

CANNOCK CHASE COUNCIL

COUNCIL MEETING

WEDNESDAY, 7 FEBRUARY, 2018 AT 4:00 P.M.

COUNCIL CHAMBER, CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

Copies of the relevant budget reports considered by Cabinet on 25 January, 2018 can be viewed and downloaded from the Council's website for reference. The relevant Cabinet resolutions of that day, circulated as part of the Minutes of Cabinet, are attached as an Appendix to this Agenda.

Notice is hereby given of the above mentioned meeting of the Council which you are summoned to attend for the purpose of transacting the business set out below:-

- 1. Apologies**
- 2. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members**

To declare any interests in accordance with the Code of Conduct.
Members should refer to the guidance included as part of this agenda.
- 3. Minutes**

To confirm the Minutes of the Council Meeting held on 29 November, 2017, Minute No's. 51 – 60; Page No's. 41 – 47.
- 4. The Chairman's Announcements and Correspondence**

5. Housing Revenue Account (HRA) Budget 2017-18 to 2022-23: Cabinet Resolutions

Council is requested to consider recommendations referred from Cabinet held on 25 January, 2018, in respect of the Housing Revenue Account Budget 2017-18 to 2022-23 (an extract from the Minutes of the Cabinet meeting are attached for information):

- (i) HRA Budget 2017-18 to 2020-21.
- (ii) HRA Capital Programme 2017-18 to 2022-23.

6. 2018-19 to 2020-21 Budget Process – Procedural Rules

Joint Report of the Head of Finance and the Council Solicitor (Item 6.1 – 6.6).

7. Budget 2017-18 to 2020-21: Cabinet Resolutions

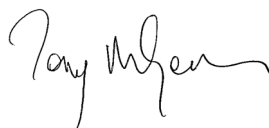
Council is requested to consider recommendations referred from Cabinet held on 25 January, 2018, in respect of the Budget 2017-18 to 2020-21 (an extract from the Minutes of the Cabinet meeting are attached for information):

- (i) General Fund Budget and Capital Programme 2017-18 to 2020-21.
- (ii) Treasury Management Strategy, Minimum Revenue Provision Policy and Annual Investment Strategy 2018-19.

Members will note that the Council Tax Resolution and Budget Statement (Tables and supporting information) will be submitted to the 21 February, 2018 Council meeting following final agreement of the budget and receipt of all relevant Precepts.

In accordance with paragraph 2.3 of the Budget and Policy Framework Procedure Rules, consideration will also be given to any valid alternative proposals presented by Political Groups and individual Council Members as a referral back to Cabinet.

The Managing Director must be advised of any alternative balanced budget proposals at least 5 working days before the Council meeting (i.e. by 4:00p.m. on Tuesday 30 January, 2018). Any proposals received by the deadline will be circulated to all Members by 4:00pm, Wednesday 31 January, 2018.



T. McGovern,
Managing Director

Civic Centre,
Beecroft Road,
Cannock
WS11 1BG

30 January, 2018

GUIDANCE ON DECLARING PERSONAL, PECUNIARY AND DISCLOSABLE PECUNIARY INTERESTS AT MEETINGS

DEFINITION OF WHAT IS A PERSONAL, PECUNIARY AND DISCLOSABLE PECUNIARY INTEREST

A PERSONAL INTEREST is one where your well-being or financial position, or those of a member of your family or any person with whom you have a close association would be affected to a greater extent than the majority of Council Tax payers, ratepayers, or inhabitants of the electoral ward(s) affected by the decision. You automatically have a personal interest if you have given notice in the Register of Members' Interests, e.g. if you are appointed to an outside body by the Council.

A PECUNIARY INTEREST is a personal interest where the matter

- a) affects your financial position or that of a member of your family or any person with whom you have a close association or a body in which you have registered in the Register of Members Interests or
- b) relates to the determining of any consent, licence, permission or registration in relation to you or any person with whom you have a close association or a body in which you have registered in the Register of Members Interests

and, in either case, where a member of the public knowing the facts would reasonably regard the interest as so significant it is likely to affect your judgement of the public interest

A DISCLOSABLE PECUNIARY INTEREST is an interest of yourself or your partner (which means spouse or civil partner, a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners) in respect of employment, office, trade, profession or vocation carried out for profit or gain; sponsorship; contracts; land; licences; corporate tenancies; or securities, as defined with the Localism Act, 2011.

PLEASE MAKE IT CLEAR WHETHER IT IS A PERSONAL, PECUNIARY OR DISCLOSABLE PECUNIARY INTEREST.

It would be helpful if, prior to the commencement of the meeting, Members informed the Monitoring Officer of any declarations of interest, of which you are aware. This will help in the recording of the declarations in the Minutes of the meeting.

