies	0.85		1.00
A4 - For each copy	0.85		1.00
A3 - For each copy	1.05		1.10
A2 - For each copy	2.60		2.70
A1 - For each copy	3.30		3.50
A0 - For each copy	4.40		4.60
Note			
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.			

NOTES:

VAT will be included at the prevailing rate if applicable



Service	Planning	Service Manager	Development Control Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Place-shaping

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Permitted Developments and Pre-application Advice			
Permitted Development enquiries			
Proposed development type			
Householder	28.00		29.00
Other	57.00		60.00
Pre-Application advice			
Householder	45.00		47.00
Cost of each additional meeting	22.00		23.00
1 - 4 dwellings	281.00		295.00
Cost of each additional meeting	112.00		118.00
Cost of Highway Advice	N/A		N/A
Cost of each additional meeting with Highway Authority	N/A		N/A
Residential Development (see note 1)			
5 - 9 dwellings (site <1ha) (gross floor area <1,000m2)	564.00		592.00
Cost of each additional meeting	112.00		118.00
Cost of Highway Advice	N/A		N/A
Cost of each additional meeting with Highway Authority	N/A		N/A
10 - 49 dwellings (site 1-1.25ha) (gross floor area 1,000 - 2,499m2)	1,126.00		1,182.00
Cost of each additional meeting	563.00		591.00
Cost of Highway Advice	394.00		414.00
Cost of each additional meeting with Highway Authority	197.00		207.00
50 - 199 dwellings (site 1.26-2ha) (gross floor area 2,500 - 9,999m2)	2,252.00		2,365.00
Cost of each additional meeting	833.00		875.00
Cost of Highway Advice	789.00		828.00
Cost of each additional meeting with Highway Authority	292.00		307.00
200+ dwellings (site 2+ha) (gross floor area +10,000m2)	3,378.00		3,547.00
Cost of each additional meeting	1,126.00		1,182.00
Cost of Highway Advice	1,182.00		1,241.00
Cost of each additional meeting with Highway Authority	394.00		414.00
Non Residential/Commercial Development (see note 1)			
Gross floor area up to 500m2 (site up to 0.5ha)	281.00		295.00
Cost of each additional meeting	112.00		118.00
Cost of Highway Advice	N/A		N/A
Cost of each additional meeting with Highway Authority	N/A		N/A
Gross floor area 501m2 - 999m2 (site 0.5 - 1ha)	563.00		591.00
Cost of each additional meeting	112.00		118.00
Cost of Highway Advice	N/A		N/A
Cost of each additional meeting with Highway Authority	N/A		N/A
Gross floor area 1,000 - 2,499m2 (site 1-1.25ha)	1,126.00		1,182.00
Cost of each additional meeting	563.00		591.00
Cost of Highway Advice	394.00		414.00
Cost of each additional meeting with Highway Authority	197.00		207.00
Gross floor area 2,500 - 9,999m2 (site 1.26-2ha)	2,252.00		2,365.00
Cost of each additional meeting	833.00		875.00
Cost of Highway Advice	789.00		828.00
Cost of each additional meeting with Highway Authority	292.00		307.00
Gross floor area +10,000m2 (site +2ha)	3,378.00		3,547.00
Cost of each additional meeting	1,126.00		1,182.00
Cost of Highway Advice	1,182.00		1,241.00
Cost of each additional meeting with Highway Authority	394.00		414.00



Service	Planning	Service Manager	Development Control Manager
Directorate	Economic Prosperity & Place	Cabinet Member	Place-shaping

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Permitted Developments and Pre-application Advice			
Other Categories			
Advertisements	57.00		60.00
Cost of each additional meeting	28.00		29.00
Change of Use	169.00		177.00
Cost of each additional meeting	85.00		89.00
Telecommunications	169.00		177.00
Cost of each additional meeting	85.00		89.00
Glasshouses/Poly Tunnels	225.00		236.00
Cost of each additional meeting	112.00		118.00
Others (see note 2)	112.00		118.00
Cost of each additional meeting	57.00		60.00
Historic Environmental and Tree related enquiries			
Separate Listed Building and Conservation Area Advice (Up to 3 Separate Matters)	35.00		37.00
(More than 3 Separate Matters)	69.00		72.00
Cost of each additional meeting	17.00		18.00
Separate Tree related Advice - number of trees not exceeding 10	35.00		37.00
Cost of each additional meeting	17.00		18.00
Separate Tree related Advice - number of trees over 10 but not exceeding 30	69.00		72.00
Cost of each additional meeting	17.00		18.00
Exemptions			
As set out in Guidance Note (e.g. Parish Councils, etc)			

