

## **INCOME GENERATION SUB-COMMITTEE**

**11th July 2017**

**Present:** Councillor P. Denham in the Chair

Councillors Gregson (for Councillor Berry),  
S. Hodgson (for Councillor Mitchell),  
Johnson, Knight (Vice-Chairman) and  
J. Squires

**Also in Attendance:**

Councillor Feeney

**Officers:**

Mark Baldwin, Head of Finance  
David Blake, Managing Director

### **1 Declarations of Interest**

None.

### **2 Public Participation**

None.

### **3 Terms of Reference and Work Programme**

The Sub-Committee noted its Terms of Reference, as agreed at the Council meeting on 17th May 2017. The Sub-Committee also considered an indicative work programme. In the ensuing discussion the following main points were made:

- Quarterly Financial Monitoring Reports would include an income element, which would be reported to this Sub-Committee. The next meeting was on 10<sup>th</sup> October and Quarter 2 details would not be available in time for then, although it might be possible to give some headline information. Members asked if the 2016/17 End of Year and Quarter 1 monitoring reports could be provided for the next meeting.
- A request was made for a copy of the brief for the One Town Review to be circulated to all Sub-Committee Members.
- Sub-Committee Members agreed to establish a Task and Finish Group to look at commercial activity locally and future opportunities, as well as how the Council can develop commercially. It was agreed that the membership of the Group would be all Sub-Committee Members.

**RESOLVED: That the Sub-Committee:**

- 1. note the report; and**
- 2. agree to establish a Task and Finish Group, as outlined above.**

#### 4 **Small Projects Fund**

The Sub-Committee considered bids received from Members to access funds from the Small Projects Fund that had been established as part of the approved budget for 2017/18 and the Medium Term Financial Plan. The Sub-Committee had responsibility to make decisions on which projects to proceed with within the approved funding allocation of £250,000.

A total of 15 project bids were considered. These had been subject to an appraisal by the Strategy and Transformation team, assessing the extent to which the individual bids meet the objectives and priorities within the City Plan and Medium Term Financial Plan based on the information provided.

The Sub-Committee discussed each of the bids individually and reached the following decisions:

	<b>Title of Project</b>	<b>Decision</b>	<b>Amount of Grant</b>
<b>1</b>	<b>New Commercial Riverside opportunities</b>	Agreed as requested	£15,000
<b>2</b>	<b>Fields of Battle Exhibition</b>	Agreed as requested	£3,500
<b>3</b>	<ul style="list-style-type: none"> <li>• <b>Worcester City App</b></li> <li>• <b>Outdoor Information Points</b></li> <li>• <b>City Wi-Fi</b></li> </ul>	Agreed to develop these 3 as one project	£45,000 for 3 projects combined
<b>4</b>	<b>Cathedral Square programme of events during summer</b>	Agreed as requested	£5,000
<b>5</b>	<b>Access Guide - Disabled Go to produce access guide and reviews</b>	Agreed as recommended subject to completion of due diligence test	£25,200 plus VAT with an Annual review process of £6,000 pa based on a 5 year Annual Review programme
<b>6</b>	<b>Offerton Lane Nature Reserve</b>	Agreed as requested	£22,500
<b>7</b>	<b>Solar Feasibility</b>	Agreed lesser amount than requested as Council has already agreed a sum for solar panel installation at St Martin's Gate car park	£10,000
<b>8</b>	<b>Improving Neighbourhood Centres</b>	Agreed amount within range requested	£15,000

<b>9</b>	<b>Arts Strategy</b>	Agreed as requested	£12,000
<b>10</b>	<b>Affordable Housing</b>	No grant awarded. Sub-Committee concluded that a feasibility study would be of limited value due to continual changes in housing market	Nil
<b>11</b>	<b>Communities Project</b>	Deferred – more evidence needed to establish evidence base for project	Nil at this stage
<b>12</b>	<b>Employability Grant</b>	Agreed as requested, Officers requested to explore administration of scheme with Job Centre Plus	£20,000
<b>13</b>	<b>Targeted Travel Plan</b>	Deferred – consider at a future date when the Worcester Transport Strategy has been developed	Nil at this stage

The total amount allocated was £203,200. As decisions on some bids had been deferred, the Sub-Committee decided that the balance remaining from the full £250,000 fund should not be transferred to the City Plan Development Fund at this stage.

The Sub-Committee were advised that all the approved bids would require input from Officers to progress them including the procurement of specialist external resource as required. To facilitate this it was proposed to recruit a Project Officer for a 12 month fixed term at an estimated cost of £50,000 and to provide funding from the Income Generation Fund.

**RESOLVED: That the Sub-Committee agree:**

- 1. to make the allocations as set out in the table above; and**
- 2. the allocation of £50,000 from the Income Generation Fund for the recruitment of a Project Management Officer on a twelve month fixed term contract to manage the approved projects.**

**5 Temporary Retail Outlet in the Guildhall**

The Sub-Committee were informed that a refurbishment of the Royal Worcester Porcelain Museum building was planned for the autumn and as a result their shop would have to close for several months. The Museum had expressed an interest in setting up a temporary retail outlet in the Guildhall room on the ground floor of the North wing facing onto the High Street from October 2017 to May 2018.

Given that these premises did not have a proven record of success for retailing and that the Museum is a registered charity, it was proposed to offer a 6 month lease at nil rent. The Museum would be responsible for the fitting out and if the arrangement proved successful for the Museum, they would be offered the option of longer-term occupation at a rent to be agreed.

**RESOLVED: That the Sub-Committee:**

- 1. note that the Royal Worcester Porcelain Museum is to be offered the opportunity to operate a temporary retail outlet in the Guildhall; and**
- 2. note that the arrangement will be by way of a 6 month lease at nil rent with all necessary fit-out costs to be borne by the museum.**

**6 Any Other Business**

None.

**Duration of the meeting: 7.00p.m. – 9.20p.m.**

Chairman at the meeting on  
10th October 2017