DECLARING INTERESTS AT FULL COUNCIL

The Code of Conduct requires that personal interests where you have a personal interest in any business of the Council, and where you are aware or ought reasonably to be aware of the existence of the personal interest, and you attend a meeting of the Council at which the business is considered, you must disclose to that

meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

Some items will be mentioned in the papers for full Council but are not actually being considered by Full Council. In such circumstances the Monitoring Officer's advice to Members is that there is no need to declare an interest unless the particular matter is mentioned or discussed. As a general rule, Members only need to declare an interest at full Council in the following circumstances:

- Where a matter is before the Council for a decision and/or
- Where the matter in which the Member has an interest is specifically mentioned or discussed at the Council meeting.

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE COUNCIL
HELD IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
AT 4:00 P.M., WEDNESDAY, 29 NOVEMBER, 2017

PART 1

PRESENT: Councillors:

Dudson, A. (Chairman)	
Witton, P.T. (Vice-Chairman)	
Adamson, G.	Johnson, J.P.
Alcott, G.	Johnson, T.B.
Allen, F.W.C.	Lea, C.I.
Allt, Mrs. A.	Kraujalis, J.T.
Bennett, C.	Martin, Mrs. C.E.
Bowater, J.L.	Mitchell, Mrs. C.
Buttery, M.S.	Molineux, G.N.
Cartwright, Mrs. S.M.	Peake, Mrs. C.L.
Cooper, Miss J.	Pearson, A.R.
Crabtree, S.K.	Preece, J.P.T.L.
Davis, Mrs. M.A.	Smith, C.D.
Dean, A.	Snape, D.J.
Dudson, Miss M.J.	Snape, P.A.
Foley, D.	Stretton, Mrs. P.Z., M.B.E.
Freeman, Miss M.A.	Sutton, Mrs. H.M.
Grice, Mrs. D.	Tait, Ms. L.
Grocott, M.R.	Todd, Mrs. D.M.
Hoare, M.W.A.	Woodhead, P.E.

51. Apologies

Apologies for absence were submitted on behalf of Councillors W.T.A. Hardman, M. Sutherland and Miss S. Whitehouse.

52. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members

No other Declarations of Interests were made in addition to those already confirmed by Members in the Register of Members' Interests.

53. Minutes

RESOLVED:

That the Minutes Council meeting held on 18 October, 2017, be approved as a correct record and signed.

54. The Chairman's Announcements and Correspondence

(i) Chairman's Fundraising

The Chairman advised that a collection box was circulating for Members to donate to his fundraising. At the meeting held on 18 October, 2017, a total of £46.50 was collected, and he thanked all Members for their donations.

(ii) Councillor Zaphne Stretton MBE

The Chairman advised that on Sunday, 19 November, Councillor Zaphne Stretton MBE was awarded with the Etienne Bach Prize by the Evangelical Church in Datteln. The Chairman, the Leader and the Managing Director had attended a service in Datteln where Councillor Stretton was awarded with her prize, which was displayed on the table at the front of the Chamber.

This was the first time that the prize had been awarded and it was given to Councillor Stretton in honour of her commitment to reconciliation and peace between the British and the German people, for many years.

The Etienne Bach Prize honoured women and men or initiatives, who worked for more understanding and exchange between people of different culture, religion or nationality. Lieutenant Etienne Bach was a French Officer after WWI, in charge of the Datteln administration during the occupation of the Ruhr in 1923-25

Bach, a confessing Protestant Christian and bilingual, took part in the evangelical service on Good Friday 30th March 1923 in Lutherhaus. This alone was quite unusual; when it came to Holy Communion he and his German counterpart of the Datteln administration Mr. Karl Wille both received bread and wine and afterwards shook hands as a sign not of friendship, but of accepting each other as Christians. After this incident, which became known as Dattelner Abendmahl (or Dattelner's Supper), Bach and Wille worked together for the good of the population of Datteln.

Later Bach left the French army and became the founder and a professional worker for his peace movement 'Knights of the Prince of Peace' (later Christian Peace Service).

The Chairman said he felt sure that all Members would agree that Councillor Stretton was thoroughly deserving of this award.

(iii) Christmas Carol Service

The Chairman reminded Members that he would be hosting a carol service at St. Michael's Church, Brereton, on Thursday 14 December, starting at 7pm.

55. Questions in Accordance with Rule 8

None received.

56. Recommendations Referred from Cabinet, Committees etc.

None received.

57. Motions Received under Rule 6

- (i) The following Motion was submitted in accordance with Council Procedure Rule 6 by Councillor P.T. Witton, Cannock South Ward, which was seconded and debated:

“This Council is opposed to the roll out of Universal Credit, and calls on the government to pause its implementation.

In areas where Universal Credit has been piloted there has been massive hardship and a huge increase in rent arrears. The number of people attending food banks has also massively increased as a result of this ill thought out benefit.

I move that the Managing Director be instructed to write to the Secretary of State and to our local Member of Parliament, calling on the implementation of Universal Credit to be paused until it can be implemented in a fair and reasonable manner.”

In accordance with Council Procedure Rule 15(5), a named vote was requested and supported by the required number of Members:

For

Against

Abstain

Adamson, G.

Hoare, M.W.A.

Alcott, G.

Allen, F.W.C.

Allt, Mrs. A.

Bennett, C.

Bowater, J.L.

