



ADVISORY CABINET/ COMMISSIONERS' DECISION MAKING MEETING

Monday, 18 January 2016

10.00 a.m.

**Council Chamber, Town Hall,
Moorgate Street, Rotherham. S60 2TH**

Advisory Cabinet Members:-

Leader of the Council – Councillor Chris Read
Deputy Leader of the Council – Councillor Gordon Watson
Councillor Saghir Alam – Corporate Services and Budgeting
Councillor David Roche – Adult Social Care and Health
Councillor Denise Lelliott – Jobs and the Local Economy
Councillor Kath Sims – Waste, Roads and Community Safety
Councillor Emma Wallis – Housing
Councillor Taiba Yasseen – Neighbourhood Working and Cultural Services

Commissioners:-

Lead Commissioner Sir Derek Myers
Commissioner Stella Manzie, Managing Director – Apologies for Absence.
Commissioner Julie Kenny
Commissioner Mary Ney
Commissioner Malcolm Newsam

ADVISORY CABINET/COMMISSIONERS' DECISION MAKING MEETING

Venue: Town Hall, The Crofts,
Moorgate Street,
Rotherham. S60 2TH

Date: Monday, 18th January, 2016

Time: 10.00 a.m.

A G E N D A

1. Apologies for Absence.

To receive apologies of any Member who is unable to attend the meeting.

2. Declarations of Interest.

To invite Councillors to declare any disclosable pecuniary interests or personal interests they may have in any matter which is to be considered at this meeting, to confirm the nature of those interests and whether they intend to leave the meeting for the consideration of the item.

Commissioner Sir Derek Myers:-

3. The Provisional Local Government Finance Settlement 2016/17 (report herewith) (Pages 1 - 11)

To note the report and the financial implications identified for the Council's 2016/17 Revenue Budget and future Medium Term Financial Strategy.

Report of the Acting Strategic Director Finance & Corporate Services.
Advisory Cabinet Member – Councillor Alam.

4. Financial and service changes - proposals for consideration and public consultation prior to Budget-setting for 2016/17 (report herewith) (Pages 12 - 215)

To approve the content of this report to form the basis of further public and partner consultation on these financial and service changes, to inform the final Budget-setting.

Report of the Acting Strategic Director Finance & Corporate Services.
Advisory Cabinet Member – Councillor Alam.

5. Capital Programme Monitoring 2015/16 and Capital Programme Budget 2016/17 to 2017/18 (report herewith) (Pages 216 - 236)

To provide details of the current forecast outturn for the 2015/16 Capital Programme and to review the existing approved Capital Programme for the financial years 2016/17 to 2017/18.

Report of the Acting Strategic Director Finance & Corporate Services.
Advisory Cabinet Member – Councillor Alam.

6. Authorisation of Officer to appear in Court Proceedings (report herewith) (Pages 237 - 241)

To seek authorisation from the Council under Section 223 of the Local Government Act 1972, for a newly recruited Technical Officer to the Council's Account Management Team to appear in the Magistrates' Court on behalf of the Council.

Report of the Acting Strategic Director Finance & Corporate Services.
Advisory Cabinet Member – Councillor Alam.

7. Suspension of Standing Orders for Various Commissions supporting work on the Bassingthorpe Farm Delivery Project (report herewith) (Pages 242 - 248)

To seek an exemption under Standing Order 38 from Standing Order 47 (requirement for contracts valued at less than £50,000 to be tendered) so that commissions can be issued to various consultants to undertake reports, to enable further assessment of the Bassingthorpe Farm development.

Report of Interim Strategic Director, Environment and Development Services.
Advisory Cabinet Member – Councillor Lelliott.

8. Exclusion of the Press and Public

If necessary, the Chair to move the following resolution:-

That under Section 100(A) 4 of the Local Government Act 1972, the public be excluded from the meeting for the following item(s) of business on the grounds that it/they involve(s) the likely disclosure of exempt information as defined in paragraph(s) of Part 1 of Schedule 12(A) of such Act indicated, as now amended by the Local Government (Access to Information) (Variation) Order 2006.

9. Secure Online Citizens Account (report herewith) (Pages 249 - 256)

To approve the award of the contract for the Council's Secure Online Citizen's Account, known as 'Your Account'.

Report of Interim Strategic Director, Environment and Development Services.
Advisory Cabinet Member – Councillor Yasseen.

(Exempt under Paragraph 3 of the Act – information relates to finance or business affairs)

10. Approval of Lists of Framework Contractors for the YORbuild2 Construction Framework (report herewith) (Pages 257 - 269)

To approve the framework list of contractors.

Report of Interim Strategic Director, Environment and Development Services.
Advisory Cabinet Member – Councillor Lelliott.

11. Newport Paper PLC Recycling Contract - Contract Price Review (report herewith) (Pages 270 - 279)

To consider a further request for an additional six month reduction in the contract price.

Report of Interim Strategic Director, Environment and Development Services.
Advisory Cabinet Member – Councillor Sims.

(Exempt under Paragraph 3 of the Act – information relates to finance or business affairs)

12. Community Dementia Cafes Pilot 2016 (report herewith) (Pages 280 - 285)

To approve the award of funds to support the execution of a 12 month pilot.

Report of Interim Strategic Director, Adult Social Care.
Advisory Cabinet Member – Councillor Roche.

(Exempt under Paragraph 3 of the Act – information relates to finance or business affairs)

Public Report
Advisory Cabinet/Commissioners' Decision Making Meeting
18th January 2016

Summary Sheet

Council Report

Report to Advisory Cabinet 18th January 2016

Portfolio Holder Cllr. Alam

Decision to be taken by Commissioner Myers

Title

The Provisional Local Government Finance Settlement 2016/17

Is this a Key Decision and has it been included on the Forward Plan?

No.

Strategic Director Approving Submission of the Report

Stuart Booth, Acting Strategic Director of Finance and Corporate Services

Report Author(s)

Anne Ellis, Strategic Finance Manager, Resources Directorate

01709 822019, anne.ellis@rotherham.gov.uk

Ward(s) Affected

All

Executive Summary

This report summarises the Provisional Local Government Finance Settlement for 2016/17, a Consultation Paper on the future of the New Homes Bonus (NHB), guidance on the Flexible use of Capital Receipts, the Draft Council Tax Referendum Principles for 2016/17 and a letter to Council Chief Executives providing details of the additional 2% flexibility on the Proposed Council Tax Referendum Thresholds for Adult Social Care which were released in December 2015.

The Provisional Settlement allocation for Rotherham's Settlement allocation is some £0.349m less than had been projected within the Council's Medium Term Financial Strategy (MTFS). However, consultation on many of the proposals is still ongoing and details of other funding streams (such as Public Health Grant) have not yet been confirmed, consequently details are subject to change and the Council's MTFS will be updated as information becomes available.

Recommendation

Commissioner Myers is asked to:

- **Note the contents of this report and the financial implications identified for the Council's 2016/17 Revenue Budget and future Medium Term Financial Strategy.**

List of Appendices Included

Background Papers

- The Provisional Local Government Finance Settlement 2016/17 and offer to councils for future years - Consultation Paper DCLG December 2015
- Letter to Chief Executive from DCLG "Council Tax Setting in 2016/17: The Government's Offer to Adult Social Care Authorities. December 17th 2015
- The Draft Referendums Relating to Council Tax increases (Principles) (England) Report 2016/17 DCLG December 17th 2015
- Council Tax Setting in 2016/17 – the Government's Offer to Adult Social Care Authorities - Report to Commissioner Manzie 7th January 2016.
- New Homes Bonus – Sharpening the Incentive – Technical Consultation. DCG December 2015

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

No

Exempt from the Press and Public

No

The Provisional Local Government Finance Settlement 2016/17 and Offer to Councils for Future Years - Consultation Paper

1. Recommendation

1.1 Commissioner Myers is asked to:

- **Note the contents of this report and the financial implications identified for the Council's 2016/17 Revenue Budget and future Medium Term Financial Strategy.**

2. Background

2.1 Following the Government's November Spending Review and Autumn Statement the Provisional Local Government Finance Settlement for 2016/17 was

announced on 17th December 2015 providing details of the provisional grant allocations to authorities for 2016/17 and for the following three financial years up to 2019/20.

- 2.2 Also released in December were: a Consultation Paper on the Future of the New Homes Bonus (NHB), guidance on the Flexible use of Capital Receipts, the Draft Council Tax Referendum Principles for 2016/17 and a letter to Council Chief Executives providing details of the additional 2% flexibility on the Proposed Council Tax Referendum Thresholds for Adult Social Care.
- 2.3 Consultation on the Provisional Settlement will continue until 15th January 2016 and the Consultation Paper indicates that the Government will seek Parliamentary approval for the Final 2016/17 Settlement in February 2016, at which time the final terms of the Adult Social Care Flexibility and the Council Tax Referendum Principles will also be confirmed.

3. Key Issues

- 3.1 The Secretary of State confirmed the plan set out in the Autumn Statement for local government to retain 100% of Business Rate revenues to fund local services by the end of this Parliament. The Government intend to consult on the implementation of the 100% Business Rates retention in the summer of 2016, following a period of extensive engagement with councils and their representatives in the preceding months.
- 3.2 As part of these reforms, the main local government grant, Revenue Support Grant (RSG) will be phased out, however the present system of Business Rates Top-ups and Tariffs which redistributes revenues between local authorities will be retained but the Uniform Business Rate will be abolished permitting local areas to cut Business Rates. These changes are intended to strengthen incentives to boost local economic growth, help to attract business and create jobs.
- 3.3 Over the period up to 2019/20, the total England Settlement Funding Assessment (SFA), which comprises; RSG, Government Business Rates projections and Business Rates Top-up Grant, will be reduced by of 31.8%. This reduction is front loaded with the largest reductions in 2016/17 and 2017/18 – the proposed phasing as follows:
 - -12.5%
 - -10.6%
 - - 6.5%
 - - 6.7%
- 3.4 Whilst this planned overall reduction for England appears broadly consistent with the assumptions in the Council's Medium Term Financial Strategy (MTFS) of a 9% reduction in settlement funding per year for 3 years, it must be stressed that these reductions are based on an adjusted 2015/16 base figure, which includes

within RSG the following funding streams that are currently outside the SFA (and which the Council's MTFS has treated as specific grants):

- | | |
|--|-------|
| • Council Tax Freeze Grant 2015-16 | £115m |
| • Efficiency Support Funding 2015-16 | £2m |
| • 2015-16 Care Act - Adult Social Care | £183m |
| • 2015-16 Care Act - funding reform | £119m |
| • Lead Local Flood Authority Grant | £10m |

- 3.5 The Provisional Settlement also proposes changes to the way that RSG is distributed between authorities. Rather than the same percentage reduction in RSG funding being applied to all authorities, the Government are proposing to take into account the amount that can be raised locally from Council Tax. This will have the effect of increasing the reduction in RSG funding for authorities with higher tax bases in comparison to their SFA and lowering the reduction for lower than average tax base authorities (like Rotherham). In addition the Government has altered the distribution of funding between tiers of local government, which would appear to favour upper tier authorities (like Metropolitan Districts) and lead to higher funding reductions for county district councils.

3.6 The Fixed Funding Offer

The Provisional Settlement included an offer from the Government of a four year settlement running to 2019/20 to any council that wishes to take it up. Councils will need to request the four year settlement and have an efficiency plan in place in order to qualify.

- 3.7 However the Government has not yet indicated what the formal process for this request is; what the timetable for the request will be; and what the required efficiency plan should look like or when it should be completed. It is also important to note that the offer is qualified as the final grant determinations for future years will still be subject to change:

- As the annual Business Rates multiplier changes;
- For future changes such as transfer of functions between national and local government; and
- It is also stated that unforeseen events could result in changes to settlements but it is not indicated if this includes unforeseen economic events such as the Government failing to meet its fiscal targets for a budget surplus.

3.8 New Homes Bonus

A Technical Consultation on the future of the New Homes Bonus (NHB) was also launched in December and closing in March 2016. Although the New Homes

Bonus (NHB) programme will continue in its current form and allocations to authorities will continue on the current basis in 2016/17, it is intended that changes will begin to take effect from 2017/18, with major changes affecting 2018/19 onwards. The proposed reforms include:

- Shortening the scheme from 6 to 4 years;
- Reform the bonus amount awarded to reflect local authorities' performance on housing growth and
- How to keep with the announced funding amounts if there was an increase in housing growth beyond that forecast.

The consequent saving of around £0.55bn nationally in the cost of the scheme is part of the £1.5 billion additional Better Care Funding announced in the Autumn Statement and Spending Review. In addition it is thought that the £250m DCLG contribution to the NHB will also be included in the Better Care Fund.

3.9 Council Tax Referendums

The Draft Council Tax Referendum Principles for 2016/17 were also issued on December 17th. In line with the assumptions in the Council's MTFS, an increase in Council Tax of 2% or more would be deemed excessive and require a local referendum – (the MTFS currently includes an increase of 1.95%).

3.10 However the Draft Principles also confirm that, as announced in the Autumn Statement, there will be additional flexibility for local authorities responsible for social care. These authorities (including Rotherham) will be allowed the flexibility to raise Council Tax in their area by up to 2% above the existing referendum threshold of 2% - giving the Council a referendum threshold for 2016/17 of 4%.

3.11 It is for authorities to determine whether to utilise this flexibility, however in a letter to Chief Executives of December 17th, the DCLG has requested that Section 151 officers in qualifying authorities indicate whether their authority is minded to take up the 2% flexibility (in full or in part), by 5pm on 15 January 2016.

3.12 At this stage the submission does not commit the Council to increasing its Council Tax but secures the flexibility for it to do so should Members wish. Accordingly, Commissioner Manzie's approval has been granted for the Council's Section 151 Officer to indicate to the DCLG that the Council is minded to utilise the 2% flexibility to increase Council Tax in 2016/17 for Adult Social Care.

3.13 In order to satisfy the requirement that this funding is ring-fenced for social care purposes, authorities will be required to provide specified information on Council Tax levels and budgets both to the Secretary of State and on the face of the Council Tax bill.

3.14 Core Spending Power

As part of the Provisional Settlement the Government has introduced a new measure - Core Spending Power. This is shown as reducing by 2.8% for 2016/17 and by 0.5% over the four year period to 2019/20.

3.15 Core spending Power includes: authorities' Settlement Funding Assessment (SFA), Improved Better Care Fund allocations, New Homes Bonus (NHB) and Rural Services Delivery Grant. Also included are the Government's projections of Council Tax income over the period up to 2019/20. These Council Tax income projections are based on assumptions in relation to increases in Council Tax, which is projected to rise in line with the Consumer Price Index (CPI) and growth in the tax base which is based on the national average growth between 2013/14 and 2015/16. Rotherham's **actual** Council Tax income will depend on Members' decisions in relation to Council Tax rises and the local growth in the tax base which is 2% in 2016/17.

3.16 Implications for Rotherham,

Initial assessments indicate that Rotherham's Settlement allocation is **overall some £0.349m less** than had been projected within the Council's Medium Term Financial Strategy (MTFS). However as this reflects gains and losses across several funding streams and as yet not all grant announcements have been made and the settlement is provisional, the position is subject to change. The table below summarises the position.

	MTFS Estimate 2016/17 £m	Provl. Settlemt. 2016/17 £m	Variance from MTFS £m
Revenue Support Grant	38.436	39.405	0.969
Share of Business Rates Top up Grant	23.099	22.817	-0.282
Baseline Business Rates Local Share retained	35.413	35.930	0.517
Grants Received 2015/16 run into RSG	1.297		-1.297
New Homes Bonus	6.355	6.099	-0.256
Settlement Resources	104.600	104.251	-0.349

3.17 Business Rates

Due to the variable nature of the Business Rates Retention element of local authority funding, the provisional settlement no longer provides the absolute

funding level for authorities and actual Business Rates represent the key variable in resources projections for authorities.

- 3.18 The latest projections for Rotherham show an increase of £0.5m over and above the MTFS projections, mostly as a result of late notification of a new development by Rolls Royce in the AMP but outside the Enterprise Zone. Going forward the Council's income will be affected by both local factors – such as new developments and national ones such as the growth in the Rates Multiplier or the impact of the ongoing review of the Business Rates system and the National Rates Revaluation which will take effect from 2017/18.

3.19 Council Tax and Social Care Precept

The Council's MTFS currently assumes a 1.95% increase in the Council Tax - £24.92 on a Band D Council Tax and it is **estimated that an additional 2% Social Care Precept would generate £1.7m per year**. The additional precept is equivalent to £25.55 on a Band D property and would result in a total increase of £50.47 or 3.95%, which is within the 4% Referendum Threshold.

- 3.20 Using the flexibility offered by the Adult Social Care Precept will need to be considered carefully due to the impact on Council Tax payers of a 3.95% increase in Council Tax, particularly as the Draft Referendum Principles will also allow the South Yorkshire Police and Crime Commissioner to increase his precept by up to £5.

- 3.21 It should also be stressed that Rotherham's Social Care Budget like others both nationally and locally is already under severe pressure from a range of factors including: demographic change, Deprivation of Liberty Safeguarding (DOLS) Regulations and implementing the National Living Wage.

3.22 New Homes Bonus

Rotherham's allocation for 2016/17 is £5.999m with estimated returned funding of £0.1m which is around £0.250m less than had been included in the Council's MTFS and reflects a smaller increase in the number of properties identified as qualifying for the bonus in October (when the government calculations are made).

- 3.23 The Council's MTFS currently assumes no change to the scheme going forwards, however the proposals would, if agreed, result in a reduction of up to 10% in Rotherham's allocations as the scheme is shortened to 4 years rather than 6. However, the actual allocation will depend on the number of new properties constructed in coming years and the proposals are still subject to consultation,

Improved Better Care Fund

- 3.24 One of the factors driving the proposed changes to New Homes Bonus is the creation of an improved Better Care Fund to complement the new 2% Social Care Council Tax precept (considered at section 3.20 above). Starting in

2017/18, this will provide additional funding, which by 2019/20, will be worth £1.5bn per annum and will take into account the amount that each authority can raise locally through a 2% increase in Council Tax (and assumes that authorities will use the flexibility allowed them), although it should be noted that this is not all new money.

3.25 There is to be a formal consultation on the allocation of this funding “in due course” but it is proposed that total allocations will be phased as follows:

- 2017/18 £105m
- 2018/19 £825m
- 2019/20 £1,500m.

Other Proposals and Factors

3.26 Following the Autumn Statement the Provisional Settlement also indicated that the Government intended to devolve additional responsibilities to local authorities, empowering them to drive local economic growth and support their local community. These responsibilities are to include Attendance Allowance support for older people with care needs. Consultation on this proposal is planned for this year.

3.27 Also being considered is the transfer of responsibility for funding the administration of housing benefit for pensioners and consultation on options to transfer responsibility for funding Public Health.

3.28 With respect to Public Health funding, the Autumn Statement included the announcement of 3.9% real terms savings per year in local authority public health spending over the review period, although the ring-fence on spending will be maintained in 2016/17 and 2017/18.

3.29 Details of the proposed reductions nationally have been released in a letter to Local Authority Chief Executives from the Chief Executive of Public Health England and translate into a further cash reduction of 9.6% by 2020/21 in addition to the £200 million of savings that were announced earlier this year (Rotherham’s share of which was £1m). Also included in baseline for savings is funding for 0 to 5 years’ commissioning, which was transferred to Local Authorities during this financial year. The savings will be phased in at 2.2% in 2016/17, 2.5% in 2017/18, 2.6% in each of the two following years.

3.30 The implication of these proposals for individual local authorities are not currently known and will depend on decisions about the funding formula, on which the Department of Health has undertaken a consultation exercise, and political decisions on the pace of change. The grant is at present **estimated to be worth £18.5m for Rotherham in 2016/17**).

3.31 **Flexible Use of Capital Receipts** as part of the 2015 Spending Review the Government announced that it would introduce flexibility for the Spending Review period allowing local authorities to use capital receipts from the sale of non-housing assets to fund the revenue costs of service reform and transformation. The Provisional Local Government Finance Settlement included guidance on this flexibility.

- 3.32 Local authorities will only be able to use capital receipts from the sale of property, plant and equipment received in the years in which this flexibility is offered. They may not use their existing stock of capital receipts to finance the revenue costs of reform.
- 3.33 The flexibility can be used for expenditure in relation to up-front costs that will generate future ongoing savings and/or transform service delivery to reduce costs or to improve the quality of service delivery in future years.

4. Options considered and recommended proposals

- 4.1 Commissioners and Cabinet Members are asked to note the contents of this report and the implications for the Council's 2016/17 Revenue Budget and Medium Term Financial Strategy in anticipation of the Final Settlement in February as well as the expected confirmation of grant allocations and the results of ongoing government consultation exercises.

5. Consultation

- 5.1 The release of the Final Local Government Settlement, confirmation of grant allocations and the conclusion of technical consultations will inform the Council's Revenue Budget process which is subject to further internal and external consultation.

6. Timetable and Accountability for Implementing this Decision

- 6.1 The Council is required to set its Council Tax in accordance with the Local Government Finance Act 1992 and in doing so set its 2016/17 budget, by no later than 11th March, 2016. It is scheduled to do so on 2nd March 2016.

7. Financial and Procurement Implications

- 7.1 These are set out in Section 3 above and the Council's Medium Term Financial Strategy will be revised in light of the Final settlement, specific grant allocations when they are known and decisions in relation to the Adult Social Care Precept and Council Tax increase.

8. Legal Implications

- 8.1 In preparing its MTFs and Budget, the Council must be mindful of the potential impact on service users. Section 149 of the Equality Act 2010 in particular imposes an obligation on Members to have due regard to protecting and promoting the welfare and interests of persons who share a relevant protected characteristic.

9. Human Resources Implications

- 9.1 One of the consequences of the financial settlement will be its impact on the funding of services and staffing levels.

10. Implications for Children and Young People and Vulnerable Adults

- 10.1 None directly from this report, although the implications of utilising the additional flexibility in relation to a Social Care Precept on the Council's Council Tax will be assessed should Members decide to implement this flexibility.

11 Equalities and Human Rights Implications

- 11.1 None directly from this report.

12. Implications for Partners and Other Directorates

- 12.1 There will be financial consequences for the Council and its partners of the levels of funding available. Consultation with partners is ongoing.

13. Risks and Mitigation

- 13.1 It is stressed that at present the Settlement is provisional and subject to consultation. The allocations for later years are described as indicative and the Consultation paper makes clear that the "final determination of the local government finance settlement for any given year cannot be made until calculations are completed taking into account the business rates multiplier and that "future events such as the transfer of functions to local government from central government also need to be taken into account".
- 13.2 The level of income received by the Council from Business Rates, Council Tax and the New Homes Bonus is subject to local factors as well as national ones and the Council's MTFS reflects these local factors in its income projections. Assumptions in relation to Business Rates and Council Tax are subject to regular review and will continue to be monitored.
- 13.3 Details of some specific grants have yet been released and many proposals are still subject to consultation exercises, some of which will not be completed until the new financial year. This means that details of future years' funding streams are subject to significant uncertainty.

14. Accountable Officer(s)

Stuart Booth – Acting Strategic Director of Finance and Corporate Services

Approvals Obtained from:-

Acting Strategic Director of Finance and Corporate Services: - Stuart Booth

Interim Director of Legal Services:- Stuart Fletcher

Head of Procurement (if appropriate):- Not Applicable

This report is published on the Council's website or can be found at:-

<http://moderngov.rotherham.gov.uk/ieDocHome.aspx?Categories=>

Title

Financial and service changes – proposals for consideration and public consultation prior to Budget-setting for 2016/17

Is this a Key Decision and has it been included on the Forward Plan?

No

Director Approving Submission of the Report

Stuart Booth, Interim Strategic Director of Finance & Corporate Services

Report author(s):

Justin Homer, Head of Policy, Improvement & Partnership, 01709 826302

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Peter Hudson, Chief Finance Manager, 01709 822032

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Ward(s) Affected

All

Executive Summary

Commissioners and Cabinet Members are asked to note a number of financial and service changes that officers are continuing to work on in order to deliver a balanced budget for the Council from 2016/17, in line with the outline Medium Term Financial Strategy (MTFS) and the new vision for the Council, prior to the formal Budget-setting report for 2016/17 which will be presented to the full Council meeting on 2nd March 2016.

Specifically, it seeks approval of Commissioner Myers for the content of this report to form the basis of further public and partner consultation on these financial and service changes, to inform the final Budget-setting. It is proposed that these further views are invited by 5.00pm on Friday, 12th February 2016.

Recommendations

That Advisory Cabinet notes and Commissioner Myers:

- Agrees the content of this report to form the basis of further public and partner consultation on the financial and service implications of the Council setting a balanced Budget from 2016/17 onwards
- Confirms that the Council is minded to take up the flexibility of a 2% levy on Council Tax for Adult Social Care, following central Government's Provisional

Local Government Settlement announcements, to support a balanced budget in 2016/17 and ongoing service modernisation

- Notes that specific, detailed consultations with service users, delivery partners and contractors as appropriate are ongoing (including further Equalities Assessments)
- Notes that detailed consultation with staff and Trade Unions on the workforce implications of these proposals is ongoing.

List of Appendices Included

Appendices A to E – Savings Proposals (Grouped by Directorate)

Appendix F – Forecast Financial Implications of Adult Social Care Development Programme

Background Papers

Outline Medium Term Financial Strategy 2016-2019, 9th December 2015

Budget 2016/17 and MTFS Progress Update – feedback on savings proposals from Overview and Scrutiny Management Board, 30th November 2015

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Overview & Scrutiny Management Board has considered detailed savings proposals related to this report at formal meetings held on:

- 2nd October 2015
- 23rd October 2015
- 26th November 2015

Further OSMB meetings are scheduled for 15th and 22nd January 2016.

Council Approval Required

Council approval of the final Budget for 2016/17 will be required at the full Council meeting on 2nd March 2016.

Exempt from the Press and Public

No

Main Report: Financial and service changes – update for consideration and public consultation prior to Budget-setting for 2016/17

1. Recommendations

1.1 That Advisory Cabinet notes and Commissioner Myers:

- 1.1.1 Agrees the content of this report to form the basis of further public and partner consultation on the financial and service implications of the Council setting a balanced Budget from 2016/17 onwards
- 1.1.2 Confirms that the Council is minded to take up the flexibility of a 2% levy on Council Tax for Adult Social Care, following central Government's Provisional Local Government Settlement announcements, to support a balanced budget in 2016/17 and ongoing service modernisation
- 1.1.3 Notes that specific, detailed consultations with service users, delivery partners and contractors as appropriate are ongoing (including Equalities Assessments)
- 1.1.4 Notes that detailed consultation with staff and Trade Unions on the workforce implications of these proposals is ongoing.

2. Background

Budget reductions to date

- 2.1 Since 2010 the Council has had to deliver budget reductions of £117 million and now has around 1,500 fewer jobs. This has generated significant and cumulative financial and other resource pressures on the Council and the services it provides. This context has already informed a range of service efficiencies, funding reductions and other changes across the organisation over the last 5 years. The financial and other resource pressures on services are forecast to continue through to at least the end of the decade as central Government continues to reduce its spend on public finances as part of its deficit reduction strategy. A key priority for the Council since setting the 2015/16 Budget in March 2015 has been to ensure it is able to set a balanced budget for 2016/17 and that it is working towards having robust plans in place to deliver a sustainable, longer term Medium Term Financial Strategy. Inevitably this requires further reductions in the resources available for the delivery of services and the number of staff the Council employs to deliver them.

The context of a new Council Vision

- 2.2 In taking forward proposals to meet this significant budget challenge over the next three years, the Council has examined the services it must provide to fulfil its duties and legal obligations. In addition to specific legislative requirements there is also an ongoing need for the Council to enable democratic leadership and set a positive strategic direction for the future of Rotherham, despite the financial challenges it faces.

- 2.3 In this context a new vision for Council has been set out by the Leader, which was presented to the Commissioners' Public Meeting with Councillors on 28th October 2015¹, as follows.

Rotherham is our home, where we come together as a community, where we seek to draw on our proud history to build a future we can all share. We value decency and dignity and seek to build a town where opportunity is extended to everyone, where people can grow, flourish and prosper, and where no one is left behind.

To achieve this as a council we must work in a modern, efficient way, to deliver sustainable services in partnership with our local neighbourhoods, looking outwards, yet focused relentlessly on the needs of our residents.

To this end we set out four priorities:

- 1 Every child making the best start in life*
- 2 Every adult secure, responsible and empowered*
- 3 A strong community in a clean, safe environment*
- 4 Extending opportunity, prosperity and planning for the future*

- 2.4 This vision – including the underpinning, cross-cutting priority of ensuring a modern, efficient organisation - now forms the core of the Council's new Performance Management Framework and Corporate Plan, the first versions of which were agreed at the full Council meeting on 9th December 2015 for finalisation in the coming months. Maintaining the Council's ability to deliver this vision for Rotherham needs to be central to the way it manages its finances in the coming years – including, for example, through the ongoing implementation of critical children's and adult social care service improvements, a new 10 year Economic Growth Strategy, a refreshed Health and Wellbeing Strategy, and a renewed Safer Rotherham Strategy.

Medium Term Financial Strategy, 2016-2019

- 2.5 The Council has set out a three-year strategy for managing its financial challenges in its outline Medium Term Financial Strategy (MTFS), as approved at the meeting of full Council on 9th December 2015. The outline MTFS sets out a minimum budget challenge (or "funding gap") of £41million over the next three years from 2016/17 (based on a 9% reduction in Settlement funding from central Government per year for 3 years) and highlights how this will be approached. The breakdown of this challenge by each year is summarised in the table below; and these ongoing reductions present significant additional risk for the Council in terms of its ability to deliver services effectively for the communities and businesses of Rotherham.

Table 1: Medium Term Financial Strategy: Minimum Budget Challenge and Savings Targets, 2016-17 to 2018/19

Year	Budget Challenge/Funding Gap
2016/17	£19,648m
2017/18	£12,246m
2018/19	£9,189m
Total over three years	£41,083m

¹ See <http://moderngov.rotherham.gov.uk/ieListDocuments.aspx?CId=1015&MId=13382&Ver=4>

Recent announcements: Provisional Local Government Settlement

- 2.6 Recent announcements by the Department for Communities and Local Government (DCLG) as part of the Provisional Local Government Settlement (17th December 2015) have led to a further worsening of the Council's forecast budget challenge for 2016/17, of £349,000.
- 2.7 Members and Commissioners are asked to note that consultation on the Provisional Settlement continues until 15th January 2016, with the finalised settlement for Rotherham not due until February 2016. Nevertheless, current forecasts are that, nationally, the Settlement Funding Assessment (SFA) for local government will be reduced by a further 31.8% over the period to 2019/20 and this appears broadly consistent with the assumptions informing the Council's MTFS.

Latest forecast Budget Challenge for 2016/17 and beyond

- 2.8 In addition to the revised, forecast 2016/17 position in the light of the Provisional Settlement, there are a number of additional unavoidable or essential service pressures which have been identified in the coming years, in addition to the assumptions that informed the MTFS, for which the Council must be in a position to have budgetary provision. The Council's current forecasts suggest that these additional pressures could add up to a further £6.5million to the budget challenge in 2016/17 and could be repeated up to this level in the future years of the MTFS period.
- 2.9 These "growth" pressures include the need to ensure that the Council is in a position to support and deliver future growth and prosperity, in line with the new Council vision, at the same time it manages declining funding for statutory functions, such as social care, in a way that can still promote better long term outcomes for service users. In this regard ensuring positive economic growth in Rotherham, as part of a successful wider Sheffield City Region, is critical. Doing so will help ensure a more prosperous Rotherham, with less reliance on public funding, greater levels of external investment across the borough, as well as greater levels of direct income for investment in services through the authority's share of business rates. The Council's Budget must also allow for the continued investment in a stronger corporate approach at the Council, following the conclusions of the Corporate Governance Inspection report (February 2015), associated central Government Intervention and the various service improvement programmes that are now in place to invest in better long-term service outcomes and greater value for money in the future.
- 2.10 The total forecast cumulative Budget challenge over the next three year period is now expected to be in the order of **£48.1million**; with around £20.9million of this falling in 2016/17 - £14.6million in 2017/18 and £12.4million in 2018/19.
- 2.11 In line with the outline MTFS forecasts the Council has already indicated that it is likely for its workforce to reduce by a further 30% (around 1,500) over the next ten years. Job losses of around 500 (300 in 2016/17) have been indicated in current savings proposals over the next three years as expenditure is reduced further.

The precise workforce implications of the funding reductions will continue to be assessed on an ongoing basis, with Trade Unions, as the details of the saving proposals are finalised.

Savings proposals identified and role of Scrutiny to date

- 2.12 In order to manage the Council's resources most effectively in such financially challenging times, and plan early for a balanced and sustainable budget from 2016/17 onwards in line with the outline MTFS, a process has been underway since the start of the financial year to identify and consider proposals at a corporate and service level that will help deliver the overall budget challenge.
- 2.13 This process has included the referral of outline savings proposals to Overview and Scrutiny Management Board (OSMB) for its formal consideration as part of the Council's budget scrutiny process. OSMB has held three formal sessions to date to consider these savings proposals (2nd October 2015, 23rd October 2015 and 26th November 2015², with the associated information placed in the public domain). Further meetings of OSMB are scheduled for 15th and 22nd January 2016 to consider a further grouping of proposals, as well as the potential financial implications of the Adult Social Care Development Programme. The table below summarises the total forecast savings and financial implications generated by these proposals.

