

**SUPPLEMENTARY DOCUMENTS FOR
COUNCIL
7.30 pm on Thursday, 7 February, 2019
In the Council Chamber, Civic Centre**

The attached documents are due to be considered at the meeting listed above and were unavailable for circulation when the agenda for the meeting was published. The agenda item to which the documents relate is noted below.

AGENDA

9. References from Cabinet and Committees

- f) Referral from Cabinet - General Fund Budget 2019/20
(Pages 2 - 5)

Conservative Group proposed amendments to the Administration's General Fund 2019/20. There are two proposed amendments. The first is set out on pages 2-4. The second is set out on page 5.

11. Minutes of Cabinet and Committee Meetings

To note the following Cabinet and Committee minutes:

- c) Minutes of meeting Tuesday, 22 January 2019 of Licensing Committee (Pages 6 - 7)

Amendment 1 - Conservative Group - 2019/20 Alternative Budget Proposals

	£000s	£000s
Original MTFS Savings Target (Council February 2018)		0
Council Tax Setting Changes		
Existing Proposals from Main Budget:		
Adjust from Council Tax Base	20	
Impact of Council Tax Increase	-6	
New Proposals:		
Pressure arising from zero Council Tax increase	143	157
Identified Budget Pressures		
Existing Proposals from Main Budget:		
Homelessness Prevention	288	
Playhouse (Staff)	33	
Regeneration Team POD/GAF Income	30	
Water Gardens Car Park	56	
Clinical Collections	15	
Commercial Properties	22	
Commercial Properties - Asbestos	15	
HTS Pensions	31	
Street Cleaning - Additional Bins	36	
Recycling	40	
Living Wage	153	
Christmas Lights	20	
Additional Hours - Corporate Support	25	
Movement of Discretionary Services to Base Budget:		
Leisure and Cultural Services Manager	26	
Pets Corner	128	
Museum	64	
Firework Display	26	
Arts (HAT) & Weekend opening	22	
Paddling Pools	25	
New/ Enhanced Service:		
Re-introduction of enhanced nappy waste collection service	68	
		1,123
Other Changes		
Existing Proposals from Main Budget:		
Additional Pay Pressure	33	
Additional price inflation	51	
Settlement to Funding Assessment	-250	
Other Net Variations to MTFS assumptions	-15	
Variation to MTFS assumptions:		
New Homes Bonus	-476	
Total Revised Savings Target		<u>-657</u> <u>623</u>
Financed By:-		
Efficiency savings	226	
Income/Recharges	397	
Total Financing		<u>623</u>

Conservative Group - 2019/20 Alternative Budget Proposals

PROPOSED EFFICIENCIES

Service & Activity	Amount of proposed efficiency savings (£)	Details
Community & Wellbeing		
Support for Voluntary Organisations	76,000	The budget used to award Discretionary rate relief moved to collection fund due to legislative changes
Sub- Total Community & Wellbeing	76,000	
Place		
Refuse & Recycling	150,000	Savings in cost of the new refuse & recycling contract
Sub Total Place	150,000	
GRAND TOTAL FOR EFFICIENCY SAVINGS	226,000	

INCOME

Service & Activity	Amount of proposed income (£)	Details
Community & Wellbeing		
Leah Manning Centre	20,000	Net increase from self-referrals
Sub- Total Community & Wellbeing	20,000	
Finance		
Revenues & Benefits	188,000	Additional grant income
Sub- Total Finance	188,000	
Place		
Recycling	20,000	Increased income from take up of green waste collections Increased income based on operators latest business plan assumptions Net increased rental income New Income proposal New Income proposal New Income proposal
Cemetery & Crematorium	27,000	
Commercial Properties	124,000	
Roundabout sponsorship & Marketing	8,000	
5% Increase in Building Control fees	5,850	
5% increase in Land charges	3,750	
Sub-Total Place	188,600	
GRAND TOTAL INCOME	396,600	

SERVICE INVESTMENTS

Service & Activity	Amount of Funding Adjustments (£)	Details
Community and Wellbeing		
Living wage	63,670	Cost of four Apprentices being paid at the living wage rate No staff time being recharged to the Playhouse Capital investment programme Reduced POD / GAF income due to winding down of programme Christmas Lights Transfers from DSF Transfers from DSF Transfers from DSF Transfers from DSF Transfers from DSF Transfers from DSF Transfers from DSF
The Playhouse	33,000	
Regeneration Team	30,000	
Town Centre Partnership	20,000	
Leisure and Cultural Services Manager	26,076	
Pets Corner	127,680	
Museum	64,000	
Firework Display	26,350	
Arts (HAT) & Weekend opening	22,000	
Paddling Pools	24,530	
Sub - Total Community Wellbeing	437,306	
Finance		
Living Wage	13,860	Cost of one Apprentice being paid at the living wage rate
Sub - Total Finance	13,860	
Governance		
Living Wage	55,990	Cost of three Apprentices being paid at the living wage rate Increase in staff hours
Corporate & Governance Support	24,700	
Sub - Total Governance	80,690	
Housing (GF)		
Housing Options & Advice Team	288,000	Increase in the cost of managing Homelessness
Sub - Total Housing (GF)	288,000	
Place		
Living wage	19,690	Cost of three Apprentices being paid at the living wage rate Reduced income based on latest set of forecasts Cost of clinical collections falls to local authority with effect from 1 January 2019 Cost of empty units business rates and energy costs Cost of asbestos removal Increased cost of pension contributions Safety net provision for future movements in recycling commodity prices. Providing an enhanced service of emptying full and overflowing litter & dual use bins Enhanced Collection service costs
The Water Gardens Car Park	56,000	
Clinical collections	15,000	
Commercial Properties	22,000	
Commercial Properties	15,000	
HTS	31,000	
Recycling Contract	40,000	
Street Cleaning	36,000	
Re-introduction of enhanced nappy waste collection service	68,651	
Sub Total Place	303,341	
GRAND TOTAL SERVICE INVESTMENT	1,123,197	