Buttery, M.S.

Cartwright, Mrs. S.M.

Cooper, Miss J.

Crabtree, S.K.

Davis, Mrs. M.A.
Dean, A.
Dudson, A.
Dudson, Miss M.J.
Foley, D.
Freeman, Miss M.A.
Grice, D.
Grocott, M.R.
Johnson, J.P.
Johnson, T.B.
Kraujalis, J.T.
Lea, C.I.
Martin, Mrs. C.E.
Mitchell, Mrs. C.
Molineux, G.N.
Peake, Mrs. C.L.
Pearson, A.R.
Preece, J.P.T.L.
Smith, C.D.
Snape, D.J.
Snape, P.A.
Stretton, Mrs. P.Z.
Sutton, Mrs. H.M.
Tait, Ms. L.
Todd, Mrs. D.M.
Witton, P.T.
Woodhead, P.E.

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In addition, Councillors W. Hardman; M. Sutherland; and Miss S. Whitehouse were absent.

RESOLVED:

That:

“This Council is opposed to the roll out of Universal Credit, and calls on the government to pause its implementation.

In areas where Universal Credit has been piloted there has been massive hardship and a huge increase in rent arrears. The number of people attending food banks has also massively increased as a result of this ill thought out benefit.

The Managing Director be instructed to write to the Secretary of State and to our local Member of Parliament, calling on the implementation of Universal Credit to be paused until it can be implemented in a fair and reasonable manner.”

- (ii) The following Motion was submitted in accordance with Council Procedure Rule 6 by Councillor P.E. Woodhead, Hednesford South Ward, which was seconded. Although the subject matter came within the province of the Cabinet and should stand referred without discussion to the next Cabinet meeting, the Chairman exercised his discretion to allow the motion to be dealt with at the meeting. The Motion was, therefore, opened up to debate.

“Reducing single-use plastic (SUP) use in Cannock Chase

According to recent research, eight million metric tonnes of plastic waste ends up in the world’s oceans each year [1], endangering marine life. There is also a growing understanding of the risks posed to human health by toxic chemicals present in plastics [2]. In Ellen MacArthur Foundation [3] estimates that by 2050 the weight of plastic in the oceans will exceed that of fish

Six months after the introduction of the 5p bag charge, use of single-use plastic bags had already dropped by 85% [4], 300 million tons of plastic are produced around the globe each year. Of this, 50% is for disposable applications such as packaging. It is time for Cannock Chase to take a lead on this issue.

Council resolves to ask Cabinet to:

- develop a robust strategy to make Cannock Chase District Council a ‘single-use-plastic-free’ authority by the end of 2018 including an end to the purchase and procurement of SUPs through the CCDC supply chain;
- end the sale and provision of SUP products such as bottles, cups, cutlery and drinking straws in council buildings;
- investigate the possibility of requiring pop-up food and drink vendors at council events to avoid SUPs as a condition of their contract;
- work with tenants and operators in commercial properties owned by Cannock Chase District Council to encourage the phasing out of SUP cups, bottles, cutlery and straws;
- encourage the District’s businesses, organisations and residents to go ‘single-use-plastic-free’ working with best practice partners to explore the creation of a ‘plastic free network,’ that could provide business support,

practical guidelines and advice to help local businesses transition from SUPs to sustainable alternatives.”

[1] <http://www.sciencemag.org/content/347/6223/768>

[2] <http://rstb.royalsocietypublishing.org/content/364/1526/2153.short#sec-5>

[3] <https://www.ellenmacarthurfoundation.org/>

[4] <https://www.theguardian.com/environment/2016/jul/30/england-plastic-bag>

The Environment Portfolio Leader proposed an amendment to the Motion which recognised that the Government had already begun consultations in respect of single use plastics. The amendment affected the first part of the proposed recommendation as follows:

Council resolves to ask Cabinet, following completion of the Government’s consultation and reported recommendations arising from it, to:

- Develop a robust strategy to make Cannock Chase District Council a ‘single-use-plastic-free’ authority, including an end to the purchase and procurement of SUP’s through the CCDC supply chain.

RESOLVED:

That:

Council resolves to ask Cabinet, following completion of the Government’s consultation and reported recommendations arising from it, to:

- Develop a robust strategy to make Cannock Chase District Council a ‘single-use-plastic-free’ authority, including an end to the purchase and procurement of SUP’s through the CCDC supply chain;
- end the sale and provision of SUP products such as bottles, cups, cutlery and drinking straws in council buildings;
- investigate the possibility of requiring pop-up food and drink vendors at council events to avoid SUPs as a condition of their contract;
- work with tenants and operators in commercial properties owned by Cannock Chase District Council to encourage the phasing out of SUP cups, bottles, cutlery and straws;
- encourage the District’s businesses, organisations and residents to go ‘single-use-plastic-free’ working with best practice partners to explore the creation of a ‘plastic free network,’ that could provide business support, practical guidelines and advice to help local businesses transition from SUPs to sustainable alternatives.”