Table 2: Summary of Savings Proposals considered by Overview and Scrutiny Management Board, for the 3 year period 2016 to 2016

Directorate	Total of savings proposals and financial implications referred for consideration by OSMB 2016-2019 (£,000)
Children & Young People's Services (Appendix A)	1,399
Environment & Regeneration (Appendix B)	3,973
Finance and Corporate Services (Appendix C)	4,217
Public Health (Appendix D)	1,048
Neighbourhoods & Housing (Appendix E)	473
Forecast financial implications of Adult Social Care Development Programme (Appendix F)	9,180
Total	20,299

² The OSMB meeting on 26th November 2015 included discussion of all the savings the proposals collectively, with all proposals published as part of the meeting papers – see <http://modern.gov.rotherham.gov.uk/documents/g13483/Public%20reports%20pack%2026th-Nov-2015%2009.00%20Overview%20and%20Scrutiny%20Management%20Board.pdf?T=10>

- 2.14 This process to date, as summarised above, has identified £20,299m of savings, including £9,671m in 2016/17, towards meeting the overall budget challenge.
- 2.15 Full details of the specific proposals considered by and/or referred to OSMB to date are enclosed, by Directorate, at **Appendices A to E**. Separately, at **Appendix F**, are the forecast financial implications of the Adult Social Care Development Programme.
- 2.16 Given the level of the latest forecast budget challenge over the next three years (as noted at paragraph 2.10 above), officers are continuing to work on considering wider corporate measures and efficiencies, examining other available resourcing options (which may require use of reserves) and other technical accounting measures to ensure a balanced Budget proposal for 2016/17 (and future years as far as is possible at this stage) can be presented to the full Council meeting on 2nd March 2016. This needs to be achieved in such a way that helps preserve the Council's financial resilience, especially during the next two years, while it works towards delivering the corporate and service improvement changes required across the organisation.

3 Further Key Issues

Council Tax and Adult Social Care Precept

- 3.1 The Provisional Settlement confirmed central Government's expectations around local authority Council Tax increases in the coming years, re-confirming that any increase of 2% or more would be deemed excessive and would require a local referendum. The Council's MTFS calculations already assume a 1.95% increase in Council Tax for 2016/17 (worth around £1.673m). This will be subject to Council approval on an annual basis.
- 3.2 The Council Tax base report is subject to full Council approval on 27th January which determines the number of properties subject to Council Tax and is used to calculate the overall level of Council Tax resource to be raised once the inflationary increase is agreed.
- 3.3 In addition, Government announced proposals for a ring-fenced precept on Council Tax to raise funding for Authorities with Adult Social Care responsibilities. This is expected to be set at a maximum level of 2% and would raise around **£1.7m** in funding to target at care services in 2016/17. Allowing for this additional flexibility the Council's referendum threshold is now 4%.
- 3.4 This will present a further option for the Council in 2016/17 and potentially in future years, in supporting a balanced budget that can deliver better value for money for a modernised Adult Social Care service.
- 3.5 Confirm that they are minded to take up the flexibility of a 2% levy on Council Tax for Adult Social Care, following central Government's Provisional Local Government Settlement announcements, to support a balanced budget in 2016/17 and ongoing service modernisation

Other service savings currently in development

- 3.6 An ongoing programme of work is underway to modernise the Council's Early Help and Youth Services, to provide more targeted (rather than universal) services. At present it is forecast that this modernisation programme will deliver additional financial savings from 2016/17 onwards. A further, detailed report on these service changes and associated financial implications will be provided to Members in the coming weeks, which will also be subject to the necessary consultation requirements and equalities impact assessments.
- 3.7 During 2016/17 it is expected that further transformation work in service areas within Environment & Development Services Directorate and the Council's Performance and Quality Function, in the light of a range of current reviews, will potentially inform additional savings proposals.

4. Options considered and recommended proposal

- 4.1 As set out in Section 2, a range of service-level proposals have already been referred and considered through the Council's budget scrutiny processes to help meet the total forecast Budget Challenge over the next three years. It is recommended that Cabinet Members and Commissioners agree that further, public and partner consultation on these proposals now takes place prior to the Council setting its budget for 2016/17 onwards at the full Council Meeting on 2nd March 2016.
- 4.2 It is recommended that this report and Appendices are published and made available on the Council's website, with comments from the public and partners formally requested by 5:00pm on Friday 12th February 2016. It is proposed that it responses are asked to be submitted ideally via e-mail to communityengagement@rotherham.gov.uk or in writing to the Council (clearly marked "Budget Consultation 2016").

5. Consultation

- 5.1 As noted above, formal consultation has taken place with OSMB since October 2015 on a range of specific savings proposals which have been developed to meet the Council's Budget challenge over the next three years. This has included making relevant proposals available to the public via the Council's website in advance of OSMB meetings. This report proposes that these proposals are subject to further public consultation prior to the final budget for 2016/17 being set (see also paragraph 4.2 above).
- 5.2 The Council's local strategic partners, through the Rotherham Together Partnership Chief Executive Officers Group have also been briefed and consulted at key stages in the process to date, to draw their attention to relevant specific savings proposals being put forward, particularly those likely to have most direct impacts on partner organisations.

6. Timetable and Accountability for Implementing this Decision

- 6.1 The majority of the specific service-level savings proposals put forward to help contribute to being able to set a balanced Council budget for 2016/17 and

beyond have already been subject to formal consideration in public meetings by OSMB.

- 6.2 As noted at paragraph 4.2 above, further views on these proposals are recommended to be sought by 12th February 2016. This will enable these views to be considered as part of a finalised proposed Budget at the full Council meeting on 2nd March 2016.

7. Financial and Procurement Implications

- 7.1. This report sets out the high level implications for services of the Council's overall Budget Challenge over the next three years, and particularly that in 2016/17. Detailed procurement implications for each individual proposal will need to be considered on a case by case basis, in line with the council's policy and statutory requirements.

8. Legal Implications

- 8.1 The Council is required to set its Council Tax, and in doing so set its 2016/17 budget, by no later than 10th March 2016. Wherever appropriate, savings proposals will be subject to consultation with the public, partners, clients and employees.

9. Human Resources Implications

- 9.1 As noted above, the funding reductions in forthcoming years are expected to have an ongoing and significant impact on the size of the Council workforce. The MTFS anticipates around a 30% further reduction in the numbers of jobs at the Council over the next ten years, with a reduction of around 500 jobs over the three year period of the MTFS (2016 to 2019).

10. Implications for Children and Young People and Vulnerable Adults

- 10.1 A central theme of the Council's new vision (see paragraph 2.3 above) is to ensure that every child in Rotherham can make the best start in life. A thorough and wide-ranging improvement plan for Children and Young People's Services is in place, following central Government intervention at the authority in the light of the Professor Jay (August 2014), Ofsted (November 2014) and Corporate Governance Inspection (February 2015) reports. This is leading to increased investment in the council's care services, including those specifically targeted at the victims and survivors of Child Sexual Exploitation (CSE).
- 10.2 The Council's Budget for 2016/17 onwards must ensure the continuation of an approach to modernise care services, improve outcomes for children and promote more effective intervention and prevention. Ultimately, in line with the outline MTFS, this will lead to more efficient and effective services, contained within the further reduced financial outlook for the Council as a whole.

11. Equalities and Human Rights Implications

- 11.1 In preparing its MTFS and Budget, the Council must be mindful of the potential impact on service users. Section 149 of the Equality Act 2010 in particular

imposes an obligation on Members to have due regard to protecting and promoting the welfare and interests of persons who share a relevant protected characteristic (such as: age; disability; gender re-assignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation). As noted above (ref para.) the equalities, diversity and any human rights implications of individual saving proposals are being assessed on a case-by-case basis.

12. Implications for Partners and Other Directorates

- 12.1 Partners have been engaged throughout the process to date, in a strategic sense through dialogue in the Rotherham Together Partnership Chief Executive Officers Group, as well as on case-by-case, according to the particular implications for partners of each individual budget saving proposal.

13. Risks and Mitigation

- 13.1 Each saving proposal developed as part of the budget-setting process to date has included a risk and impact assessment. These will continue to be monitored and further developed

14. Accountable Officers

Pete Hudson, Chief Finance Manager
Justin Homer, Head of Policy, Improvement & Partnerships

Financial Services approval: Stuart Booth, Interim Strategic Director, Finance & Corporate Services

Legal Services approval: Catherine A. Parkinson, Interim Assistant Director Legal and Democratic Services

CYPS

Totals of savings enclosed

2016/7 £,000	2017/18 £,000	2018/19 £,000	Total over 3 years £,000
959	85	355	1,399
FTE	FTE	FTE	FTE
4.3	0	0	4.3

ASR REF NO: CYPS-01

CURRENT SERVICE SUMMARY : *School Catering*

Directorate:	EDS	Brief description of service: The core business is the provision of meals for schools, pupils and parents in Rotherham. The outcomes achieved by the service extend beyond the provision of lunch time meals with breakfast and mid-morning services provided to schools. By the provision of health and nutritious food, contributing to the key areas of academic achievement and reducing obesity and malnutrition. The service is proactive in minimising the number of packed lunches supplied from home and improving the take up of school free meals which is a key priority in the School Food Plan. The Catering service recognises its duty of care for citizens and is active through the Health Eating & Obesity agenda assists in the provision of nutritionally balanced meals which comply with The Education (Nutritional Standards and Requirements for School Food) (England) Regulations 2007 (amended). The overall objective of Catering Services is to ensure that a customer focused, value for money service is provided which meets the priorities and objectives of the Councils corporate planning and strategic direction. Alternative commercial providers will have a profit-based focus which experience shows (returning customers and PFI contract interaction) that additional charges are made for activities which previously were negotiated rather than charged to the customer. Fixed contracts with commercial companies will reduce the overall flexibility of this workforce to react to council requirements from an operational, economic and strategic perspective.
Advisory Cabinet Portfolio:	Cllr Watson	
2015/16 Budget (£'000 Gross):	8710	
2015/16 Budget £'000 Income:	-9268	
2015/16 Budget (£'000 Net):	558	
2015/16 Budget FTE:	231	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Traded account – requirement to increase surplus target to achieve saving proposal	Traded agreement with surpluses re-invested into the service. Hence, impact may result in reduction in investment available for the service and on the financial viability going forward to compete. Potential long term effect: reduction in investment (equipment, new processes, cashless system) with result in reduction in contracts as the operations become dated, uneconomical and not commercially viable, which may reduce the income available to achieve surplus – the impact could increase year-on-year. There may be environmental compliance issues to consider, which force the investment at potentially a higher cost; and potential health and safety issues as a result of reduced investment. RAG Status: Amber	83						83	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
B	Traded account – requirement to increase surplus target to achieve saving proposal	Traded agreement with surpluses re-invested into the service. Hence, impact may result in reduction in investment available for the service and on the financial viability going forward to compete. Potential long term effect: reduction in investment (equipment, new processes, cashless system) with result in reduction in contracts as the operations become dated, uneconomical and not commercially viable, which may reduce the income available to achieve surplus – the impact could increase year-on-year. There may be environmental compliance issues to consider, which force the investment at potentially a higher cost; and potential health and safety issues as a result of reduced investment. RAG Status: Amber		40					40	
C	Traded account – requirement to increase surplus target to achieve saving proposal	Traded agreement with surpluses re-invested into the service. Hence, impact may result in reduction in investment available for the service and on the financial viability going forward to compete. Potential long term effect: reduction in investment (equipment, new processes, cashless system) with result in reduction in contracts as the operations become dated, uneconomical and not commercially viable, which may reduce the income available to achieve surplus – the impact could increase year-on-year. There may be environmental compliance issues to consider, which force the investment at potentially a higher cost; and potential health and safety issues as a result of reduced investment. RAG Status: Red			40				40	
TOTAL			83	40	40	0	0	0	163	0

COMMENTS ON ABOVE PROPOSALS:

The number of schools moving to Trust and Academies has resulted in many choosing an alternative model for school meal provision. The council decision to move to the Living Wage has had a significant impact on the cost of the service provision. The government policy for the provision of Universal Infant Free School Meals has had a significant impact on meal numbers provided and positive economies of scale. Labour profiles are determined by an agreed staffing scale based on an average meal uptake per month, adjustments are made monthly to reflect the change in meal numbers which follow seasonal patterns. This process ensures effective costing, performance and achieves the levels of health and safety and risk assessment required for the catering environment. The RAG status is based on this trend continuing, however, the extent of take up cannot be guaranteed and the Living Wage impact may be more apparent in customer decisions on alternative models by 2018/19. The management levels have been reduced significantly as the Manager is now shared between Catering and Facilities Services. Any further reductions will result have a major impact on customer service, compliance monitoring and staff welfare.

ASR REF NO: CYPS-03

CURRENT SERVICE SUMMARY *Early Years and Childcare*

Directorate:	CYPS	Brief description of service: The Early Years and Child Care Service provides statutory services to Early Years settings, childminders, schools, both in the maintained, private and voluntary sector and for parents and children. The main focus of the work is with children under five, in order that children from the age of birth to five have the very best start in life by accessing high quality education and childcare provision. This is a crucial stage for children, if we get it right at this stage with communication and language development, basic literacy and numeracy skills it enables children to achieve later within the school system. There are 15,000 children under the age of 5 in Rotherham. The EPPE (Effective Provision of Pre-school Education) national research study found that the quality of a child's pre-school experience has lasting effects on their ability to achieve in education as they get older and a chance to escape poverty and have improved life chances. The work of the service ensures the Council meets its statutory duties with regard to the Childcare Act 2006 (sections 6,7,9,12,13, 31 to 38, 39 to 48, 49 to 98). This includes:- the LA's responsibility for the educational outcomes of all children by the age of 5; LA to secure sufficient childcare provision across the Borough; secure good quality (as measured through Ofsted inspection) Early Education places for children; provide information and advice to parents and carers about childcare and services for children up to the age of 19 (25 for young people with a disability); secure provision for training for all early years and childcare providers; offering 1 to 1 support to all potential new providers to meet Ofsted registration requirements; provide support and challenge to any settings, including schools where the quality of provision for children is less than good. If a setting is providing inadequate provision the LA has a duty to withdraw early education funding; statutory duty to moderate the accuracy of the Early Years Foundation Stage Profile assessment of children at the end of the reception year on an annual basis. Required to complete an annual moderation visit to at least 25% of the total number of schools completing the Profile and to provide training to all practitioners administering the Profile. The Early Years and Childcare service supports approximately 500 providers across Rotherham - in both the school and private and voluntary sector who deliver early education and childcare to children between the ages of birth to five. These providers include pre-schools; childminders; day nurseries, out of school clubs (up to the age of 8) and all schools with children under the age of 5.
Advisory Cabinet Portfolio:	Cllr Watson	
2015/16 Budget (£'000 Gross):	613	
2015/16 Budget £'000 Income:	-47	
2015/16 Budget (£'000 Net):	566	
2015/16 Budget FTE:	19.5	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Management saving – A senior manager (Band H) to reduce	Minimal impact anticipated – no direct impact to the public. Some impact on more senior management staff who may need	15	0	0	0.4	0	0	15	0.4

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	hours by 2 days RAG status Green	to pick up any urgent issues which arise on the two non working days. Some impact on more senior management staff who may need to pick up any urgent issues which arise on the two non working days. Increased workload pressure on another member of staff who will take on some data analysis tasks within their current role. Savings equate to a 3% management reduction through staff loss.								
C	An increased contribution to the salaries of 4.2 FTE staff within the Early Years and Child Care Service - to be paid from the DSG Early Years block, instead of revenue budget, This is an approach that other local authorities already take and is acknowledged by the Government that a small element of EY DSG block can be used for centrally retained spending. An element of the 4.2 FTE staff's work, enables the LA to continually meet its duties around ensuring there are sufficient numbers of children taking up their early education places, and the 'pass-porting' of DfE funding from the DSG	At present 0.1% (95k) of the total EY DSG block (12.9m) is used to contribute to the salary costs of 4.2 FTE staff in the Early Years and Child Care service. Their work results in the LA meeting its duties around 'pass-porting' Early Education funding to Early Years providers and also eligibility checking of children aged 2, 3 and 4. This involves pass porting funding to approximately 168 PVI providers and 3,558 children each term. The proposal is to increase the salary contribution towards 4.2 FTE staff from 95K to 147K, an increase from 0.1% to 1.1% of the total EY DSG block, releasing 52K from revenue. If the early education funding is not appropriately managed and administered 2, 3 & 4 year olds will not be able to access their early education place across the borough. The 2 year old children are the most vulnerable children. Based on the EY DSG block funding formula implemented in 2014/15, this budget generates a small surplus. The 2014/15 surplus was approved against a	52							

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	EY's block for 2, 3 and 4 year old children to schools and early years providers in the private and voluntary sector, including childminders.	<p>'one off' activity. In future years the surplus would cover the cost of the additional 52K required from 2016/17 onwards</p> <p>However, an amber risk has been identified due to the fact the ChildCare Bill 2015, is at present going through Parliament. This may have implications for the way in which the EY DSG funding formula is calculated in the future, , which may affect the amount that can centrally retained and also how hourly rate is distributed to all providers</p> <p>Also agreement from the schools forum would be required for centrally retained spending from the EY DSG block</p> <p>This means that 52K could be saved from the small surplus from the EY DSG block 2015/16, and could be used against the revenue saving for 4.2 staffing costs in 2016/17, if agreed by the Schools Forum.</p> <p>The risk is whether this can be sustained in 2017/18 onwards, due to unknown outcome of the Child Care Bill 2015, plus seeking annual agreement from the schools forum.</p> <p>RAG: AMBER</p>								
D	Early Years and Childcare Service funding to reduce further through continued efficiency savings and finding smarter ways of working	<p>Minimal impact anticipated – limited impact on public.</p> <p>Managers and all early years staff will take responsibility to further reduce resources and work more efficiently. No new IT / phone equipment will need to be purchased over the next 2 years.</p>	18	27	0	0	0	0	45	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	RAG status Green	Reductions in the promotional materials used to promote the two year early education places as we already have a high take up compared to national levels. This has a potential impact on the public as some new parents may not become aware that their child could access this provision, however alternative lower cost methods will be used.								
E	Income generation from delivering training to Private, Voluntary and Independent (PVI) Early Years providers RAG status Green	This is reliant on Ofsted registered childcare and early education providers, including Childminders, buying our training and on our ability to deliver training whilst also delivering services to meet our Statutory Duties. Providers already pay for training that is provided and a slight increase in charges should achieve this saving.	0	3	0	0	0	0	3	0
	TOTAL		85	30	0	0.4	0	0	115	0.4

COMMENTS ON ABOVE PROPOSALS:

The above details the 21.5% savings which the Early Years Service proposes to make in 2016/17 and 2017/18. This meets the 15% management reduction target. However, in order to save £52K of revenue from staffing costs in 2016/17 whose roles and functions are around the early education systems and processes, this will need to be covered from the DSG block. The rules of allocation of Early Education funding within Rotherham's Early Years DSG blocks is permitted for usage to cover staff costs who are undertaking this function. The DfE are at present reviewing the amount given in the LA Early Years block and have shown a commitment to increase this. In order for this to occur, this proposal would need to be presented at Schools Forum, and ultimately the Strategic Director of CYPS to make a final decision.

It is proposed that in 2017/18 further savings are met through income generation from training and the annual Early Years conference.

ASR REF NO: CYPS-04

CURRENT SERVICE SUMMARY – School Planning, Admissions and Appeals, School Improvement

Directorate:	CYPS	Brief description of service: School Planning, Admissions and Appeals All functions are statutory: School Improvement statutory function including knowing all schools performance, intervention in underperforming schools, work with Governors, moderation and Elective Home Education. Processing school admissions applications for both Maintained Schools and as a traded Service with Academies. Provision of an Admission Appeals Service, Provision of a Fair Access protocol for Primary and Secondary Schools. Monitoring and tracking Children not on roll at a school and referral to Children Missing Education function in Education Welfare Service and other bodies as appropriate. Forward planning of school places, securing of capital for future education provision eg basic need, Section 106, CIL, targeted basic need, leading on statutory consultations such as annual admissions consultation, school prescribed alterations, annual report to the schools adjudicator, maintaining and refreshing catchment area information, school calendar setting, contingency for pupil growth funding allocations etc. Risk Management – coordination of health and safety procedures for schools, Emergency Planning Directorate Lead, Business Continuity Directorate Lead, Insurance Claims Directorate Lead, Strategic Register Directorate Lead. Following restructure of Education and Skills the Service is now responsible for the LAs statutory duty to ensure the safe moving and handling of children with disabilities in education in the Borough through management of a Paediatric Physiotherapist seconded from NHS Rotherham.
Advisory Cabinet Portfolio:	Cllr Watson	
2015/16 Budget (£'000 Gross):	£2,623,720	
2015/16 Budget £'000 Income:	£1,662,635	
2015/16 Budget (£'000 Net):	£2,623,720	
2015/16 Budget FTE:	36.38 FTE (13.15 Revenue 23.28 Traded 0.95 Grant 0.5 Early Years) 11 x School Planning Admissions & Appeals 1 x Apprentice until 31.12.15 1 x Moving & Handling Coordinator from August 2015	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Renewal of existing 2 year SLAs with Academies due WEF September 2016 to include financial uplift in Risk Management offer to include Manual Handling service as part of standard offer. Implement SLE offer to	Competitive uplift in cost to include manual handling consultation and training as part of standard offer and inclusion of a training charge to schools to 'off set' revenue costs. RAG: Amber Dependant on successful consultation and negotiations with schools.	20	0	0	0	0	0	20	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	maintained schools for manual handling services.									
B	2016/17 projected income profile is £146k for existing traded services based on current Academy level (assuming current buy back rate maintained).	This increased income profile would further reduce the revenue costs to the Council. RAG: Amber Dependant on successful renegotiation of offer to Academy Trusts.	146	0	0	0	0	0	146	0
	TOTAL		166	0	0	0	0	0	166	0

COMMENTS ON ABOVE PROPOSALS:

School Place Planning, Admissions and Appeals statutory functions, Children Missing Education cross service post, Directorate Lead on Health and Safety, Risk Management, Emergency Planning, Business Continuity and Insurance Claims, Manual Handling Assessment, advice, guidance, support, training and care planning.

The School Planning, Admissions and Appeals Service has a lower total expenditure and staffing profile than statistical neighbours and has a low financial profile compared to regional and national counterparts. Our Service is a comparator for Admissions and Appeals service but has a much wider remit than comparators – also including school Organisation, Risk Management and Paediatric Manual Handling service in our portfolio.

The Service processes 10,000+ admissions applications annually, presents over 400 admissions appeals annually, has a historic 90% + profile for 1st preference applications for a reception / Y7 school place during the normal admission round and has a positive DfE school place planning basic need score card – delivering above the national average new places in good or outstanding schools and being below national average on cost of new places.

Given the diversity of our portfolio we have been able to embark on a program of 'up skilling' staff to provide contingency cover in depth. We increasingly offer traded services as schools convert to Academy status although even if schools do not 'buy back' there is a minimum level of service that the LA must statutorily provide in relation to Admissions, Appeals, Fair Access and Risk Management. Other areas of the Service eg School place planning, statutory returns to Schools Adjudicator, School Capacity and Planning (SCAP) returns, Admissions consultations, prescribed alterations, additional infrastructure, Contingency for pupil growth allocations etc remain that of the LA and the Council cannot pass these costs on to schools via traded service.

With the DfE's 'coasting schools' agenda there are likely to be more schools converting to Academy Status over the next 1 – 5 years. This would mean more opportunities to expand traded services income, further reducing reliance on revenue to fund posts.

Difficult to project number of Academy conversions and timeline as this is for Governing Bodies and DfE to determine, however Academies SLA financial contributions to the Service are applicable from date of conversion.

RAG: Currently it is not possible to identify the impact of the recently announced government policy.

ASR REF NO: CYPS-07

CURRENT SERVICE SUMMARY – Safeguarding, Children & Families

Directorate:	CYPS	Brief description of service: Statutory Children's Social Care Services including Multi-Agency Safeguarding Hub, Duty and Assessment Teams, Evolve Team (CSE), Looked After Children including residential care provision, fostering and adoption, Care leavers.
Advisory Cabinet Portfolio:	Cllr Watson	
2015/16 Budget (£'000 Gross):	£30.8m	
2015/16 Budget £'000 Income:	£1.2m	
2015/16 Budget (£'000 Net):	£29.6m	
2015/16 Budget FTE:	343.95 FTE	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Children's Social Care Management	Review of management's spans of control following delivery of savings predicated on benefits in reduced demand along a continuum resulting from Early Intervention and Prevention and secured service improvements for Children and Young People. RAG Status: Green	0	0	300	0	0	TBA	300	TBA
B	Residential Care Provision	Review of internal Residential Care Provision assuming 1 st April Financial Year end. Efficiencies achieved from integration of management. RAG Status: GREEN	515	0	0	TBA	0	0	515	TBA
	Total		515	0	300	TBA	0	TBA	815	TBA

ASR REF NO: CYPS-9

CURRENT SERVICE SUMMARY – Early Help

Directorate:	CYPS	Brief description of service: Children's services are developing an integrated, borough wide, early help offer targeting early help services to prevent the need for high cost social care intervention and secure better outcomes for Children, young people and their families. Through early identification of need in universal settings we can intervene early to prevent identified needs escalating into complex and costly interventions at a later point. Work is structured across 3 geographical areas (North, South and Central) and x9 Locality Teams.
Advisory Cabinet Portfolio:	Cllr Watson	
2015/16 Budget (£'000 Gross):	£10.5m	
2015/16 Budget £'000 Income:	£4.1m	
2015/16 Budget (£'000 Net):	£6.4m	
2015/16 Budget FTE:	261.76 FTE	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
E	Rationalisation of management as FRP outreach staff move into locality teams. (Removal of Family Recovery Programme Team Manager)	Family Recovery Programme (FRP) outreach staff will be managed by Early Help team managers. This will ensure consistent support is in place post FRP Manager exit. FRP outreach staff being based in locality teams will provide quality intensive family support to vulnerable, complex need families. Intelligence gained through locality working will	44	0	0	1	0	0	44	1

		<p>support intensive outreach interventions.</p> <p>FRP outreach staff are confident and assertive practitioners who will be able to model and support other EH staff to provide effective interventions for families. Basing FRP outreach staff in localities will further strengthen partnership working. FRP outreach staff already co-ordinate support across adult's and children's services; through a move to locality model, there is likely to be minimal impact in terms of delivering to FRP model.</p> <p>RAG Status: Green</p>									
F	Reduce travel of staff to deliver outreach support to families. Current budget for mileage (car allowances) is £14,000	<p>Move to locality teams will reduce the travel requirements for outreach staff. Based in localities, staff will reduce mileage claims through no longer having to cover borough wide caseloads. This will have no impact of levels of service available to clients and will increase available case time per worker.</p> <p>RAG Status: Green</p>	6	0	0	0	0	0	0	6	0
G	Review of family support services	<p>Reviews of family support to inform remodelling and transformation of Early Help targeted family support model.</p> <p>RAG Status: Green</p>	30	0	0	1	0	0	0	30	1
			80	0	0	2	0	0	0	80	2

REF NO: CYPS-15

CURRENT SERVICE SUMMARY – SCHOOL CROSSING PATROLS

Directorate:	CYPS	Brief description of service: The provision of school crossing patrols is a discretionary service. It is not a legal requirement, although where a patrol exists there is a legal requirement for the council to manage them. This is a highly regarded public service which forms part of the road safety activities to help children get safely to and from school. The patrol times are generally 35 minutes each, morning and afternoon, which span the start and finish of the school day. There are constant requests for additional patrol points for the schools not currently covered, although there are difficulties in recruiting to the existing posts. There is a nationally agreed process for surveying a site to ascertain if it meets the criteria set out by RoadSafetyGB for a patrol point.
Advisory Cabinet Portfolio:	Cllr Watson/Cllr Sims	
2015/16 Budget (£'000 Gross):	195	
2015/16 Budget £'000 Income:	0	
2015/16 Budget (£'000 Net):	195	
2015/16 Budget FTE:	12.72	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Removal of Council funding for the 21 School Crossing Patrol Points designated as	School Crossing Patrols are well respected by the public and removal of funding could clearly generate significant concern. Minimising risk and working to ensure the safety of children is a key priority for the council and any reduction in School Crossing Patrol Point funding should not	25	-	-	1.9	-	-	25	1.9

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE
	lowest risk.	<p>compromise this.</p> <p>A full survey of all Crossing Points has been carried out based on the National RoadSafety GB risk criteria which has identified a total of 21 lowest risk sites across Rotherham.</p> <p>This proposal would involve the removal of Council direct funding for these lowest risk sites, but leave it open for the schools in question to consider providing the required external funding, for example through a Service Level Agreement (SLA).</p> <p>Should all funding cease there would be an impact on 1.9FTE posts (Band B).</p> <p>RAG Status: Red</p>								
B	New income targets set for the service to develop collaborative funding arrangements for continuing crossing points (i.e. medium & high risk)	<p>The Council currently provides the funding for all School Crossing Patrol Points in Rotherham – 74 in total - at both local authority and Academy related sites.</p> <p>This proposal would require the service to enter into collaborative (either shared or fully externally funded) Service Level Agreements with schools</p>	5	15	15	-	-	-	35	-

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE
		to provide more stable and sustainable future arrangements. Delivery of this proposal will depend on the willingness and financial ability of schools – both Academy and Local Authority maintained - to enter into such arrangements, as well as ensuring the necessary legal compliance. RAG Status: Red								
	TOTAL		30	15	15	1.9	-	-	60	1.9

COMMENTS ON ABOVE PROPOSALS

Option A

The largest proportion of school crossing patrol expenditure is employee costs, accounting for 90% of the budget. The introduction of the living wage as increased the average cost of a patrol to £3,000 per year, the current budget is £195,302 giving a gap of £47,698. The service budget is balanced at present by not appointing staff to lowest risk crossing points which become vacant.

A member request was made in November 2014 to commission a full survey of all existing patrol points (at a cost to the council of £12,000). This was completed in by June

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE

2015. The designation of risk - low, medium and high – as noted above is based upon this survey.

It should be noted that in addition to the 74 established crossing points a further 8 have been requested in the last 12 months (though there are difficulties in recruiting to the existing posts).

Option B

Provision of School Crossing Patrols at Academy Schools has continued to be fully funded by the Authority to date, as schools have converted to Academy status. There are currently 15 Crossing Patrols which serve Academies - 10 high risk; 2 medium risk; and 3 lowest risk (which, under Option A, would cease to receive Council funding).

A number of local authorities are now charging Academies for Crossing Patrol services and should all of the Academy-related crossings in Rotherham become fully funded by the schools in question, it could potentially off-set around £53,000 of Council costs (around £15,000 of which relates to the lowest risk crossings impacted by Option A). Aside from Academies there is also potential for external/collaborative funding arrangements to be explored with Local Authority-maintained schools.

Income targets at this stage are dependent on further work required to confirm the necessary legal framework for such funding agreements with Academies, as well as, clearly, the willingness and ability for schools to enter into such agreements.