NOTES:

* Charge before VAT (if applicable) at the prevailing rate

** Charge inclusive of VAT (if applicable) i.e. total fee payable at the prevailing VAT rate

Note 1 - If only principle to be discussed

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



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Food, Health & Safety and Pollution Control			
FOOD, HEALTH AND SAFETY			
Issue of Food Surrender Certificates	60.00	63.00	
Release of Officers Statements	277.00	291.00	
Release of Documents	98.00	103.00	
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	40.00 per hour (up to £500 Max)	40.00 per hour (up to £500 Max)	
Investigation (each investigation)	40.00 per hour (up to £100 Max)	40.00 per hour (up to £100 Max)	

NOTES:

VAT will be included at the prevailing rate if applicable



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Hackney Carriage/Private Hire Fees			
Hackney Carriage/Private Hire Drivers Licence (valid for 2 years)	295.00		295.00
Drivers' Knowledge Test	54.00		54.00
Drivers Badge	25.00		25.00
Hackney Carriage Vehicle	416.00		416.00
Private Hire Vehicle	416.00		416.00
Private Hire Operators	463.00		463.00
Vehicle Decals - Replacements	19.00		19.00
Vehicle Retest Fee (if re-tested within 48 hours of failure)	31.00	31.00	
Vehicle Retest Fee (if re-tested after 48 hours of failure)	59.00	59.00	
Change of Business (Sell Car and Transfer Plate)	105.00		105.00
Exemption Notice (Executive Vehicles)	29.00		29.00
Internal (Executive Vehicles) Car Plate	21.00		21.00
External Car Plate	49.00		49.00
CRB check	62.00		62.00

NOTES:

VAT will be included at the prevailing rate if applicable



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Licensing and Registration			
Acupuncture, Tattooing, Electrolysis, Ear Piercing, Skin Piercing & Semi-Permanent Skin			
Colouring -			
Certificate of Registration: (a) Person	149.00		156.00
(b) Premise	215.00		226.00
(c) Persons & Premises	362.00		380.00
Animal Boarding Establishments* Initial	306.00		321.00
Renewal	202.00		212.00
Vet fees/Animal welfare visit (if applicable)	Charged at Cost		Charged at Cost
Dangerous Wild Animals* Initial	306.00		321.00
Renewal	202.00		212.00
Vet fees/Animal welfare visit (if applicable)	Charged at Cost		Charged at Cost
Dog Breeding Establishments* Initial	306.00		321.00
Renewal	202.00		212.00
Vet fees/Animal welfare visit (if applicable)	Charged at Cost		Charged at Cost
Pet Animals Act* Initial	306.00		321.00
Renewal	202.00		212.00
Vet fees/Animal welfare visit (if applicable)	Charged at Cost		Charged at Cost
Public Realm and Streetscene (Control of Street Furniture)	289.00		303.00
Riding Establishments* Initial	306.00		321.00
Renewal	202.00		212.00
Vet fees/Animal welfare visit (if applicable)	Charged at Cost		Charged at Cost
Sex Establishments Initial	4,514.00		4,740.00
Renewal	1,733.00		1,820.00
Transfer	313.00		329.00
Zoo Licences* Initial	1,475.00		1,549.00
	(plus Inspector's expenses)		(plus Inspector's expenses)
Renewal	1,325.00		1,391.00
	(plus Inspector's expenses)		(plus Inspector's expenses)
Vet fees/Animal welfare visit (if applicable)	Charged at Cost		Charged at Cost

NOTES:

VAT will be included at the prevailing rate if applicable
 * Plus Vet fees where applicable