58. Comments and Questions on Part 1 Minutes of Cabinet, Committees, Sub-Committees and Panels under Rule 9

No Comments or Questions on Part 1 Minutes had been submitted under Council Procedure Rule 9.

59. Honorary Aldermen and Honorary Alderwomen

Consideration was given to the Report of the Managing Director (Item 9.1 to 9.4 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The criteria and process for appointing Honorary Aldermen and Alderwomen as detailed in Appendix 1 of the Report be approved.
- (B) The use of an existing budget for the one-off purchase of a new honours board be approved.

60. Comments and Questions on Part 2 Minutes of Cabinet, Committees, Sub-Committees and Panels under Rule 9

No Comments or Questions on Part 2 Minutes had been submitted under Council Procedure Rule 9.

The meeting closed at 5.10 p.m.

CHAIRMAN

CANNOCK CHASE COUNCIL

EXTRACT FROM MINUTES OF THE MEETING OF THE

CABINET

HELD ON THURSDAY 25 JANUARY 2018 AT 4:00 P.M.

IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

**IN RESPECT OF BUDGET RESOLUTIONS:
HOUSING REVENUE ACCOUNT AND GENERAL FUND**

(NB: The Minutes are presented in the order in which they will be considered at Council on 7 February, 2018)

PART 1

PRESENT: Councillors:

Alcott, G.	Deputy Leader of the Council and Economic Development and Planning Portfolio Leader
Bennett, C.	Crime and Partnerships Portfolio Leader
Mitchell, Mrs. C.	Culture and Sport Portfolio Leader
Preece, J.P.T.L.	Environment Portfolio Leader
Davis, Mrs. M.A.	Health and Wellbeing Portfolio Leader
Allen, F.W.C.	Housing Portfolio Leader
Todd, Mrs. D.M.	Town Centre Regeneration Portfolio Leader

69. Apologies

Apologies were submitted for Councillors G. Adamson, Leader of the Council and J.T. Kraujalis, Corporate Improvement Portfolio Leader.

In the Leader's absence, the meeting was chaired by the Deputy Leader.

HOUSING REVENUE ACCOUNT

75. Housing Revenue Account Budgets 2017-18 to 2020-21

Consideration was given to the Joint Report of the Head of Finance and the Head of Housing and Partnerships (Item 7.1 – 7.9 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The revised position with regard to estimated income and expenditure in respect of the 2017-18 Housing Revenue Account Budget and Housing Revenue Account Budgets for 2018-19 to 2020-21 as summarised in Appendix 1 of the Report be noted.

- (B) Council, at its meeting to be held on 7 February, 2018, be recommended to:
- (i) Determine a minimum level of working balances of £1.671 million for 2018-19, and indicative working balances of £1.706 million and £1.731 million for 2019-20 and 2020-21, respectively.
 - (ii) Note the further 1% reduction in rents in 2018-19 in accordance with the Government's Social Rent Policy.
 - (iii) Approve the Housing Revenue Account Revenue Budgets for 2018-19, 2019-20 and 2020-21 (and note the estimated outturn for 2017-18) as summarised in Appendix 1 of the Report.

Reasons for Decisions

The Report considered the proposed three-year Housing Revenue Account (HRA) Budgets for 2018-19, 2019-20 and 2020-21, which were formulated within the framework provided by the Approved HRA Business Plan.

A review of the 2017-18 HRA Budget, together with base HRA Budgets for the period 2018-19 to 2020-21 were attached to the Report as Appendix 1. The Budgets were formulated in accordance with the assumption set out in the HRA Business Plan, with projected levels of income and expenditure as summarised in Report paragraph 3.2.

Rent income continued to reflect an annual rent reduction of 1% per annum for 2018-19 and 2019-20, reflecting the revised national rent policy as determined by the Government's 2015 Summer Budget (the rent policy was due to revert to the Consumer Price Index plus 1% with effect from 2020-21).

No material changes were made in relation to inflation and cost pressures, with the exception of pay awards. Provision of 1% existed within the indicative budgets for 2018-19 and 2019-20, however as a result of the National Employers for Local Government offer, made of 5 December 2017, the provision now amounted to 2.47% in 2018-19, rising to a combined impact of 4.9% in 2019-20 as compared to the 2% originally provided.

No direct account had been taken at this stage for the impact of Vacant High Value Housing Payments associated with the Housing and Planning Act 2016. The Council was still awaiting details re. the threshold for High Value Vacant Payments however it was considered that its implementation would not impact until after the 2018-19 financial year. The full impact of the actual High Value Baseline would be assessed following publication of the proposed regulations and would then be subject to a further report.

In considering the HRA Revenue Account, consideration also needed to be given to the HRA Capital Programme and the level of Working Balances. A key consideration of the Capital Programme was the Revenue Contribution to Capital Outlay (RCCO) and Major Repairs Allowance (MRA). The latter had been replaced with a Depreciation Charge and although this was lower than the previous MRA a compensating increase in RCCO had been made. In accordance with the Approved Business Plan the RCCO also represented the net surplus on the Revenue Account after determining the level of Working Balances.