Environment & Regeneration

Totals of savings enclosed

2016/7 £,000	2017/18 £,000	2018/19 £,000	Total over 3 years £,000
2,516	923	534	3,973
FTE	FTE	FTE	FTE
54	17.5	7.2	78.7

ASR REF NO: EDS 1

CURRENT SERVICE SUMMARY – Business Unit

Directorate:	EDS & Neighbourhoods	Brief description of service: Very small unit with 2.1 FTE's, includes training budget. (Corporate costs, Strategic Director post and past pension costs excluded)
Advisory Cabinet Portfolio:	Councillor Read	
2015/16 Budget (£'000 Gross):	354	
2015/16 Budget £'000 Income:	-23	
2015/16 Budget (£'000 Net):	331	
2015/16 Budget FTE:	3.1	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Reduction of 0.5 FTE Workforce development post	Less investment in staff re: reduced training budget RAG Status: Green	22			0.5			22	0.5
B	Reduce non-pay budgets further	Total Non-Pay Budget = £129k which is largely made up from a central Directorate training budget. There is a small impact on printing and general office running expenses (which was a larger budget but has been reviewed and adjusted because each section/Department manages their own costs). The majority of this saving would be taken from the Training budget which would however affect the delivery of training within the Directorate. The training budget is £129K which helps fund 5 apprentices and 1 intern (for Libraries) in EDS costing £31,700 This is for a 12 month contract but some didn't start until later in the financial year so they will spill over to next	34	0	0	0	0	0	34	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		financial year (approx. £7,000). RAG Status: Amber								
	TOTAL		56	0	0	0.5	0	0	56	0.5

ASR REF NO: EDS 2

CURRENT SERVICE SUMMARY : Economic Development and Business Retail Investment teams (RiDO)

Directorate:	EDS & Neighbourhoods	Brief description of service: Inward Investment, Business Support, Business Start-up Advice, Business Incubation, Business centres Operation and Management, Town Centre Inward Investment and Business Support, Markets Operation and Management, Economic Strategy, Partnership working with LEP and SCR, Physical Development, development and delivery of Economic Growth Plan, external funding and the Visitor Centre
Advisory Cabinet Portfolio:	Cllr Lelliott	
2015/16 Budget (£'000 Gross):	1,165	
2015/16 Budget £'000 Income:	-702	
2015/16 Budget (£'000 Net):	463	
2015/16 Budget FTE:	49	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Closure of the Visitor Centre @ Bridgegate Loss of 2 posts - D x 0.7 FTE and C x 0.6 FTE	After previous staff cuts the Visitor Centre now operates with the minimum number of staff possible, so any further reductions means the service would cease. The Visitor Centre is one of the few remaining customer facing services located in the town centre, meaning it deals with a wide range of enquiries, not just "tourism." The Centre also provides a well-used photocopying and fax service, sells a range of local goods and has just started selling Mainline Bus tickets after the sale point at the Interchange was closed. <i>[Further information requested by OSMB (26th November, part of report to CM 30th November) before further progression]</i> RAG Status: Amber	30	0	0	1.3	0	0	30	1.3
B	Merge the RiDO Economic	This is achievable and would closer align the work of the	60	0	0	1.0	0	0	60	1.0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	Development and Business retail and investment teams, to create one team with joint management.	two teams. Would mean a reduction of one senior post which will impact on RiDO and Economic Development work and impact. RAG Status: Amber								
D	Increase rental charges for clients in the Council's Business Centres by 2% year on year	Potentially there could be a loss of tenants, - charges are currently set at £11.50 - £14.64 per sq. ft. which is significantly above the general market rate for workshops and offices in Rotherham but reflects the added value of the Business Centre offer. RAG Status: Green	9	9	9	0	0	0	27	0
	TOTAL		99	9	9	2.3	0	0	117	2.3

ASR REF NO: EDS 3

CURRENT SERVICE SUMMARY- PLANNING SERVICE

Directorate:	EDS & Neighbourhoods	Brief description of service: Planning Service - covering the statutory functions of Planning Policy (producing and implementing the Local Plan) Development Management (providing advice on and processing all planning applications) and Local Land Charges (property addressing and searches) production of Local Land Charges Searches, Street naming and numbering and Land and Property Gazetteer.
Advisory Cabinet Portfolio:	Councillor Lelliott	
2015/16 Budget (£'000 Gross):	1,579,	
2015/16 Budget £'000 Income:	-1,080	
2015/16 Budget (£'000 Net):	499	
2015/16 Budget FTE:	34	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Restructure of Planning Policy to remove 1x senior planner post	<p>The service has also been considerably reduced through both natural wastage and a previous restructure. 2 FTEs were removed from the establishment in 14/15 however it is considered that the current structure is top heavy and the loss of a senior planner post – while likely to have an impact on ability to meet timescales for Local Plan preparation and is a risk if early review of the plan is triggered – it is considered that the reduction can be accommodated.</p> <p>The post would be a management saving and would equate to 9% of the team.</p> <p>RAG status: Green</p>	45			1.0			45	1.0
B	Restructure of Local Land Charges (LLC) Section to create a £27,000 saving	LLC is a small service of just 4FTE's but efficiency savings have reduced down workload. The responsibility within the section for the Councils mapping system		27			1.0		27	1.0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>should be removed by improvements by corporate I.T and once implemented the saving can be made. The status is red due to delays in ICT implementation. A restructure would be required to reallocate tasks and responsibilities to enable the saving to be made. The saving of 1 post would be a 25% saving from the team</p> <p>cannot achieve in 16/17 as new IT mapping system not in place – advised by IT to put in 17/18 savings</p> <p>RAG status : Red</p>								
C	Reduce Planning policy budget (inc. £10K subscription to Limehouse – on line consultation portal)	<p>Staff reductions have meant that consultants have been required to complete work where there is either not the capacity in house or the expertise to complete projects. As further elements of the Local Plan are adopted the workload will reduce, however there is a risk that one off projects will still be required or that if an early review of the plan is triggered that the budget will not be sufficient to complete the work. Cancelling subscription to Limehouse will require an in-house alternative to be provided.</p> <p>RAG status: Green</p>	15	22					37	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
D	Restructure of enforcement staffing levels to create a £20,000 saving	Development Management have reduced staff to a level which is not sustainable and, other than existing I.T contacts for on-line work, have no other spend budget. Recent recruitment to a full time enforcement post will result in the ability to reduce existing resource once new working arrangements have been implemented. Enforcement team would be 1.5FTE and the proposal is to reduce by 0.5FTE i.e. 33% reduction. RAG status: Green	0	20		0.5			20	0.5
E	Increased planning fees	When the Local Plan is adopted and attractive sites are released to the market planning fees will increase. RAG status : amber			18				18	0
F	Merge Building control and Planning to create one team. Joint managed	Combining the management structures to release savings is achievable, and would assist closer working between the two teams. 50% saving at M3 level which would require management of the function to be brought within the remit of one M3 manager instead of two. RAG Status: Green	55			1.0			55	1.0
TOTAL			115	69	18	2.5	1.0	0	202	3.5

COMMENTS ON ABOVE PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
<p>Staffing has previously been reduced to a level that is no longer sustainable therefore savings have been made from other budgets however the staffing savings that have been proposed are mainly at managerial level.</p> <p>Enforcement is an issue that members have strong links to and they may not approve the reduction in enforcement resource however the priority should be the statutory elements of planning and enforcement is not a statutory function.</p> <p>The reason behind the red/amber status for B and E is that these elements are outside of our direct control</p> <p>E - Planning fees are difficult to predict however in the year 18/19 all the new sites from the Local Plan will be released as development sites which should have a direct impact on planning fees as applications increase, it would be unreasonable to make further staffing savings as this period of high workload approaches, therefore this is planning for a known event.</p>										

ASR REF NO: EDS 4

CURRENT SERVICE SUMMARY – Building Control

Directorate:	EDS & Neighbourhoods	Brief description of service: To ensure compliance with Building Regulations, which are minimum standards for the design and construction of buildings to ensure the health and safety for people in or around those building's. They also include requirements to ensure the conservation of fuel and power and that facilities are provided for people, including those with disabilities, to access and move around inside buildings. Building Control also as controls regarding health and safety aspects of demolitions, dangerous structures and provides advice to licencing and of events and sports grounds.
Advisory Cabinet Portfolio:	Councillor Lelliott	
2015/16 Budget (£'000 Gross):	504	
2015/16 Budget £'000 Income:	-394	
2015/16 Budget (£'000 Net):	110	
2015/16 Budget FTE:	11.5	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Increasing number of applications and incidental fees, and review fees and charges – additional income	Over the past four years this has been seen to be is the best line of action to increasing fee income to meet costs and thus reducing the Building Control Sections take on Rotherham Council's and EDS's budget. Local Authority Building Control (LABC) Partnership Scheme is a nationwide scheme where an individual Authority can partner with a major company to undertake	25	20	0	0	0	0	45	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE
		<p>all building control services throughout England & Wales. For example Rotherham Building Control is partnered with national companies such as 'SofaWorks' – (as in the TV advert), and the Construction side of 'Kier Group'.</p> <p>We are also partnered with numerous local and regional Architectural practices and developers.</p> <p>Outcome:</p> <p>We continue to strive very hard at providing an excellent and cost effective service to these and the people of Rotherham, and are continuously on the lookout for new customer bases and ways of extending our existing services.</p> <ul style="list-style-type: none"> • Increase income • Excellent reputation <p>RAG Status: Green</p>								
	TOTAL		25	20	0	0	0	0	45	0

CURRENT SERVICE SUMMARY - Libraries and customer services

Directorate:	EDS & Neighbourhoods	Brief description of service: Rotherham has transformed its library and customer services offer in recent years through the merger of customer services with the library service. The library function within the service is statutory. It is the overall statutory duty of the authority to provide a 'comprehensive and efficient library service for all persons desiring to make use thereof.' The duty arises in relation to people who are residents, work in or are in full time education in the borough (Public Libraries and Museums Act 1964). There are 15 community libraries across the borough. 6 of these libraries have been merged with Customer Services and joint service provision is offered. Staff members are generically trained in library and customer services processes at these sites. In addition there is a mobile library service, a "booklink" vehicle which supports vulnerable adults who are housebound or in residential care and a Schools Loan Service which is a service offering resources to support schools. The service is provided to anyone living, working or studying in Rotherham. The service promotes a love of reading and helps to improve literacy. It provides children and young people with a safe, inspiring place to learn, explore their creativity and find their talent. It provides spaces where adults can engage in informal learning develop skills and improve their lives. It supports businesses and contributes to the sustainability and regeneration of our local communities. It bridges the digital divide and provides an essential point of access to online resources, including council services. It offers information, reading and support services that can improve the health and wellbeing of customers. The following customer activity is delivered by the service: (Library only) Free access to books, e books and other reading material including spoken word and large print, ICT classes and courses, supported access to the internet, work clubs - support for employment, adult and children's reading groups, children's summer reading challenge, class visits, rhyme time sessions, activities for children and families, performances, events and exhibitions, books on prescription, CD and DVD hire and local history sessions; (Additional face to face customer services delivered at joint service sites) - customer enquiries, payments, applications, appointments, eligibility assessments and requests for services relating to housing benefits and council tax reduction, revenues (including Council Tax, Business Rates, Former Tenant Arrears, Free School Meals), housing, planning and building control, blue badge and concessionary travel, electoral register searches, licensing, streetpride, land searches and drainage searches.
Advisory Cabinet Portfolio:	Councillor Roche	
2015/16 Budget (£'000 Gross):	4,112	
2015/16 Budget £'000 Income:	-459	
2015/16 Budget (£'000 Net):	3,653	
2015/16 Budget FTE:	121.3	

SAVINGS PROPOSALS: Option 1

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Creation of a centralised team - merger of Schools Loan Service, Stock, Libraries on the Go and the Customer Access team to gain economies of scale	<p>Impact on capacity and skills development.</p> <p>Staffing review required</p> <p>Reduction in posts: c 2FTE</p> <p>RAG status: Green</p>	37			2.0			37	2.0
B	Closure of mobile service (consultation required)	<p>Estimated potential number of affected customers = 473 (274 aged 0-17, 40 aged 18-49 and 159 aged 50+). Service could be replaced with a range of alternative service delivery models, including “deposit collections” within communities, “click and collect/click and delivery” services, home delivery service, e-readers for loan. Potential impact on customer satisfaction if alternative service offer is felt to be inadequate. Potential challenge to statutory nature of comprehensive and efficient service.</p> <p>Savings included would require closure of service.</p> <p>Public consultation required (14 community locations). Equalities analysis required.</p> <p>Staffing review required</p> <p>Reduction in posts: c. 3FTE</p> <p>RAG status: Red</p>	57	25		3.0			82	3.0
C	Consolidation of booklink service and delivery van (consultation required)	<p>Changes to services delivered to nursing homes, residential homes, sheltered accommodation, day care and customers in their own homes who are unable to access services in other ways. Customers would no longer be able to visit the Booklink vehicle, but would receive items chosen by/for them based on preferences. Would implement alternative service delivery models, including e-readers for loan. Impact on the</p>	23			1.0			23	1.0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>frequency of delivery. Potential impact on customer satisfaction if alternative service offer is felt to be inadequate. Potential challenge to statutory nature of comprehensive and efficient service.</p> <p>Public consultation required. Equalities analysis required. Staffing review required Reduction in posts: c1FTE</p> <p>RAG status: Red</p>								
D	Replace face to face cashiering service with payment kiosks at Riverside House	<p>Closure of the cashiering facility at Riverside House and move to alternative service offer of payment kiosks, in line with locality services at Aston, Rawmarsh, Swinton, Dinnington and Maltby. Provide "floor walker" to assist customers in making payments via the kiosks. Continuation of paypoint, post office, direct debit, recurring card payments and online payment methods. May impact on customer satisfaction for those who prefer paying face to face.</p> <p>Public and partner consultation required. Equalities analysis required. Staffing review required Reduction in posts: c2FTE</p> <p>RAG status: Amber</p>	22	22		1.0	1.0		44	2.0
E	Introduction of online benefit claims and Risk Based Verification at Riverside House	<p>Impacts on customers applying for Housing Benefit and Council Tax Reduction at Riverside House. Will reduce the need for face to face interaction with many customers. Will simplify the benefit application process, removing the need to see original verification evidence for approximately 50% of customers. An appointment based service will be introduced for those customers who do need to speak to a customer service officer face to face. An assisted digital process will be implemented to support those customers who need extra help. Impact on other services - Revenues and Benefits (who have been consulted on</p>	21	80		8.0			101	8.0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>the proposal).</p> <p>Partner consultation required. Equalities analysis required. Staffing review required Reduction in posts c 8FTE. Savings profiled on assuming staffing levels are reduced in September 2016</p> <p>RAG status: Amber</p>								
F	Introduction of online benefit claims and Risk Based Verification - Joint Service Centres	<p>Impacts on customers applying for Housing Benefit and Council Tax Reduction at Joint Service Centres. Will reduce the need for face to face interaction with many customers. Will simplify the benefit application process, removing the need to see original verification evidence for approximately 50% of customers. An appointment based service will be introduced for those customers who do need to speak to a customer service officer face to face. An assisted digital process will be implemented to support those customers who need extra help. Impact on other services - Revenues and Benefits (who have been consulted on the proposal).</p> <p>Public and partner consultation required. Equalities analysis required. Staffing review required Reduction in posts c 1.5FTE. Savings profiled on assuming staffing levels are reduced in September 2016</p> <p>RAG status: Amber</p>	31	22		1.5			53	1.5
G	Relocation of services from Maltby library (Consultation required)	<p>Impacts on the council's assets. Relocation of library services from the current building into the adjacent Joint Service Centre, offering a revised service and merged staffing in line with locality services at Aston, Dinnington, Swinton and Rawmarsh. Relocation of Schools Loan Service to Bailey House. Relocation of Library vehicle parking to Bailey House.</p>		29			2.0		29	2.0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>Potential impact on customer satisfaction if relocated services are felt to offer a reduced range of facilities and activities. Could involve temporary closures and withdrawal of services during changes. Requires capital investment.</p> <p>Public and partner consultation required. Equalities analysis required. Staffing review required Reduction in posts c2FTE.</p> <p>RAG status: Amber</p>								
H	Alternative service delivery - community supported model	<p>Retains library provision in all existing static locations. Moves to single staffing in 7 libraries across the borough. Would extend library self service facilities. Would extend some customer service provision to Mowbray Gardens and Wath libraries. Would encourage and support further community/partner involvement in services, including internships, student placements, apprentices and volunteers and Parish & Town Councils.</p> <p>Public and partner consultation required. Equalities analysis and assessment of need required. Staffing review required Reduction in posts c5FTE</p> <p>RAG status: Red</p>	59		46	3.0		2.0	105	5.0
	TOTAL		250	178	46	19.5	3.0	2.0	474	24.5

COMMENTS ON ABOVE PROPOSALS: The options look to work within the existing Library and Customer Access strategies and is in line with the 2012/3 assessment of need, impact assessment, equalities analysis and consultation. This looks to retain provision in communities across Rotherham whilst implementing alternative service delivery models. This option was considered by members as part of the budget setting process for 2015-16. At that time, year 1 of a three year model was agreed for implementation. This option would continue that process.

CURRENT SERVICE SUMMARY - Advocacy & Appeals

Directorate:	EDS & Neighbourhoods	Brief description of service: Provides specialist welfare benefit and debt advice. This includes assessment of entitlement to benefits, assessment of “merit of an appeal” and assistance during submission of appeal, including representation. In addition the service provides benefit advice at all levels to those suffering from long term illnesses, their carers and families. The service currently receives external funding from Macmillan to do so. The service provides advice, advocacy and court representation on debt issues, including bankruptcy and housing repossession. The service works in partnership with other advice providers, notably Citizens Advice Bureau.
Advisory Cabinet Portfolio:	Councillor Yasseen	
2015/16 Budget (£'000 Gross):	330	
2015/16 Budget £'000 Income:	-116	
2015/16 Budget (£'000 Net):	214	
2015/16 Budget FTE:	8.9	

SAVINGS PROPOSALS: Option 1

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	To maintain the current service definition with a reduced level of funding. This can be achieved by transferring an Advocacy & Appeals Officer into a Macmillan Benefits Advice funded post	The Macmillan Cancer Support funded project was established in June 2009. Macmillan grants are reviewed on a yearly basis, the current contract will cease on 31st March, 2016, in the event that the contract is extended it is proposed that an Advocacy & Appeals Officer occupies this post until such a time that funding ceases. Reducing the number of Advocacy & Appeals Officer posts will result in longer wait times for customer appointments and some customers having to represent themselves at court. Staff may be resistant to move into the Macmillan team due to the nature of the role. Agreement is required from Macmillan regarding any staff transfer. Potential to increase the number of	32			1.0			32	1.0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	(for the lifetime of the project) and/or restructuring the team in order to reduce the number of Officers.	customers to the Citizens Advice Bureau. Staff/related service consultation required Reduction in posts - 1 Band H RAG status: Amber								
B	To commission money, debts and welfare rights services under one contract to offer a single point of contact for customers and continue with delivery of Macmillan Service.	Specialist delivery of welfare services and debt management is currently managed by the Advocacy and Appeals team who primarily receive referrals from the CAB. A contract was awarded to the CAB for the delivery of low level Welfare Rights and Money Advice, the period of the Agreement was initially to 31st March, 2017 with the option to extend for up to a further 2 years. In order to provide a single point for customers, delivery of financial efficiencies and reduction in duplication it is proposed that Specialist Service is included within a future tender process. The level of service to be provided would be determined as part of the tender. This may result in a single point of independent referral for any member of the public seeking to access advice services relating to Welfare Rights, Debt and Money Advice. TUPE regulations may apply to any staff being transferred to an external agency. There is no statutory requirement for the Council to provide Welfare Rights and Money Advice. Staff/external service consultation required. Equalities assessment required. Reduction in posts - 1 Band H RAG status: Amber		32			1.0		32	1.0

SAVINGS PROPOSALS: Option 3a

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	To maintain the current service definition with a contribution from the Housing Revenue Account (HRA), predicated on the level of support provided to Council tenants	<p>Maintains provision of specialist service, recognising the likely local impact of welfare reform changes. Would need to be based on an annual service level agreement, including measures to capture the impact in terms of reduced rent arrears and evictions.</p> <p>This proposal is supported by the Business Development and Commercial Manager in NAS.</p> <p>RAG status: Amber</p>	80	-	-	-	-	-	80	-
	TOTAL		112	32	0	1.0	1.0	0	144	2

COMMENTS ON ABOVE PROPOSALS:

There is no statutory requirement to deliver a specialist welfare rights and money advice service. However the service does support the Council in delivery of its statutory responsibilities e.g. within the Equalities Act.

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE

The service is currently required to have dedicated staff to deliver the Macmillan Welfare Rights service in order to receive funding from Macmillan Cancer Support.

ASR REF NO: EDS 7

CURRENT SERVICE SUMMARY – Registrars

Directorate:	EDS & Neighbourhoods	Brief description of service: Delivery of all statutory and non-statutory Registration Services, including registration of births and deaths; notice, registration and delivery of ceremonies related to civil partnerships and marriages. Delivery of citizenship, naming and renewal ceremonies. Production and amendment of certificates. Service delivered on behalf of General Register Office. Ensures compliance with the Immigration Act.
Advisory Cabinet Portfolio:	Councillor Roche	
2015/16 Budget (£'000 Gross):	455	
2015/16 Budget £'000 Income:	-280	
2015/16 Budget (£'000 Net):	175	
2015/16 Budget FTE:	12.1	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
B	Removal of Registration of Births and Deaths at Rotherham General Hospital	<p>No onsite facility for customers at Rotherham General Hospital (RGH) to register Births and Deaths that occur at the Hospital; therefore would have to travel to Riverside House. There is no legal obligation to register births and deaths outside of the Register Office.</p> <p>It is envisaged that this would not be a popular option for NHS partners who deliver Bereavement Services at RGH as this is a valued service. The number of registrations would not reduce but it would increase the flexibility and efficiency of staff to deliver a range of services from one location.</p> <p>A more effective use of resource provides potential to improve performance against Key Performance Targets.</p> <p>External consultation required Staffing review required</p> <p>RAG status: Red</p>	25						25	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
C	Channel shift from Face to face to Telephony /Online for Tell Us Once Bereavement	<p>Telephony and online channels are currently available but there is less than 5% take up; the majority of bereaved customers opt for the face to face transaction.</p> <p>Some essential face to face service provision is envisaged to remain, but a reduction in the face to face offer would decrease transaction time for appointments, resulting in the ability to offer additional appointments for statutory services.</p> <p>This is a non-statutory service that the authority has no legal obligation to deliver. Reducing transaction times would allow for an increase in the number of appointments available and an improvement against Key Performance Targets (KPT).</p> <p>Consultation required</p> <p>RAG status: Red</p>	13						13	
TOTAL			38	0	0	0	0	0	38	0

COMMENTS ON ABOVE PROPOSALS: Local authorities are required to resource their registration service to a level that performance targets can be met and are required to sign an annual assurance statement to General Register Office that there is a commitment to do this. The service is in an ongoing position of failing to meet Key Performance Targets (KPT) against statutory services. Should this continue General Register Office (GRO) could issue a directive to deliver the service in a way that meets KPT. Statutory fees are set by GRO. It is a requirement that Registration fees are set on a cost recovery basis only.

ASR REF NO: EDS 8

CURRENT SERVICE SUMMARY - Contact centre

Directorate:	EDS & Neighbourhoods	Brief description of service: Corporate contact centre, delivering telephony services on behalf of a wide range of Council services, including Housing, Streetpride, Licensing and Children & Young People's Services. Deals with customer enquiries, requests for services, applications, payments, appointments and eligibility assessments. Delivers corporate switchboard service. Open 8am-8pm Mon-Fri and provides 24/7/365 emergency service. 696,778 customer calls were received in the contact centre in 2014/15. In addition 41,758 emails were managed within the service.
Advisory Cabinet Portfolio:	Councillor Roche	
2015/16 Budget (£'000 Gross):	1,231	
2015/16 Budget £'000 Income:	-860	
2015/16 Budget (£'000 Net):	371	
2015/16 Budget FTE:	45.3	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Reduce waste service customer demand by 10% by encouraging customers to use Your Account or webchat to find information and report faults	If demand is not reduced Key Performance Indicators (KPIs) will not be achieved and customers will have to wait longer for us to respond to their contact. Staff/related service consultation required Reduction in posts - 1.5 Band D RAG status: Red	11	22		0.5	1.0		33	1.5
B	Restructure Operations Manager and Team Leader roles	The restructure will equalise the levels of responsibility at management level. Staff consultation required Reduction in posts - 1 Band J, 0.5 Band H RAG status: Green	45		17	1.0		0.5	62	1.5
C	Improve and streamline the way	If demand is not reduced KPI's will not be achieved			22			1.0	22	1.0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	customers can report Street pride problems online and encourage them to do so. This will mean that fewer telephone calls are received in the contact centre and less staff time will be required to input information into Streetpride administration systems.	and customers will have to wait longer for us to respond to their contact. Staff/related service consultation required Reduction in posts - 1 Band D RAG status: Red								
	TOTAL		56	22	39	1.5	1.0	1.5	117	4.0

ASR REF NO: EDS 9

CURRENT SERVICE SUMMARY - Theatre Services

Directorate:	EDS & Neighbourhoods	Brief description of service: Delivery of full range of theatre services from Rotherham's Civic Theatre. Whilst the programming is increasingly "commercial", delivered with professional producers, the service continues to work with a wide range of local organisations to deliver a varied and popular programme. Around 70,000 customers - the majority from Rotherham - attended shows during 2014-15.
Advisory Cabinet Portfolio:	Councillor Roche	
2015/16 Budget (£'000 Gross):	478	
2015/16 Budget £'000 Income:	-349	
2015/16 Budget (£'000 Net):	129	
2015/16 Budget FTE:	10.5	

SAVINGS PROPOSALS: Option 1

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Increase prices for pantomime tickets by £1 (general) or £0.50 (schools)	Potential to impact on ticket sales, though we believe that this is unlikely. The increased income proposed takes account of any contractual arrangements. Consultation required with external producer of pantomime. RAG status: Amber	12						12	
B	Additional income due to Cultural Exemption on VAT	This is currently an estimate, as 2015-16 is the first year of implementation. The increased income takes account of any negative impact of VAT on theatre hire Staff consultation required RAG status: Amber	20	10	10				40	
	TOTAL		32	10	10	0	0	0	52	0

COMMENTS ON ABOVE PROPOSALS: The above increased income proposals reduce the net budget of the service to £77,000 by 2018/19. However, we believe this may be a conservative estimate which will be reviewed following the first year of the changes to VAT. The service has been very successful in reducing its net budget year on year by increasing income and its **ambition is to operate at a net £0 as soon as is possible within the above timeline.**

SAVINGS PROPOSALS: Option 2										
Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Service to become self-financing within 2 years	Service to become self-financing within 2 years through additional income generation and cost reduction. RAG status: Red		77					77	
			0	77	0	0	0	0	77	0
COMMENTS ON ABOVE PROPOSALS: Option 2 is in addition to Option 1 i.e. the total savings released would be £129,000										

ASR REF NO: EDS 10

CURRENT SERVICE SUMMARY - Heritage Service

Directorate:	Environment & Development Services	Brief description of service: Heritage Services includes the strategic development of and delivery of services from: Clifton Park Museum, which also incorporates the York and Lancaster Regimental Museum, Archives and Local Studies, Boston Castle, 5 additional historic buildings (built heritage) and 2 outstores for the museum, archives and local studies collections. The service delivers a programme of exhibitions and events, formal and informal learning for all ages, services to schools, an enquiry service, professional advice and guidance to individuals, community groups and organisations within the area. It makes available information under key pieces of legislation, including the Freedom of Information Act, Data Protection Act and the Environmental Information Regulations. It operates as the Place of Deposit for records from public bodies in the locality as set out in the Public Records Act. The authority's statutory celebratory services are delivered through the Museum. The Archives and Local Studies Service is a statutory service.
Advisory Cabinet Portfolio:	Councillor Roche	
2015/16 Budget (£'000 Gross):	666	
2015/16 Budget £'000 Income:	-133	
2015/16 Budget (£'000 Net):	533	
2015/16 Budget FTE:	19.4	

SAVINGS PROPOSALS: Option 1

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	<p>Frontline staffing:</p> <p>2016/17: Consolidate frontline staffing to integrate delivery of Boston Castle and achieve economies of scale. Benefit from Creative Employment Programmed funded by Arts Council England to work with an intern.</p> <p>2017/18: Continue to move to Clifton Park Museum being community supported and increase work with volunteers to provide contact with members of the public</p>	<p>Will reduce capacity of frontline services to respond to unanticipated staffing situations resulting in ad hoc closures of Clifton Park Museum, Boston Castle and the Archives and Local Studies searchroom - in turn impacting on the public and achievement of KPIs. Will reduce capacity to respond to enquiries within corporate guidelines. Potential impact on Accredited status due to potential delay in documenting collections.</p> <p>Staff/partner consultation required Reduction in posts - 1.7 Band C RAG status: 2016-17 Amber, 2017-18 Red</p>	20	12		1.0	1.7		32	2.7

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
B	Streamline non-pay budgets: reduce archives and local studies conservation budget, reduce exhibition/events budget, reduce vehicle hire budget	Will reduce ability to conserve archive and local studies material limiting amount of material members of the public can use. By 2017-18 all remaining budget has been removed. Reducing exhibitions and events programme may lead to declining number of visits (KPI). Limits ability to move collections between stores and museum for display/conservation purposes RAG status: Amber	6	1					7	
C	Increase income through delivery of additional school activity sessions and by undertaking external conservation work.	Relies on stable market, ability to market/promote services and reinvestment. Ability to offer service to external customers, including other museums and heritage services. RAG status: Green	3	6	8				17	
D	2016/17: Utilise Heritage Service's reserve budget to contribute to salary costs of key members of staff (one year only) 2017/18: Resultant pressure of utilising reserve budget for salaries	The release and use of this budget as determined by an insurance claims needs to be agreed. This proposal would give capacity for detailed increased income targets to be developed. RAG status: Amber	24	-24					0	
TOTAL			53	-5	8	1	1.7	0	56	2.7

COMMENTS ON ABOVE PROPOSALS: Figures above do NOT take into account income which could be generated in partnership with Clifton Park. Initial estimates indicate income during this time could be approximately £80,000, generated through e.g. improving catering provision, increased room hire, increased sales from kiosks, café and museum shop, improved marketing of park games and achieving efficiencies through shared resources. The Services have recently jointly recruited a Commercial manager who is developing a 3 year business plan which would identify further opportunities for income generation. The above proposal would enable the service to develop this plan and put forward alternative proposals during 2016/17.

Note; additional work is also taking place with the lead Advisory Cabinet member on potential options for additional income generation, e.g. through wider wedding package options.

ASR REF NO: EDS-11

CURRENT SERVICE SUMMARY Building Cleaning & Toilets

Directorate:	EDS & Neighbourhoods	Brief description of service: The core business is the provision of cleaning services for Rotherham schools, civic building, community provision (HRA), Cross agency agreements with NHS Rotherham for Breathing Space and Maltby Joint Service Centre and commercial trading agreements (Rotherham PFI Schools Partnership with Cofely) In addition All Saints Square Toilets are managed as part of the trading account management cost but provide a degree of income from customers to cover the operational cost of the attendance and the cleaning activity. School cleaning accounts for 64% of the service contracts and provides clean and healthy schools for 70% or 87 schools in the Borough. This ensures that in these schools the pupils are learning in a clean and healthy environment, monitored to British Institute of Cleaning Science (BiCS) for an educational site. A further 22% of the service contracts are office accommodation used by the public of the borough, which ensure the cleanliness of these areas, giving civic pride in the buildings. Finally 11% of the service contracts are engaged with the neighbourhoods to ensure an effective, timely and caring response is given to requests for assistance with social service cleans for members of the public who, generally through illness are finding it difficult to maintain a healthy and hygienic home environment. These contracts also include the timely turnaround of emergency housing within the furnished homes environment, VOIDS properties to ensure they are back available for retail as soon as possible and the weekly cleaning of the communal areas of council flats and wardens centres.
Advisory Cabinet Portfolio:	Cllr Lelliott/Cllr Watson	
2015/16 Budget (£'000 Gross):	5,224	
2015/16 Budget £'000 Income:	-5,162	
2015/16 Budget (£'000 Net):	62	
2015/16 Budget FTE:	266	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Conversion to an un-manned facility at All Saints Public Toilets (1.6 x Band A – four staff affected)	All Saints Toilets has one attendant on duty through-out the day responsible for the collection of entry charges. The facility is open Monday to Saturday, 9am to 5pm and currently has 65,000 visits per year. The conversion to an un-manned facility would remove the requirement for an attendant and leave only the cost of the daily cleaning of the unit. This would be £1,040 per annum.	6			1.6				1.6

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		Cost of the conversion The cost of conversion would include installation of a turnstile and installation of CCTV, conversion of UV lighting and emergency telephone line. The cost of such works would be £12,841. RAG Status: Amber								
B	Removal of supervisory post (0.5 x Band G)	The support post currently monitors the suppliers and contractors involved in the provision of the cleaning services, particularly the PFI contract. RAG Status: Red		15			0.5			0.5
	TOTAL		6	15	0	1.6	0.5		21	2.1

COMMENTS ON ABOVE PROPOSALS:

ASR 11A –

All Saints Toilets has been subsidised by the trading account for a number of years. There is a risk that an unmanned facility may result in an increase in misuse and anti-social behaviour. Mitigations are being put in place around CCTV cameras and regular checks by neighbourhood services.

ASR 11B –

If the reassigning of the work is not successfully transitioned there is a risk that penalties on contracts may be incurred. Work will be reassigned across the service. The workloads for existing operations team members will increase along with movement of staff responsibilities. Management of this impact will be achieved by planning the process now for 2017/18. The operational supervisory team will be reduced by 9%.

ASR REF NO: EDS 12

CURRENT SERVICE SUMMARY Caretakers										
Directorate:		CYPS	Brief description of service: This service is the maintenance of the day-to-day Health and Safety of civic community and some school buildings. This includes fire alarm testing, legionella related activity and security. 24/7 call-out responsibilities for civic and NHS buildings including responsibilities within the Borough Emergency Plan. In addition, all the deliveries to Riverside, contractor receipt and monitoring and implementing emergency protocol building shut-down during office and out-of-hours. All the caretaking services are front-line, face-to-face provision which is funded via whole or part income generation.							
Advisory Cabinet Portfolio:		Cllr Lelliott/Cllr Watson								
2015/16 Budget (£'000 Gross):		631								
2015/16 Budget £'000 Income:		-289								
2015/16 Budget (£'000 Net):		342								
2015/16 Budget FTE:		22.6								
SAVINGS PROPOSALS:										
Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Reduction of office accommodation caretaking staff (1 x Band C – equates to 10% of staffing levels)	Reduced maintenance regime (because of reduced staffing numbers). Major issues regarding the ability to maintain an effective call-out rota and response to daytime and out-of-hour emergencies, due to reduced staffing numbers. Significant increase to cost of Facilities Management (EDS) due to work not being completed by the caretakers and having to engage contractors. The FM (EDS) budget has identified savings in previous years by caretakers undertaking additional work. There are significant contract implications which will be effective with NHS (Breathing Space and Joint Service Centre) this is likely to result in a breach of contract and penalty implementation. RAG Status: Red	25.5			1.0			25.5	1.0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
B	Remove the service supervisor and directly manage by M2 manager (1 x Band G – equates to 100% supervision of staff)	Significant risk to overall co-ordination of service and impact on income generation. The current role is responsible for overall health and safety, method statements, customer liaison and quotation. There would be a major impact on ability to meet these standards and achieve the current income level. RAG Status: Amber		32			1.0		32	1.0
C	Further reduction of office accommodation caretaking staff (0.5 x Band C – equates to 25% reduction in staff over 3 year period)	Maintenance of office accommodation would be reduced due to staffing numbers. Major issues regarding the ability to maintain an effective call-out rota and response to daytime and out-of-hour emergencies due to reduced staffing numbers. Significant potential increase to cost of Facilities Management (EDS) due to work not being completed by the caretakers and having to engage contractors. The FM (EDS) budget has identified savings in previous years by caretakers undertaking work – this can only take place if the staffing levels enable this health and safety completion. There are contract implication to consider which will be effective with NHS (Breathing Space and Joint Service Centre). RAG Status: Red			20			0.7	18	0.7
TOTAL			25.5	32	20	1.0	1.0	0.7	77.5	2.7

COMMENTS ON ABOVE PROPOSALS:

The caretaking budget is largely made up of office accommodation (60%) with other elements being traded services with school/youth service (28%) and Community Caretaking (11%).

