

INCOME GENERATION SUB-COMMITTEE

AGENDA

Date: Tuesday, 26th February, 2019

Time: 7.00 pm

Venue: Guildhall

INCOME GENERATION SUB-COMMITTEE

Information for Members of the Public

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Part I of the Agenda includes items for discussion in public. You have the right to inspect copies of Minutes and reports on this part of the Agenda as well as background documents used in the preparation of these reports. Details of the background papers appear at the foot of each report. Part II of the Agenda (if applicable) deals with items of 'Exempt Information' for which it is anticipated that the public may be excluded from the meeting and neither reports nor background papers are open to public inspection.

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At the start of the meeting under the item 'Public Participation' up to fifteen minutes in total is allowed for members of the public to present a petition, ask a question or comment on any matter on the Agenda. **Participants need to indicate that they wish to speak by 4.30 p.m. on the last working day before the meeting by writing, telephoning or E-Mailing the officer mentioned below.**

If you have any general enquires or queries about this Agenda or require any details of background papers, further documents or information, or to discuss arrangements for the taking of photographs, film, video or sound recording please contact the Lead Officer, **Julian Pugh, Democratic Services Administrator, Guildhall, Worcester WR1 2EY. Telephone: 01905 722027 (direct line); E-Mail Address: committeeadministration@worcester.gov.uk.**

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**Income Generation Sub-Committee
Tuesday, 26 February 2019**

Members of the Sub-Committee:-

Chairman: Councillor Patricia Agar (LCo)
Vice-Chairman: Councillor Roger Knight (C)

Councillor Jo Hodges (L)
Councillor Chris Mitchell (C)

Councillor James Stanley (C)

C= Conservative

G = Green

L = Labour

LCo = Labour and Co-Operative

AGENDA

Part 1

(ITEMS FOR DISCUSSION AND DECISION IN PUBLIC)

- | | |
|--|---|
| 1. Appointment of Substitutes | To receive details of any Members appointed to attend the meeting instead of a Member of the Sub-Committee. |
| 2. Declarations of Interest | To receive any declarations of interest. |
| 3. Public Participation | Up to a total of fifteen minutes can be allowed, each speaker being allocated a maximum of five minutes, for members of the public to present a petition, ask a question or comment on any matter on the Agenda or within the remit of the Sub-Committee. |
| 4. Minutes
Page(s): 1 - 4 | Of the meeting held on 15 th January 2019 to be approved and signed. |
| 5. Income Generation Project Update
Page(s): 5 - 10
Ward(s): All Wards
Contact Officer: Mark Baldwin,
Head of Finance
Tel: 01905
722007 | That the Sub-Committee notes the project updates and current programme of work. |
| 6. Any Other Business | Which in the opinion of the Chairman is of sufficient urgency as to warrant consideration. |

7. **Items Involving the Disclosure of Exempt Information** | The Sub-Committee is invited to pass the following resolution:-
- That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of information as defined in Schedule 12A of the said Act.

PART II
(ITEMS FOR DISCUSSION AND DECISION IN PRIVATE)

8. **Minutes (Exempt Items)** | Of the meeting held on 15th January 2019
Page(s): 11 - 12 | to be approved and signed.

INCOME GENERATION SUB-COMMITTEE**15th January 2019****Present:** Councillor Patricia Agar in the ChairCouncillors Knight (Vice-Chairman),
Mitchell, Stalker and Stanley**Also in Attendance:**

Councillors Feeney, Johnson and J. Squires

Officers:Mark Baldwin, Head of Finance
Shane Flynn, Corporate Director –
Finance and Resources
Rishi Verma, Corporate Strategy and
Policy Manager**60 Appointment of Substitutes**

Councillor Stalker for Councillor Hodges.

61 Declarations of Interest

None.

62 Public Participation

None.

63 Minutes**RESOLVED: That the minutes of the meeting held on 9th October 2018 be approved as a correct record and signed by the Chairman.****64 Fees and Charges 2019/20**

The Sub-Committee reviewed the proposed schedule of Fees and Charges for 2019/20. The Head of Finance presented the report and answered questions from Members.

In the ensuing discussion, the following main points were made:

- The Chair and Vice-Chair of Environment Committee attended and requested the Sub-Committee to consider a number of amendments to the fees and charges in respect of bulky household waste collection, as follows:

2 Items collected at same time - £15.00

3 Items collected at same time - £20.00

All other single items - £10.00

- The Sub-Committee were advised that Officers would need to consider whether there is a viable business case to support the proposed amendments.