In view of the risks associated with the management of the HRA under self-financing, minimum working balances of 10% of net operating expenditure had been assumed throughout the three-year budget period.

76. Housing Revenue Account Capital Programme 2017-18 to 2022-23

Consideration was given to the Joint Report of the Head of Finance and the Head of Housing and Partnerships (Item 8.1 – 7.8 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The estimated availability of Housing Revenue Account capital resources for the period 2018-19 to 2022-23, as set out in Appendix 1 of the Report, be noted.
- (B) It be noted that the Capital Programme now also included an allocation of £12 million for new social housing.
- (C) Options to increase social housing based upon the housing needs of the District and land availability be developed and the subject of a separate Cabinet report as soon as practically possible.
- (D) Council, at its meeting to be held on 7 February, 2018, be recommended to approve the five-year Housing Revenue Account Capital Programme for the period 2018-19 to 2022-23 (as set out in Appendix 2 of the Report).

Reasons for Decisions

The Report considered the draft proposed five-year HRA Capital Programme for the period 2018-19 to 2022-23, together with the forecast outturn for 2017-18, compiled within the financial framework provided by the Approved HRA Business Plan.

Details of the estimated availability of HRA capital resources during the five-year period were set out in Appendix 1 of the Report, whilst a five-year Capital Programme was set out in Appendix 2.

A comparison of estimated resource availability with the proposed HRA capital expenditure programmes was set out in Report paragraph 3.3.

In addition to the above, the voluntary Minimum Revenue Provision (Debt Repayment) set aside from 2017-18 will by 2022-23 have effectively created a headroom in capital financing of £9.672 million that could be used in the medium term to supplement resources available without impacting upon long term sustainability.

The use of the Minimum Revenue Provision headroom together with the uncommitted capital resources provided in excess of £12.0 million for new council build / estate regeneration.

Report of:	Head of Finance and Council Solicitor
Contact Officer:	Bob Kean Alistair Welch
Telephone No:	01543 464334 01785 619204
Portfolio Leader:	Leader of Council
Key Decision:	No
Report Track:	Council: 07/02/18

COUNCIL
7 FEBRUARY, 2018
2018-19 TO 2020-21 BUDGET PROCESS - PROCEDURAL RULES

1 Purpose of Report

- 1.1 To confirm to Members the Timetable and Procedural Issues for determining the Budget and overall levels of Council Tax for 2018-19.

2 Recommendations

- 2.1 That Council notes the timetable for the setting of the budget for 2018-19.
- 2.2 That the overall level of Council Tax will be set at Council's meeting on 21 February, 2018, following determination of Cannock Chase's Council Tax requirement in accordance with the procedural rules (attached at Appendix A).

3 Key Issues and Reasons for Recommendation

- 3.1 In setting a budget for any year the Council must comply with the Budget and Council Tax setting requirements as reflected in the Local Government Finance Act, 1992 as amended by the Localism Act, 2011.
- 3.2 In accordance with regulations the Council is required to:
- a) Calculate its Council Tax Requirement (Section 31A) – Replacing budget requirement (Section 32) and determination of the District Council element of Council Tax (Section 33).
 - b) Set the overall level of Council Tax inclusive of Staffordshire County Council; Staffordshire Police and Crime Commissioner; Stoke on Trent & Staffordshire Fire, and other precepts (Section 30).

- 3.3 The overall level of Council Tax must be set before 11 March each year; however, the overall level of Council Tax cannot be set before 1 March, 2018 unless all precepting authorities have issued their precepts, and the required calculations in accordance with the Local Government Finance Act, 1992 have been determined.
- 3.4 The budget timetable reflects these arrangements and also provides sufficient time between Budget Council Meetings to enable both Cabinet and Council time to undertake their duties if a budget was referred back to Cabinet and to enable the necessary calculations to be undertaken following receipt of Precepts.
- 3.5 The 2017-18 Calendar of meetings timetable being as follows:
- Council (Budget) 7 February, 2018
 - Cabinet (Provisional) 14 February, 2018
 - Council 21 February, 2018
- 3.6 Appendix A details the procedure notes for Council in relation to approving Cannock Chase Council's Budget or Council Tax Requirement.

4 Relationship to Corporate Priorities

- 4.1 Not applicable.

5 Report Detail

- 5.1 In setting a budget for any year the Council must comply with the Budget and Council Tax setting requirements as reflected in the Local Government Finance Act 1992 as amended by the Localism Act 2011.
- 5.2 The Localism Act 2011 has made significant changes to the 1992 Act with the main impact for setting a Council Tax being that a billing authority (Cannock Chase Council) is required to calculate a Council tax Requirement rather than a Budget Requirement.
- 5.3 This primarily affects the Council Tax Resolution to be made by Council and is a technical rather than procedural issue.
- 5.4 In accordance with regulations the Council is required to:
- a) Calculate its Council Tax Requirement (Section 31A) – Replacing budget requirement (Section 32) and determination of the District Council element of Council Tax (Section 33)
 - b) Set the overall level of Council Tax inclusive of Staffordshire County Council; Staffordshire Police & Crime Commissioner; Stoke on Trent & Staffordshire Fire, and other precepts (Section 30)