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
<p>Any change to the traded service will remove the income generated by that service and customers would have to look elsewhere for provision – the traded service is successfully and contributes to the overall income generation.</p> <p>The Community Caretaking Budget is already linked to a saving agreed in 2014/15 with a 2015/16 impact. The saving has not been implemented as no decision has been taken on the closure of Community Buildings. This should be cross-referenced with the Major Projects ASR on Buildings.</p> <p>Savings therefore can only be achieved through the reduction of office accommodation caretakers and are subject to a health and safety risk assessment in taking this action, along with the subsequent cost increase to Facilities Management through having to employ contractors to undertake activity to comply with legislation - hence the RAG rating.</p>										

CURRENT SERVICE SUMMARY (*Hospitality*)

Directorate:	EDS & Neighbour hoods	Brief description of service: The account is a traded service to provide a catering (Café) outlet for Riverside House, along with the hospitality for use by officers within the building for meetings. Both areas of the service emerged as a direct result of WorkSmart survey information to staff as part of the WorkSmart implementation program.
Advisory Cabinet Portfolio:	Cllr Lelliott	
2015/16 Budget (£'000 Gross):	227	
2015/16 Budget £'000 Income:	223	
2015/16 Budget (£'000 Net):	4	
2015/16 Budget FTE:	5	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Review of the hospitality arrangement and re-assignment of salary cost	Availability of emergency hospitality will be reduced. Management of the capacity has been difficult due to differing interpretations of the policy on hospitality provision. RAG Status: Green	1						1	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
B	Review of service to improve the traded position of the cafe	<p>The merging with education school catering has resulted in the adaption of similar working practices.</p> <p>Main impact: continued adaptation of commercial activity may result in complaints from RMBC staff who continue to request café discounts for employees which conflicts with commercial practice and achievement of income targets.</p> <p>Living wage salary scales have had a impact of commercial viability.</p> <p>RAG Status: Green</p>		2					2	
	TOTAL		1	2	0	0	0	0	3	0

ASR REF NO: EDS 16

CURRENT SERVICE SUMMARY *Corporate Property Unit (Excluding Corporate Landlord Property)*

Directorate:	EDS & Neighbourhoods	Brief description of service: Property management, creation, acquisition and disposal including: Statutory compliance, health and safety, gas safety, electrical safety, fire safety, energy/ carbon management, environmental adaptation, property resilience and recovery, asset strategy, repair and maintenance, acquisition, disposal, commercial estate, worksmart, schools maintenance, schools basic need, academy school conversions, schools PFI, terrier service, valuation, right to buy, compulsory purchase, asset transfer leases, construction design and management, YORBuild framework. Managing 644 properties. Service FTE already reduced by 47%. No tradespersons, so all construction and maintenance is outsourced.
Advisory Cabinet Portfolio:	Councillor Lelliott	
2015/16 Budget (£'000 Gross):	£3,941	
2015/16 Budget £'000 Income:	£3,966	
2015/16 Budget (£'000 Net):	-£25	
2015/16 Budget FTE:	68.2	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Increase income on existing Commercial estate	Market Rent increases for commercial tenants. RAG Status: Green	3	5	5	0	0	0	13	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
B	<p>Review of Corporate Property Staffing Establishment. Probable result being an establishment change of:-</p> <ol style="list-style-type: none"> 1) Environmental Team 0.6 Band G Revenue Funded. 0.6 Redundancy. 2) Trading Account – Overhead - Merge Corporate Project Team (CPT) & Building Design Team (BDT) Managers posts – 1 Band L Manager Redundancy. 3) Trading Account CPT Overheads – Band D Technical Support Officer - Vacancy 4) Trading Account CPT Project Manager Posts 2 x Band J - Vacancies 5) Trading Account CPT 1 Structural Engineer Band G – Vacancy. 6) A new revenue post in Facilities Management (FM) Band J Building Officer to enable statutory compliance and address a capacity shortfall. 	<p>A Reduction in construction capacity and fee earning staff. This requires an ongoing review alongside the Capital Strategy to ensure capacity exists to deliver the programme.</p> <p>Increase in Span of Control of 1 Band L from 3 to 5 direct reports. No Impact on customer or any other stakeholder.</p>	95	0	0	4.6	0	0	95	4.6

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE
		<p>Increased capacity to fill capacity deficit in facilities management to deliver multiple property management improvements and to improved standards of statutory compliance and safety of public buildings.</p> <p>Staff consultation required.</p> <p>RAG Status Green</p>								
	TOTAL		98	5	5	4.6	0	0	108	4.6

ASR REF NO: EDS 17

CURRENT SERVICE SUMMARY (*Business Regulation*)

Directorate:	EDS & Neighbourhoods	Brief description of service: This is a borough wide service Enforcement and regulation in relation to food hygiene, food standards, health & safety at work, animal health & welfare, trading standards and licensing (taxis, Licensing Act, Gambling Act etc.). Also management of contract between Dignity Funerals Ltd and Rotherham MBC (for the provision of bereavement services in Rotherham).
Advisory Cabinet Portfolio:	Cllr Sims	
2015/16 Budget (£'000 Gross):	57	
2015/16 Budget £'000 Income:	1340	
2015/16 Budget (£'000 Net):	- 1156	
2015/16 Budget FTE:	184	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Reduce maintenance budget in relation to retained cemetery assets (historic chapels, walls, gates etc.).	The maintenance of Victorian chapels in four of the district cemeteries, the Lych Gate at Maltby Cemetery and cemetery boundary walls in the 8 district cemeteries; these are outside of the Dignity contract. The buildings are falling into disrepair, and all of them require significant investment in order to bring them back to a usable condition. Alternative options have been considered, however none have been taken forward (e.g.	14	7	2	0	0	0	23	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>use for commercial or community purposes). As the buildings haven't been in use for over 2 decades there will be no loss of amenity to the community, however the buildings being in a poor state of repair will damage the general cemetery environment. This proposal will see the maintenance budget in relation to retained assets reduce to £5,000 over a three year period. There will be no impact on partners, other directorates, staff or KPIs - however should the assets deteriorate to a dangerous condition then the assets will need to be demolished / receive significant investment in order to bring them into an acceptable condition.</p> <p>RAG rating: RED</p>								
B	Cease payment of churchyard maintenance grants to Parochial Church Councils.	Payments are currently made to Parochial Church Council to assist with the maintenance of churchyards. These are not closed churchyards, therefore they are outside of the council's control. The grants range in value from £49.70 per annum to £568.00 per annum and are paid following a council decision in 1988. Ceasing with this payment will require a change to a council decision, and may lead to a detrimental impact on the aesthetic nature of some churchyards. There will be no direct	8	0	0	0	0	0	8	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>impact on customers, partners of other council departments as a result of this proposal.</p> <p>RAG rating: Green</p>								
C	Reduce food safety sampling budget.	<p>There will be no detrimental impact on customers as a result of reducing this budget. The remaining budget of £4,929 (after the reduction of £4,722) will be supplemented by funding which is routinely available from Central Government for specified sampling programmes. The reduction of this budget will not have any impact on partners, KPIs or other council departments.</p> <p>RAG rating: Green</p>	0	0	5	0	0	0	5	0
D	Fixed amount increase from Bereavement Services Contract (assume 1.5% annual increase).	<p>The council's contract with Dignity Funeral Services Ltd requires Dignity to pay RMBC a 'fixed amount' each year - this figure is index linked to inflation and increases by the RPIx in February of each year. The average increase of the RPIx over recent years is around 1.5%, this proposal is based on this figure however the actual increase cannot be forecast with absolute accuracy.</p> <p>RAG rating: Green</p>	7	7	7	0	0	0	21	0
E	Self-service applications for	Many licence application functions could be made available	0	19	0	0	1.0	0	19	1.0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE
	certain licences.	<p>online only – this would be particularly appropriate in relation to vehicle licensing (where no assessment of fitness is required).</p> <p>Significant development of current systems and processes would be required in order to deliver this as a viable savings option. There would also need to be an element of consultation and testing of the system. As a result, any savings are unlikely to be realised until 2017/18.</p> <p>It is estimated that in moving all vehicle licensing matters onto an online portal, approximately one FTE licensing support officer will be released.</p> <p>However, it should be noted that any reduction in expenditure in the Licensing budget will need to be matched with a corresponding reduction in income (the licensing service must not generate a profit).</p> <p>RAG rating: AMBER</p>								

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
F	Review administrative processes within Business Regulation.	<p>There are 2.5 FTE admin staff within the Business Regulation service – these undertake a wide range of administrative duties including customer telephone contact and processing written reports on behalf of Environmental Health Officers (EHOs).</p> <p>It is proposed that the telephony function is transferred to Rotherham Connect, and the process of issuing written reports is reviewed. It is estimated that this will require the transfer of 0.5 FTE to Rotherham Connect, with a further 0.5 FTE being offered as a saving.</p> <p>Reducing the number of admin staff in the team may result in higher graded staff undertaking administrative duties should any of the remaining 1.5 FTE be unavailable for work (such as annual leave / sickness).</p> <p>RAG rating: AMBER</p>	0	10	0	0	0.5	0	10	0.5
G	Licensing administration function to migrate from Lalpac to Civica APP.	<p>The authority currently uses Lalpac for the administration of licence applications. This package has been used since 2009.</p> <p>The current subscription that is paid to Lalpac amounts to</p>	0	0	14	0	0	0	14	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE
		<p>approximately £14,000.</p> <p>The authority already subscribes to Civica APP (it is used by many teams within the council) – the addition of the licensing modules to the current system would not increase the subscription amount. Therefore, switching from Lalpac to Civica APP for licensing purposes would realise a saving of £14,000.</p> <p>The council is currently contracted to Lalpac until April 2018 – therefore any saving will be realised in 2018/19.</p> <p>The Civica APP system has been reviewed by the Business Regulation Manager and the Licensing Manager, and whilst it has the advantage of being used by a number of departments within the council (including licensing enforcement, environmental health and trading standards – which work closely with licensing administration), it compares less favourably in terms of ease of use and functionality.</p> <p>However, it should be noted that any reduction in expenditure in the Licensing budget will need to be matched with a corresponding reduction in income (the licensing service must</p>								

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		not generate a profit). RAG rating: AMBER								
	TOTAL		29	43	28	0	1.5	0	100	1.5

COMMENTS ON ABOVE PROPOSALS:

Reductions in licensing expenditure must be met with corresponding reductions in income received (i.e. the council cannot make a profit via the administration of licensing). Proposals G should be considered with this in mind.

Further work must be undertaken in relation to proposal E before it can be considered as a viable savings option (hence the year 2 proposal).

Overall staffing reduction is 5%

ASR REF NO: EDS 18

CURRENT SERVICE SUMMARY (Waste PFI)

Directorate:	EDS & Neighbour hoods	Brief description of service: This budget provides for the Operational Management of the Sub Regional Waste Facility on behalf of Barnsley Doncaster and Rotherham (BDR) under the terms of a Public Finance Initiative (PFI) Project. It currently covers for overheads including for staff costs and the provision of any independent external Legal, Technical and Financial advice that may be necessary by BDR officers to support contract decisions and / or dispute resolution.
Advisory Cabinet Portfolio:	Councillor Sims	
2015/16 Budget (£'000 Gross):	£111	
2015/16 Budget £'000 Income:		
2015/16 Budget (£'000 Net):	£111	
2015/16 Budget FTE:	4	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Currently there is a vacant post within the Structure. It is proposed not to fill this post	There would be no implication upon Corporate Priorities/ Outcomes from failing to fill this post. This issue will be subject to discussion with our BDR partners. This post is at an Administration level. The Contract is currently managed by 3 FTEs with any necessary support from officers across	7	0	0	1.0	0	0	7	1.0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		Barnsley, Doncaster and Rotherham. RAG Status - Amber								
B	Remove the contingency from the Budget	The plant is now fully operational; therefore the necessity for a contingency has reduced. The contingency was there to allow for unusual events during the build process and to potentially support initiatives where savings greater than costs could be realised. RAG Status - Green	32	0	0				32	0
C	Reduction of the Budget for External Technical Consultants	It is considered that the requirement for independent technical advice on "snagging items related to the Waste Plant" will reduce over the next 12-18 months. There will be no implications upon Corporate Priorities RAG Status - Green	0	5	0				5	0
	TOTAL		39	5	0	1.0	0	0	44	1.0
COMMENTS ON ABOVE PROPOSALS: This proposal has now been agreed with the BDR partners at a consultation meeting. Staffing reduction is 1 FTE (vacant post) – 25% of the establishment										

ASR REF NO: 19

CURRENT SERVICE SUMMARY (*Waste Treatment*)

Directorate:	EDS & Neighbour hoods	Brief description of service: Waste Treatment and Disposal covers the contractual arrangements for dealing with the treatment and disposal of domestic waste; the treatment of green waste, dealing with waste at our 4 Household Waste Recycling Centres; the haulage of skips from these sites, service costs for Recycling Banks; the disposal of special waste streams (hazardous clinical waste, asbestos) and the receipt of income from kerbside recycling operations and bring sites. Waste Services have a statutory duty and a duty of care to manage waste from Council operations and ensure that all the waste and recyclates produced are treated and disposed of through outlets that hold the relevant environmental permits.
Advisory Cabinet Portfolio:	Councillor Sims	
2015/16 Budget (£'000 Gross):	£1,180	
2015/16 Budget £'000 Income:	£579	
2015/16 Budget (£'000 Net):	£602	
2015/16 Budget FTE:	0 Included in Waste Coll. ASR	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Dispose of carpets and mattresses through the Sub	It is cheaper to dispose of mattresses and carpets through disposal rather than through recycling outlets. This will affect	105						105	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE
	Regional Waste Plant	recycling performance by approximately 1.16%								
		RAG Status - Green								
	TOTAL		105	0	0	0	0	0	105	0

COMMENTS ON ABOVE PROPOSALS:

With the current pricing structure that we have in the Sub Regional Waste Plant for disposal of waste at Band 2 (£13.68 per tonne); from the economic perspective it is cheaper to undertake disposal than to attempt to increase recycling. The saving proposed relates to all the carpets and mattresses disposed of through the Councils four Household Waste Recycling Centres.

ASR REF NO: 20 Waste Collection

CURRENT SERVICE SUMMARY (*Waste Collection*)

Directorate:	EDS & Neighbour hoods	Brief description of service: This is a borough wide service provide to every household Waste Management undertakes the provision of all waste collection services (Black Bin, Green Bin, Blue Box and Bag), bulky item collections, bin delivery and the management of the contract for four Household Waste Recycling Centres across the Borough. The Council has a Statutory Duty to collect Household Waste as defined in the Environmental protection Act 1990
Advisory Cabinet Portfolio:	Cllr Sims	
2015/16 Budget (£'000 Gross):	£5,223k	
2015/16 Budget £'000 Income:	£980k	
2015/16 Budget (£'000 Net):	£4,243k	
2015/16 Budget FTE:	122.6 including 12 staff posts	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Rationalisation of the Staff Structure	Will meet the 15% requirement for staff savings; there would need to be a rationalisation across the Management Structure for the service, the loss of 2FTEs represents a 17% reduction in terms of management/supervisory posts; this may impact	20	20	20	1.0	1.0	0	60	2.0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		upon service resilience in terms of lost expertise, and in the knock-on to service performance . RAG Status: Amber								
C	Fleet Renewal – Change the type of Vehicle used to support the kerbside collection of dry recyclables	<p>The current fleet of vehicles have come to the end of their lease. It is considered that the type of vehicle used at present, be changed to a conventional split bodied refuse vehicle.</p> <p>This type of vehicle will speed up the operation and allow for a reduction in the fleet of one vehicle and crew.</p> <p>The Waste Management establishment would be reduced by 3 posts</p> <p>It is considered there would be no impact upon the delivery of the service to residents</p> <p>RAG Status: Amber</p>	164			3.0			164	3.0
G	Revert to an alternate week	The Council currently provides a weekly collection of black bins	30						30	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	collection on domestic refuse at Christmas / New Year; we currently provide a weekly collection for the 10 days when the service is in a backlog situation	<p>over the Christmas / New Year period when the service is in backlog; this is a period of approximately 10 working days.</p> <p>It is considered that initially there would be an adverse public reaction as the frequency between collections would be extended at a time of year when the waste produced increases.</p> <p>It will take longer to get the service back on a regular collection frequency; however 3 Saturdays will be worked to assist in minimising the disruption in collection frequencies.</p> <p>It has been agreed that the Household Waste Recycling Centres will remain open on all days during the period that the service is in backlog. These sites will be closed on Christmas Day, Boxing Day and New Year's Day</p> <p>RAG Status: Amber</p>								
	TOTAL		214	20	20	4	1	0	254	5

COMMENTS ON ABOVE PROPOSALS:

Staffing reductions amount to 11% of the total establishment

ASR REF NO: EDS 21

CURRENT SERVICE SUMMARY (*Transportation & Highways projects*)

Directorate:	EDS & Neighbourhoods	Brief description of service: This is a borough wide service Discharge of the statutory functions of Road Safety and Traffic Management through the delivery of transportation projects from concept through feasibility, design and implementation. Primary functions of the service are Transportation Policy, Traffic Management, Road Safety, Highways Development Control, Traffic Signals and Urban Traffic Control, Highways Design, and Highway Bridges.
Advisory Cabinet Portfolio:	Cllr Lelliot	
2015/16 Budget (£'000 Gross):	2,624	
2015/16 Budget £'000 Income:	1,816	
2015/16 Budget (£'000 Net):	808	
2015/16 Budget FTE:	32.0	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Remove Engineer post from Transportation Unit	Vacant Post - funding was to be used to develop RMBC public realm work, identifying a consistent and efficient approach to street design, street furniture and materials, realising immediate benefits in improving our approach to street design and medium to long term asset management efficiencies. This work will now not be undertaken. 1 FTE is 16% of the team. RAG Status: Green	34			1.0			34	1.0
B	Reduce CCTV budget in light of new maintenance contract and new communications contract	Reduction in CCTV budget will retain the CCTV service but reflect the new lower maintenance and comms costs that will be in place in 2016/17. RAG Status: Green	50						50	
C	Reduce graffiti cleansing budget	Reduction in the graffiti cleansing budget reflects the level of operational cleansing activity undertaken in 2014/15. The reduced budget could potentially result in an inability to remove	10						10	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		graffiti and undertake cleansing of subways. RAG Status: Green								
D	Restructure of the Highway Structures Team resulting in the loss of 1 post	Loss in a post will result in a reduced capacity to undertake the development, design and management of RMBC's highway structures assets. Increased risk that our annual inspection regime could not be undertaken with the remaining resource resulting in greater risk of asset condition not being accurately monitored and assessed. Failure to appropriately manage our highway structure assets could lead to asset failure. There is the potential that a pressure may be created in terms of fee income generated. 1FTE is 28% of the team RAG Status: Amber	25			1.0			25	1.0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
E	Reduce CCTV budget - Invest to save to deliver an RMBC owned Fibre Communications Network	<p>The saving in 17/18 relates to the potential to introduce an RMBC owned fibre communications network in the Town Centre, which would require an invest to save business case to be developed.</p> <p>RAG Status: Green</p>		15					15	
G	Restructure of the Transportation Policy Team resulting in the loss of 1 post	<p>Loss of a post will result in a reduced capacity leading to: reduced ability to develop and write effective bids for external funding, with the risk that RMBC receives less funding than at present to deliver its Transportation and Highways initiatives, which will result in an inability to meet the aims of our transport strategy and those corporate plan ambitions related to road safety, active travel, and effective network performance; reduced ability to advise on transport policy issues affecting planning policy and advice; reduced capacity to deliver our Sustainable Transport schemes and initiatives.</p> <p>1 FTE is 50% of the team</p> <p>RAG Status: Red</p>		40			1.0		40	1.0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
H	Restructure of the Traffic Management and Road Safety Teams resulting in the loss of 1 post	<p>Loss of an Engineer post will result in a lack of capacity to develop schemes and prepare external funding bids ultimately leading to a decline in the level of funding for our annual programme declining, which will result in an inability to meet the aims of our transport strategy and those corporate plan ambitions related to road safety, active travel, and effective network performance. Reduced capacity will have to result in either fewer general revenue enquiries and requests being investigated / responded to or the target for investigating / responding to enquiries significantly increasing. The capacity to promote revenue funded initiatives such as the appraisal of available routes to school, which supports Corporate Transport, and the promotion of waiting restrictions and disabled parking bays will be significantly compromised.</p> <p>1 FTE is 30% of the team</p> <p>RAG Status: Red</p>			40			1.0	40	1.0
	TOTAL		119	55	40	2.0	1.0	1.0	214	4.0

CURRENT SERVICE SUMMARY - *Parking Services*

Directorate:	EDS & Neighbourhoods	Brief description of service: The service is mainly focused on Rotherham Town Centre, but does cover parking enforcement right across the borough. Responsible for managing and enforcing on and off street parking to encourage sensible and safe parking and reduce congestion. The role of the team is not restricted to parking enforcement; the team also act as ambassadors for the town, helping customers whenever possible.
Advisory Cabinet Portfolio:	Cllr Lelliott	
2015/16 Budget (£'000 Gross):	£826,314	
2015/16 Budget £'000 Income:	(£1,301,761)	
2015/16 Budget (£'000 Net):	(£475,447)	
2015/16 Budget FTE:	15 - £410,332 (funded through income generation)	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Amend parking charges in the town centre to generate additional income in order to help ensure a more self-financing Parking Service:	<p>An increase in parking charges could potentially reduce the number of visitors to the town centre which could then impact on economic regeneration ambitions. A reduction in medium and long stay tariffs may mitigate this.</p> <p>There were 680,000 paid parking activities in the town centre</p>								

	<p>On-street:</p> <ul style="list-style-type: none"> - 30mins, 50p to £1 - 60mins, £1 to £1.50 - 120mins, £2.50 to £3 <p>Off-street:</p> <ul style="list-style-type: none"> - 120mins, £1.20 to £1.50 - 240mins, £2.80 to £2 - All day, £6.50 to £3.50 <p>Option 1 = £130,000 additional income</p> <p>Option 2 = £75,000 additional income and free (off street) Saturday parking.</p>	<p>during 2014/15. A reduction of 10%, for example, would equate to 68,000 fewer visits. The Council's Transportation Unit collect data on vehicle occupancy and 68,000 vehicular visits to the town centre could equate to around 200,000 potential customers. This could impact on the economic regeneration of the town centre; however, it is partially mitigated by the 'free parking' offer on Forge Island.</p> <p>Although parking charges have not increased in the last 6 years, the proposals are based upon the perceived maximum price increases when considering the tariffs being offered by local private competitors and neighbouring Local Authorities (see Comments section below).</p> <p>At a Rotherham Voice meeting on 8/10/15, chaired by Commissioner Kenny, town centre businesses indicated support for tariff increases only on the basis that this could fund free Saturday parking.</p> <p>Option 2 is based on the same amended charges as per Option 1, but providing free off-street parking on Saturdays, lowering the estimated income generated as a result. A comparison with free parking arrangements in neighbouring local authority areas is included in the Comment section below.</p> <p><i>Note: there is an underlying budget pressure in the service of £137,000 – hence the £130,000 additional income at Option 1 above results in a net £7,000 pressure on the service; Option B</i></p>	130	0	0	0	0	0	130	0
			(-7 net)						(-7 net)	
			75	0	0	0	0	0	75	0
			(-62 net)						(-62 net)	

		<i>results in a net £62,000 pressure on the service. Neither option makes the service fully self-funded through income generation.</i>								
		RAG Status: Red								
B	Restructure Appeal Team This will result in loss of posts: 1 x Band G	A reduction in staffing would have to be made from the back office / Appeals Team because the Enforcement Team is already regarded as under resourced. This would reduce the appeals team size by 27%. Management spans of control would not be a significant issue. The impact of the reduction in staffing would result in some vulnerability to achieve deadlines set by the Traffic Management Act with regard to the answering of correspondence and / or the issuing of official documents. RAG Status: Amber	0	31	0	0	1.0	0	31	1.0
			0	31	0	0	1.0	0	31	1.0

COMMENTS ON THE ABOVE PROPOSALS:

A comparison with neighbouring Local Authorities' on-street tariffs is in the table below:

Neighbouring Local Authorities On Street Charges	30 minutes	One hour	Two hours
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Sheffield	£1.00	£2.00	£4.00
Doncaster	£1.00	£2.00	£4.00
Barnsley	£0.70	£1.40	N/A
Rotherham current	£0.50	£1.00	£3.00
Rotherham proposed	£1.00	£1.50	£3.00

In terms of free weekend parking provision on Saturdays, neighbouring Local Authorities in South Yorkshire currently offer:

Neighbouring Local Authority	Free parking provision arrangements on Saturdays
Sheffield	Free Saturday Parking for 3 weeks up to Christmas after 2:00pm for on and Off-Street
Doncaster	Extra Hour Free (all year) in one 900 space car park. Free on and Off-Street parking between 24/12 - 29/12 and 31/12 - 03/01 and Easter weekend
Barnsley	Free Saturday Parking Off-Street only (all year)
Rotherham current	Free Saturday Parking for 6 weeks up to Christmas for on and Off-Street

CURRENT SERVICE SUMMARY (*Highway Maintenance*)

Directorate:	EDS & Neighbourhoods	Brief description of service: This is a borough wide service The Highway Network Management Team's role is to ensure that highways are in a safe and well maintained condition, (Roads, Footpaths, Public Rights of Way, including Drainage, Street Lighting, Streetworks Coordination, and Highway Inspections, Highway Assessment & Design and the delivery of highway works)
Advisory Cabinet Portfolio:	Cllr Sims	
2015/16 Budget (£'000 Gross):	£7,324,176	
2015/16 Budget £'000 Income:	(£2,276,825)	
2015/16 Budget (£'000 Net):	£5,047,351	
2015/16 Budget FTE:	127 (21% Revenue funded)	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
B	Generate additional income: Option 1: additional income from external customers	Further income could be achieved from Sponsored Roundabouts and increased charges for Cesspool emptying, Drainage works for Housing and Schools. Highway Licences, skips, scaffolds Section 38 income. RAG Status: Amber	32	28	28				88	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
C	<p>Restructures in Service Teams:</p> <p>Street Lighting will result in loss of posts: 1 x Band J (Senior Engineer) and 2x Band G (Electricians).</p> <p>Drainage Team will result in loss of posts: 1 x Band E (Technician) and 1x Band D (Operative).</p>	<p>Advances in technology and design have reduced the need for a senior Street Lighting Engineer and two Electricians posts. This would reduce the team size by 13%. Management spans of control would not be a significant issue.</p> <p>The drainage operative and technician posts could be absorbed within the wider delivery team. The impact will reduce the team's ability to deliver scheduled routine maintenance on time and respond and react to flooding emergencies such as; internal flooding to properties and highways. This would reduce the team size by 10%.</p>	81	90	19	3.0	2.0	1.0	190	6.0
D	Prudential Borrowing Repayment Savings	The £3m highway capital investment between 2011-2014 was funded by prudential borrowing. Due to improved borrowing rates achieved by the Council and a change in the payback period that the borrowing was based upon, it has been possible to reduce the repayment from £300k to £200k per annum.	100	0	0	0	0	0	100	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>The £100k saving can be taken without any impact on highway maintenance meeting its prudential borrowing repayments. However, the £100k surplus is currently used to support the highway maintenance revenue repairs budget, if it is removed there will be less budget available to maintain the highways, potentially leading to the risk of them deteriorating faster (e.g. potholes).</p> <p>RAG Status: Green</p>								
E	Street Lighting LED replacement	<p>The service is at an early stage of testing advances in LED technology that could enable the remaining 15,000 street lights to be upgraded which would enable significant energy savings. The proposal would be to only replace the internal electronics and to recycle the existing lantern body. If the tests are successful then a capital investment of around £800,000 to £1m would be required. After capital repayments are accounted for energy saving of £100,000 could be achievable.</p> <p>RAG Status: Red (trials may prove unsuccessful)</p>		25	75				100	
	TOTAL		213	143	122	3	2	1	378	6

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE

COMMENTS ON ABOVE PROPOSALS:

Excluding the additional £5m investment over the next two years the funding available for highway maintenance which provided through Government's Capital and RMBC revenue will be approximately £3.5m. The highway network requires £6m spending on it annually to maintain its current condition.

A consequence of significantly reducing highway maintenance funding would be roads deteriorating further and the associated costs to keep them safe would increase along with complaints and potential insurance claims. Currently the highway teams have an excellent repudiation rate for highway claims which is cited as best practice by the Council's insurers and solicitors; settlement costs are significantly better than Barnsley's and Doncaster.

From 2016/17 the Government is introducing new methodology for allocating capital Maintenance funding. If the Council's strategy is based on reduced revenue funding, it is probable that DfT funding will be significantly reduced, and the condition of the highways will deteriorate further.

ASR REF NO: EDS 25

CURRENT SERVICE SUMMARY - *Streetpride: Grounds Maintenance*

Directorate:	EDS & Neighbourhoods	Brief description of service: This is a borough wide service which covers Grass cutting including Highway Verges, Public Open Spaces and Urban Parks. Weed killing on adopted highway. Maintenance of shrub beds, highway hedges and rural verges, and landscaping work for internal and external clients (e.g. Schools, Parish Councils etc). Off Road Motor Vehicle budget to support cost of prevention works on Council land
Advisory Cabinet Portfolio:	Cllr Sims	
2015/16 Budget (£'000 Gross):	2,426	
2015/16 Budget £'000 Income:	-1,097	
2015/16 Budget (£'000 Net):	1,329	
2015/16 Budget FTE:	48 (plus 31 seasonal staff – variable)	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	<u>Option 1</u> Purchase 2 Reform Metrac (specialised grass cutting equipment) at £54,000 each. Annual purchase cost estimated at £24,000 over 5 years. Current annual hire cost for 2	NO IMPACT: 1) Saving is achieved by reducing annual cost of hire 2) Could be risk of contractual penalties RAG status: Green	41	0	0	0	0	0	41	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	Reforms is £72,800.									
J	Internal operational savings i. Use contact weed killer around street furniture rather than barrier residual weed killer. ii. Remove Supervisors Van – currently hired and used by several officers	LOW IMPACT (Whole Borough) 1) Using contact weed killer may mean increased work load as more sprays will be needed but saving proposal takes account of this. 2) Removal of vans will require officers to provide own vehicle for work related journeys and claim car mileage (change of contract). 3) Removal of vans is not consistent with other Streetpride services RAG status: Green	9	0	0	0	0	0	9	0
K	Increase charges to PARISH COUNCILS by 1% above inflation – current annual income is £121,000	LOW / MEDIUM IMPACT (Parishes) 1) Currently provide service for 21 Parish Councils 2) Possible risk that clients will engage alternative contractor and savings proposal will not be achieved RAG status: Amber	4	0	0	0	0	0	4	0
L	Remove the Off Road Motor Vehicle Prevention Budget	MEDIUM IMPACT (Whole Borough) 1) Significantly reduced capacity to carry out / support schemes to reduce / prevent off road vehicle nuisance.	37	0	0	0	0	0	37	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		2) Likely to result in increase in complaints and requests for service THIS SPEND CAN BE CAPITALISED AND WILL BE CONSIDERED AS PART OF THE CAPITAL PROGRAMME								
	TOTAL		91	0	0	0	0	0	91	0

ASR REF NO: EDS 26

CURRENT SERVICE SUMMARY - *Streetpride: Leisure & Green Spaces*

Directorate:	EDS & Neighbourhoods	Brief description of service: This is a borough wide service covering 3 country parks, 11 urban parks, 14 recreation grounds, public open spaces, allotments, children's play areas, sports and games facilities, countryside sites, woodlands, closed churchyards, project development, Ecology and Biological Records, public rights of way maintenance, support to Planning Policy and Development Management functions, Sports Development Service, Herringthorpe Athletics Stadium, Landscape Design, Trees Service and Admin Team (also support Community Services Team).
Advisory Cabinet Portfolio:	Cllr D Roche - Adult Social Care & Health	
2015/16 Budget (£'000 Gross):	4,453	
2015/16 Budget £'000 Income:	-1,855	
2015/16 Budget (£'000 Net):	2,598	
2015/16 Budget FTE:	57.7 (plus 15.2 seasonal / temporary staff)	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Continue to raise allotment rents above inflation to remove subsidy by 18/19	<p>LOW / MEDIUM IMPACT (Whole Borough - users from many areas)</p> <p>1) Implementation would be subject to completion of Allotment Service Review</p> <p>2) Risk of complaints, opposition and legal challenge</p> <p>3) Could lead to reduced demand</p> <p>4) Possible health impact</p> <p>Service consultation required</p> <p><i>Note: officers are also exploring options for a potential Trust model for allotments</i></p> <p>RAG status: Amber</p>	5	5	4	0	0	0	14	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
B	Rother Valley Country Park - i. Remove 2 x Senior Ranger (Band G) and increase Rangers (Band F) from 2 to 3. ii. Remove Administrator (Band G) and create Admin Asst post (Band E)	MEDIUM IMPACT (Whole Borough - users from many areas) 1) Reduced capacity to cover for sickness etc especially during summer season 2) Slower response to incidents 3) Lower site maintenance standards 4) May impact on major events 5) Increased workload for Operations Managers 6) Will be easier to achieve with continued automation (e.g. EPOS, Broadband link to speed up RMBC admin.) Staff consultation required Reduction in post – 1 FTE Band G Senior Ranger RAG status: Amber	43	0	0	1.0	0	0	43	1.0
C	Rother Valley Country Park - i. Increase car park charge from £3.50 to £5.00- first increase in five years ii. Withdraw free parking for blue badge holders on weekdays (following previous withdrawal at weekends)	MEDIUM IMPACT (Whole Borough - users from many areas) 1) Possible adverse customer and tenant reaction and some loss of custom Service consultation required RAG status: Amber At 26th November meeting OSMB recommended a 50p per year increase.	90	2	0	0	0	0	92	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
D	Rother Valley Country Park - Shorten Water sports operating season, focussing on most profitable times. Remove permanent Water sports Supervisor (Band G) and operate with a seasonal/casual post at slightly lower band.	MEDIUM IMPACT (Whole Borough as users from many areas) <ol style="list-style-type: none"> 1) 50% staffing reduction 2) Shortening of season will mean a part loss of service 3) Possible adverse customer reaction. 4) Reduced capacity to undertake seasonal maintenance of centre 5) Reduced continuity in knowledge of systems and procedures <p>Service consultation required Staff consultation required Reduction in post – 1 FTE Band G Water Sports Supervisor</p> <p>RAG status: Amber</p>	36	0	0	1.0	0	0	36	1.0
F	Thrybergh Country Park - Reduce Rangers (Band F) from 3.2 to 2.6	HIGH IMPACT (Whole Borough - users from many areas) <ol style="list-style-type: none"> 1) 19% staffing reduction 2) Leaves a very small team with reduced capacity to cover for sickness etc especially during summer season 3) Slower response to incidents 4) Lower site maintenance standards at TCP, UCP and countryside sites 5) May impact on site security <p>Staff consultation required Reduction in post – 0.6 FTE Band F Ranger</p> <p>RAG status: Red</p>	0	17	0	0	0.6	0	17	0.6