- Reference was made to the admission charges to The Commandery and Members asked if the potential for concessions could be explored at a future date.
- A request was made for the weddings information on the Guildhall website could include a link to The Commandery website and vice-versa.
- The Sub-Committee noted written representations submitted by a street trader about the proposed increase in street trading licence fees.

The Sub-Committee agreed to recommend the proposed schedule and the proposed amendment to Policy & Resources Committee for approval.

RESOLVED: That the Sub-Committee recommend the proposed schedule of Fees and Charges for 2019/20, as amended, to the Policy and Resources Committee on 5th February 2019 for approval, and for ultimate approval by Full Council on 19th February 2019, and receive a detailed report on the expected costs and income arising from the proposed amendments.

65 Worcester Community Lottery

The Sub-Committee considered a report and presentation on progress with the establishment of a Worcester City Lottery. The Head of Finance presented the report and highlighted the main points.

In summary, it was proposed that the community fund is distributed annually using a pre-existing methodology and/or mechanism for determining the distribution to each approved beneficiary. There were alternative options for how the community fund will be distributed and these were summarised in the report.

Subscribing organisations will need to meet specified criteria. The proposed criteria are set out in Appendix B to the report.

In the ensuing discussion, Sub-Committee Members expressed support for Option 1 for allocating the proposed Community Fund, on the ground that it is a fair and simple approach.

Sub-Committee Members discussed whether schools should be classed as a non-profit making organisation for the purpose of the proposed selection criteria. It was concluded that schools should be included in the list of eligible organisations.

RESOLVED: That the Sub-Committee:

- 1. note the progress made in setting up the Worcester Community Lottery;**
- 2. agree Option 1 as the approach for allocating the proposed Community Fund; and**
- 3. approve the criteria for selecting subscribing organisations as set out in Appendix B.**

66 New Policies Arising from the New Community Lottery

The Sub-Committee considered a report on policies that are required for the operation of the Council's new Community Lottery. The Head of Finance explained that these policies had been used, in draft, as part of the application to the gambling Commission for a permit. The relevant policies were:

- a. Children & Vulnerable Persons Protection Policy
- b. Fair and Open Gambling Policy
- c. Protection from Source of Crime and Disorder Policy
- d. Social Responsibility in Gambling Policy
- e. Implementation Procedures Policy

The policies all sought to ensure that the lottery will operate in accordance with the law and will maintain a high degree of social responsibility.

RESOLVED: That the Sub-Committee agree to recommend the policies listed above, as appended to the report, to the Full Council for approval.

67 Any Other Business

The Chairman agreed to consider this matter as an item of urgent business as a request had been made by a Sub-Committee Member prior to the meeting for an update on progress with income generation projects.

The Corporate Director – Finance and Resources gave an oral update and also circulated a summary sheet of current and potential projects. In summary, he explained that there were three strands:

- Budget re-alignment with a view to setting targets for income generation – there had been progress with this and more information would be given in the Budget report to Policy & Resources Committee.
- Reviewing income generated currently and establishing whether this can be improved - There had been an increase year on year since 2014/15, as a result of which approximately £1m additional income had been generated.
- Identifying new income streams including big ticket items – work had been necessary to put appropriate policies and procedures in place, and also to invested in mechanisms to take this forward. Officers were of the view that good progress had been made and a point had been reached where this background work will start to bear fruit.

Members commented on a number of proposals – notably in relation to riverside improvements - and thanked Officers for circulating the summary information. The work undertaken to date was also acknowledged. The Chairman stated that she would raise the points made at the forthcoming budget briefing for Members.

68 Items Involving the Disclosure of Exempt Information

RESOLVED: That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of information as defined in Schedule 12A of the said Act.

69 Fees and Charges 2019/20

The Sub-Committee recommended the proposed Fees and Charges for Building Control for approval. It was noted that Trade Waste Fees and Charges had yet to be finalised pending clarification of disposal charges.

70 Property Development

The Sub-Committee noted progress on generating income from investments in properties and partner initiatives.

71 Leisure Developments

The Sub-Committee noted progress on the development of sports facilities and activities that will contribute to the Council's income streams.

Duration of the meeting: 7.00p.m. – 9.15p.m.