- 5.5 The determination of the Council Tax Requirement (Requirement (a)) is a function of all authorities, however, Requirement (b) is purely a function of this Council as a billing authority
- 5.6 The overall level of Council Tax must be set before the 11 March each year; however, the overall level of Council Tax cannot be set before 1 March, 2018 unless all precepting authorities have issued their precepts, and the required calculations in accordance with the Local Government Finance Act, 1992 have been determined.
- 5.7 As at the date of writing this report the majority of Parish Precepts have been formally received and the Major Precepting Authorities are due to determine their precepts as follows:
- Staffordshire County Council 15 February, 2018
 - Stoke on Trent and Staffs. Fire and Rescue Authority 14 February, 2018

A separate approval process exists in relation to the Office of Police and Crime Commissioner; however, it is envisaged this will be received in advance of the Council Tax Budget Setting Meeting of the 21 February, 2018.

6 Implications

6.1 Financial

The Financial Implications have been referred to throughout the report.

6.2 Legal

The Legal Implications have been referred to throughout the report.

6.3 Human Resources

None

6.4 Section 17 (Crime Prevention)

None

6.5 Human Rights Act

None

6.6 Data Protection

None

6.7 Risk Management

None

6.8 Equality & Diversity

None

6.9 Best Value

None

7 Appendices to the Report

Appendix 1

Extract from Section 29 Budget and Policy Framework
Procedure Rules

Previous Consideration

Background Papers

PROCESS FOR DEVELOPING THE FRAMEWORK

- 1.1 The Council will be responsible for the adoption of its budget and policy. Once a budget or policy framework is in place, it will be the responsibility of the Executive to implement it.

Pre-Adoption Policy

- 2.1 The Cabinet shall publicise in the Council's Annual Schedule of Meetings a timetable for making proposals to the Council for the adoption of any plan, strategy or budget that forms part of the budget and policy framework, and its arrangements for consultation after publication of those initial proposals. The Customers & Corporate Scrutiny Committee and Shadow Cabinet shall be consulted as part of this process.
- 2.2 At the end of the consultation period, the Cabinet will draw up firm proposals having regard to the responses received. The Managing Director (as Proper Officer) shall summons a Council meeting (called the First Council meeting) to consider the Cabinet proposals within 10 working days after the Cabinet have resolved on its proposals.
- 2.3 At least 5 working days prior to the First Council meeting any Political Group and/or any member of the Council shall advise the Proper Officer of any alternatives to the Cabinet proposals which are to be presented at the First Council meeting. Each Political Group/Council Member shall only present one alternative proposal as a request for a referral back to the Cabinet by the Council. Such request shall detail the reasons for the alternative/referral back to Cabinet and must have the effect of providing the Council with a "balanced budget" as determined by the S.151 officer. Any alternative proposals submitted will be circulated to all Councillors 4 working days before the First Council meeting.

The First Council Meeting

- 2.4 In reaching a decision, the Council may:-
- (a) Adopt the Cabinet's proposals as presented.
 - (b) Consider the previously advised alternative proposals (referred to in 2.3 above) as a request for a referral back of the proposals to the Cabinet for consideration.
 - (c) Following advice from the S.151 Officer, approve and/or determine aspects of the Budget /Policy framework as required to comply with statutory requirements and/or Ministerial/Governmental guidance/requirements. The S.151 officer will advise the Council at the meeting of the minimum decisions and resolutions the Council must make at that meeting.
 - (d) When considering the alternative budgets referred to in 2.4(b) the Council shall consider each alternative budget presented by the Political

Group/Council Members individually. Each alternative proposal shall be moved and if seconded shall be debated. At the conclusion of the debate on that individual motion a vote shall be taken as to whether the Council wishes to refer that alternative proposal to the Cabinet for consideration. This process shall apply to each alternative proposal in turn. No amendments to the alternative proposals previously advised (in accordance with 2.3) shall be allowed.

- 2.5 Where the Council resolves in accordance with paragraph 2.4(b) to refer alternative proposals back to the Cabinet for re-consideration, the Proper Officer shall make the necessary arrangements for the Cabinet to meet as soon as practicably possible and will also summons a Second Council meeting (the Second Council meeting) to consider the Cabinet's response to the matters referred back to it for consideration. The Second Council meeting shall take place within 10 working days of the First Council meeting.

The Second Council Meeting

- 2.6 The Managing Director will call a Council meeting (the Second Council meeting) to consider:-

- (a) the Cabinet proposals following the referral back from the First Council meeting;
- (b) adopting (with or without modification) the plan or strategy;
- (c) such decisions required to comply with statutory requirements and/or Ministerial/Governmental guidance/requirements as advised by the S.151 officer.