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
G	Thrybergh Country Park - Increased income from café, soft play etc.	LOW IMPACT (Whole Borough - users from many areas) 1) Assumes continued investment in the park e.g. café, marketing etc. RAG status: Green	0	10	4	0	0	0	14	0
H	Countryside Operations - Reduce Countryside Operatives (Band D) from 1.6 to 1	HIGH IMPACT (Countryside sites, significant parts of the Borough) 1) 38% staffing reduction 2) May restrict range of work that other operative can do, and on capacity to do PROW work 3) Lower site maintenance standards at TCP, UCP and countryside sites Staff consultation required Reduction in post – 0.6 FTE Band D Operative RAG status: Red	0	12	0	0	0.6	0	12	0.6
I	Discontinue hosting of Rotherham Biological Records Centre - remove 0.6 Records Officer (Band G)	MEDIUM / HIGH IMPACT (Whole Borough) 1) NO SERVICE 2) 100% staffing reduction 3) Biological Record database will become of limited use over time, with possible impact on planning 4) May draw criticism from Natural England and other external bodies 5) Loss of valuable volunteer input Service consultation required Staff consultation required Reduction in post – 0.6 FTE Band G Officer RAG status: Amber	0	19	0	0	0.6	0	19	0.6

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
J	Clifton Park - Restructure and reduce management. Remove Manager (Band I) and Horticultural Officer (Band G) and introduce Site Supervisor (Band G) on rota with Band F Rangers.	<p>HIGH IMPACT (Whole Borough - users from many areas)</p> <p>This means that the duties currently undertaken by the park manager will be shared between the Urban Green Spaces Manager who is already responsible for all urban parks, sports pitches, allotments and children's play and will not always be on site, and a proposed new site supervisor who will be responsible for day to day operations on the ground. The site supervisor will also have responsibility for functions currently carried out by a more specialist Horticultural Officer. This proposal brings management structure more into line with existing arrangement at Thrybergh Country Park.</p> <ol style="list-style-type: none"> 1) 13% staffing reduction 2) Reduced capacity to manage people, facilities and budgets, leading to increased workload for other staff 3) May impact on speed of development of new businesses 4) Brings management structure more into line with existing arrangement at Thrybergh Country Park 5) Requires continued admin support at least at current levels to ensure effective business operation <p>Staff consultation required</p> <p>Reduction in post – 1 FTE Band I Officer</p>	40	0	0	1.0	0	0	40	1.0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		RAG status: Red								
K	Clifton Park - Replace one Gardener (Band D) with Team Leader (Band E) reporting to Site Supervisor.	LOW IMPACT (Whole Borough - users from many areas) 1) Mitigates impact of loss of Horticultural Officer Staff consultation required RAG status: Green	-3	0	0	0	0	0	-3	0
L	Clifton Park - Reduce Ranger team from 3 to 2 (remove Band D post)	HIGH IMPACT (Whole Borough - users from many areas) Current staffing levels allow regular ranger presence in all of the key areas of the park. The savings proposal could mean that at particular times and circumstances (e.g. an accident in another area of the park) we may not be able to have a ranger presence in all necessary areas (e.g. the children's play area and water play). Partially mitigated by creation of new Band G Supervisor post on rota. Taken together the proposals will result in a reduced capacity to cover for sickness etc. especially during summer season, a slower response to incidents, and reduced site security. 1) 33% staffing reduction 2) Reduced capacity to cover for sickness etc. especially during summer season 3) Slower response to incidents 4) Reduce site security 5) Partially mitigated by creation of new Band G Supervisor post on rota	23	0	0	1.0	0	0	23	1.0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>Staff consultation required</p> <p>Reduction in post – 1 FTE Band D Ranger</p> <p>RAG status: Red</p>								
M	Clifton Park - Reduce repair and material budgets	<p>MEDIUM / HIGH IMPACT (Whole Borough - users from many areas)</p> <p>1) Possible impact on visitor numbers and income</p> <p>2) Park begins to look less well maintained.</p> <p>3) Facilities remain unusable for longer after faults develop</p> <p>4) More difficult to replace maintenance equipment</p> <p>RAG status: Amber</p>	12	6	6	0	0	0	24	0
N	Clifton Park - Increase car park, kiosk and room hire income targets based on further growth in visitor numbers and increased margins	<p>LOW IMPACT (Whole Borough - users from many areas)</p> <p>1) Assumes any other savings which may ultimately be approved do not impact significantly on the image and popularity of the park</p> <p>Service consultation required</p> <p>RAG status: Green</p>	12	6	6	0	0	0	24	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
O	Urban Parks i. Reduce urban park ranger team from 3 to 2 (remove vacant Band F post) ii. Stop paying utility and other bills for occupiers of pavilions at Wath Sports Centre (Cricket and Bowls clubs) iii. Stop paying utility and other bills for bowls clubs operating greens in parks	MEDIUM IMPACT (Whole Borough - users from many areas) 1) 33% staffing reduction 2) Prevents proposed reallocation of budget to address current deficiencies in play area inspection and repair 3) Not paying utility bills will be opposed by clubs 4) May lead to some clubs abandoning greens and their lease agreements to maintain the greens – possible health impact Staff consultation required Reduction in post – 1 FTE Band F Ranger RAG status: Amber	27	3	0	1.0	0	0	30	1.0
R	Sports Development i. Removal of budgets currently used to match external funding for two projects when they come to an end by March 2017:- a. <i>Disability Project</i> , originally funded until July 2016, now expected to be extended to March 2017 (underspend within the project) with Sport England approval. No further match funding needed for extended period.	MEDIUM IMPACT (Whole Borough) 1) Reduces ability to bid for external funding. For example, if the proposed saving is taken then we would not be able to make a further bid to continue or replicate the current Active Communities project. Both current projects were designed with sustainability in mind, upskilling clubs and communities to continue the work when projects complete (March 2017). Discussions have already been held with Public Health, and it has been confirmed that further match	2	11	7	0	0	0	20	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	<p><i>b. Active Communities, currently funded until March 2017. Further bids may be submitted to Sport England to continue or deliver a similar project in a different community, but only subject to alternative match funding being found.</i></p> <p>ii. Reduce Sports Development non-salary costs by 75% over 3 years</p>	<p>funding from them would not be available currently as they contribute heavily to Sports Development in other areas.</p> <p>2) Overall health impact - reduced capacity of team to promote physical activity focused on target communities and groups.</p> <p>Service consultation required.</p> <p>RAG status: Amber</p>								
S	Reduce LCS Admin Team Leader post (Band E) to 0.5	<p>LOW IMPACT</p> <p>1) 13% staffing reduction 2) Service has managed with 0.5 post for the last 12 months Staff consultation required</p> <p>RAG status: Green</p>	0	0	10	0	0	0.5	10	0.5
T	Reduce Project Development Post (Band K) to 0.5	<p>LOW IMPACT</p> <p>1) 50% staffing reduction 2) Service has managed with 0.5 post for the last 12 months</p> <p>RAG status: Green</p>	0	0	24	0	0	0.5	24	0.5

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
U	Remove Project Development budget	MEDIUM IMPACT 1) By 2018/19 removes all capacity to support / match fund internal and external development projects RAG status: Green	0	0	26	0	0	0	26	0
	TOTAL		287	91	87	5	1.8	1.0	465	7.8

COMMENTS ON ABOVE PROPOSALS:

Total proposed FTE reduction is 7.8, which is 13.5% of the total number of staff in the service (57.7FTE)

There are Green Spaces throughout the borough, all of which would be affected to some degree by the reduction in service. Green Spaces also have a significant contribution to the Public Health agenda as they provide parks and facilities for active sport, as well as the Sports Development function.

Although a saving in the expenditure budget of £252k is shown at reference Q, this service is procured from the Grounds Maintenance service. As such it will result in a reduction to Grounds Maintenance income and create a pressure for that budget (shown in EDS - ASR - 25).

ASR REF NO: EDS 27

CURRENT SERVICE SUMMARY - *Streetpride: Street Cleansing*

Directorate:	EDS & Neighbourhoods	Brief description of service: This is a borough wide service covering scheduled litter picking and litter bin emptying - on designated sections of highway. Snow / ice clearance during winter service. Town Centre cleansing team and wardens. Specialist cleansing – fly tip, graffiti, mechanical sweeping, rapid response team - highway cleansing issues (e.g. road traffic collisions, dead animals, etc.) Snow / ice clearance during winter service. Pest Control Service. Dog Wardens Service (collection and processing of dogs straying in the borough, help and advice to dog owners, fines for dog fouling offences, events such as dog chipping for the public)
Advisory Cabinet Portfolio:	Cllr K.Sims - Waste, roads and enforcement	
2015/16 Budget (£'000 Gross):	2,299	
2015/16 Budget £'000 Income:	-241	
2015/16 Budget (£'000 Net):	2,058	
2015/16 Budget FTE:	56	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Pest control - currently no charge for Rats service, propose £20 call out fee (increase income by £30,000. based on 1500 jobs pa. (2014/15 - 1900 rat jobs.)	MEDIUM IMPACT (Whole Borough) 1) Possible health and safety implications if residents don't take up service because of charge 2) Income may not be achieved if residents don't take up service because of charge 3) Could result in increased complaints	30	0	0	0	0	0	30	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		Service consultation required RAG status: Amber OSMB on 26 th November asked officer to explore a £50 call out fee.								
C	Graffiti removal – reduce the team from 2 to 1 operative	MEDIUM IMPACT (Whole Borough) 1) 50% staffing reduction 2) Reduces capacity to meet targets: remove offensive graffiti within 1 working day (to be retained); remove other graffiti within 4 days (may be 5 or more days or longer given need to retain offensive graffiti removal priority). 3) Will need to cease service to private property where visible from the highway because of reduced capacity. 4) Overall impact on the appearance of the borough 5) Likely to attract further graffiti 6) Likely to result in increased complaints 7) Reduce service resilience – will need to train other staff to act as temporary cover for leave / sickness (cost implications) Staff consultation required Reduction in post - 1 FTE Band B Operative RAG status: Amber	21	0	0	1.0	0	0	21	1.0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		IN DELIVERING THIS PROPOSAL THERE WILL BE A NEED TO CONTINUE TO PRIORITISE THE REMOVAL OF OFFENSIVE GRAFFITI WITHIN ONE DAY								
F	Supervisor's Van - remove	LOW IMPACT 1) Will require officer to provide own vehicle for work related journeys and claim car mileage – will require change of contract. 2) Not consistent with other Streetpride services Staff consultation required RAG status: Green	0	5	0	0	0	0	5	0
	TOTAL		51	5	0	1.0	0	0	56	1.0

CURRENT SERVICE SUMMARY (*Health & Safety*)

Directorate:	EDS & Neighbourhoods	Brief description of service: This is largely an internal support service but it covers activities across the whole borough. Key tasks and functions on behalf of the whole Council include providing direct H&S expertise, advice and support (either by telephone or via email) on a range of H&S topics to all directorates and schools; liaison with enforcing authorities (HSE; Fire Authority); training provision for all directorates through a calendar of events or bespoke to individual service needs or requirements; pro-active inspections / audits of Council buildings / sites / equipment / risk assessments etc. with production of comprehensive reports for senior management (where appropriate); accident / ill health investigation with production of associated reports with mitigation measures identified; lead responsibility for reporting and investigating RIDDOR incidents to the enforcing authority (HSE) on behalf of all directorates / schools / academies; produce and maintain corporate H&S related policies / procedures (available via intranet); accident / violence to staff report database maintenance and production of statistical reports based on accident / ill health rates etc.
Advisory Cabinet Portfolio:	Cllr Sims	
2015/16 Budget (£'000 Gross):	324	
2015/16 Budget £'000 Income:	-84	
2015/16 Budget (£'000 Net):	240	
2015/16 Budget FTE:	4.9	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Reduced Contracted Services –	Occupational health surveillance for hand arm vibration (HAV's) and noise for employees in potentially high risk	5						5	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	Occupational Health Surveillance	occupations could result in an increase in insurance claims against the council and vulnerable to prosecution by the enforcing authority (HSE) RAG Status: Amber								
B	Reduced Training Budget	Reduction in professional development of officers will have a detrimental effect on the service delivered to directorates; a reduced ability to keep up to date with new legislation / guidance and the subsequent briefing of SLT and other concerned parties. RAG Status: Amber	8						8	
C	Team Restructure	De-establish M3 Emergency and Safety Manager Post and instigate a team re-structure. Significantly reduced capabilities and capacity of the team and increased workload on officers to meet statutory obligations. A team that is already smaller than comparable authorities will be further reduced. RAG Status: Red	17			0.5			17	0.5

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
D	Reduction of core budget	Negotiations are currently underway on obtaining income generation funds in respect of H&S work on RMBC housing stock. Whilst it is anticipated that the funding will be secured, it is uncertain at this time as to the level of funding that will be available. A failure to secure such funding will necessarily lead to reductions in the staff establishment, given that much of the non-staff budget is for fixed costs. RAG Status: Amber	30						30	
E	Reduction of non pay budget	Reflection of underspends across a number of detail codes in 14/15. RAG Status: Green	12						12	
TOTAL			72	0	0	0.5	0	0	72	0.5

COMMENTS ON ABOVE PROPOSALS: The Management of Health and Safety at Work Regulations require employers to put in place arrangements to control health and safety risks, as well as seeking competent H&S advice and support. In addition, the Health and Safety at Work Act places a duty on employers to ensure, as far as is reasonably practicable, the health, safety and welfare of their employees or anyone that could be affected by their acts or omissions. Any further reduction in staff (from existing levels) would potentially see the Council vulnerable to prosecution, fines and associated reputational damage should any H&S legislation be breached and / or major injury / fatality was to occur. Staff reduction proposed is 10%

ASR REF NO: EDS 30

CURRENT SERVICE SUMMARY– Depot, Stores & Business Support

Directorate:	EDS & Neighbourhoods	Brief description of service: The service covers the management of the main depot at Hellaby including the central stores and business support to Streetpride's front-line services
Advisory Cabinet Portfolio:	Cllr Read	
2015/16 Budget (£'000 Gross):	1,015	
2015/16 Budget £'000 Income:	-592	
2015/16 Budget (£'000 Net):	423	
2015/16 Budget FTE:	21.1	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
B	Procurement savings (pass through to services)	Low impact - savings derive from lower than expected unit costs delivered by consortium supply contracts. RAG Status: Green	100	0	0	0	0	0	100	0
	TOTAL		100	0	0	0	0	0	100	0

ASR REF NO: EDS 31

CURRENT SERVICE SUMMARY *Home to School Transport*

Directorate:	EDS & Neighbour hoods	Brief description of service: This service is provide to children across the borough The Home to School transport team undertakes the statutory duties to provide free transport assistance to eligible learners in accordance with section 508B of the Education Act 1996 (Amended by the Education & Inspections Act 2006)
Advisory Cabinet Portfolio:	Councillor Sims	
2015/16 Budget (£'000 Gross):	2,637	
2015/16 Budget £'000 Income:	-137	
2015/16 Budget (£'000 Net):	2,499	
2015/16 Budget FTE:	4.8	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
C	Retendering of expensive routes	14 H2S mini-bus routes are considered to be expensive, A retendering exercise is now complete and this saving is confirmed.	80						80	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		RAG Status: Green								
D	Develop 'in-house' option to provide transport, taking pupils out of taxis into mini-buses	May be dependent on changes to Adult services transport arrangements, i.e. different attendance time at day centres. RAG Status: Red		80	80				160	
	TOTAL		80	80	80	0	0	0	240	0

COMMENTS ON ABOVE PROPOSALS:

This is a demand-led service which is already operating at the legal minimum, these proposals will not impact on these duties. All discretionary elements of the service have been previously removed. Demand is based on referrals from CYPS and eligibility assessed by the Home to School transport team. Transport is currently provided by external transport operators.

ASR REF NO: EDS 32

CURRENT SERVICE SUMMARY *Corporate Transport & Plant*

Directorate:	EDS & Neighbourhoods	Brief description of service: The CTU Fleet Management Team is responsible for the management of the core and hired vehicle fleet and associated transport functions including training and compliance to enable safe operation of the Councils Vehicle Operators Licence
Advisory Cabinet Portfolio:	Cllr Read	
2015/16 Budget (£'000 Gross):	751	
2015/16 Budget £'000 Income:	-465	
2015/16 Budget (£'000 Net):	286	
2015/16 Budget FTE:	6.1	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Undertake Taxi Driver Licensing and Driving Licence Checks on behalf of Taxi Licensing	Taxi Test income is dependent on the number of applicants for taxi driver licences. New taxi drivers have the option of undertaking a practical driving competence test with the Driver & Vehicle Standards Agency @ £79.66 [up to 6 weeks waiting list] or an identical test with a DVSA approved instructor within CTU at a cost of £60.00 [1 week waiting list] Existing taxi drivers who are renewing their taxi licence and have endorsements on their driving licence have to retake and pass a practical driving test either with DVSA or CTU within 21 days of issue of taxi licence. Rag Rating: Amber	8	2					10	
C	Driver Training	Training income is dependent on external training requests. The main income streams are minibus driver training and disability [MIDAS]. Drivers have to undertake refresher training every 4 years. This is an approved qualification for school and voluntary groups whose drivers do not need to hold a vocational minibus driving licence. All organisations have to pay for the MIDAS training. Driver CPC training [35 hours of training has to be completed every 5 years] is perceived to increase from 16/17 as refresher training for the 1st batch of existing training which ended in September 2003 needs to be completed by 2018/19. Traditionally external driver CPC training is slow in the early years and increases as drivers realise the deadline for	8	2	2				12	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		completion of training is becoming closer. Rag Status: Red								
D	Bus Service Operators Grant (BSOG)	The BSOG grant is not confirmed beyond next financial year. The rate and eligibility is determined by the Department for Transport. RMBC are only eligible whilst operating passenger vehicles for community duties [NAS Passenger Transport Fleet] or similar future provision. Rag Status: Red	20	-20					0	
E	Hire of Parking bays	Partnership working with hire company to reduce hire delivery charges. CTU currently charges £1k per month to an external vehicle hire company for the provision of 6 parking spaces within Hellaby Depot. This initiative reduces hire vehicle delivery charges as the vehicles are on site. Rag Status: Red	12						12	
F	Deletion of post of Technical Officer	Deletion of band H post, would require some back-filling to cover duties but this would be done by replacing with increased business support capacity and utilising Purchase to Pay for hire company invoicing and recharging to individual departments. Rag Status: Green	14			1.0			14	1.0
	TOTAL		62	-16	2	1.0	0	0	48	1.0
COMMENTS ON ABOVE PROPOSALS: Staff savings have been identified by deleting 1 FTE (band H) and backfilling with a band D (Business Support) post.										

ASR REF NO: 33

CURRENT SERVICE SUMMARY (*Buildings Major Project*)

Directorate:	EDS & Neighbour hoods	Brief description of service: Streetpride M3 Management structure Streetpride employs 6 FTE managers at M3 level across a range of services: Highways network management, Transportation, Leisure and Community Services, Business Regulation, Emergency Planning, Corporate Transport and Waste Management Note: Budgets for management posts are contained within service cost centres
Advisory Cabinet Portfolio:	Cllr Sims Cllr Roche	
2015/16 Budget (£'000 Gross):		
2015/16 Budget £'000 Income:		
2015/16 Budget (£'000 Net):		
2015/16 Budget FTE:	6.0	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Reduction of M3 manager posts by consolidating service groups (see below for details)	No direct impact onto service delivery, but this does reduce the management capacity and resilience within the Structure, and will require some backfilling at a lower level. Loss of 2 FTE posts at M3 level, and recruitment of one new								

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		post at band J								
B	Deletion of post of LCS Manager and combining Grounds Maintenance, Street Cleansing and Green Spaces with Highways Network Management to create a new post of <i>Community Environmental services Manager</i>	Significantly extends the span of control for the remaining M3 Manager across quite distinct service areas. RAG status: Amber	70			1			70	1
C	Deletion of post of Corporate Transport Manager and combine with Waste Service to create new post of <i>Waste and Transport Manager</i> . Home to School Transport to transfer to Business Regulation Unit	Increase span of control of M3 Manager, and will require back-filling with a Fleet/contract manager at scale J. Extends span of control of Business Regulation Manager. Note: this post also has responsibility for (Taxi) Licensing RAG status: Amber	17						17	
	TOTAL		87	0	0	1	0	0	87	1

Finance & Corporate Services

Totals of savings enclosed

2016/7 £,000	2017/18 £,000	2018/19 £,000	Total over 3 years £,000
2,007	996	1,214	4,217
FTE	FTE	FTE	FTE
34.54	14.1	25.3	73.94

ASR REF NO: RES-1 & 2

CURRENT SERVICE SUMMARY – Finance (Including Schools Traded Service)

Directorate:	Resources	Brief description of service: Key Services include: Preparation of Statutory Accounts and MTFs, development of Financial Strategy, Budget Setting and Monitoring, Completion of Statutory Returns, Finance support for operational Directorates, developing Business Cases, Financial systems, Accountancy and Treasury Management functions, provision of creditors, debtors, income and taxation functions, external funding. Traded financial support service to maintained schools and academies. Services provided include the production of statutory accounts, financial systems support, budget forecasting and a comprehensive training programme.
Advisory Cabinet Portfolio:	Leader – Cllr Read	
2015/16 Budget (£'000 Gross):	£3,580	
2015/16 Budget £'000 Income:	-£1,396	
2015/16 Budget (£'000 Net):	£2,184	
2015/16 Budget FTE:	85	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Option 1: Refocus and significantly reduce the financial services resources prioritised to supporting budget holders / Budget Managers in managing, monitoring and reporting their monthly financial forecasts	Introduction of a risk based approach to monitoring operational revenue and capital budgets. Currently the service actively supports all budget holders / budget managers on a standardised approach which accounts for approximately 30% of time spent on business partnering teams. The proposed move will re-prioritise financial services resources to focus on high and medium risk budgets which account for approximately 10%-15% of budgets. Other budgets (deemed low risk) will receive lower level support from a small, generic help desk support service. This will not include personalised 1:1 support for budget holders and it is expected that all budget holders/managers will complete timely and reasonable forecasts in line with financial regulations. Recent budget holder submission rates are just over 60%. A move towards this position would need to be discussed and agreed with Directorates but would be in line with Financial Regulations and Job / Person Specifications.	317	22	0	14	0	0	339	14
	Continue to reduce the	Potential positive resource impact on service areas by								

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	<p>number of transactional business processes e.g. number of journals, service recharges and further use of business intelligence / analytics reporting</p> <p>Through reprioritising and realigning workloads reduce Finance Manager numbers by 1FTE to promote succession planning and future service development</p> <p>Option 2: As above, plus further reduction of FTEs reflecting expected Public Service Reform (PSR) implications across Sheffield City Region (SCR)</p>	<p>reducing business need for low value, transactional activities</p> <p>Succession planning: The service has an age / qualification profile imbalance – it is proposed to disestablish a Finance Manager post and use the funding to create 2 new Apprentice posts (one graduate and one A2 level school leaver) to allow for service development and succession planning. The intention is that these posts will become fully qualified CCAB finance professionals.</p> <p>Actions proposed above will result in a reduction of 14 FTE posts: 6 FTEs (M3 to Band I); 5 x Band F and 3 x Band D (a 16% reduction in staffing)</p> <p>RAG STATUS: AMBER</p> <p>As above, plus reduced resource requirement resulting from reduction in workload as services/functions and funding are integrated across the Sheffield City Region.</p> <p>Additional proposed action could result in a further reduction of 5 FTEs (Band J to F) – this is clearly dependent on the extent and timing of any PSR across the SCR. This increases the reduction in staff by 19 in total (a 22% staffing reduction)</p> <p>RAG STATUS: RED</p>	0	0	171	0	0	5	171	5
B	Business Development - Additional income from	No adverse impact; potential opportunity to generate additional income and take advantage of the service being	62	6	6	0	0	0	74	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	providing tailored financial services support packages (including absence insurance agency support services) to support both new academies and other maintained schools located both in the Borough and in other South Yorkshire areas	well placed in the market to provide such services on a more expansive basis. RAG STATUS: AMBER								
C	Ongoing service improvement target to reduce debtor days to improve income collection figures leading to a reduction in the provision for bad debt that has to be set aside in accordance with accounting standards. Continue to seek out opportunities to minimise the Council's taxation liability working within HMRC Regulations	No potential adverse impact; potential opportunity through new ways of working to continue to improve collection rates, reduce debtor days leading to a reduction in the council's bad debt provision No adverse impact as any identified opportunity would be within HMRC Regulations RAG STATUS: AMBER	25	25	25	0	0	0	75	0
D	Packaged Savings: Flexible use of New Burdens Grant funding to meet additional finance work primarily related to business rates localisation	No adverse impact – reprioritisation of existing resources to meet additional financial reporting requirements No adverse impact - £5k reduction in training budget to reflect reduced staff numbers and significant investment in staff	20	0	0	0	0	0	20	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	Reduction to service Training and software budgets	development over last few years as part of systems investment initiatives. Rationalisation of licencing and support and maintenance arrangements (£20k) for financial systems linked to programme of systems development RAG STATUS: GREEN	25	0	0	0	0	0	25	0
	TOTAL		449	53	202	14	0	5	704	19

COMMENTS ON ABOVE PROPOSALS:

Savings proposals are aligned to:

- The ongoing rationalisation of business partnering - this is in line with vision for Financial Services linked to recent systems development initiatives and ongoing reporting analytics capabilities that now provide budget holders / budget managers with greater self-service functionality enabling them to more independently perform budget management, monitoring and reporting – this would be done adhering to clearly defined risk assessment principles whereby Financial Services would reprioritise support resources towards those budgets which are considered significant in value, complexity, volatility
- The ongoing programme of streamlining underlying business processes to enable further efficiencies in transactional and financial reporting activities
- The ongoing commercial approach being taken to generating income from third parties e.g. academies and maintained schools and improving collection rates in order to maximise council revenues

The proposed savings generate more than a 15% reduction in management / supervisory posts – 11 posts out of the 19 proposed FTE reduction are from Band I or above

CURRENT SERVICE SUMMARY (PROCUREMENT)

Directorate:	Resources	Brief description of service: The Procurement Service is responsible for procuring all bought in goods and services on behalf of the Council. It is managing over 250 contracts across the Council. The Service helps the Council to deliver cashable savings across all services. Additionally, the service is leading on and managing a large proportion of collaborative agreements on behalf of Rotherham MBC and other Authorities on a national, regional and sub-regional basis. For example, the service now manages the YORtender e-tendering system on behalf of the Yorkshire and Humber region which comprises 24 Authorities. The service is also responsible for managing all of the Council's e-ordering and e-invoicing activity. The accounts payable function is benchmarked nationally each year as part of the CIPFA benchmarking club and the latest data available shows performance is in the upper quartile of the 40 authorities who returned data on the following.									
Advisory Cabinet Portfolio:	Leader										
2015/16 Budget (£'000 Gross):	1,124										
2015/16 Budget £'000 Income):	0										
2015/16 Budget (£'000 Net):	1,124										
2015/16 Budget FTE:	33.5	<table> <tr> <td></td><td>Rotherham MBC</td><td>Average</td></tr> <tr> <td>Total Cost per Invoice</td><td>£1.52</td><td>£2.38</td></tr> <tr> <td>Staff Cost per Invoice</td><td>£0.73</td><td>£1.53</td></tr> </table>		Rotherham MBC	Average	Total Cost per Invoice	£1.52	£2.38	Staff Cost per Invoice	£0.73	£1.53
	Rotherham MBC	Average									
Total Cost per Invoice	£1.52	£2.38									
Staff Cost per Invoice	£0.73	£1.53									

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Procurement and negotiation of a new Telephony Contract. This settlement involves a recently negotiated £80,000 per year saving on the telephony contract. It is in lieu of credits generated when taking out new services from the contract – e.g.: crudely, each time the Council	No impact – this is a simple cash transaction that does not impact upon services. RAG status – Green. Note: COMPLETED: the contract amendment has already been agreed.	80	0	0				80	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	buys a new handset it receives a credit on its account to use for new services. Procurement has negotiated the credit as an adjustment to the contract cost.									
B	<p>Yorkshire Purchasing Organisation – YPO has consistently delivered a higher dividend to the Council than budgeted.</p> <p>It is proposed to increase the budgeted income figure to provide a more reasonable value.</p>	<p>Limited risk and limited impact. A realistic and prudent assessment has been made of the level of additional dividend that could be budgeted for.</p> <p>RAG status – Green</p>	40	0	0				40	
D	<p>Housing Renewal Account (HRA) Increased funding contribution</p> <p>Recharge of procurement costs to Housing (HRA) to reflect an increase in procurement support for the New Housing Delivery Programme 2015 - 2018 (involving 150 residential development sites).</p>	<p>Very limited impact. It is planned to absorb the work within existing resources at no additional cost.</p> <p>RAG status – Green</p>	20	0	0				20	
E	Increase in volume rebates. The procurement Service has consistently delivered a higher	Limited risk and limited impact. A realistic and prudent assessment has been made of the level of additional dividend that could be budgeted for.	40	0	0				40	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	level of rebates than budgeted. It is proposed to increase the budgeted income figure to provide a more reasonable value.	RAG status - Green								
F	Reduce the P2P Service by 3x Band B	A reduction in the processing and payments function could result in a delay in paying suppliers and local businesses on time, as the workload would be distributed between remaining staff, increasing their own 'caseloads'. The integration and linking of processing and payments staff and category managers helps facilitate a good flow of information about potential future savings opportunities (for example processing staff can see trends in 'non-contracted' spending). A reduction in p2p resources could reduce the scope to identify potential savings opportunities. For these reasons RAG status = Amber .	0	20	40	0	1	2	60	3
G	Reduce the Service by 1x Procurement Officer - Band H 0.5 FTE - (£20k)	A reduction in the expertise and capacity within Procurement may affect the ability to maintain and deliver new cashable savings and generate increased income back to the authority. It may reduce the level of support provided to SMEs and local businesses though training and advice on the e-tendering portal and tendering processes and continued support to the region in the development of YORTender system to the region. RAG status – Amber	0	20	0	0	0.5	0	20	0.5
I	Reduce the Service by 1x Category Manager - Band I 0.8	A reduction in the expertise and capacity within Procurement could affect the ability to maintain and	0	35	0	0	0	0.8	35	0.8

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	FTE (£33k)	<p>deliver new cashable savings and generate increased income back to the authority.</p> <p>There has been a change in culture which has seen an increase in challenges from unsuccessful tenderers. For all Procurement let agreements we protect Rotherham MBC from legal challenge for contracts of all values by complying with strict EU and UK Government legislation and RMBC standing orders and financial regulations. The Procurement Service manages supplier performance and monitors their financial stability mitigating contractual risk. A reduction in capacity may increase the risk of challenge through loss of expertise and capacity</p> <p>RAG status – Red</p>								
J	Reduce the Service by 1x Category Manager - Band I 1 FTE (£41k)	<p>A reduction in the expertise and capacity within Procurement may affect the ability to maintain and deliver new cashable savings and generate increased income back to the authority.</p> <p>There has been a change in culture which has seen an increase in challenges from unsuccessful tenderers. For all Procurement let agreements we protect Rotherham MBC from legal challenge for contracts of all values by complying with strict EU and UK Government legislation and RMBC standing orders and financial regulations. The Procurement Service manages supplier performance and monitors their financial stability mitigating contractual risk. A reduction in capacity may increase the risk of challenge through loss of expertise and capacity.</p>	0	0	42	0	0	1	42	1

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		RAG status – Red								
	TOTAL		180	75	82	0	1.5	3.8	337	5.3

COMMENTS ON ABOVE PROPOSALS:

These proposals include reductions in resources for managing the Council's procurement activity, which is centralised, efficient and effective. Benchmarking confirms it is lower quartile cost. As well as reducing resources, the Services continues to take on board additional work, dealing with, for example, contract s relating to the former RBT arrangement, Public Health and an increased level of housing related contracts (formerly residing with the ALMO). Therefore, the combination of additional demand and lower resources will place extra pressure on the service and jeopardise its current good performance in making payments on time (for example to local SMEs within 10 days) and securing volume discounts. Any further reductions could lead to 'false economies'

All directorates will be reliant on procurement expertise to explore alternative delivery options in order to meet their respective savings proposals and the medium term financial strategy (MTFS).

The Procurement Service has delivered £392k of staff savings during the period 2012-2014, with an additional £20k through vacancy management for 2015/16.

The service has 4 managers with a cost of c£200k on overall a 1:8 ratio of managers: staff. The proposals contain no reductions in managers as the ratio would continue at 1:6 if proposals laid out above are agreed.