Chairman at the meeting on
26th February 2019



Report to: Income Generation Sub-Committee, 26th February 2019

Report of: Head of Finance

Subject: INCOME GENERATION PROJECT UPDATE

1. Recommendation

1.1 That the Sub-Committee notes the project updates and current programme of work.

2. Background

2.1 The Council's objective of generating an increased level of income is being addressed with the following initiatives:

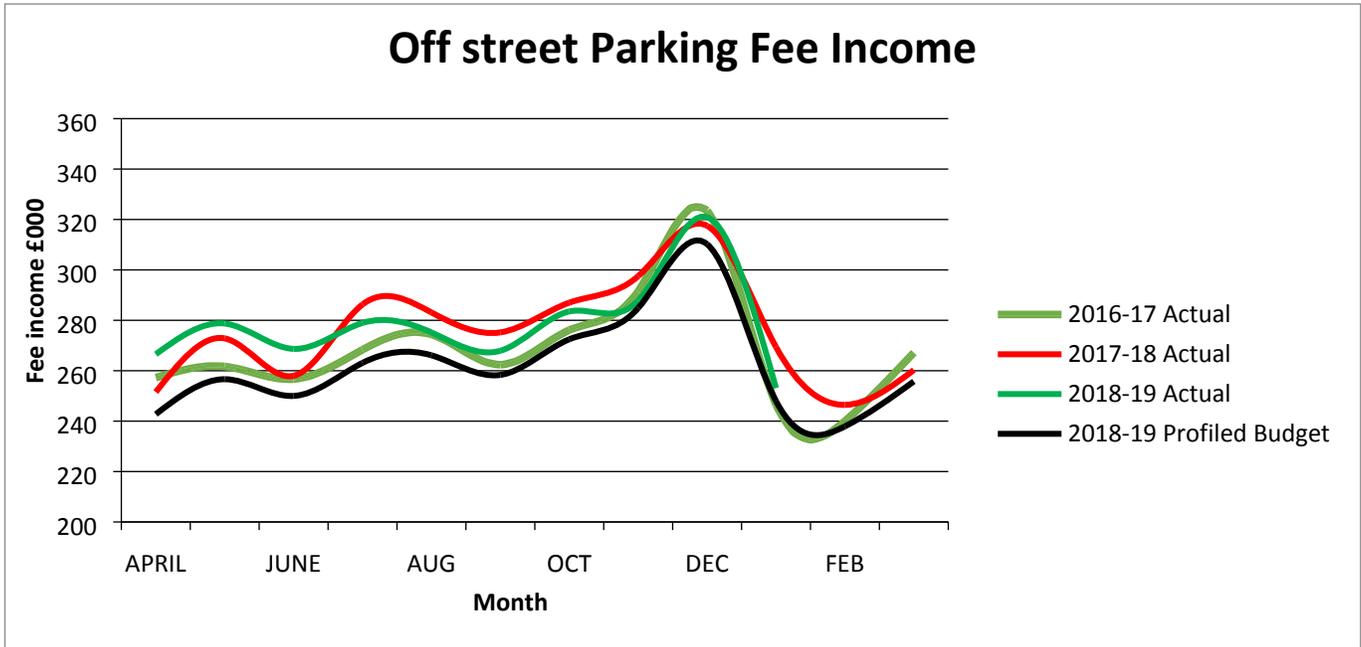
- a. Development of existing assets and services to increase income generation
- b. Introduction of new projects to generate income
- c. Property development