Conservative Group - 2019/20 Alternative Budget Proposals**Reserves**

Earmarked reserve	2019/20		Balance as at 31 March 2020	Explanatory notes
	Add To Reserve Balance	Use of reserves		
Severance Reserve	0	507,634	1,612,701	Used to top up DSF fund
Discretionary Services fund	507,634	259,864	1,710,825	£290,000 of Discretionary Services fully funded from base budget with balance remaining to be supported from fund - fund life estimated at 7 years if no additional NHB available.
Town WiFi Reserve	50,000			Creation of new reserve to fund one off infrastructure in free WiFi for town centre shoppers. Funded from remainder of NHB.
STEM Learning Reserve	44,000	22,000	22,000	Creation of new reserve to promote STEM related learning. The reserve would allow for funding of the following activities for the next year to act as a bridge between Science Alive closing and Public Health England arriving: A live stage show, with science demonstrations and opportunities for audience participation. The shows are adaptable for a range of ages and would be held once per month over 10 months A pop-up science centre twice a year, with hands-on exhibits and interactive activities, in one of the town's libraries. This is the mobile version of Cambridge Science Centre. The event is staffed by "science communicators" and usually run for several days at a time, e.g. during the school holidays. A sum for PR and advertising has been allowed for. Funding for one year would be drawn down with a contingency of a further 1 years funding remaining in reserve should it be required until PHE are established.
Invest To Save & Improve Reserve		50,000	178,999	£50K to be spent on reducing reliance on paper and moving to digital solutions for Council Tax notifications, rent bills and statements.
Council Tax Realignment Reserve	299,000	0	299,000	Creation of a reserve to offset reversal of council tax rise over the remaining term of the MTFS from 2019/20 NHB

Amendment 2 - Conservative Group - 2019/20 Alternative Budget movement on reserves

Reserves

Earmarked reserve	2019/20		Balance as at 31 March 2020 (£)	Explanatory notes
	Add To Reserve Balance (£)	Use of reserves (£)		
STEM Learning Reserve	44,000	22,000	22,000	<p>Creation of new reserve, to be drawn from the Discretionary Services Fund reserve, to promote STEM related learning. The reserve would allow for funding of the following activities for the next year to act as a bridge between Science Alive closing and Public Health England arriving:</p> <ul style="list-style-type: none"> - A live stage show, with science demonstrations and opportunities for audience participation. The shows are adaptable for a range of ages and would be held once per month over 10 months - A pop-up science centre twice a year, with hands-on exhibits and interactive activities, in one of the town's libraries. This is the mobile version of Cambridge Science Centre. The event is staffed by "science communicators" and usually run for several days at a time, e.g. during the school holidays. - A sum for PR and advertising has been allowed for. <p>Funding for one year would be drawn down with a contingency of a further 1 years funding remaining in reserve should it be required until PHE are established.</p>

**MINUTES OF THE LICENSING COMMITTEE
HELD ON**

22 January 2019

7.30 - 7.48 pm

PRESENT

Committee Members

Councillor Edna Stevens (Chair)
Councillor John Strachan (Vice-Chair)
Councillor Maggie Hulcoop
Councillor Shannon Jezzard
Councillor Andrew Johnson
Councillor Frances Mason
Councillor Lanie Shears

Officers

Hannah Criddle, Governance Support Officer
Michael Pitt, Environment and Licensing Manager
Dimple Roopchand, Assistant Solicitor

31. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mike Garnett and Nick Churchill.

32. **DECLARATIONS OF INTEREST**

None.

33. **MINUTES**

RESOLVED that the minutes of the meeting held on 20 November 2018 are agreed as a correct record and signed by the Chair.

34. **MATTERS ARISING**

None.

35. **WRITTEN QUESTIONS AND PETITIONS**

None.

36. **COMMITTEE WORK PLAN**

It was agreed that the unallocated item of constitutional arrangements for delegations to Officers surrounding the issue of licences for premises

where gambling takes place was considered by Committee on 12 March 2019.

RESOLVED that:

A Constitutional arrangements for delegations to Officers surrounding the issue of licences for premises where gambling takes place be considered by the Committee on 12 March 2019.

B The Work Plan was noted.

37. **REVIEW OF HEALTH & SAFETY PLAN**

The Committee received a report which sets out the proposed Health and Safety Enforcement Plan.

RESOLVED that the Licensing Committee:

A Noted and approved the Health and Safety Enforcement Service Plan (attached as Appendix A to the report).

38. **LICENSING ACT POLICY REVIEW**

The Committee received a report which set out the Licensing Act Statement of Policy along with suggested amendments from Essex Police.

RESOLVED that the Licensing Committee recommends to Full Council that:

A The final draft of the Licensing Act Statement of Policy (attached as Appendix A to the report) be adopted, subject to the amendments suggested by Essex Police as detailed in paragraph 4 of the report.

39. **REFERENCES FROM OTHER COMMITTEES**

None.

40. **MATTERS OF URGENT BUSINESS**

None.

CHAIR OF THE COMMITTEE