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Gambling Premises License Fees			
Existing Casinos - New Application	N/A	N/A	
Annual Fee	N/A	N/A	
Application to vary	N/A	N/A	
Application to Transfer	N/A	N/A	
Application for re-instatement	N/A	N/A	
Application for Provisional Statement	N/A	N/A	
Licence Application (Provisional Statement holders)	N/A	N/A	
Copy Licence	N/A	N/A	
Notification of change	N/A	N/A	
New Small Casino - New Application	N/A	N/A	
Annual Fee	N/A	N/A	
Application to vary	N/A	N/A	
Application to Transfer	N/A	N/A	
Application for re-instatement	N/A	N/A	
Application for Provisional Statement	N/A	N/A	
Licence Application (Provisional Statement holders)	N/A	N/A	
Copy Licence	N/A	N/A	
Notification of change	N/A	N/A	
New Large Casino - New Application	N/A	N/A	
Annual Fee	N/A	N/A	
Application to vary	N/A	N/A	
Application to Transfer	N/A	N/A	
Application for re-instatement	N/A	N/A	
Application for Provisional Statement	N/A	N/A	
Licence Application (Provisional Statement holders)	N/A	N/A	
Copy Licence	N/A	N/A	
Notification of change	N/A	N/A	
Regional Casino - New Application	N/A	N/A	
Annual Fee	N/A	N/A	
Application to vary	N/A	N/A	
Application to Transfer	N/A	N/A	
Application for re-instatement	N/A	N/A	
Application for Provisional Statement	N/A	N/A	
Licence Application (Provisional Statement holders)	N/A	N/A	
Copy Licence	N/A	N/A	
Notification of change	N/A	N/A	
Bingo Club - New Application	2,192.00	2,302.00	
Annual Fee	628.00	659.00	
Application to vary	1,097.00	1,152.00	
Application to Transfer	752.00	790.00	
Application for re-instatement	752.00	790.00	
Application for Provisional Statement	2,192.00	2,302.00	
Licence Application (Provisional Statement holders)	752.00	790.00	
Copy Licence	33.00	35.00	
Notification of change	63.00	66.00	



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Gambling Premises License Fees			
Betting Premises - New Application	1,882.00	1,976.00	
(excluding Tracks) Annual Fee	376.00	395.00	
Application to vary	940.00	987.00	
Application to Transfer	752.00	790.00	
Application for re-instatement	752.00	790.00	
Application for Provisional Statement	1,882.00	1,976.00	
Licence Application (Provisional Statement holders)	752.00	790.00	
Copy Licence	33.00	35.00	
Notification of change	63.00	66.00	
Tracks - New Application	1,568.00	1,646.00	
Annual Fee	628.00	659.00	
Application to vary	783.00	822.00	
Application to Transfer	595.00	625.00	
Application for re-instatement	595.00	625.00	
Application for Provisional Statement	1,568.00	1,646.00	
Licence Application (Provisional Statement holders)	595.00	625.00	
Copy Licence	33.00	35.00	
Notification of change	63.00	66.00	
Family Entertainment Centres - New Application	1,254.00	1,317.00	
Annual Fee	469.00	492.00	
Application to vary	628.00	659.00	
Application to Transfer	595.00	625.00	
Application for re-instatement	595.00	625.00	
Application for Provisional Statement	1,254.00	1,317.00	
Licence Application (Provisional Statement holders)	595.00	625.00	
Copy Licence	33.00	35.00	
Notification of change	63.00	66.00	
Adult Gaming Centres - New Application	1,254.00	1,317.00	
Annual Fee	628.00	659.00	
Application to vary	628.00	659.00	
Application to Transfer	595.00	625.00	
Application for re-instatement	595.00	625.00	
Application for Provisional Statement	1,254.00	1,317.00	
Licence Application (Provisional Statement holders)	595.00	625.00	
Copy Licence	33.00	35.00	
Notification of change	63.00	66.00	
Temporary Use Notices - New Application	319.00	335.00	
Annual Fee	N/A	N/A	

NOTES:

VAT will be included at the prevailing rate if applicable



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Street Trading			
Single Unit up to 12 x 12 (max 5m length) Food - Initial	1,827.00		1,918.00
- Renewal	1,737.00		1,824.00
Single Unit up to 12 x 12 (max 5m length) Non-Food - Initial	1,528.00		1,604.00
- Renewal	1,373.00		1,442.00
For every additional 12 x 12 or part thereof or length more than 5m	752.00		790.00
Mobile Traders	716.00		752.00

NOTES:

VAT will be included at the prevailing rate if applicable



Service	Worcestershire Regulatory Services	Service Manager	Worcestershire Regulatory Services Officer
Directorate	Economic Prosperity & Place	Cabinet Member	Environmental Services