- 2.7 At the Second Council meeting where there is no consensus on the matters before Council and the S.151 Officer advises that the Council is required to make decisions in accordance with 2.6(c) above, the Council shall continue to meet until such matters (as specified by the S.151 Officer) are determined. Council Procedure Rules shall apply to this meeting. The Council shall only consider the Cabinet's Budget and those alternative proposals presented to the Council for consideration at the First Council meeting.

(Note: An example of a requirement to pass a resolution in law as advised by the S.151 Officer may include the setting of a lawful budget by a certain date, or the determination of the Council Tax.)

- 2.8 In approving the budget and policy framework, the Council will also specify if it wishes to limit the extent of virement within the budget in any way other than that specified in financial regulations, and the degree of in-year changes to the policy framework which may be undertaken by the Cabinet, in accordance with section 4 of these Rules (in-year adjustments). Any other changes to the policy and budgetary framework are reserved to the Council.

EXTRACT FROM MINUTES OF THE MEETING OF THE CABINET cont'd

GENERAL FUND

74. General Fund Budget and Capital Programme 2017-18 to 2020-21

Consideration was given to the Report of the Head of Finance (Item 6.1 – 6.70 of the Official Minutes of the Council).

RESOLVED:

- (A) The following be recommended to Council, at its meeting to be held on 7 February, 2018, as part of the formal budget setting process:-
- (a) The level of net spending for the General Fund Revenue Budget for 2018-19 be set at £11.645 million; with indicative net spending for 2019-20 and 2020-21 of £12.265 million and £12.764 million, respectively.
 - (b) The detailed portfolio budgets as set out in Appendix 2 of the Report.
 - (c) The forecast outturn net budget of £10.994 million be approved.
 - (d) The use of Government Grants in 2018-19 of £1.093 million, with indicative figures of £1.198 million and £1.282 million for 2019-20 and 2020-21, respectively.
 - (e) The working balances be set at £0.638 million; £0.672 million and £1.032 million for 2018-19 to 2020-21, respectively.
 - (f) A Council Tax of £212.94 for 2018-19, with indicative increases of £1.95% to the level of Council Tax for 2019-20 and 2020-21.
 - (g) The Council's Tax Base be set at 28,396.76.
 - (h) The revised Capital Programme, including new schemes, as set out in Appendices 3 and 4 of the Report.
- (B) It be noted that the Government has indicated that an amendment will be made to Provisional Local Government Finance Settlement for all authorities in relation to the Business Rates Tariff adjustment.

Reason for Decisions

The Report set out a draft standstill budget for 2018-19, as well as indicative budgets for 2019-20 and 2020-21 and associated issues, and also included current indications of the impact this would have on Council Tax. It also set out the updated Capital Programme, and set out the capital resources available to the Authority to finance the Capital Programme.

The Business Rates Tariff adjustment amounted to a reduction in Business Rates of £4,700 in 2017/18, rising to £4,900 in 2020/21. The adjustment impacted upon the transfer to/from Working Balances but did not require any change to the recommendations to 7 February Council.

77. Treasury Management Strategy, Minimum Revenue Provision Policy and Annual Investment Strategy 2018-19

Consideration was given to the Report of the Head of Finance (Item 9.1 – 9.28 of the Official Minutes of the Council).

RESOLVED:

That Council, at its meeting to be held on 7 February, 2018, be recommended to approve:

- (a) The Prudential and Treasury Indicators;
- (b) The Minimum Revenue Provision (MRP) Policy Statement;
- (c) The Treasury Management Policy;
- (d) The Annual Investment Strategy for 2018-19.

Reasons for Decisions

The Council was required to approve its treasury management and investment strategies to ensure that cash flow was adequately planned and that surplus monies were invested appropriately.

The meeting closed at 4:45 p.m.

CANNOCK CHASE COUNCIL

COUNCIL MEETING

7 FEBRUARY 2018

GENERAL FUND BUDGET RESOLUTIONS

ALTERNATIVE BUDGET PROPOSAL BY COUNCILLOR PAUL SNAPE

LEADER CONSERVATIVE GROUP

An alternative General Fund Budget, as proposed by the Conservative Group, is detailed below and, in light of this alternative budget, Council is recommended to refer back the Cabinets Budget recommendations for further consideration.

GENERAL FUND REVENUE BUDGET 2018-19 TO 2020-21

The Alternative Budget is attached as Annex 1 and replaces Table 3 and 5 of the Cabinet Report Item No. 6 Dated 25/01/18.

In accordance with the above the following changes are made to the Recommendations to Council as per Paragraph 2.1 of the above report.