2.2 This report covers points a and b.

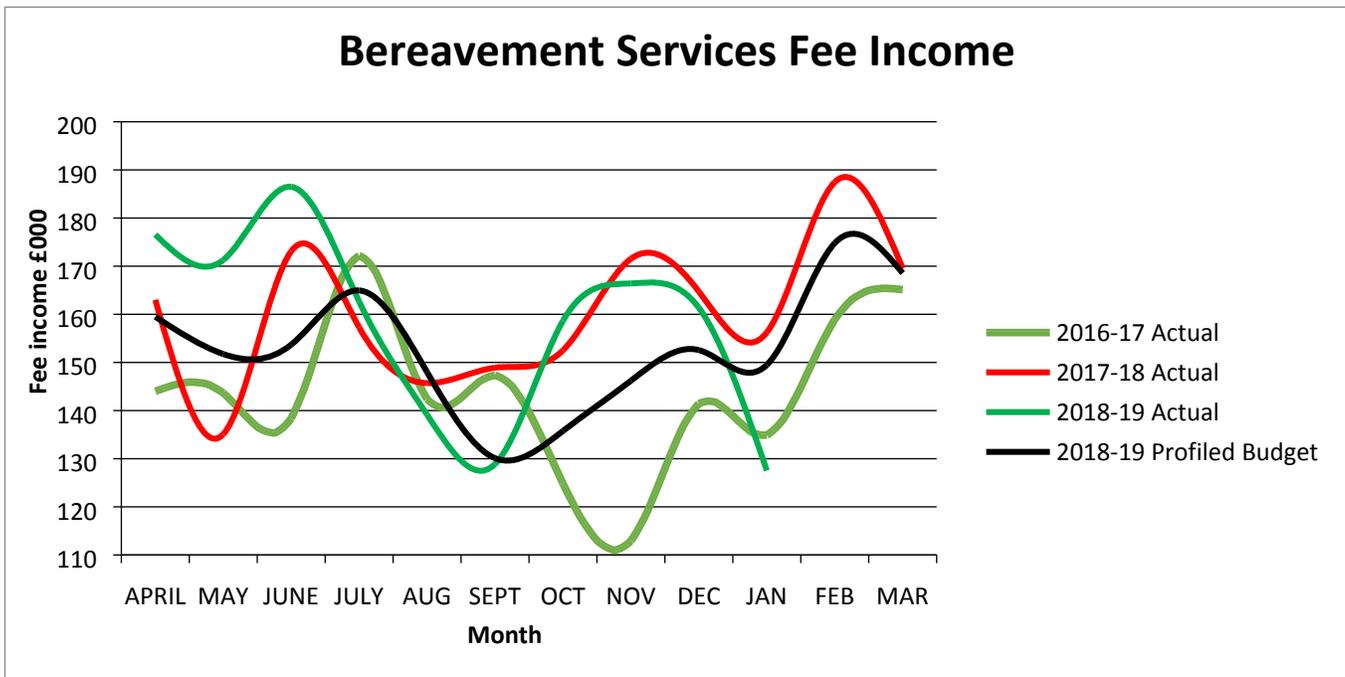
3. Information

3.1 The year-end income forecast for 2018/19 from Fees and Charges is £8.37m. This is greater than the budget of £8.16m and represents a 1.4% increase over the income for 2017/18. The main areas of growth are off-street Car Parking and Trade Waste collection. The key income streams are summarized in **Appendix 1**.

3.1.1 Car Parking – income increased by 2.5% over the previous year in 2017/18 and although this trend continued in Q1 of 2018/19, there has been a slight slow-down in the last few months. There has been no change in the car park tariffs. The year-end forecast is for income of £3.35m which is £29k greater than last year.



3.1.2 Bereavement – in 2017/18 income increased by 12% over the previous year with the greatest increase being in Q4. Although 2018/19 began strongly, income has reduced in the last few months. The year-end forecast is for income of £1.94m which is £9k greater than last year.



3.2 There are currently a number of projects in hand which involve income generation. These are at differing stages of development ranging from initial feasibility studies

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Income Generation Sub-Committee Scorecard – 2018/19 : YTD to December

Key Projects and Activities
City Plan
1. Riverside development to increase income generation <ul style="list-style-type: none"> Projects identified for moorings at South Quay and the café at North Quay. Both now incorporated into the City Masterplan review.
2. Marketing of the Guildhall to increase income generation <ul style="list-style-type: none"> Stand-alone Guildhall website now live. Marketing brochures for weddings and events available. Business development plan being prepared. Wedding Fayre in March, 30 local businesses booked.
3. Trade Waste –recycling option introduced to existing customers in Sept 2019 and 70 customers now signed up.
4. Garden Waste – new accounts being opened. Targeted marketing initiative planned for Spring 2019.
5. Solar Panels – contract awarded for new installation at St Martins Gate car park. Completion in spring 2019
6. Council lottery – launch event held 13 Feb 2019. First draw due April 2019.

Key PIs £'000	16/17 Actual	17/18 Actual	18/19 Budget	18/19 Target	18/19 Forecast	Increase vs. 17/18
Income – project related						
Riverside	14	10	14	14	13	£3k, 30%
Guildhall	58	62	69	75	70	£10k, 13%
Trade Waste collection	611	596	688	688	660	£64k, 11%
Garden Waste collection	315	366	375	380	375	£9k, 2%
Property Investment Fund	n/a	n/a	200	200	120	n/a
Income – key revenue streams						
Car parks	3,226	3,321	3,036	3,400	3,350	£29k, 1%
Bereavement	1,726	1,932	1,788	1,950	1,941	£9k, 0.5%
Development Management	626	744	794	794	692	£(52)k, -7%
Neighbourhood	252	219	191	225	200	£(19)k, -9%

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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