



**Worcester**  
CITY COUNCIL

# **INCOME GENERATION SUB- COMMITTEE**

## **AGENDA**

**Date:** Tuesday, 16th January, 2018

**Time:** 7.00 pm

**Venue:** Guildhall

## INCOME GENERATION SUB-COMMITTEE

### Members of the Sub-Committee:-

Chairman: Councillor Paul Denham (L)  
Vice-Chairman: Councillor Roger Knight (C)

Councillor Roger Berry (L)  
Councillor Mike Johnson (C)

Councillor Chris Mitchell (C)  
Councillor Joy Squires (L)

C = Conservative

G = Green

L = Labour

### 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. Please note that this is a public meeting and members of the public and press are permitted to report on the proceedings. "Reporting" includes filming, photographing, making an audio recording and providing commentary on proceedings. Any communicative method can be used to report on the proceedings, including the internet, to publish, post or share the proceedings. Accordingly, the attendance of members of the public at this meeting may be recorded and broadcast. By choosing to attend this public meeting you are deemed to have given your consent to being filmed or recorded and for any footage to be broadcast or published. Part II of the Agenda (if applicable) deals with items of 'Exempt or Confidential Information' for which the public are excluded from the meeting and neither reports nor background papers are open to public inspection.

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 722006 (direct line); E-Mail Address: [committeeadministration@worcester.gov.uk](mailto:committeeadministration@worcester.gov.uk).**

This agenda can be made available in large print, braille, on PC disk, tape or in a number of ethnic minority languages. Please contact the above named officer for further information.

Agendas and minutes relating to all City Council Committees and Council Meetings are also available electronically, click on the option "Committee Minutes and Documents", Website Address: [worcester.gov.uk](http://worcester.gov.uk)

**AGENDA**

**Part 1  
(ITEMS FOR DISCUSSION AND DECISION IN PUBLIC)**

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| <p>1. <b>Appointment of Substitutes</b></p>   | <p>To receive details of any Members appointed to attend the meeting instead of a Member of the Sub-Committee.</p>   |
| <p>2. <b>Declarations of Interest</b></p>   | <p>To receive any declarations of interest.</p>  |
| <p>3. <b>Public Participation</b></p>   | <p>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.</p>   |
| <p>4. <b>Minutes</b><br/>Page(s): 1 - 4</p>   | <p>Of the meeting held on 10<sup>th</sup> October 2017 to be approved and signed.</p>  |
| <p>5. <b>Income Generation Project Update</b><br/>Page(s): 5 - 12<br/>Ward(s): All Wards<br/>Contact Officer: Mark Baldwin,<br/>Head of Finance<br/>Tel: 01905<br/>722007</p> | <p>That the Committee note the progress made in the project for Income Generation.</p>   |
| <p>6. <b>Pooled Property Fund Investment</b><br/>Page(s): 13 - 22<br/>Ward(s): All Wards<br/>Contact Officer: Mark Baldwin,<br/>Head of Finance<br/>Tel: 01905<br/>722007</p> | <p>1. That the Committee review the proposal to extend the council's list of approved investment instruments to include Pooled Property Funds and recommend its approval to the Policy and Resources Committee on 6<sup>th</sup> February 2017.</p> <p>2. That the Committee review the proposal to invest up to £5m in the CCLA Property Fund and recommend its approval to the Policy and Resources Committee on 6<sup>th</sup> February 2017.</p> |

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| <p>7. <b>Commercial Strategy</b><br/> Page(s): 23 - 58<br/> Ward(s): All Wards<br/> Contact Officer: Shane Flynn,<br/> Corporate<br/> Director, Finance<br/> and Resources<br/> Tel: 01905<br/> 722536</p> | <p>That the Committee recommend the Commercial Strategy to full Council for adoption.</p>  |
| <p>8. <b>Living Over the Shop (LOTS)</b><br/> Page(s): 59 - 62<br/> Ward(s): All Wards<br/> Contact Officer: Mark Baldwin,<br/> Head of Finance<br/> Tel: 01905<br/> 722007</p>                            | <p>That the committee approve £15,000 from the Income Generation Fund for a review of property above retail units in the city centre. The aim being to quantify the proportion already occupied and identify further opportunities for conversion to residential use.</p>  |
| <p>9. <b>Fees and Charges 2018/19</b><br/> Page(s): 63 - 98<br/> Ward(s): All Wards<br/> Contact Officer: Mark Baldwin,<br/> Head of Finance<br/> Tel: 01905<br/> 722007</p>                               | <p>That the Committee review the proposed schedule of Fees and Charges for 2018/19 and recommend its approval to the Policy and Resources Committee on 6<sup>th</sup> February 2018 for ultimate approval by Full Council on 20<sup>th</sup> February 2018.</p>  |
| <p>10. <b>Any Other Business</b></p>   | <p>Which in the opinion of the Chairman is of sufficient urgency as to warrant consideration.</p>  |
| <p>11. <b>Item Involving the Disclosure of Exempt Information</b></p>  | <p>The Sub-Committee is invited to pass the following resolution:-</p> <p>That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of information as defined in Schedule 12A of the said Act.</p> |

**PART II  
(ITEM FOR DISCUSSION AND DECISION IN PRIVATE )**

Exempt – not for publication because the item contains information relating to any individual and also relating to the financial or business affairs of any particular person – categories 1 and 3.

12. **Fees and Charges 2018/19 - Exempt Items**

Page(s): 99 - 102

Ward(s): All Wards

Contact Officer: Mark Baldwin,  
Head of Finance  
Tel: 01905  
722007

To consider details of Building Control and Trade Waste fees and charges. These fees and charges are commercially sensitive and not for publication.