- (a) the level of net spending for the General Fund Revenue Budget for 2018-19 be set at £11.609 million; with indicative net spending for 2019-20 and 2020-21 of £12.217 million and £12.702 million respectively;
- (b) the detailed portfolio budgets as set out in Appendix 2 (as amended by the changes as contained in Annex 2);
- (e) the working balances be set at £0.647 million; £0.684 million and £1.047 million for 2018-19 to 2020-21 respectively;

The changes to the Cabinet's Budget are attached as Annex 2 and can be summarised as follows:

Proposals for Savings

The Conservative Group proposes that the following saving options are implemented:

Culture and Sport Portfolio (Appendix 2 - Item 6.33 /6.36)

- Fees for Cemeteries are increased by a further 5% in 2018-19

Economic Development & Planning (Appendix 2 – Item 6.37/6.40)

- Charges for Pre- Planning advice is extended to other applications

That the following saving proposals as implemented in 2017-18 are reversed and hence

Town Centre Regeneration Portfolio (Appendix 2 Item 6.58/ 6.60)

- Trading Days are reduced from to 4 to 3 days – Cannock Indoor (Reversal of I.5)
- Fees for Cannock Indoor Market are reduced by 3% (Reversal of I.4)

GENERAL FUND CAPITAL PROGRAMME 2018-19 TO 2020-21

The alternative Capital Programme is attached as Annex 3 and replaces Appendix 3 of the Cabinet Report Item 6.61.

The Appendix includes an additional scheme as follows:

- Improvements to Cannock Park £78,000 (to be funded from Section 106 allocation)

ANNEX 1

CONSERVATIVE GROUP BUDGET			
Table 3 :General Fund Draft Budget 2018-19 to 2020-21			
	Budget 2018-19	Budget 2019-20	Budget 2020-21
	£000	£000	£000
Net Expenditure			
Portfolio budgets	11,375	11,641	11,988
Investment interest	(158)	(158)	(158)
Technical items	392	734	872
Net Spending	11,609	12,217	12,702
Less: Government Grants			
NNDR Multiplier	(61)	(92)	(92)
New Homes Bonus	(1,032)	(1,106)	(1,190)
Budget Requirement	10,516	11,019	11,420
Financing			
Collection Fund surplus	(112)		
Business Rates	(4,130)	(4,357)	(5,262)
Revenue Support Grant	(384)	54	54
Council Tax Income	(6,047)	(6,242)	(6,443)
Total Financing	(10,673)	(10,545)	(11,651)
Transfer to Working Balances	157		231
Transfer from Working Balances		474	

Table 5 : Level of Working Balances				
	31/03/18	31/03/19	31/03/20	31/03/21
	£000	£000	£000	£000
Balance B/fwd.	2,434	2,668	2,825	2,351
(Applied) in Year	234	157	(474)	231
Balance C/fwd.	2,668	2,825	2,351	2,582
Minimum	(637)			(1,047)
Surplus to Support Budget	2,031			1,535

CONSERVATIVE GROUP BUDGET				
<u>Ref</u>	<u>Detail</u>	<u>Budget</u> <u>2018-19</u>	<u>Budget</u> <u>2019-20</u>	<u>Budget</u> <u>2020-21</u>
		<u>£</u>	<u>£</u>	<u>£</u>
	<u>Culture & Sport Portfolio (Item6.33)</u>			
3	Cemeteries			
	Income			
a.	Increase fees by 5%	-9,050	-9,230	-9,410
	<u>Economic Development & Planning (Item6.37)</u>			
3	Development Control			
	Income			
b.	Extend Charging Pre Planning Advice	-2,500	-2,500	-2,500
	<u>Town Centre Regeneration (Item6.58)</u>			
1	Markets			
	Income			
c.	Reverse 2017/18 Budget Initiatives			
	Reduce fees by 3%			
	Reduce Number of Trading Days from 4 to 3			
		-23,750	-36,340	-49,420
	TOTAL	-35,300	-48,070	-61,330

Capital Programme 2017-18 to 2020-21		ANNEX 3
	General Fund	Section 106
	£000	£000
Environment		
Home Security	75	
Wheelie Bin Replacement	620	
Replacement -Vehicles- cleansing	130	
Replacement Vehicles- Grounds	350	
Replacement -Vehicles- countryside	117	
Car Park Improvements	492	
Sub Total – Environment	1,784	
Housing		
Disabled Facilities Grants	3,270	
Affordable Housing	644	
Private Sector Decent Homes	35	
Sub Total – Housing	3,949	
Culture and Sport		
Additional Cemetery Provision	984	
Stile Cop Cemetery	6	
Replacement -Vehicles- cemeteries	51	
Wolseley Road POS Improvements		20
Hednesford Park Improvements	79	
Hednesford Signal Box	27	
Relocation Arthur Street Play Area		3
Multi Use Games Area, Laburnum Avenue		121
Refurbishment Heath Hayes Park/Pitch		115
Stadium Development	1,500	213
Cannock Park Improvements		78
Sub Total – Culture and Sport	2,647	550
Economic Development & Planning		
Economic Development & Physical Assets	320	
District Investment	6,476	
Heritage Trail Bridge Rugeley	80	
Lets Grow Grants	69	
Sub Total – Econ Dev.	6,945	
Crime & Partnerships		
CCTV	150	
Sub Total – Crime & Partner.	150	
Corporate Improvement		
Vehicle Workshop	70	
Civic Centre Car Park	450	
Sub Total – Corp.	520	
Town Centre Regeneration		
New Entrance Hall Cannock Market	44	
Sub Total – Town Centres	44	
Capitalisation	319	111
Total Capital Programme	16,358	661