ASR REF NO: RES-4

CURRENT SERVICE SUMMARY (REVENUES, BENEFITS AND PAYMENTS SERVICE)

Directorate:	Resources	Brief description of service: The billing and collection of Council Tax (£100m), Non Domestic Rates (£76m), Housing Benefit Overpayments (£3.7m), Former Tenant Arrears (£3.4m) The assessment and payment of Housing Benefit (£91m), Council Tax Reduction (£21m)) and DHP (£564k) Assessment of client contributions for social care, the payment of providers (£54m) and the collection of client contributions (£7m)
Advisory Cabinet Portfolio:	Leader	
2015/16 Budget (£'000 Gross):	4,395	
2015/16 Budget £'000 Income:	2,661	
2015/16 Budget (£'000 Net):	1,734	
2015/16 Budget FTE:	147.54	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	<p>Move of Benefit Fraud team to DWP new Single Fraud Investigation Service (SFIS)</p> <p>Disestablishment of 5 posts on the Benefit Fraud team</p> <p>4fte Band G Fraud Officer 1fte Band D Fraud Assistant</p> <p>Staff saving equates to 100% of the current Fraud team</p> <p>RAG Status: AMBER</p>	<p>Any residual and new DWP referral work will be picked up by the Benefits team from within existing resources</p> <p>Residual work will involve increased reviewing of claims not dealt with by DWP SFIS being claims for Council Tax Reduction (CTR) where there is no Housing Benefit (HB) claim</p> <p>The main new burdens will be the new "Single point of contact" role (SPOC) dealing with the provision of information to DWP from councils benefit records. This new burden will fall on Technical Officers within Benefits and may adversely impact time taken to address reconsiderations and revisions (measure RB13) and appeals (target RB14). Additionally the increased workload may also increase in delays in the processing of Discretionary Housing Payments (DHP) applications.</p> <p>The negative impact of this new burden may be extended by an increase in HB revision requests, appeals and DHP applications as the latest round of welfare reform is rolled out. The adverse impact on the public may be delays in decisions being made on revisions, appeals and DHP applications. Any impact will be borough wide.</p>	147	0	0	5	0	0	147	5
B	Move of Benefit Fraud	Impacts as above in A	40	0	0	1	0	0	40	1

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	<p>team to DWP new Single Fraud Investigation Service (SFIS)</p> <p>Disestablishment of Management post on the Benefit Fraud team</p> <p>1fte Band I Team Leader</p> <p>RAG Status: AMBER</p> <p>From a management perspective this post responsibilities lie solely with the Fraud team which is being disestablished completely</p>									
C	<p>Disestablishment of vacant Band C post in Scanning and Indexing team</p> <p>1fte Band C Support Officer</p> <p>RAG Status: GREEN</p>	<p>Any increase in workload volumes could result in delays in scanning and indexing which could potentially reduce performance in time based measures around assessment of benefit entitlement (targets RB3, RB4, RB13, RB14) and the billing of Council Tax (target RB16)</p> <p>Any such delays in processing could increase levels of benefit overpayments (targets RB9, RB10)</p> <p>It is unlikely that customers will be adversely affected by delays for</p>	20	0	0	1	0	0	20	1

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		decisions regarding their benefit entitlement as workloads are not expected to increase. Should there be any impact it will be borough wide								
D	Printing Savings from increased "Your Account" take up for managing a customer's Council Tax Account RAG Status: GREEN	Year on year increases in take up should reduce requirement for printing of bills and benefit notifications Assumed take up is as follows <u>CTax - Ebills</u> 30% take up 2016/17 35% take up 2017/18 40% take up 2018/19 <u>Benefits – Enotifications</u> 50% take up 2016/17 60% take up 2017/18 65% take up 2018/19 There would be no adverse impact on customers	35	3	5	0	0	0	43	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
E	<p>Increased year on year utilisation of advanced SMS functionality to replace outgoing letters</p> <p>RAG Status: GREEN</p>	<p>The replacement of the current SMS functionality with a more advanced model will allow us to substitution increasing levels of letters with SMS.</p> <p>Where used appropriately there is no detriment to the customer as SMS can speed up some processes such as chasing information with regard to benefit entitlement and may also contribute to increasing income levels</p> <p>Increasing Email/SMS replacement of letters by 10,000 each year from 16/17 onwards from current level of 90k in 14/15</p> <p>There would be no adverse impact on customers</p>	5	5	5	0	0	0	15	0
F	<p>Establishment of 1fte Band F Debt Recovery Visiting Officer post in Account Management</p> <p>RAG Status: AMBER</p>	<p>Reintroduction of visiting officer role to tackle the growing HBOP (£3.7m) and cumulative Council Tax (£6.8m) issue for more serious cases and also CTR claimants now required to pay</p> <p>To look at generating additional payments, arrangements for payment, information to allow recovery and to try to engage with debtors to try to get them out of the cycle of non-payment</p> <p>Additional income expected of a minimum £100k per year</p> <p>There would be no adverse impact on customers other than they</p>	72	0	0	0	0	0	72	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		will be pursued more for payment of outstanding debt								
G	Reduction in membership fees post SFIS RAG Status: GREEN	Membership no longer required following fraud function moving to SFIS There would be no adverse impact on customers	1	0	0	0	0	0	1	0
H	Disestablishment of Council Tax and Non Domestic Rates visiting officer posts 1.4fte Band F RAG Status: RED Staff saving equates to 32% of the current Visiting Officers	Use of advanced SMS to replace some visits and a review of the frequency of visits. In the event of sickness or for vacancy periods the service will have to utilise resource of the proposed new debt visiting officer or external providers Phoenix who we work with now for surplus visits although this will reduce projected savings. Additionally proposed changes to empty property discounts may reduce the level of visits required from a Council Tax collection perspective although not necessarily from a New Homes Bonus perspective. The risk is that if the new initiatives do not prove successful this could result in delays in new, occupied, and altered properties being discovered. Such delays would have a detrimental impact on income collection in both Council Tax and Non Domestic rates as well as reducing New Homes Bonus There would be no adverse impact on individual customers though overall there may be a reduction in income levels which will adversely affect all customers borough wide	0	15	36	0	0.4	1	51	1.4
I	Disestablishment of 1fte Band G post in Technical / Training Officer role - Band G RAG Status: AMBER	There will be an increased need for teams within Revs and Bens to self-serve in areas such as reporting and training. It is expected that this can be sufficiently built into procedures across the service by 17/18 to minimise effect on performance however should this not prove successful there will inevitably be	0	32	0	0	1	0	32	1

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	Staff saving equates to 20% of the current Technical / Training Officers	an impact on performance across the service in both time related and income collection targets. It is expected that there would be no adverse impact on customers								
J	<p>Disestablishment of 4fte posts in Benefits</p> <p>16/17 2fte Band C Benefit Officer 1fte Band E Assistant Benefit Officer</p> <p>17/18 1fte Band E Assistant Benefit Officer</p> <p>RAG Status: RED</p> <p>Staff saving equates to 8% of the current Benefit Officers and 36% of the current Assistant Benefit Officers</p>	<p>The introduction of Universal Credit (UC) is expected to reduce HB claims and as such workload of benefits team over time though initial reductions will be small and must be remembered that CTR still has to be assessed and therefore in the majority of cases it will only be a part of the process (rent payment) that is saved</p> <p>The danger is that the migration of claims over to UC does not result in sufficient workload savings which will result in a reduction in performance around time based benefit assessment targets (targets RB3, RB4, RB11) appeals and revisions (targets RB13, RB14) a potential increase in Housing Benefit Overpayments debt levels and write off (targets RB10, RB12) which could put some DWP subsidy in danger if increases in HBOP levels are large (target RB9)</p> <p>Additionally with significant changes due around welfare reform, much of the detail of which is unknown, it is anticipated that the impact on workloads could be significant which will not be helped by a reduction in resources and will have a negative impact on performance across all benefit targets.</p> <p>Performance in nationally published figures in for 2013/14 showed Rotherham as high performing being 7th best Met for new claims and 7th best Met for changes in circumstances</p> <p>The adverse impact on the public, which it anticipated will be</p>	0	63	24	0	3	1	87	4

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		small, will be increased delays in benefit decisions being made. Any impact will be borough wide and it is anticipated that Rotherham will retain its position as a high performing Met								
K	Disestablishment of 2fte posts in Revenues and Payments 1fte Band F Visiting Officer 1fte Band D Admin Assistant RAG Status: AMBER Staff saving equates to 22% of the current Visiting Officers and 14% of the current Admin Assistant	Introduction of Liquid Logic as the social care system is expected to introduce processing efficiencies within Revenues and Payments by the reduction in the numbers of assessments required, the collation of some required information in another location and a reduction in paperwork required Should those efficiencies not transpire the loss of the roles could result in a decline in performance across the team, while a reduction in the frequency of financial assessments would be required Additionally changes brought about by the care act may increase workload in some areas The adverse impact on the public may be delays in the assessment and notification of client contributions as well as potential delays in payments to suppliers	0	0	58	0	0	2	58	2
	TOTAL		320	118	128	7	4.4	4	566	15.4

COMMENTS ON ABOVE PROPOSALS:

Savings Rationale

The budget savings proposals have been developed with the aim on maintaining performance across Revenues, Benefits and Payments which ensuring income is maximised and costs minimised.

Proposed savings can be divided into those achieved by:

- the digital engagement of our customers (proposals C,D, E and I)
- an anticipated change in customer demand (A,B, H & K)

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE

- performance improvements across the service and costs savings (proposals G, J and L)
- invest to save proposal which would increase income collection (proposal F)

Management savings

The proposed management savings only equate to 8% of savings target as the service has relatively low numbers of managers and in most cases are single managers in a particular area. It is felt that further reductions in management levels would adversely impact service performance above an acceptable level.

Further details on RAG assessment

A & B - RAG Status is shown as AMBER as although it is considered by the service that additional burdens can be absorbed on the team, with minimal reduction in what is already good performance, the change along with the impact of welfare reform may substantially increase customer demand above levels that are sustainable without substantial decrease in performance. The impact of welfare reform on demand levels are hard to assess, although previous welfare reform programme saw massive increases it is anticipated that the current round will not have as significant impact.

F - RAG Status is shown as AMBER as service estimates that returns of £100k per year are achievable however visiting for debts such as CTR claimant arrears has not previously been tried and therefore estimates are at present an estimate

H - RAG Status is shown as RED as there is a risk that if we are unable to achieve a reduction in required visits, though automation and changes to empty property charging, we could be at risk of losing income through new assessments, changes to properties and New Homes Bonus particularly if sickness of vacancies occurred at specific times of the year. Additionally a reliance on external support would incur additional cost which would reduce proposed savings

I - RAG Status is shown as AMBER as changes will require the building in of substantial self-serve before 16/17 to allow the post to be disestablished without a negative impact across the service

J - RAG Status is shown as RED as changes are reliant on a substantial move of customers onto UC and also the impact on any future welfare reform measures not having a major impact on the Benefit teams workload. Low migration and significant increases in workload due to welfare reform will increase processing times and overpayments and could risk subsidy payments

K - RAG Status is shown as AMBER as changes are reliant on anticipated efficiency savings from Liquid Logic and impact of Care Act. Savings are factored in for 15/16 to allow implementation of Liquid Logic and development of new processes to introduce efficiencies

ASR REF NO: RES-06

CURRENT SERVICE SUMMARY (HR SERVICE CENTRE)

Directorate:	Resources	Brief description of service: The HR Service Centre provides Transactional HR and Payroll Services under a Shared Services Agreement for RMBC, DMBC, Schools, Academies, St Leger Homes Ltd., Doncaster Children's Services Trust and other organisations. Services include: Resourcing & Recruitment; Payroll; Customer Services; Training administration; Establishment Control; Payroll Reconciliation; Year End Compliance and System Management & development. The Shared Service Agreement runs until 31 March 2020 and is currently under a separate joint review.
Advisory Cabinet Portfolio:	Deputy Leader	
2015/16 Budget (£'000 Gross):	£2,914k	
2015/16 Budget £'000 Income:	£2,243k	
2015/16 Budget (£'000 Net):	£671k	
2015/16 Budget FTE:	93.3	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Delete post of Operations Manager following the merger of the Operations and Systems Teams	Requires confirmation of existing temporary arrangements, including the deletion of a vacant post, re-allocation of duties to existing staff, along with resultant regradings and changes to spans of control. No impact should result outside of the Service Centre. RAG Status: Green	35	0	0	1	0	0	35	1
B	Delete one post of Operations Senior and reduce Operations Teams from 4 to 3	Requires confirmation of existing temporary arrangements, including the deletion of a vacant post, re-allocation of duties to existing staff, along with resultant regradings. The combined teams will increase the number of direct reports from 6 to 11 for the remaining Operations Senior. No impact should result outside of the Service Centre. RAG Status: Green	14	0	0	1	0	0	14	1
C	Further Review of Management Structure.	Requires a restructure of senior management arrangements, resulting in the deletion of a management post. Likely to be a necessary VER or Severance to	38	0	0	1	0	0	38	1

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		achieve the post reduction. No impact should result outside of the Service Centre. RAG Status: Amber								
D	Reclaim VAT on mileage	Requires system changes to HR Portal to collect necessary additional information. RAG Status: Green	50	0	0	0	0	0	50	0
E	Other savings will be realised from ongoing work to automate processes, reduce paper based processes, and to enforce the use of electronic processes where available	Where possible, savings not impacting on service delivery will be taken. RAG Status: Red	0	50	0	0	2	0	50	2
F	Continuation of efficiency savings as set out above. A further 2 fte savings would be required.	Continuation of efficiency savings as set out above. RAG Status: Red	0	0	50	0	0	2	50	2
	TOTAL		137	50	50	3	2	2	237	7

COMMENTS ON ABOVE PROPOSALS:

Under the Shared Services Agreement with Doncaster, any savings creating “in year underspends”(ie. the difference between costs and fees) in respect of the shared services will be split on the basis of 60:40 (Rotherham:Doncaster).

Savings proposals C, E, and F, may involve a Compulsory Redundancy process if suitable vacancies do not arise, and if VER or Severance is not offered.

Savings proposals E and F have been ragged as Red because there are a number of dependencies, these include: enforcing the use of electronic processes (where available) requires senior management support and buy-in in respect of Rotherham Directorates, the agreement of Doncaster Council in respect of their Directorates, and the co-operation of external organisations such as Academies, St Leger Homes (Doncaster's Housing ALMO), and Doncaster Children's Services Trust. These may also require further System development work and additional IT equipment procurement.

ASR REF NO: RES-07

CURRENT SERVICE SUMMARY: CORPORATE HUMAN RESOURCES

Directorate:	Assistant Chief Executive's	Brief description of service: The service ensures the organisation complies with current employment legislation through the provision of specialist Human Resources advice, guidance and support on matters relating to Corporate HR Policy, Performance, Organisational Development, Employee Relations, Disciplinary, Grievance, Capability, Sickness, Restructures, TUPE, Trade Unions and Employee Engagement/Involvement. This entails production of whole Council policies/strategies which support the internal management of the Council, Human Resources advice, guidance and support on matters relating to policy, strategies, targets and objectives including developments in employment law and relevant legislative changes, managing resolution of disputes and conflicts.
Advisory Cabinet Portfolio:	Deputy Leader	
2015/16 Budget (£'000 Gross):	1306	
2015/16 Budget £'000 Income:	361	
2015/16 Budget (£'000 Net):	945	
2015/16 Budget FTE:	24.7	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Increase income from salary sacrifice schemes	Dependant on continued take up by employees and increased marketing RAG Status: Green	100	0	0	0	0	0	100	0
B	Utilise Housing Revenue Account funding to offset employability salaries	Risk if Housing revenue Account funding is restructured. RAG Status: Amber	25	0	0	0	0	0	25	0
C	Increase income from Schools HR Consultancy	Increase in fees risks loss of Schools buying back the service, so this approach will need to be tested with Schools prior to implementation. RAG Status: Amber	15	10	0	0	0	0	25	0
D	Further increase in income from Schools HR Consultancy	It is considered that the increase for 2018/19 carries a high risk in that the level may make the service uncompetitive and Schools may choose to buy the service from alternative suppliers.	0	0	10	0	0	0	10	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		RAG Status: Red								
E	Reduction in management development budget	Assumes a reduction in intense level of activity beyond year 1 of the Improvement Plan. Rag Status: Amber	0	10	10	0	0	0	20	0
F	Reduction in staffing of 1 x Band H post in the HR Consultancy Team.	Proposal is based on lower demand for support due to reduced number of employees expected in reshaped organisation in 2018/19. This will reduce capacity for direct support to management on employment relations case work, sickness absence management and restructuring exercises. Rag Status: Amber	0	0	37	0	0	1	37	1
G	Further reduction in staffing 1 x PO16 Consultancy HR Business Partner and 0.5 x Band H/I post from across the service	This proposal is based on an assumption that there will be a significant reduction in the size of the organisation which will lead to a substantial reduction in the demand for professional HR support. The loss of these posts is likely to have a significant impact on the level of support able to be delivered both on operational and organisational development activity and may increase the risk of employment relations issues. Staffing savings are unable to be achieved before year 3 as the service is experiencing an unprecedented demand on the Corporate and Consultancy elements of the HR service. Rag Status: Red	0	0	80	0	0	1.5	80	1.5
H	25% Reduction in Trade Union Secondment budget	The reshaping of the organisation and anticipated reduction in employees working for the Council over the coming years is anticipated to allow for a future review and reduction of Trade Union secondment time.	0	0	35	0	0	1	35	1

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>Risks are in relation to the employment relations which would exist if the workforce, and as a consequence Union membership, does not reduce to the degree that reduces correspondingly the need for secondment time.</p> <p>Given the scale of savings proposals across the organisation, however, this level of reduction of the secondment budget is seen as reasonable to anticipate.</p> <p>Rag Status: Red</p>								
	TOTAL		140	20	172	0	0	3.5	332	3.5
<p>COMMENTS ON ABOVE PROPOSALS: Since 2010 the staffing establishment for the service has reduced by 33% (12 FTE) placing pressure on the ability to deliver the Organisational Development activity and Consultancy Services expected. The Improvement Plan places significant emphasis on Corporate HR in relation to delivery of actions and changes at Service level, both in terms of the Improvement Plan and the outcomes of All Service Reviews, will generate further activity. This is in addition to the increased workload faced as organisational change has gathered pace in response to the outcomes of the Jay report and OFSTED and CGI inspections. It has been identified that this will require a temporary increase in resources over the next 2 years.</p> <p>Management level savings proposed for year 3 represent 35% of the total savings target.</p>										

ASR REF NO: RES-8

CURRENT SERVICE SUMMARY: ICT

Directorate:	Finance and Corporate Services	Brief description of service: The ICT Service is responsible for delivering ICT services in all Council facilities across the whole of the Borough (i.e. including service centres, libraries, care homes etc.). It manages the infrastructure that supports and maintains all the systems that the Council operates, including: <ul style="list-style-type: none"> • The development of new systems and databases, including web based systems. Current major systems developments include new social care, and integrated housing management systems. • Training for systems users. • Provision of an ICT service desk that takes in excess of 70,000 calls per year and includes technicians resolve technical problems. • Server, data storage and network infrastructure support services, email and telephony systems. ICT supports services to introduce new technologies to improve the services they provide to the Public and to improve efficiency. The service also ensures all Government security standards are complied with through effective change Management, IT and data security, compliance with government legislation, test management, business continuity. It also manages all ICT contracts. There is a Schools Connect team which provides bespoke IT services to schools on a traded basis.
Advisory Cabinet Portfolio:	Leader	
2015/16 Budget (£'000 Gross):	(5,928)	
2015/16 Budget £'000 Income:	2,713	
2015/16 Budget (£'000 Net):	(3,215)	
2015/16 Budget FTE:	97.4	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	The Council currently hosts many of the systems it uses in its own data centre at Riverside House. The in-house costs of hosting systems includes expensive servers (hardware) on which systems are held and operate, back-up and senior technical staff to maintain the systems.	This will have a very limited impact on the provision of services, since it reduces 'back office' ICT support resources currently required to maintain systems hosted on the Council's own networks. There may be a very small amount of disruption when systems are 'switched' to the Cloud although any changeovers would be scheduled for quiet periods (e.g. weekends) and system owners would be consulted on the scheduling in advance to ensure any impact on service users could be avoided / minimised..	40	40	40	1	1	1	120	3

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	<p>Suppliers are increasingly offering hosted solutions whereby they hold the systems and data and users access this via 'the Cloud'. Moving to supplier hosted solution can achieve savings although this has to be assessed on a case by case basis.</p> <p>This proposal is to move towards supplier hosted solutions where it is economically advantageous to do so. This will reduce the equipment in our data centre and associated support resources required to maintain systems on local infrastructure.</p> <p>There will also be financial benefits from reduced energy usage and licence fees.</p>	RAG status – Green. Achievable in a managed way over time, with little impact on services								
B	The Council's data centre at Riverside House meets the highest standards of security. It was originally configured by the RBT strategic partnership and provided an asset that contains spare capacity which, because of the level of security it provides, is attractive to	<p>This will have limited / no impact on Council services. The Council will need to market and sell the space (it is likely to be better to use a business partner to do this) and will need to set up the appropriate security arrangements – this latter requirement is not expected to be onerous.</p> <p>RAG status – Amber (1) There is a risk that no/limited market exists to take up the spare capacity, although our</p>	50	100	100				250	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	<p>others requiring space to store their systems.</p> <p>A current review confirms there is a market for secure data facilities, and this proposal is to sell spare capacity that exists within the data centre.</p>	initial research indicates demand does exist. (2) The arrangement would be unusual for the Council and would, therefore, have to be given due care when set up.								
C	<p>An initial financial review has indicated ICT services currently provided to schools are at a net cost to the Council because there has not been a full apportionment of management and other overheads.</p> <p>This proposal is to charge schools fully for the cost of ICT support they receive.</p>	<p>This would have no impact on Council services, but would result in schools paying marginally more for the ICT services they receive.</p> <p>RAG status – Green. There is some risk of a negative reaction from schools, but the increase is fairly modest (<£1,000 per school on average). The proposal places the provision onto a break-even financial footing.</p> <p><i>An alternative would be to increase rates over two years, which would provide savings of £20k in 2016/17 and a further £20k in 2017/18</i></p>	40						40	
D	<p>As with home computing systems, the Council's systems require regular updates, upgrades and fixes. This work is known as 'patching' work. Currently, 'patching' work is done during evenings and/or weekends to minimise disruption to services</p>	<p>This would create a fairly significant impact on services.</p> <p>Most services, except any exempted from the proposed practice, would lose their systems for one half day per month to enable any system fixes / updates, which are currently done overnight or during weekends, to be carried out during normal working hours. Even though downtime would be scheduled, so that services would know when it would happen, this could still cause</p>	30						30	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	<p>and service users. ICT Technicians are paid overtime for carrying out this work out of normal hours.</p> <p>This proposal is to reduce overtime costs by carrying out some 'patching' work in normal working hours. Major systems could be excluded, with patching for these still done out of normal working hours.</p>	<p>disruption. This could create difficulties for any customer facing services / systems not exempted.</p> <p>There would also be a side-effect that the work ICT staff would be doing in normal time would be displaced by system updates / fixes.</p> <p>RAG status – Amber – Impact on services due to planned system downtime</p> <p>An alternative might be to seek to change contracts to include out of hours 'patching' work.</p>								
E	<p>ICT currently provides 24/7 support, which is recognised for those staff who provide the support through 'stand-by' payments and overtime when they are called out to respond to any issues arising.</p> <p>This proposal would replace 24/7 support with extended support during weekdays (e.g. 7am to 7pm Monday to Friday).</p>	<p>There would be no cover provided to address any issues arising outside of the agreed periods. This could impact some significant services providing 24/7 cover themselves, including care and housing services. Eg if a problem arises during weekends or overnight in these areas it could mean the services would not be able to access their systems or data. It could also impact on Members who do use the out of hours service.</p> <p>RAG status – Amber – Potential impact on services where problems arise out of agreed cover periods</p>	15						15	
F	As the Council restructures / reduces in size, it reduces its	There will be no impact. The proposal involves applying better housekeeping and contract management to the Council's	20	20	10				50	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	<p>telephony requirements, including the number of lines it requires.</p> <p>ICT will rationalise telephony provision to reflect changing requirements and savings imperatives and cancel obsolete phone lines</p>	<p>telephony requirements.</p> <p>RAG status – Green.</p>								
G	<p>An initial financial review has indicated ICT services currently provided to housing (the Housing Revenue Account) are at a net cost to the Council's General Fund because there has not been a full apportionment of management and other overheads.</p> <p>This proposal is to charge housing (the HRA) fully for the cost of ICT support the service receives.</p>	<p>This would have no impact on Council services, but would result in the Housing Revenue Account paying more for the ICT services it receives.</p> <p>RAG status – Green.</p> <p>Requires confirmation of the availability of HRA funding</p>	40						40	
I	<p>There are an increasing number of web-based office tools available for data storage and use. Adoption of such tools in a secure way enables the Council</p>	<p>This would have very limited impact. Services would have slightly different means of accessing and using data but this would require minimal instruction.</p>		50	50				100	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	<p>to reduce its reliance on Microsoft Office systems on its laptops etc. (for which it requires annual licences).</p> <p>This proposal, for the medium term, is to use web-based tools as appropriate, and reduce current licence costs.</p>	<p>There would be no adverse impact on service users.</p> <p>RAG status – Green.</p>								
J	<p>An initial review of the organisation design of the service indicates there are opportunities to streamline the vast array of core systems it uses (note – core infrastructure systems and not service systems) and the staffing resources required to maintain this infrastructure.</p> <p>This proposal would be to</p>	<p>This should have limited impact on services and ensure ICT provides better services at lower cost.</p> <p>Council services may have to adapt slightly, although any changes should be to improve systems and user experiences. Any significant changes would be subject to separate proposals and agreement.</p> <p>RAG status – Amber Significant piece of work, with precise ultimate outcomes not known</p>	200	60	60	6	3		320	9

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	complete a restructure that is supported by a more streamlined infrastructure and better meets the Council's needs.									
K	<p>An initial review of contracts indicates the Council has some systems / services or elements of systems / services that are unused and surplus to requirements. These are typically bought as part of broader bundles.</p> <p>It is proposed to reduce the scope of these contracts either through negotiation or over time as current contracts expire.</p>	<p>This will have only marginal impact and only where current premium ICT services are used. Any ICT services that are deemed to be essential will be retained.</p> <p>There is some uncertainty over the value of savings achievable as these are subject to negotiations and/or re-tendering, but the scheduled values, spread over 3 years, are considered to be reasonably prudent.</p> <p>RAG status – Green.</p>	50	70	80				200	
TOTAL			485	340	340	7	4	1	1,165	12

COMMENTS ON ABOVE PROPOSALS:

The options and savings above have been partly influenced by preliminary findings from a strategic review of the service. The Service was formerly outsourced as part of the RBT partnership and has made savings of 40% of its cost since returning into the Council in 2012. The Service has enquired about prospects for shared services across South Yorkshire but has found no appetite amongst colleagues in our neighbouring authorities.

There are 13 management / team leader posts with a cost of c£650k. 15% of this equates to £97,500. It is anticipated that (at least) 2 manager level posts would be at risk mainly as a result of the organisation review which if resulting in the posts being dis-established would result in savings of c£100k. With an estimated 10 other posts at risk, there should be no significant changes in spans of control.

CURRENT SERVICE SUMMARY (POLICY & PARTNERSHIPS)

Directorate:	Resources	<p>Provides policy advice, development and analysis, including around major legislation and specific corporate projects (e.g. Improvement Plan, welfare reform, local welfare provision, City Region). The team's role is to inform, motivate and support effective policy development across the Council. This involves working with the Senior Leadership Team, Directors/Senior Managers, Members and Commissioners to drive and challenge the adoption and implementation of high quality and effective policies.</p> <p>The team also provides dedicated secretariat support to Rotherham's Local Strategic Partnership - which brings together the main partner organisations across the borough (NHS, Police, Fire, Chamber of Commerce, Voluntary & Community Sector, Further and Higher Education etc.) to work more effectively in line with shared priorities. It has a specific responsibility to ensure the launch of a re-modelled and expanded Partnership from September 2015, followed by the production of a new Community Plan for Rotherham from 2016. The team therefore acts as a key liaison point with the Voluntary and Community Sector and other bodies; and also provides further policy and secretariat support to a number of the Partnership's support structures, particularly the Health and Wellbeing Board. Through this role it is also called upon to manage and lead community engagement exercises (e.g. the recent programme of community roadshows).</p> <p>The team's research and analysis capacity offers the councils main mapping, census/IMD data, IMD data and survey interpretation resources. It has a key role in producing Rotherham's "Joint Strategic Needs Assessment", which the council is required to undertake in partnership with health services to establish current and future health and social care needs of the population (and plan for better outcomes).</p>
Advisory Cabinet Portfolio:	Leader	
2015/16 Budget (£'000 Gross):	£355k	
2015/16 Budget £'000 Income:	£212k	
2015/16 Budget (£'000 Net):	£144k	
2015/16 Budget FTE:	6.0 (1.6 "Partnership and 4.4 "Policy")	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Ending current annual budget "surplus" arising from staff member moving from 1.0 to 0.9 FT	<p>None. "Green" rated.</p> <p>Could be delivered in year (2015/16)</p>	6	0	0	-	-	-	6	-

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
B	Ending current team budget provision for "subscriptions" and adopting a new, shared corporate approach to relevant commitments - Note: budget line was unspent in 2014/15 and not expected to be drawn upon in 2015/16	<p>None. "Green" rated</p> <p>Could be delivered in year (2015/16)</p> <p>However, this may compromise in part the possibility of funding the council's membership of the Local Government Information Unit (LGIU). There is no current budget for this c. £10k subscription, which generates a range of briefings and information utilised across the council (Policy, Performance, Scrutiny, Member Development, as well as Service Teams).</p>	2	0	0	-	-	-	2	-
D	Possible utilisation of Partnership contributions, which are currently funding an annual "surplus" of partners' funding against current support levels, to part-fund one existing team post and allocate this as a more formal "Assistant Partnership Manager". Partner contributions reflect a previous Assistant Manager post, which was not refilled. The Partnership CEO Group has already noted its support to utilise their funding surplus for a (part time) "Assistant". A specific proposition from the	<p>"Red" RAG rated as this is based on the use of the Partnership's funding and detailed consultation and discussion with Partners is yet to take place.</p> <p>This would mean an approx. 0.4 FTE loss in the current team's dedicated, core capacity on RMBC policy matters – taking the total FTE of direct RMBC policy support capacity down from 4.4FTE (on basis 1.6FTE posts in the team are Partnership focused) to 4.0FTE.</p> <p>This could, for example, lead to less policy support resource able to be dedicated to Sheffield City Region and/or Health and Wellbeing Board matters.</p> <p>While there is agreement amongst Partners to invest their joint funding into more dedicated support for the Partnership, formal consultation with staff and Partners has not yet taken place about this particular proposal.</p>	20	0	0	-	-	-	20	-

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	Council to Partners could therefore be for an existing P&P Team member to provide this formal Assistant role, on a part time basis, devoting their remaining time to core RMBC policy business. This would provide around £20k p.a. to offset approx. 2 days a week of a current officer post (Band J). This would reflect the fact that the wider Policy Team contributes to the Partnership at present without this additional contribution to RMBC costs, but would also put the arrangement on a more formal, open and transparent footing.	There could also be existing team members interested in such a role; or there may also be officers in other teams with an interest. This would therefore need to be handled carefully. RAG rating - Amber								
E	Income target – additional Rotherham Partnership contributions from an expanded membership	Red RAG rated , as this will be entirely based on the success of the new Rotherham Together Partnership, which launched in September and holds its first substantive meeting in December 2015. By Year 3 (2018/19), the remodelled Rotherham Partnership will have been in existence, with an expanded membership (e.g. HE institutions) for around 3 years and will be looking ahead, no doubt, to refreshing its vision and Community Strategy. It is not	0	0	5	-	-	-	5	-

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>considered realising in Year 1 (or indeed Year 2) of the new Partnership to request additional contributions from member bodies. Many of the new members will be there via invitation and should not be expected to pay a fee for their contribution from the start.</p> <p>However, by year three there should be demonstrable progress in the outcomes being achieved by the Partnership and more confidence in requesting the expanded membership (such as the two Sheffield Universities) for an additional contribution to the Partnership's work.</p> <p>In return there would need to be an explicit commitment to increase the support resource for the Partnership's work from with the current team – e.g. by further extending the role of the "Assistant" role at that stage.</p>								
	TOTAL		28	0	5	0	0	0	33	0

COMMENTS ON ABOVE PROPOSALS:

Since the appointment of Commissioners, the small Policy Team has carried out a range of essential tasks on their behalf, from supporting the Improvement Plan and its implementation strategy, the programme of Consultation/Visioning Roadshows (and associated response analysis), review of the Health and Wellbeing Board and re-modelling of the Rotherham Local Strategic Partnership. It is also providing policy input to the Budget Planning Process and wider service review activity in support of Commissioner requirements. The measures noted above broadly meet the total funding reduction target, through-front loaded into year one. Given the key role of a strong policy resource in support of the corporate core of the organisation (post-CGI), as well as, specifically, to support the new Chief Executive and Assistant Chief Executive posts in due course, it is not being proposed to cut further what in effect amounts above to between 4.0 and 4.4FTE policy officers (with 1.6FTE posts providing the core support for the Partnership), depending on Member views with regard to action/proposal D above).

Note: income for the Team includes £82k from Partner contributions to the costs of the Partnership "secretariat"; and £127k via an SLA with Public Health reflecting the team's support to the Health and Wellbeing Board/Strategy, the Joint Strategic Needs Assessment (JSNA) and other statistical/analysis support. The Public Health SLA is currently agreed and in place until the end of 2016/17 – a formal commitment is required from Public Health about the continuation of this SLA support for the years after 2016/17 (though it is understood that current PH commitments such as this SLA are not being factored in to their saving proposals, full clarification will be required in due course).