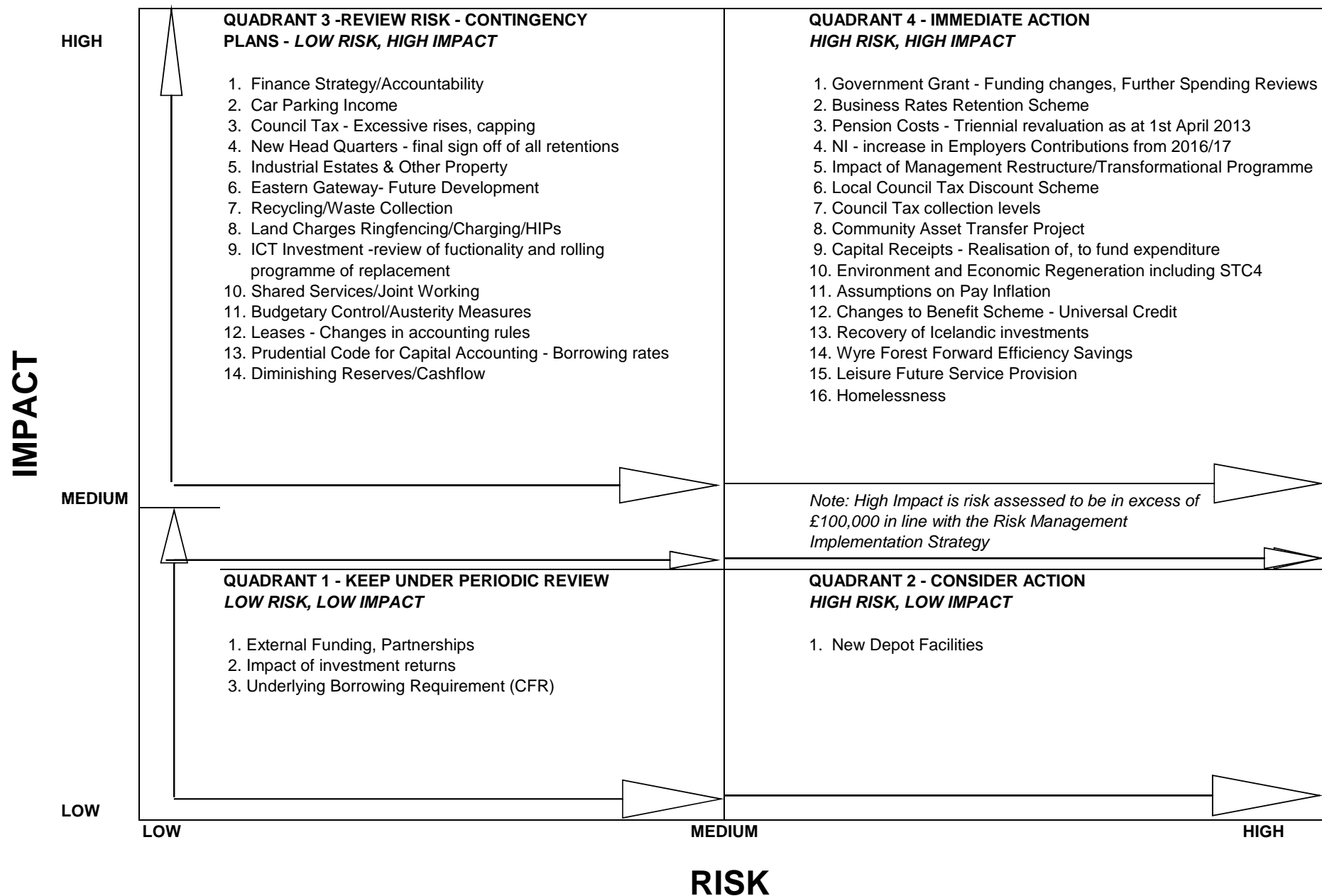
PROPOSAL OF SCALE OF FEES AND CHARGES

INCOME DESCRIPTION	Current Charge TO 31/03/2014 £	Proposed Charge FROM 1/04/2014 £ Charges before VAT	Proposed Charge FROM 1/04/2014 £ Charges inclusive of VAT
Scrap Metal Dealers Act 2013			
Site Licence - Initial	290.00	305.00	
Site Licence - Renewal	240.00	252.00	
Collectors Licence - Initial	145.00	152.00	
Collectors Licence - Renewal	95.00	100.00	
Variation of Licence	65.00	68.00	
Copy of licence (if lost or stolen)	25.00	26.00	

NOTES:

Charges before VAT (if applicable) at the prevailing rate

BUDGET RISK MATRIX 2014/2017



Budget Risk Matrix

ISSUE	BUDGETARY RESPONSE
Quadrant 1 - Low Risk, Low Impact 1. External Funding, Partnerships 2. Impact of Investment Returns 3. Underlying Borrowing Requirement (CFR)	Keep under periodic review Continue to evaluate sustainability of each scheme as part of project appraisal. Continue to monitor and report as appropriate. The new Governor of the bank of England has indicated that the rate will remain at 0.50%. Balances available for investment are reducing over the MTFP and this together with the lower returns has been taken into account in the base budget. We continue to work with Sector in this area. The rising CFR over the term of the Budget Strategy will be carefully monitored in close liaison with Sector to gauge both the timing and type of external borrowing.
Quadrant 2 - High Risk, Low Impact 1. New Depot Facilities	Consider Action Under consideration as part of longer term Budget Process
Quadrant 3 - Low Risk, High Impact 1. Finance Strategy/Accountability 2. Car Parking Income 3. Council Tax - Excessive rises, referendum 4. New Headquarters final sign off of all retentions 5. Industrial Estates and Other Property 6. Eastern Gateway - Future Development 7. Recycling/Waste Collection 8. Land Charges Ring fencing /Charging/HIPs 9. ICT Investment 10. Shared Services Joint working 11. Budgetary Control/Austerity Measures 12. Leases – changes in accounting rules 13. Prudential Code for Capital Accounting – Borrowing rates 14. Diminishing Reserves/Cash flow	Review Risk - Contingency Plans Council are required to adopt a three year Balanced Budget Strategy. Usages/Income level closely monitored, have been adversely affected during current economic downturn, this, together with alternative usage of car parking land is factored in the MTFP Low risk due to political prudence/Key Commitments. Managed closely by RLB and Project Steering Group Managed through Property Disposal Strategy Development opportunities continue to be explored. Review of revised working patterns in progress and further efficiencies planned for 2013/14 Reduced income allowed for within Base Budget reduces the scale of any challenge. ICT Strategy Group formed to oversee/enhance the governance, planning and delivery arrangements of the strategy between ICT and council service areas Shared Services partnerships continue to contribute to collaborative efficiencies but will be monitored to ensure risk is managed and mitigated. Continue to discourage non-essential expenditure, monthly budget monitoring reports also well in progress to provide more management information Planned changes for the future accounting for leases could impact on the revenue budget, this will be assessed as the timescale for potential introduction in 2014 approaches External borrowing is now £3m, rates remain low but the economy is still volatile and future rates difficult to predict; Sector continue to provide technical advice Cash flow management will be tighter given reduction in capital and revenue reserves and use of the Sector Cash flow model is being trialled to improve management information to help mitigate any risk in this area

Quadrant 4 - High Risk, High Impact	Immediate Action
1. Government Grant –Funding Changes, further Spending Reviews, recent Spending round and New Homes Bonus	Significant issue given the scale of the Spending deficit. The New Strategic Review Committee and accelerated budget process will assist Wyre Forest Forward coordinating Councils future Plans.
2. Business Rates Retention Scheme	New Funding arrangements introduce uncertainty and risk, the decision to join the Worcestershire Pool should mitigate this, together with our robust regeneration programme
3. Pension Costs	The impact of the Triennial revaluation as at 1 April 2013 will be carefully assessed in liaison with Worcestershire County Council, the pension authority, there is a second revaluation within the term of the strategy
4. NI - increase in Employers Contribution from 2016/17	Accelerated Budget process to identify the impact on the budget includes the impact of the NI change
5. Impact of Management Restructure/Transformational Programme	Wyre Forest Forward is managing the Transformation Process including the Management Restructure to align with the Budget process.
6. Local Council Tax Discount Scheme	The impact of the Local Scheme will be kept under review by the Chief Financial Officer
7. Council Tax Collection levels	Assumptions in relation to decreased collection rates have been made in the Council Tax Base calculations as a result of the Local Council Tax Discount Scheme and these will be carefully managed and reported on.
8. Community Asset Transfer Projects (CATS)	Wyre Forest Forward is continuing to manage significant CATS with CMT
9. Capital Receipts - Realisation of to fund expenditure	Capital Programme funding reflects realistic timescale for the realisation of asset disposal receipts. Temporary borrowing will be used when necessary.
10. Environment and Economic Regeneration including STC4	The Council continues to be proactive in this area and this is closely monitored by Cabinet/CMT
11. Assumptions on Pay inflation	1% assumed for 2013/14 and 1.5% thereafter. This will be kept under review
12. Changes to Housing Benefit Scheme – universal credit/localisation of support for Council Tax from 2013	The major overhaul of the benefits systems from 2013 will be carefully managed and monitored
13. Recovery of Icelandic Investments	The confirmation of the Council's preferential status in late Oct 2011 and ongoing recovery means the majority of the investments should now be recovered.
14. Wyre Forest Forward Efficiency savings	Progress continues to be monitored and reported regularly to members
15. Leisure Future Service Provision	Project Group meets every 2 weeks to progress this project
16. Homelessness	The impending Welfare Reform, Universal Credit and Council Tax Benefit Reform could all increase the number of Homelessness cases within the district. This will be carefully monitored and managed by the Housing Team