ASR REF NO: RES-10

CURRENT SERVICE SUMMARY (INSURANCE)

Directorate:	Finance and Corporate Services	Brief description of service: The Insurance and Risk Team comprises 2.8 fte. It maintains the Council's insurance portfolio and deals with all insurance claims made against the authority (roughly around 800 per year) (including CSE). The Team also supports the preparation of the Council's statutory Annual Governance Statement, maintains the corporate risk register and provides advice and support on insurance and risk management matters.
Advisory Cabinet Portfolio:	Leader	
2015/16 Budget (£'000 Gross):	(81)	
2015/16 Budget £'000 Income:	351	
2015/16 Budget (£'000 Net):	270	
2015/16 Budget FTE:	2.8	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	<p>The Service has agreed proposals with the South Yorkshire Passenger Transport Executive to administer the Executive's insurance claims.</p> <p>This will reduce the Executive's external costs and provide income to the Council.</p>	<p>There will be no impact on services.</p> <p>The SYPTE has only a small number of claims (c30 per year) and the administration of these can be absorbed without detrimental impact on the Council or its resources (we receive c800 claims per year).</p>	15	0	0				15	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>RAG status – Green.</p> <p>The arrangement with the SYPTE has already been agreed.</p>								
B	<p>The Council's general claims record is exemplary and continues to improve year on year as a result of the general risk management arrangements in place within services for minimising the risk of claims. The impact of this is reduced premiums charged by insurers for the provision of insurance.</p> <p>This proposal is to reflect an anticipated reduction in the cost of insurance in the Council's budget.</p> <p><i>Note: This proposal is exclusive of any CSE related claims.</i></p>	<p>There will be no impact on services.</p> <p>Based on a general claims record (excluding CSE cases) we are anticipating modest reductions in the cost of insurance cover in each of the next two years. This is a simple adjustment to the current budget to more accurately reflect the likely cost of insurance cover.</p> <p>RAG status – Green.</p> <p>The assessment is based on the current level of claims that, with the exception of CSE cases which are exceptional and dealt with separately, is falling.</p>	25	25	0				50	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
C	<p>Since the major terrorist attacks in New York and London, and subsequently other cities, local authorities have considered taking out terrorism insurance to cover the cost of damage to buildings (the scope of terrorism cover is limited to buildings). Around half of the local authorities in the region currently have terrorism cover, including Rotherham, and half do not. The current cost of cover is c£60,000 p.a.</p> <p>It is not recommended to withdraw Terrorism Cover completely at this time, but there is an option for the Council to save c£20,000 p.a. in the cost of cover by reducing the overall value of cover from £100m to £50m.</p>	<p>The proposal would result in a very small increase in overall risk to the Council. I.e. In crude terms, it would require several buildings exceeding the value of £50m* spread across the Council to be lost in the same incident. The likelihood of this is now significantly reduced following the town centre property rationalisation programme and the centralisation into Riverside House. It should be noted that the cost of replacing Riverside House does not fall within the Council's insurance arrangements, as cover is catered for with the property lease for the building.</p> <p>If an incident did occur which resulted in losses of between £50m and £100m, the reduction in cover would most probably (i.e. unless there would be any Government Aid) leave the Council covering any costs above £50m. However, our risk assessment is that this is a risk which we are able to take.</p> <p>* including the cost of provision to ensure business continuity</p> <p>RAG status – Green.</p>	20	0	0				20	
	TOTAL		60	25	0	0	0	0	85	0

ASR REF NO: RES-11

CURRENT SERVICE SUMMARY (INTERNAL AUDIT)

Directorate:	Finance and Corporate Services	Brief description of service: The Accounts and Audit Regulations make it a statutory requirement to have an adequate and effective internal audit and to carry out sufficient work each year to issue an annual opinion on the Council's internal control environment The current Internal Audit Service carries out a programme of planned audits designed to assess whether the Council's significant risks are being effectively managed and its core financial systems are operating effectively and accurately. The Service also investigates any suspected fraud or other irregularities and provides advice to services on a wide range of control matters. This element of work provides crucial support to managers and is highly regarded by them.
Advisory Cabinet Portfolio:	Leader	
2015/16 Budget (£'000 Gross):	(463)	
2015/16 Budget £'000 Income:	64	
2015/16 Budget (£'000 Net):	(399)	
2015/16 Budget FTE:	8.4	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	<p>Internal Audit has reduced in size by 50% over the last 5 years, from 16.8fte in 2010/11 to 8.4fte in 2015/16 and has lost some specialist skills in the process (for example ICT audit capacity).</p> <p>In view of the savings already made and the requirement to achieve more, this would make the current service model unsustainable; there would be insufficient resources available internally to provide the range of expertise needed within the service.</p> <p>Consequently, following a strategic review of options, it is proposed to move to a mixed model of provision, where an in-house team continues to deliver general audit coverage while specialist audit requirements are commissioned externally.</p>	<p>Overall, the proposal should ensure sufficient audit coverage can be achieved in general areas, while enabling audit in specialist areas to be increased to an appropriate level to address risks in these areas. This should result in an overall positive impact from the proposed changes on the Service's effectiveness.</p> <p>RAG status – Amber. Requires agreement to move to a mixed model, involving a restructure and the loss of 2 posts</p>	25			2.0			25	2.0
	TOTAL		25	0	0	2.0	0	0	25	2.0

COMMENTS ON ABOVE PROPOSALS:

Service management costs are currently £180k (1x Chief Auditor, 1 x Audit Manager and 2 x Principal Auditors). Management Savings options relating to proposals A and B range from £50k to £90k (i.e. 13% to 23%). Because of reductions in the general staffing establishment, spans of control are not expected to be unmanageable.

Further strategic options available are to outsource the service entirely, although a mixed model of provision is thought to achieve the benefits of bringing in additional specialist expertise as required, while having a local in-house team on site to deliver planned work and address any urgent requirements.

ASR REF NO: RES-12

CURRENT SERVICE SUMMARY (BUSINESS SUPPORT)

Directorate:	Resources	Brief description of service: Centralised Business Support includes: - <ul style="list-style-type: none"> Management Support: The provision of Personal Assistant and Management Secretarial support to Senior Management. Riverside Business Support Team: The distribution of incoming mail throughout Riverside House, the design and production of ID Badges, mobile phone recharges, petty cash, ordering managed goods (paper and envelopes), restocking of Multi-Function Devices and administration of the Plan Printers in Riverside House. N.B. The Corporate Mail Room and Corporate Print Unit based in Bailey House would normally be considered as part of Centralised Business Support Services however these are being considered as part of the 'Print and Post' All Service Review.
Advisory Cabinet Portfolio:	Leader	
2015/16 Budget (£'000 Gross):	£339	
2015/16 Budget £'000 Income:	-£81	
2015/16 Budget (£'000 Net):	£258	
2015/16 Budget FTE:	MST 11.42 BST 1.81 + 1 x Apprentice	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	To implement an alternative Management Support operating model that provides for shared management support and allows for the reduction of staff numbers by 1 x PA post (Band H) and 2 x Management Secretary posts	Additional Personal Assistant and Management Secretary posts are required in the short term in order to be able to meet the support requirements of the new Chief Officer structure and the additional demands/workload being created by the Council's current improvement journey post the publication of the Jay and Casey reports, and allied to the work of	0	27	55	0	1	2	82	3

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE
	(Band E). A reduction of 3 ftes is equivalent to a 25% reduction in staffing.	Government Commissioners. Implementation of an alternative Management Support operating model i.e. shared management support is to be undertaken after the Chief Officer restructure and improvement plans are well embedded - this is therefore likely to take effect during years 2 and 3 of the 3 year saving programme. RAG Status : Green								
	TOTAL		0	27	55	0	1	2	82	3

ASR REF NO: RES-16

CURRENT SERVICE SUMMARY *ELECTORAL SERVICES*

Directorate:	Resources	Brief description of service: Electoral Services provides voter registration services and delivers elections and referendums. It is a frontline service and is impartial in serving electors' interests and supporting political parties and candidates in the electoral process. The service supports the Returning Officer/Electoral Registration Officer (usually the Chief Executive) in meeting his/her duties in the statutory office of Returning Officer and Electoral Registration Officer. Legislation governs the way in which services are delivered.
Advisory Cabinet Portfolio:	Leader	
2015/16 Budget (£'000 Gross):	618	
2015/16 Budget £'000 Income:	13	
2015/16 Budget (£'000 Net):	605	
2015/16 Budget FTE:	8	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL L £'000	TOTAL L FTE
A	The introduction of All out Borough Council Elections every 4 years	A significant budget saving can be offered in 2017/18 as there will be no Borough elections taking place until 2020/21. There are no staffing implications associated with this saving. RAG Status : Green	0	215	0	0	0	0	215	0
	TOTAL		0	215	0	0	0	0	215	0

ASR REF NO: RES-17

CURRENT SERVICE SUMMARY COMMITTEE SERVICES

Directorate:	Resources	Brief description of service: Committee Services provides a full range of support to facilitate the effective governance of the Council, the Cabinet, Boards, Committees and Panels and Officer Meetings, including management and arrangements for the webcasting facility and the Education School Appeal process.
Advisory Cabinet Portfolio:	Leader	
2015/16 Budget (£'000 Gross):	170	
2015/16 Budget £'000 Income:	0	
2015/16 Budget (£'000 Net):	170	
2015/16 Budget FTE:	4	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Additional income through the charging of Academies for the servicing of School Admission Appeals.	Committee Services and the School Planning, Admissions and Appeals Service within CYPS have entered into a Service Level Agreement with Academies for the charging of servicing and administration of Admission Appeals. RAG Status : Green	15	0	0	0	0	0	15	0
	TOTAL		15	0	0	0	0	0	15	0

CURRENT SERVICE SUMMARY - TOWN HALL CATERING

Directorate:	Resources	Brief description of service: The Town Hall Catering Unit provides refreshments to Council and Officer meetings held at the Town Hall, lunchtime meals and sandwiches from the John Smith Room, 'Today's Special' for Riverside House café and catering for Mayoral and Civic functions. The Unit will also provide catering i.e. for meetings / events held in Riverside House or to private bookings.
Advisory Cabinet Portfolio:	Leader	
2015/16 Budget (£'000 Gross):	105	
2015/16 Budget £'000 Income:	78	
2015/16 Budget (£'000 Net):	27	
2015/16 Budget FTE:	3.4	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Reduction in the provision of Town Hall Catering	<p>A reduction in demand prompted a review of the Town Hall Catering Unit and has determined that some services provided by the Unit could cease whilst others could be absorbed by other Council catering services.</p> <p>A number of short-term changes could therefore be made to reduce expenditure by over £50k. These are: -</p> <ul style="list-style-type: none"> End the practice of serving hot lunches at the Town Hall and instead use Riverside House café. 	55	0	0	1.54	0	0	55	1.54

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE
		<ul style="list-style-type: none"> Reduce staffing from 6 (3.4 fte) to 3 (1.86 fte). Provision of the lunchtime special to Riverside House café to be provided from an alternative Council catering facility (Facilities Management to determine). <p>The £50k saving is based on a part closure of the Town Hall kitchen. Some services would be retained i.e. the provision of teas and coffees and a limited snack/lunch service e.g. sandwiches, whilst others duties would cease - i.e. the provision of hot meals at lunchtime.</p> <p>A more joined up approach with other Council catering services would allow some responsibilities to transfer to other Council catering facilities i.e. the provision of the Today's Special menu for Riverside House café.</p> <p>In addition the provision of two vending machines is also proposed – one for hot drinks and another for snacks – as an additional service to Members and staff.</p> <p>There would remain occasions where catering will need to be bought-in, e.g. special events, from whichever provider is in-keeping with the current costs and nature of the event (e.g. silver service, sit down meal or buffet style).</p> <p>There are 6 posts (3.4fte) affected by this proposal. The proposal will require a</p>								

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE
		reduction to 3 posts (1.86 fte). One member of staff retired in August therefore 2 members of staff would be considered for redeployment, into school catering or "Breathing Space", where there are known to be vacancies. RAG Status : Green								
	TOTAL		55	0	0	1.54	0	0	55	1.54

COMMENTS ON ABOVE PROPOSALS:

Catering across the Council is currently provided from across at least three separate management structures: -

- CYPS – schools catering, Riverside House café and Breathing Space
- EDS – Country Park cafes, the theatre and museum.
- Legal and Democratic Services – Town Hall catering

A more strategic view of catering provision across the Council is required to determine the long-term, best practice operating model to deliver value for money. A fuller review of the overall catering services of the council is therefore to be undertaken to: -

- Make proposals for a single point of management, and
- Make arrangements on how efficiency could be improved, savings made and income generated.

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE

A number of recent changes at the Town Hall have resulted in a reduction in the amount of work undertaken by the Town Hall Catering Unit and has prompted this review. The changes include: -

- The introduction of flasks in meetings to replace the waitress serving of drinks at Member meetings held at the Town Hall.
- A reduction in the order for 'Today's Special' meals for the Riverside House café.
- Fewer meetings now being held at the Town Hall.

CURRENT SERVICE SUMMARY LEGAL

Directorate:	Resources	Brief description of service: The Legal Services Division provides professional, high quality, value for money, legal advice to ensure the Council achieves its aims and acts lawfully. The Legal Teams provides support in the following areas: - <ul style="list-style-type: none"> ▪ Contract and commercial issues (Procurement, contract terms, negotiation support) ▪ Property related transactions and issues including compulsory purchase orders, landlord and tenant ▪ Corporate governance – democratic processes, probity matters including changes to Standing Orders, Standards Committee investigations and the Confidential Reporting Code. ▪ Criminal and civil litigation matters, including arbitration, dispute resolution ▪ Social Care – Adults and Childcare ▪ Data protection, freedom of information and records management matters, including advice on exempt reports, reviewing Freedom of Information Act decisions and retention of information ▪ Employment matters including employment tribunals ▪ Highways advice, Traffic Regulation Orders, Traffic Management ▪ Forward Planning, Development Control, Enforcement and Planning Appeals ▪ Housing possession claims and subsequent enforcement ▪ Injunction applications, Anti-Social Behaviour Order applications, Defending housing disrepair claims ▪ Prosecutions, Applications for search warrants ▪ Licensing Board & sub-committees, Licensing appeals, Other appeals (e.g. Abatement Notices) ▪ Defending Judicial Review claims ▪ Complaints Panels & Ombudsman investigations • The Legal Business Support Team provides dedicated administrative support to the Legal Management Team and Legal Teams. • The Legal Service also manages the statutory costs account which covers the cost of statutory public notices and unanticipated corporate legal advice arising during the year.
Advisory Cabinet Portfolio:	Leader	
2015/16 Budget (£'000 Gross):	1,469	
2015/16 Budget £'000 Income:	294	
2015/16 Budget (£'000 Net):	1,175	
2015/16 Budget FTE:	23.2 Legal 3.5 Business Support	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Legal Services Business Support Team – introduction of	The Legal Service has presented a shared case management solution to the SY Legal Departments. A	0	9	40	0	0	1	49	1

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	shared case management for SYLAs leading to income generation and pooled business support.	proof of concept is to be developed by RMBC ICT and a pilot project is to be developed with Barnsley MBC. Charges for professional services and economies of scale relating to pooled administration (reduction of 1 x Business Support officer Band C to G) will achieve the savings target without compromising levels of support. (Post saving £31k, income £18k) RAG Status : Amber								
B	Legal Services - increase income and top slice Supplies and Services budgets	The Service has reviewed current levels of income generation and has identified a number of opportunities to increase income (£104k) from external organisations i.e. Police and Crime Panel support charges, right to buy income and property related professional fees. In addition the Service will explore further top slicing of Supplies and Services budgets with a particular focus on print and post efficiencies (£7k). RAG Status : Amber	111	0	0	0	0	0	111	0
C	To liaise with Client Departments and introduce staff reductions of 4 FTE (2.5 x Solicitor Band K to L and above and 1.5 x Legal Officer/Paralegal Band E to J) to coincide with a reduction in demand for support. A reduction of 4 FTE is equivalent to a 17% reduction	This saving is entirely dependent on Legal Services working closely with Client Departments in order to identify and implement reductions in their demand for support from the Legal Team. It also aligns to the anticipated reduction in work due to early intervention measures being introduced within the CYPs Safeguarding Unit and also to allow time for sufficient support to be provided to Adult Social Care to achieve their £10m year 1 savings target.	0	55	115	0	1	3	170	4

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	in staffing.	<p>In order to minimise the impact of losing 4 x FTE it is imperative that savings in Legal Services are aligned to a reduction in demand for support from client Departments otherwise they are not sustainable and will impact on the level of support that can be delivered at a critical time for the Council. In addition the saving will not be achieved if demand for support remains at current levels whereby the savings target would then become a budget pressure in Year 3.</p> <p>Also, to take staff savings in year 1 would jeopardise the plans to generate additional income in year 1 and also would compromise the Legal support required of Children's and Adult's Social Care Services.</p> <p>RAG Status : Red</p>								
	TOTAL		111	64	155	0	1	4	330	5

COMMENTS ON ABOVE PROPOSALS:

A - RAG Status: Amber - Whilst some interest has been shown in a shared case management arrangement the Legal Business Support saving is entirely dependent on the appetite for sharing across the region. The saving has been offered in year 3 to allow the proof of concept and pilot to be fully implemented and shared administration to be properly developed.

B - RAG Status: Amber – Income generation in Legal Services may be compromised if client departments make savings in those areas of work that Legal Services can treat as fee earning i.e. sales, acquisitions etc. In addition the income target will rely on a buoyant right to buy market and the continuation of the servicing of the Police and Crime Panel. Income generation has been calculated taking into account client decisions where known.

ASR REF NO: RES-22

CURRENT SERVICE SUMMARY (CORPORATE COMPLAINTS TEAM)

Directorate:	Resources	<p>The team provides a standardised approach to handling all formal (and numerous informal) complaints made to the council, in line where necessary with statutory requirements - working with service managers to quality assure responses and ensure all statutory procedures are followed and met. A key focus of the team is to also ensure full and proper reviews of complaints so that services can benefit from learning and can support service improvement. The team works directly with customers - via phone, email and home visits - to make sure they are provided the best and most appropriate response to their concerns.</p> <p>In addition to formal complaints made to the council, the team also handle Local Government Ombudsman (LGO) matters; and MP and other "VIP" correspondence with Elected Members, Senior Officers and, now, Commissioners. It also manages service compliments.</p> <p>A further role of the team is to manage the 'eCasework' system that elected members use for ward surgery enquiries, providing support to Members in dealing with constituency matters.</p> <p><i>Note: £64k of income comes from the HRA, covering 100% of one 1.0FTE (Band I) post, who is dedicated to Housing Service complaints (£41k), and £22k towards the supervisory, admin support, holiday cover and wider team support costs associated with these Housing-related complaints.</i></p>
Advisory Cabinet Portfolio:	Leader	
2015/16 Budget (£'000 Gross):	£194k	
2015/16 Budget £'000 Income:	£64k	
2015/16 Budget (£'000 Net):	£130k	
2015/16 Budget FTE:	5.3FTE	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Minor reassessment and uprating of HRA contribution to the team – e.g. to 50% of Team Manager role	<p>“Amber” RAG Rated – will depend on wider review of HRA applicability. Detailed discussion not yet taken place.</p> <p>£64k of team income (33%) comes from the HRA, covering 100% of one 1.0FTE (Band I) post, who is dedicated to Housing Service complaints, and 46% of the Team Manager post (1.0FTE, Band K), but which reflects the support that the whole team provides to the dedicated housing complaints officer in terms of management supervision, admin support, holiday cover, and wider day-to-day assistance.</p>	2	0	0	-	-	-	2	-

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>Over 47% of all complaints received by the council last year relate to Housing issues. There may therefore be justification to reassess and uprate the contribution of HRA towards the team's work.</p> <p>While there are clearly important sensitivities over the use of HRA, a 4% further increase in contribution on the current basis would equate to £2k of additional income for the team (to £66k, or 34%) reflecting the level of HRA/Housing-related activity it is involved in.</p>								
B	Admin savings from investment in automated IT system to support a more secure and efficient system of chasing and service-led processing/administration of complaints	<p>Subject to developing a Business Case, as yet unexplored – therefore “Red” RAG rated.</p> <p>Will depend on commitment within services to increase their direct admin/processing roles. Saving level theoretical at this stage, and the focus of potential IT investment is about a more secure and reliable system, rather than to offset staffing/ admin resource – i.e. a new system will still require a minimum level of effective administration. However, it might be reasonably assumed, subject to more detailed analysis, that some small admin resource efficiency saving is possible from the current 1.3FTEs (3x part time posts). There will also be opportunities to explore is more collaborative admin support with wider teams as part of the formation of the new Assistant Chief Executive's directorate.</p> <p>Would also require up-front investment in officer time and training to implement the new system, within current resources – hence any assumed savings are not anticipated prior to year 2.</p>	0	4	0	-	0.2	-	4	0.20
E	Setting the team a new income target – incentivising a new focus on income generation from the	<p>“Red” RAG rated – as this remains at concept stage and the detail of how any charging model would work in practice is yet to be determined.</p> <p>The team does, at present, provide services to schools through</p>	0	5	25	-	-	-	30	-

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	services the Team currently provide to schools – and to start to initiate potential shared service arrangements with other councils/ organisations.	<p>advocacy and advice on disputes with parents about school places; and has also provided associated training to schools and school governors. There is potential to put this on a more commercial footing, pending further consideration.</p> <p>It will be important to see these potential opportunities in conjunction with wider traded service proposals with schools – further discussions are needed on this.</p> <p>In addition, on the basis that the current RMBC structure for complaints – i.e. a small, more independent corporate team, rather than officers embedded in service teams - is one that other councils are now looking to implement (including, it's understood, Doncaster), there may be some shared service opportunities to explore and put in place, given the experience of the Rotherham Team in operating on this basis and overall effective performance in benchmark terms with national, regional and peer authorities.</p> <p>This is highly speculative, however, at this early stage; and on the basis the team would need to build its commercial credibility to provide such a traded service, the potential saving profile is back-loaded and tapered up towards year 3 – but this profile would need to be reassessed in the light of a detailed business case.</p> <p><i>Note: an alternative option would be to replace any income target with a cut-back in the size of the corporate team and a review as a result of the council's customer complaints standards – i.e. assessing whether longer timeframes for responses may need to be set.</i></p>								
	TOTAL		2	9	25	0	0.2	0	36	0.2

COMMENTS ON ABOVE PROPOSALS:

The centralised complaint function within the Council was created in 2012, consolidating and reducing the numbers of officers dealing with complaints in service directorates, into a smaller team of 5.3FTEs. The current structure of the team, as a corporate, central resource, is one that a number of other councils are now looking to implement.

The last year has seen an upward trend in the number of complaints received by the council and handled by the team (a 3% increase to 693 from the 672 received in 2013-14). The team also experienced a 17% increase in Councillor Enquiries over the last year, reflecting increased use by elected members of the eCasework system, particularly by new Councillors (44% of Councillors are now using this system, i.e. 28 out of 63); and an 80% increase in MP cases (from 269 to 485).

Finally, it may be important to note that a core function of the team is to stop complaints escalating to more complex (and potentially more costly, e.g. compensation payment) stages. Current performance on this is good – despite an overall increase in complaints in 2014/15, the team worked to help ensure only the same proportion escalated to Stage 2 as the year before. There is a built-in incentive for the team to performance manage complaints so that they are dealt with quickly and to the required standards (at Stage 1) in order to avoid more complex investigations that they would need to lead personally.

Public Health

Totals of savings enclosed

2016/7 £,000	2017/18 £,000	2018/19 £,000	Total over 3 years £,000
555	294	199	1,048
FTE	FTE	FTE	FTE
0	0	0	0

ASR REF NO: PH-1

CURRENT SERVICE SUMMARY *Public Health: Sexual Health*

Directorate:	Public Health	Brief description of service: Local Authorities are mandated to ensure the provision of open access sexual health services including Sexually Transmitted Infection (STI) testing and treatment and contraception. The services provide STI testing and treatment, contact tracing, outbreak control and offer a full range of contraception including Long Acting Reversible Contraception (LARC) and Emergency Hormonal Contraception (EHC). The services manage locally based Chlamydia screening as part of the National Chlamydia Screening Program. The services also provide a range of advice and health promotion/education and support to prevent the spread of STIs, unintended pregnancy and Child Sexual Exploitation. As part of the open access mandate, Local Authorities also ensure that residents visiting out of area Genito Urinary Medicine (GUM) clinics are funded as part of the prevention agenda.
Advisory Cabinet Portfolio:	Public Health	
2015/16 Budget (£'000 Gross):	2,964	
2015/16 Budget £'000 Income:		
2015/16 Budget (£'000 Net):	2,964	
2015/16 Budget FTE:	1 FTE RMBC plus contracted Service	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Year on year 1.8% efficiency saving applied to the provider of the Integrated Sexual Health Service (TRFT)	<p>NHS Foundation Trusts. Public Health Services 3 Year Planned re -procurement programme 2016 – 2019.</p> <p>Over this period all of our services will be reviewed, re -specified and tendered. In addition the services commissioned from our 2 major NHS partners The Rotherham NHS Foundation Trust (TRFT) and Rotherham, Doncaster and South Humber NHS Foundation Trust (RDASH) will need to deliver cost efficiency savings during the intervening period (i.e. If they are not due for tender until 2018 then they will deliver up to that point, but after that the newly redesigned service model will deliver the efficiencies.</p> <p>NHS National cost efficiencies currently stand at 3.5% which is offset by an inflation of 1.9% for some services, and some local schemes to incentivise provider delivery. Therefore TRFT and RDASH will be making between 1.6 and 1.9% savings on the contracts they hold</p>	39	38	38				115	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE
		<p>with NHS Commissioners. This model enables larger service providers to plan and manage the savings over a longer period and work with Public health to agree the impact of a programme of efficiency.</p> <p>Public Health propose 1.8% on the Alcohol and Drugs services from RDASH and 1.8% on the contracts with TRFT. For TRFT this is focused on the sexual health and children's programme areas, but with negotiation with the provider may be applied across a wider range of services when the full impact is considered.</p> <p>The savings have not been applied to Pharmacy and GP providers at this stage, as new savings models will describe any changes to this area of provision, and that these areas have had no inflationary uplift for over 6 years.</p> <p>RAG rating: Amber</p>								
B	Review of out of area GUM payments and local prescribing payments	<p>The review of out of area GUM payments is being carried out across Yorkshire and Humber and will lead to providers being paid no more than the suggested National tariff (rate of payment per episode of care). At present providers are paid on invoice and some charge more than national tariff (which is not mandated) to reflect locally agreed rates. Providers are aware that this is being reviewed across the country. Local Authorities are mandated to ensure the provision of an open access sexual health service free to the end user of the service. This includes ensuring that any of our residents can receive Sexually Transmitted Infection testing and treatment outside of Rotherham. We are reviewing our payments in line with other Local Authorities across the country. This will not impact on the service delivered or the patient experience.</p> <p>RAG rating: Green</p> <p>We are looking in detail at the prescribing costs associated with the Public Health contracts with GPs for LARC and the Intrauterine contraceptive</p>	20						20	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>device (IUCD). The IUCD can be fitted for contraceptive purposes (cost attributed to Public Health under the PH contract) or for the treatment of heavy menstrual bleeding (cost attributable to the CCG). It is often difficult to decide which is the primary reason for fitting, as women can have the device fitted for both reasons. We are working with the GPs and the CCG to agree a process for when the CCG is charged and when RMBC is charged.</p> <p>We are also specifying that the LARC contract with GPs will cover the Sub-dermal implant only (rather than the full range of LARC). This is due to the evidence which supports this form of LARC being the most effective in reducing unplanned pregnancy. Our contracts with GPs are to enhance their service, over and above what they already offer.</p> <p>They will still offer the full range of contraception so that the patient experience will not change – the prescribing charges</p> <p>are still to be covered by the CCG and RMBC - but we anticipate this leading to a cost saving for us as the CCG will be covering the costs for other forms of LARC.</p>								
C	Consolidation of contracts for HIV prevention/support	<p>Bringing the contracts for HIV prevention/support from Supporting People and Public Health together means that we can identify an efficiency saving with a new provider. Service delivery is not affected in terms of activity but it has moved from a model of 'support' to one that empowers people so the overall client experience will be more beneficial.</p> <p>RAG rating: Green</p>	24						24	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
D	Theatre & Health Education Support – Contract Renegotiation	Reduction in the budget is possible as the drama intervention for schools will be paid for in full from the 15/16 Public Health budget. Schools are being offered the Theatre in Education performances and workshops over a three year period. There will also be some performances directly aimed at looked after children and their carers. Public Health have agreed to finance this initiative which is being commissioned by the School Effectiveness Team in C&YPS. We are making the full amount available to the team in 15/16 and as this is a time limited intervention we are able to make a cost saving in the following year. RAG rating: Green	26	0					26	
	TOTAL		109	38	38	0	0	0	185	0

COMMENTS ON ABOVE PROPOSALS: The 1.8% efficiency savings are RAG rates Amber as the full impact, including loss of front line staffing cannot be established until Public Health have dialogue with TRFT

ASR REF NO: PH-2

CURRENT SERVICE SUMMARY *Public Health: Drugs and Alcohol*

Directorate:	Public Health (Substance Misuse)	Brief description of service: Integrated health and social care system to provide services for drug and/or alcohol users (including use of all illegal drugs, prescribed drugs, New Psychoactive Substances 'legal Highs') to any adult or young person who normally resides in Rotherham.
Advisory Cabinet Portfolio:	Public Health	
2015/16 Budget (£'000 Gross):	4,829	
2015/16 Budget £'000 Income:	154 PCC for Drugs Intervention Programme	
2015/16 Budget (£'000 Net):	4,675	
2015/16 Budget FTE:		

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Retender Floating Housing Support Service which provides support to substance users in tenancy agreements.	<p>To be retendered to allow for efficiency savings in the new contract which will be aligned with the Public Health Outcomes Framework.</p> <p>The opening of the new Substance Misuse Recovery Hub 'Carnson House' will enable any future provision to be closely linked to other key partner support agencies, thus reducing the contract numbers and cost of any future provision. There will be a requirement to work closely with partner support agencies to deal with low risk clients, allowing for the service to address the needs of the medium/high risk clients</p> <p>There will be additional housing issues for the floating support service due to the introduction of the Universal Credit being rolled out in Rotherham later this year which will need to be taken account of.</p> <p>RAG status - Amber</p>	40	0	0				40	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
B	1.8% Efficiency Savings on RDaSH Alcohol & Drugs Contract	<p>NHS Foundation Trusts. Public Health Services 3 year planned re -procurement programme 2016 – 2019. Over this period all of our services will be reviewed, re - specified and tendered. In addition the services commissioned from our 2 major NHS partners TRFT and RDaSH will need to deliver cost efficiency savings during the intervening period i.e. if they are not due for tender until 2018 then they will deliver up to that point, but after that the newly redesigned service model will deliver the efficiencies. NHS National cost efficiencies currently stand at 3.5% which is offset by an inflation of 1.9% for some services, and some local schemes to incentivise provider delivery. Therefore TRFT and RDaSH will be making between 1.6 and 1.9% savings on the contracts they hold with NHS Commissioners. This model enables larger service providers to plan and manage the savings over a longer period and work with Public health to agree the impact of a programme of efficiency.</p> <p>Public Health propose 1.8% on the Alcohol and Drugs services from RDaSH. The savings have not been applied to Pharmacy and GP providers at this stage, as new savings models will describe any changes to this area of provision, and that these areas have had no inflationary uplift for over 6 years.</p> <p>RAG status - Amber</p>	48	47	46				141	
	TOTAL		88	47	46	0	0	0	181	0

COMMENTS ON ABOVE PROPOSALS: The 1.8% efficiency savings are RAG rates Amber as the full impact, including loss of front line staffing cannot be established until Public Health have dialogue with RDaSH

ASR REF NO: PH-4

CURRENT SERVICE SUMMARY Public Health *Obesity/Weight Management*

Directorate:	Public Health	Brief description of service: Obesity programme. Comprises commissioned services: <ul style="list-style-type: none"> The Rotherham Healthy Weight Framework (HWF) is a tiered approach to weight management which supports adults and children to reduce and maintain their weight. People attend the tier of the service which is most suitable for their weight and height. The 6 services include: Tiers 2-4 children weight management, Tiers 2-3 adult weight management and a single point of access (telephone line to refer people to the correct service based on need). This is not included in the proposed savings detailed below. The Rotherham Ministry of Food is a partnership project which teaches cookery skills with a focus on healthy family meals. This is not included in the proposed savings detailed below. The community dietetics service is delivered by the dietetics department at Rotherham Foundation Trust. The service provides community based dietetic support to children in special schools, service users of children and adolescent mental health services (CAMHS) and to housebound clients who have special dietary needs. The service also provides a programme of 6 accredited training courses to develop food and diet skills for staff employed in Rotherham and the general public.
Advisory Cabinet Portfolio:	Public Health Adults & Children	
2015/16 Budget (£'000 Gross):	£1,089	
2015/16 Budget £'000 Income:	£0	
2015/16 Budget (£'000 Net):	£1,089	
2015/16 Budget FTE:		

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Service review of community dietetics with a view to decommissioning service or to reduce and re-specify the existing contract	The service was inherited by RMBC as part of the transfer of Public Health from the Rotherham Primary Care Trust. A service review is required to understand the potential impact of a reduced or decommissioned service. The most likely impact will be on the community support offered to: children in special schools, service users of child and adolescent mental health services and housebound clients with special dietary needs. The service review would establish the impact of the reduced support on these populations. A reduction or decommissioned package of training, would impact on		70					70	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>the numbers of front line professionals working in Rotherham, who can attend an accredited training course to develop their skills and knowledge on food and diet. It may be possible for primary care activity (e.g. support to special schools and housebound clients) to be covered through other contracted activity– this would be a focus of the proposed review.</p> <p>The review would also seek to establish how a reduced offer of training for front line professionals will affect the delivery of the healthy weight framework care pathway.</p> <p>RAG status: Amber</p>								
	TOTAL		0	70	0	0	0	0	70	0

ASR REF NO: PH-5

CURRENT SERVICE SUMMARY *Public Health Child Health Programme*

Directorate:	Public Health	Brief description of service: The 0-19 Child Health programme area includes the 0-5 Child Health Programme (Health Visiting and Family Nurse Partnership) and School Nursing Service. The 0-5 Child Health programme is currently commissioned by NHS England and will transfer to RMBC with effect from 1 October 2015. Some elements of this programme area are mandatory for local authorities to provide (the health visiting services for all 0-5 year olds and the National Child Measurement Programme (NCMP), which weighs and measures all children in Reception and Year 6 annually to assess levels of childhood obesity). The Family Nurse Partnership (FNP) programme is an intensive home visiting service for vulnerable pregnant teenagers; the programme follows the mother and baby for 2 years. The School Nursing Service provides a range of services to children and young people aged 5-19 years attending a Rotherham school including health reviews on school entry, health improvement advice and support, delivering the NCMP, annual health reviews for looked after children and child safeguarding.
Advisory Cabinet Portfolio:	Public Health Children's	
2015/16 Budget (£'000 Gross):	£4,227	
2015/16 Budget £'000 Income:	nil	
2015/16 Budget (£'000 Net):	£4,227	
2015/16 Budget FTE:	Contracted Service	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Budget reduction for School Nursing Service reflecting equivalent funding for provision of immunisations now provided by NHS England	The funding for the delivery of immunisations and vaccinations by the school nursing service, previously provided by RMBC, is now being provided by NHS England. Therefore there should be no impact of reducing the RMBC budget by the equivalent amount as the service still receives this funding, just from a different source RAG status: Green	176						176	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
B	1.8% reduction to 0-19 budget applied over each of the next three years	<p>NHS Foundation Trusts. Public Health Services 3 year planned re -procurement programme 2016 – 2019. Over this period all of our services will be reviewed, re -specified and tendered. In addition the services commissioned from our 2 major NHS partners TRFT and RDASH will need to deliver cost efficiency savings during the intervening period (i.e. If they are not due for tender until 2018 then they will deliver up to that point, but after that the newly redesigned service model will deliver the efficiencies).</p> <p>NHS National cost efficiencies currently stand at 3.5% which is offset by an inflation of 1.9% for some services, and some local schemes to incentivise provider delivery. Therefore TRFT and RDASH will be making between 1.6 and 1.9% savings on the contracts they hold with NHS Commissioners. This model enables larger service providers to plan and manage the savings over a longer period and work with Public health to agree the impact of a programme of efficiency.</p> <p>Public Health proposes 1.8% on the Alcohol and Drugs services from RDASH and 1.8% on the contracts with TRFT. For TRFT this is focused on the sexual health and children's programme areas, but with negotiation with the provider may be applied across a wider range of services when the full impact is considered.</p> <p>RAG status: Amber</p>	104	102	100				306	
TOTAL			280	102	100	0	0	0	482	0

COMMENTS ON ABOVE PROPOSALS: The 1.8% efficiency savings are RAG rates Amber as the full impact, including loss of front line staffing cannot be established until Public Health have dialogue with TRFT

CURRENT SERVICE SUMMARY *Public Health Tobacco Control*

Directorate:	Public Health	Brief description of service: Tobacco control programme. Comprises commissioned services: <ul style="list-style-type: none"> • Yorkshire Smokefree (stop smoking service for Doncaster and Rotherham boroughs. Provider: South West Yorkshire Partnership NHS Foundation Trust). Provides face-to-face, telephone and online behavioural support and medications for people who want to stop smoking. • Stop Smoking in Pregnancy Service. (Provider: Rotherham NHS Foundation Trust). Provides behavioural support and medications for pregnant women, their partners and family members, who want to stop smoking. • Communications and Social Marketing Service for tobacco control (covers Rotherham, Doncaster and Sheffield authorities. Provider: Kenyon Fraser). Carries out customer insight and delivers social marketing campaigns in response to this intelligence, focused upon reducing tobacco use. • Activity to prevent young people starting smoking (Provider: RMBC Integrated Youth Support Service). Curriculum activity around tobacco issues, survey of young people's smoking behaviour, supporting young people to access stop smoking support. • Enhanced enforcement of cheap and illicit tobacco and underage sales (Provider: RMBC Trading Standards). Test purchasing, enforcement action and education around tobacco issues including changes in legislation. All services operate across the whole borough, therefore savings would have an impact Rotherham-wide.
Advisory Cabinet Portfolio:	Public Health	
2015/16 Budget (£'000 Gross):	£1,142	
2015/16 Budget £'000 Income:	£268	
2015/16 Budget (£'000 Net):	£874	
2015/16 Budget FTE:	1 FTE RMBC plus contracted service	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	1.8% reduction to all tobacco control service contract values applied over each of the next three years	NHS National cost efficiencies currently stand at 3.5% which is offset by an inflation of 1.9% for some services, and some local schemes to incentivise provider delivery. Therefore TRFT and RDASH will be making between 1.6 and 1.9% savings on the contracts they hold with NHS	16	16	15				47	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>Commissioners. This model enables larger service providers to plan and manage the savings over a longer period and work with Public health to agree the impact of a programme of efficiency.</p> <p>Public Health proposes 1.8% reduction on all tobacco control services over each of the next three years.</p> <p>Potential reduced capacity within stop smoking services to support people wanting to quit. This is most likely to impact on the smoking in pregnancy service as it is a smaller service with less flexibility around service provision than in the Yorkshire Smokefree service. It would be easier for Yorkshire Smokefree to make efficiencies due to the different support options they provide (e.g. altering the balance between face-to-face support and telephone support).</p> <p>Other services do not provide direct client support, so the efficiencies required to meet the proposed cost saving should be relatively easy to realise.</p> <p>RAG status: Amber</p>								
	TOTAL		16	16	15				47	

ASR REF NO: PH- 13

CURRENT SERVICE SUMMARY *Public Health Directorate*

Directorate:	Public Health	Brief description of service: The Public Health team provides specialist advice and support and has a role in influencing spend of NHS and RMBC to improve health and reduce health inequalities. The team provides support to NHS Commissioners (Rotherham CCG and NHS England) through a Memorandum of Understanding. We are responsible for the commissioning and delivery of the mandated functions (including specified services), and for demonstration of the outcomes from the Public Health Outcomes Framework (PHOF). There are four teams who work under the 3 "pillars" of public health (the core functions defined by the Faculty of Public Health, which is the regulatory body for the PH workforce), Healthcare Public Health, Health Protection, Health Improvement. In addition, we have a team leading Drug and Alcohol Strategy and NHS Contracting (Primary Care and Acute Services). Our full team functions include professional advice, strategic leadership and development of strategies to address health inequalities, contracting, commissioning, policy/performance analysis, public health data analysis, research governance, partnership working, and payment of NHS contractors.
Advisory Cabinet Portfolio:	Cllr Roche	
2015/16 Budget (£'000 Gross):	881	
2015/16 Budget £'000 Income:	0	
2015/16 Budget (£'000 Net):	881	
2015/16 Budget FTE:	16.1 The remaining 13 FTE are within the ASRs that link with the programme leads.	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Savings from revised salary for the Director of Public Health	Reduction in staff costs due to the recruitment of a Director of Public Health on a lower salary and RMBC Terms and Conditions, no expected impact on public health priorities.	62	21	0	0	0	0	83	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		RAG Status: Green								
B	As above plus a further savings from the delayed recruitment and changes to the Consultant in Public Health post in Healthcare Public Health.	Reduction in staff costs due to the planned recruitment of a Consultant in Public Health on a lower salary and RMBC Terms and Conditions, no expected impact on public health priorities. RAG Status: Green								
	TOTAL		62	21	0	0	0	0	83	0

Neighbourhoods

Totals of savings enclosed

2016/7 £,000	2017/18 £,000	2018/19 £,000	Total over 3 years £,000
273	100	100	473
FTE	FTE	FTE	FTE
0	0	0	0

ASR REF NO: NAS 11

CURRENT SERVICE SUMMARY - Neighbourhood Partnership & Engagement Service

Directorate:	EDS & Neighbourhoods	Brief description of service: Because of the complexity of the charging arrangements for this service the figures presented on the left hand side of this page do not include direct charges to the Housing Revenue Account (HRA). When such direct charges are included the financial position is as follows: <table><tr><td>Gross Expenditure</td><td>£1,169,526</td></tr><tr><td>Income (HRA)</td><td>(£787,234)</td></tr><tr><td>Net</td><td>£382,292</td></tr></table> Consequently the funding apportionment for this service is 67% HRA, 33% RMBC General Fund (GF). Included in these figures is: <ul style="list-style-type: none">• 66K Members Community Leadership fund (46k GF/20k HRA)• 30k tendered Voluntary Sector Advice Services. The service was established in January 2015 following a review and the newly formed Neighbourhood Partnerships and Engagement Service, it delivers a number of interlinked objectives: (1) To Improve tenant & resident engagement as a key part of our “Local Offer” to tenants and residents living on council estates; (2) To lead on community development to enable communities to become more resilient and help themselves; (3) To coordinate and lead on neighbourhood working arrangements (including Area Assemblies) resulting in active ward councillors working within neighbourhoods (Commissioners Vision Statement	Gross Expenditure	£1,169,526	Income (HRA)	(£787,234)	Net	£382,292
Gross Expenditure	£1,169,526							
Income (HRA)	(£787,234)							
Net	£382,292							
Advisory Cabinet Portfolio:	Cllr Denise Lelliott							
2015/16 Budget (£'000 Gross):	£581							
2015/16 Budget £'000 Income:	£244							
2015/16 Budget (£'000 Net):	£337							
2015/16 Budget FTE:	21 FTE:							

		<p>and Article 12 RMBC Constitution);</p> <p>(4) To work with directorates and partners to tackle the “crime and grime” agenda especially in Rotherham’s most Deprived Neighbourhoods;</p> <p>(5) Parish Council liaison and development;</p> <p>(6) Management and Administration of Members Community Leadership Fund; and</p> <p>(7) Community liaison and engagement response to ongoing issues arising from Jay and Casey reports and recommendations, continuing protests, and support for communities of interest (women, BME, faith and inter-faith, disability, older people, LGBT, CSE community reference group, safeguarding strategy meetings).</p> <p>It should be noted that work area (7) is not specifically the responsibility of neighbourhoods and housing services but has required action at the request of SLT, Advisory Cabinet, and Commissioners due to its importance, and the absence of any other resource within the authority to action.</p>
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SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
F	<p>Housing & Neighbourhood Service wide saving</p> <p>(i) Apportioned saving Assistant Director between GF/HRA split</p> <p>(ii) Supplies and Services cut in HNS Man & Admin</p>	<p>IMPACT</p> <p>1. Realigns true apportionment cost of Assistant Director (housing) to HRA and reduction in HNS Man & Admin supplies and services</p> <p>2. No adverse impact.</p> <p>RAG Status: Green</p>	8						8	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17	17/18	18/19	16/17	17/18	18/19	TOTAL	TOTAL
			£'000	£'000	£'000	FTE	FTE	FTE	£'000	FTE
	TOTAL		8	0	0	0	0	0	8	0

ASR REF NO: NAS-12

CURRENT SERVICE SUMMARY - Rotherham Furniture Solutions

Directorate:	EDS	Brief description of service: Rotherham Furniture Solutions (RFS) operates the Furnished Homes Scheme; it is part of the Housing Options Service within Housing and Neighbourhoods Service. The scheme was set up in May 2004. The objective of the scheme is to offer council tenants assistance to set up and sustain their home by offering a personalised furniture service. This service oversees the provision and management of furnished homes to 3,318 council tenancies. On average there are 6 new furnished tenancies per week after terminations.
Advisory Cabinet Portfolio:	Cllr Lelliott	
2015/16 Budget (£'000 Gross):	735,820	
2015/16 Budget £'000 Income:	3,435,820	
2015/16 Budget (£'000 Net):	-2,700,000	
2015/16 Budget FTE:	15.85	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Additional income generation by the Furnished Homes Scheme of £100k per annum for the period 2016-17 to 2018-19. This would be generated through continued expansion of the scheme. It also assumes reduction in service charge of 3% over the period following change in Social Rent Policy.	Impact – The scheme will continue to assist vulnerable tenants set up and sustain tenancies so reducing the cost of tenancy turnover to the HRA. RAG STATUS =AMBER	100	100	100	0	0	0	300	0
E	HNS wide saving (i) apportioned saving Assistant Director between GF/HRA split (ii) Supplies and services cut in	(i) The Central General fund management apportionment savings will be achieved by changing the funding apportionment for Director of Housing, Asset Management and Neighbourhoods from 70% HRA/ 30% GF to 90% HRA/ 10% GF. This change in apportionment is justifiable given the re-focusing of this post to primarily housing in the senior management restructure. (ii) Reduction in HNS Management and Admin supplied and services (19k)	19	0	0	0	0	0	19	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL L £'000	TOTAL L FTE
	HNS management and Admin	RAG status: Green								
	TOTAL		119	100	100	0	0	0	319	0

COMMENTS ON THE ABOVE PROPOSALS:

The original Furnished Homes business plan proposed a reduction in turnover of 50% over the three year period due to introduction of Universal Credit. We now do not expect the majority of current claimants to have migrated to UC until around 2018, hence the increase in forecast income and subsequent additional surpluses the service will generate.

There are a number of risks facing the service going forward which are outlined below and justify the amber rating for the suggested increased income forecasts over the three year period.

- Welfare Reform and Universal Credit - risk of increasing arrears, which will result in higher bad debt provisions and reduction in annual surplus. There is also a risk that that regulations change and the furnished element of a tenancy is no longer benefitable.
- Possible changes to housing benefit entitlement for under 25s – may constrain growth of the scheme (fewer tenants taking up furnished home packages).
- Reduction in furnished homes charges by 1% per year for 4 years. This reduction is manageable and the scheme will still be in surplus even when these reduction to income are forecast.
- Re-tender of furniture supplier to the scheme is due to take place in October 2015. This may result in higher furniture costs and reduction in surpluses generated, a cost increase of 10% has been factored into this forecast.

ASR REF NO: NAS-13

CURRENT SERVICE SUMMARY – STRATEGIC HOUSING AND INVESTMENT SERVICE

Directorate:	EDS & Neighbourhoods	Brief description of service: The Strategic Housing and Investment Service is led by Tom Bell, Strategic Housing and Investment Manager and comprises three key service areas: <ul style="list-style-type: none"> Strategic Housing (a significant proportion is funded by HRA) - this part of the service is responsible for both public and private sector housing strategy and policy development, leasehold services and co-ordinating the Council's responsibilities around the Right to Buy. Housing Development (a significant proportion is funded by HRA) - a new team established to deliver housing growth (current delivery of new homes is circa 550 per year, our ambition is to deliver 1,000) affordable and specialist housing provision including new Council housing. Council Housing Asset Management and Stock Investment (entirely funded by HRA so not part of this review) - responsible for stock investment decisions on our 21,000 Council homes, maintaining landlord compliance for asbestos, fire and legionella, stock surveying, maintaining the stock data base and developing planned work programmes e.g. re-roofing projects.. Overall, the service is reliant on the HRA for the majority of its funding (£1.36m), so for every £1 expenditure of General Fund the Service spends £7 of Housing Revenue Account funding.
Advisory Cabinet Portfolio:	Cllr Lelliott	
2015/16 Budget (£'000 Gross):	£195,523	
2015/16 Budget £'000 Income:	£57,200	
2015/16 Budget (£'000 Net):	£138,323	
2015/16 Budget FTE:	There are 36 FTE staff in the team, of which, 20 are entirely funded by Housing Revenue Account (HRA) funding, 15 posts are mixed funding General and HRA and 1 post is entirely funded by the general fund. The officer resources are split as follows: Manager x 1 FTE Strategic Housing Team 8.5 FTE Housing Development 6.5 FTE Council Housing Asset Management and Stock Investment Team 20FTE	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Team Manager current salary split GF to HRA is 50/50. A new ratio can be justified at 20GF/80HRA which will result in a saving to the General Fund	The proposed change in ratio will proportionally increase Housing Revenue Account expenditure by £18,814 and have no other impact RAG Status: Green	18	0	0	N/A	N/A	N/A	18	
B	Housing Development Manager Current split is 50/50. A new ratio can be justified at 20GF/80 HRA which will result in a saving	This post will play a significant role in the development of the 150 identified HRA development sites. The proposed change in ratio will proportionally increase Housing Revenue Account expenditure by £15,266 and have no other impact	15	0	0	N/A	N/A	N/A	15	

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
	to the General Fund RAG Status: Green									
C	Housing Enabling Officer current split is 50/50 and new ratio can be justified at 20GF/80HRA which will result in a saving to the General Fund RAG Status: Green	This post is taking on an increasing role in the developmental proposals for HRA sites. The proposed change in ratio will proportionally increase Housing Revenue Account expenditure by £9,229 and have no other impact	9	0	0	N/A	N/A	N/A	9	
D	Private Sector Housing Officer currently the post is 100% funded by the General Fund. A new ratio of 80/20 can be justified RAG Status: Green	This post primarily involves private sector activity, however the role also encompasses, elements of work on HRA disposals and affordable warmth programmes which benefit Social Housing tenants and the coordination of the empty homes policy implementation, hence the proposed apportionment is justified. The proposed change in ratio will proportionally increase Housing Revenue Account expenditure by £9,005 and have no other impact	9	0	0	N/A	N/A	N/A	9	
F	Housing and Neighbourhood Service wide saving (i) apportioned saving Assistant Director between GF/HRA split (ii) Supplies and services cut in HNS management and Admin RAG status: Green	The Central General fund management apportionment savings will be achieved by changing the funding apportionment for Director of Housing, Asset Management and Neighbourhoods from 70% HRA/ 30% GF to 90% HRA/ 10% GF. This change in apportionment is justifiable given the re-focusing of this post to primarily housing in the senior management restructure. The balance of savings will be generated by general reductions in management and administration expenditure.	3	0	0	N/A	N/A	N/A	3	
	TOTAL		54	0	0	0	0	0	54	0

CURRENT SERVICE SUMMARY *Safer Neighbourhoods (Community Protection)*

Directorate:	EDS & Neighbourhoods	Brief description of the service: The Safer Neighbourhoods Service is involved in the inspection, enforcement, regulation and prosecution of a range of mandatory community protection functions including: <ul style="list-style-type: none"> • private sector housing standards, • environmental protection regulation and enforcement, • noise and pollution control, statutory nuisance, anti-social behaviour (ASB), and enviro-crime enforcement. • air quality, closed landfill and contaminated land The service operates Borough wide, receiving circa 9,000 service requests per year and the team works closely with South Yorkshire Police (SYP)'s local Safer Neighbourhood Teams. There is prioritisation of resources to the most deprived neighbourhoods to protect home and local environmental quality standards impacting on the health and safety of individuals and the community.
Advisory Cabinet Portfolio:	<ul style="list-style-type: none"> • Cllr Sims; Waste, Roads and Enforcement • Cllr Lelliott; Housing and the Local Economy 	
2015/16 Budget (£'000 Gross):	£1,938,859 * (including the apportionment of departmental overheads)	
2015/16 Budget £'000 Income:	£ 682,899 (Housing Revenue Account (HRA) (see Comment section), Fees, and Public Health Grant)	
2015/16 Budget (£'000 Net):	£1,255,960	
2015/16 Budget FTE:	48.8 FTE (almost all of which are part funded General Fund (GF)/HRA	

** Budget figures include an apportionment of the Housing and Neighbourhood Service's Management & Administration cost centre (£91,828)*

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
H	Housing & Neighbourhood Services (HNS) overarching departmental level management and supplies & services saving	<p>The proposal:</p> <ul style="list-style-type: none"> • Realigns the true apportionment cost of Assistant Director (Housing) to the HRA (£9k). This will result in the Assistant Director's funding apportionment changing from 70% to 90% HRA with the residual 10% being borne by the GF. This change in apportionment is justifiable given the re-focusing of this post to primarily housing in the "Laying the Foundation Plan. • Reduces the HNS Management and Administration supplies and services budget (£17k) <p>RAG Status: Green</p>	26	0	0	0	0	0	26	0
	TOTAL		26	0	0	0	0	0	26	0

ASR REF NO: NAS-15

CURRENT SERVICE SUMMARY (ASB and Community Safety Unit)

Directorate:	EDS & Neighbourhoods	Brief description of service: <ol style="list-style-type: none"> Coordination of Safer Rotherham Partnership activity and related community safety initiatives, including administration of funding streams such as the PCC Community Safety Fund allocation; Anti-Social Behaviour case investigation and management, including operational links to Council tenancy enforcement and legal action, including Court attendance and eviction Staffing contribution and operational links to the Vulnerable Persons Unit. The budget also includes a range of other ad hoc costs such as communal cleaning and lighting costs to council housing properties
Advisory Cabinet Portfolio:	Waste, Roads and Enforcement (Cllr Sims) Housing and the Local Economy (Cllr Lelliott)	
2015/16 Budget (£'000 Gross):	£500, 365 (plus £20,452 apportioned)	
2015/16 Budget £'000 Income:	£332,517 HRA Contribution	
2015/16 Budget (£'000 Net):	£167,848 (plus £20,452 apportioned)	
2015/16 Budget FTE:	9.1 FTE comprising of 1 Band L Neighbourhood Crime and ASB Manager, 1x Band J Community Engagement Officer (Vulnerable Persons Unit) 5 x Band H ASB Officers 2.1 Admin support to Safer Rotherham Partnership and ASB Unit	

SAVINGS PROPOSALS:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	HRA to meet full cost of communal services from 2016/17	<p>The full cost associated with the management of communal areas in Council (incl Right To Buy/leasehold occupiers) apartment blocks, to be fully met by the HRA from 2016/17. Currently there is a contribution from the General Fund reflecting the leaseholder residents in some apartment blocks. Impact to the HRA £35k. See HRA related comments below. This proposal will not impact on service delivery, as it is a financing adjustment. There are no staffing related issues.</p> <p>RAG Status: Green</p>	35	0	0	0	0	0	35	0
B	<p><u>Option 1</u></p> <p>13% increase in HRA contribution to ASB posts.</p> <p>Currently there are 5 x Band H (M1 Manager level) ASB Officers which are funded 77% from the HRA and 23% from the General Fund. This proposal will increase the HRA funding contribution to 90%.</p>	<p>HRA funding can only be used to support services provided directly for the benefit of Council tenants, rather than funding a general service offer provided to all residents of the Borough. The existing split funding arrangements reflect the fact that the majority of the work undertaken by ASB officers is in relation to tenancy management/enforcement with the General Fund element reflects the wider work they often do beyond issues related to Council tenancies, such as ASB issues within the wider community or in relation to private sector properties. The impact of the proposal to the HRA is an additional funding ask of £23k staffing cost contribution. This proposed funding arrangement (90% HRA 10% GF) remains justifiable due to the high level of Council tenancy related casework managed by the Anti-Social Behaviour Officers. The 10% contribution from the General Fund still enables some degree of flexibility to enable ASB officers to undertake activity in relation to private properties and the wider locality, ensuing that the service can respond to a range of issues. There are no staffing implications with</p>	23	0	0	0	0	0	23	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>this proposal. See HRA related comments below.</p> <p>It would not be reasonable to increase this percentage any further than 90% as this would result in the service offer being restricted to casework involving Council tenants only. See Option 2 below.</p> <p>RAG Status: Green</p>								
D	Cancellation of the MESH Mediation Service Contract.	The current MESH Mediation Service contract is renewed annually and is funded roughly 50/50 between the Housing Revenue Account (HRA) and the General Fund. The service operates on a referral basis and provides an opportunity for independently delivered mediation between parties to a dispute, as part of case management and resolution processes. The HRA contribution is £9,447. It is considered that greater value for money could be obtained by reinvesting a large proportion of this budget into the Community Justice Panel (CJP), which will deal with case referrals similar to MESH referrals. The £2k	2	0	0	0	0	0	2	0

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL L £'000	TOTAL L FTE
		<p>saving referred to presents the residual saving, once the Community Justice Panel funding has been accounted for. The cancellation of the contract will require 6 months formal notice.</p> <p>RAG Status: Green</p>								
E	<p>HNS wide saving (i) apportioned saving Assistant Director between GF/HRA split</p> <p>(ii) Supplies and services cut in HNS management and Admin</p>	<p>Re-aligns apportionment cost of Asst Director (Housing) from 70% HRA/ 30% GF to 90% HRA/ 10% GF.</p> <p>Reduction in HNS Management and Admin supplied and services</p> <p>RAG status: Green</p>	6	0	0	0	0	0	6	0
	TOTAL		66	0	0	0	0	0	66	0

Adult Social Care

Forecast Financial Implications of Development Programme (2016-2019)

Totals of figures enclosed

2016/7 £,000	2017/18 £,000	2018/19 £,000	Total over 3 years £,000
3,295	3,831	2,054	9,180
FTE	FTE	FTE	FTE
241.8	150	37.2	429

ADULT SOCIAL CARE DEVELOPMENT PROGRAMME

Directorate:	Adult Social Care	Brief description of service: Adult Social Care provides care, support and safeguards for those people in our community who have the highest level of need and for their carers. Good care and support transforms lives, it enhances health and well-being, increases independence and offers choice and control. Adult Social care in Rotherham covers all care and support services for 18yrs and above across all service user groups i.e. Older people, Mental Health, Learning Disability and Physical and Sensory Disability. Services provided include: <ul style="list-style-type: none"> • Advocacy, information and advice • Social Work • Safeguarding including Mental Capacity, Deprivation of Liberty Safeguards, contract compliance, Domestic Abuse. • In House Enablement services including Intermediate Care • In-House Residential Care and Respite Care • In-House Day Care • Extra Care Housing • Commissioned services with the Independent Sector including Domiciliary care, Residential, Nursing, Respite care and Supported Living.
Advisory Cabinet Portfolio:	Cllr Roche	
2015/16 Budget (£'000 Gross):	105,561	
2015/16 Budget £'000 Income:	-36,155	
2015/16 Budget (£'000 Net):	69,406	
2015/16 Budget FTE:	806	

SAVINGS GENERATED BY SERVICE DEVELOPMENT PROGRAMME:

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
A	Focused Enablement Service	Review existing in house provision and re-commission some or all of the service. Advice given is that TUPE would not apply therefore potential for up to 147 staff redundancies. Enabling is critical to reducing residential placements and large care packages and therefore has a positive impact on customers and these proposals will enhance the service while reducing costs through the reduction of "down time".	500	500	0	92.1	0	0	1,000	92.1

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
		<p>45 days consultation with staff is required and 3 months to re-tender service.</p> <p>Dependent on successful negotiations with staff and independent providers.</p> <p>RAG Status – Amber consultation exercise underway and commissioning specification being developed.</p>								
B	Develop alternative provision for In-house Learning Disability residential care and respite care	<p>Consultation is required as a proposal will be made to develop alternatives with better outcomes, including the expansion of shared lives and supported living schemes. Users will be reassessed to ensure their needs are met appropriately.</p> <p>RAG status- Amber due to consultation period and when key decision is made.</p>	245	0	0	22	20	0	245	42.0
C	Review all high cost Learning Disabilities residential care placements	<p>Review all high cost (including out of borough) residential care placements and re-negotiate fees with providers in line with regional average.</p> <p>RAG status- Amber</p>	540	180	0	0	0	0	720	0
D	Develop alternative community based services to Day Care for Older People.	<p>The proposal is to develop alternatives with better outcomes, including greater use of direct payments. Alternatives are dependent on the parallel development of community assets. Full year savings not achieved in year 1 due to need to review users' needs.</p> <p>RAG status- Amber</p>	251	84	0	31.3	0	0	335	31.3

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
E	Increase capacity in local communities – review of all Supporting people contracts for the provision of housing related support)	Contracts with providers are awarded on a three year basis, including in-house provision and voluntary and community sector. Contracts have been awarded and therefore advice from legal is required as to how the to achieve savings in 2016/17. Impacts on decision on major projects i.e. Rothercare. RAG Status – Amber savings profiled over 3 years in line with contracts	720	940	642	0	0	0	2,302	0
F	Review Adult Services Management and reduce by two posts. Reduce Adults Training budget by 15% and review Assessment and Care Management teams.	No customer impact. Phase 1 – review of Adult Social Care management structures. Reduce Adults training budget by 15%. Phase 2 - requires a re-structure of assessment and care management once Phase 1 is completed. RAG Status - Green	535	300	0	17	0	0	835	17.0
G	Review in-house day care for Learning Disabilities	Review existing in-house day centres and develop alternative forms of care including direct payments and investment in community assets/support to achieve better outcomes. This will also include a review of the provision of transport. Extensive consultation required with service users and carers, further investment required in community assets, staff redeployment/redundancies, potential disposal of land and buildings and reduced transport fleet. Delivery of savings will depend on timing of key decisions. RAG status- Amber due to consultation period and dependent on when key decision is made.	254	957	182	18	67	14	1393	99

Ref:	Action	Impact Statement of proposals on Corporate priorities/Outcomes, Staff, Customers, Partners, Other Directorates/Services, Assets, initial equalities assessment, consultation requirements etc.	16/17 £'000	17/18 £'000	18/19 £'000	16/17 FTE	17/18 FTE	18/19 FTE	TOTAL £'000	TOTAL FTE
H	Review provision of in-house residential and intermediate care for Older People	Review existing in-house provision and develop alternative models of care with the independent/voluntary sector. Impact of national living wage on the cost of re-provision, capacity of the local care market to accommodate additional demand. Potential staff redeployment/redundancies, partnership working with Health, additional capital investment may be required. RAG status- Amber dependent on when key decision is made.	250	870	1230	61.4	63	23.2	2,350	147.6
	TOTAL		3,295	3,831	2,054	241.8	150	37.2	9,180	429

COMMENTS ON ABOVE:

Proposal H – 2018/19 savings figure includes £420k anticipated to be realised in 2019/20.

Please note RAG status based on whether anticipated full year savings could be achieved in 2016/17 pending key decisions being made.

Summary Sheet**Council Report**

Advisory Cabinet/Commissioners' Decision Making Meeting – Monday 18th January 2016

Title

Capital Programme Monitoring 2015/16 and Capital Programme Budget 2016/17 to 2017/18

Is this a Key Decision and has it been included on the Forward Plan?

Yes, included on the Forward Plan for this meeting

Strategic Director Approving Submission of the Report

Stuart Booth – Acting Strategic Director of Finance and Corporate Services

Report Author(s)

Jon Baggaley – Finance Manager, Financial Services.

Jonathan.baggaley@rotherham.gov.uk; x54516

Ward(s) Affected

All

Executive Summary

The purpose of this report is to provide details of the current forecast outturn for the 2015/16 Capital Programme and to enable Commissioners and the Council to review the existing approved Capital Programme for the financial years 2016/17 to 2017/18. This report provides an update to the budget monitoring position reported to Commissioner Manzie's meeting of the 7th October 2015.

The Capital Programme 2015-2018 was approved at the Commissioners' Meeting of the 27th February 2015. Further, Commissioner Manzie's meeting of the 9th July 2015 approved the individual scheme carry forward requests from 2014/15 into the 2015/16 Capital Programme.

In addition, Council officers are currently engaged in developing a five year Capital Programme, spanning the period 2016-2021. This work will ensure that the Council's capital expenditure plans are aligned with its strategic priorities and vision for Rotherham. The development of the Capital Programme is being done in tandem with the development of the Council's Capital Strategy, and new standardised and strengthened arrangements for the future governance of both the programme and individual projects.

Recommendations

Commissioner Myers is asked to:

Note the current forecast outturn position for the 2015/16 Capital Programme, and approve the update to the Programme for 2016-2018.

List of Appendices Included

Appendix 1 – Children and Young People's Services Capital Programme
Appendix 2 – Environment and Development Services Capital Programme
Appendix 3 – Neighbourhoods and Adult Services Capital Programme
Appendix 4 – Resources Capital Programme

Background Papers

Report to Commissioners Meeting – 27th February 2015
Report to Commissioner Manzie's Meeting – 9th July 2015
Report to Commissioner Manzie's Meeting – 7th October 2015

Consideration by any other Council Committee, Scrutiny or Advisory Panel

N/A

Council Approval Required

Yes

Exempt from the Press and Public

No

Title

Capital Programme Monitoring 2015/16 and Capital Programme Budget 2016/17 to 2017/18

1. Recommendations

Commissioner Myers is asked to:

Note the current forecast outturn position for the 2015/16 Capital Programme, and approve the update to the Programme for 2016-2018.

2. Background – The Capital Programme 2015/16 – 2017/18

- 2.1 It is vital that the Council's Capital Programme and Capital Strategy maintain a strategic link with the Council's Corporate Plan, as capital projects play a key role in delivering the Council's strategic priorities. In addition, key themes within the Rotherham Improvement Plans (Children and Young People's and Corporate) are need input from key capital projects.
- 2.2 In order to ensure that the Council makes efficient and effective use of the capital resources available to it, it is important that the existing approved Capital Programme is kept under regular review and where necessary, revisions are made. This programme was last reviewed in October 2015, and has now been the subject of a further quarterly review.
- 2.3 The review of the current Capital Programme needs to be considered in the context of the work that is being undertaken to develop a five year Capital Programme for the period 2016–2021.
- 2.4 A report requesting approval for a finalised Capital Programme for 2016/17 will be presented in February 2016, together with an outline Programme for 2017-2021. The revenue impact of the Capital Programme will be reflected in the Council's Revenue Budget and Council Tax Setting Report. The prudential borrowing requirement arising from the Capital Programme will be reflected in the Prudential Indicators and Treasury Management and Investment Strategy. All these reports will be presented at the same meeting.

3. Key Issues

- 3.1 The 2015/16 Capital Programme forecast against budget, as at the end of November 2015, is shown in the Directorate summary table presented below.

	2015/16			
	Original Approved Budget	Forecast (October 2015 report)	Revised Forecast	Variance to October 2015 Forecast
Directorate	£m	£m	£m	£m
Children & Young People's Service	12.035	12.035	11.650	-0.385
Environment & Development Services	26.385	24.797	24.924	0.127
Neighbourhoods & Adult Services	39.636	37.814	36.670	-1.144
Resources	2.466	2.784	2.782	-0.002
TOTAL	80.522	77.430	76.026	-1.404

- 3.2 The 2016/17 and 2017/18 Capital Programme forecast against budget, as at the end of November 2015, is shown in the Directorate summary table presented below.

	2016/17			2017/18		
	Original Approved Budget	Forecast (October 2015 report)	Revised Forecast	Original Approved Budget	Forecast (October 2015 report)	Revised Forecast
Directorate	£m	£m	£m	£m	£m	£m
Children & Young People's Service	3.097	3.097	3.826	0.550	0.550	0.550
Environment & Development Services	7.706	11.299	11.302	4.918	6.857	7.003
Neighbourhoods & Adult Services	36.504	36.504	36.860	36.747	36.747	36.747
Resources	1.596	1.596	1.662	0.721	0.721	0.722
TOTAL	48.903	52.496	53.650	42.936	44.875	45.022

- 3.3 A detailed analysis of the programme for each Directorate is attached at appendices 1 to 4. The financial implications of the Programme are reflected in the Council's Medium Term Financial Strategy (MTFS) and Treasury Management and Investment Strategy.

3.4 Summary

Compared to the original approved budget of £80.522m, the 2015/16 Programme is showing a revised forecast underspend of £4.496m. This represents a further reduction of £1.404m from the reported position in October 2015.

Directorate Programme Area Commentaries

3.5 Children and Young People's Services (CYPS) Capital Programme 2015/16 to 2017/18

- 3.5.1 The CYPS programme forecast outturn is **£11.650m**, which represents a forecast underspend of £385k. The total planned expenditure over the remaining two years of the programme is **£4.376m**. A copy of the current full programme is attached to this report at Appendix 1.
- 3.5.2 Three new projects have been added to the programme since the previous report, following approval by Karl Battersby, former Strategic Director, Environmental and Development Services, under his delegated powers, and have been developed in consultation with the Director of Lifelong Learning, Karen Borthwick. The projects are being funded from DfE school condition and basic need grant allocations, which are part of the approved funding envelope for CYPS capital projects for 2015/16.
- 3.5.3 **Badsley Moor Primary Classroom - £268k in 2015/16 and £65k in 2016/17** – This project involves two elements. Firstly, the provision of an additional classroom to meet an increase in pupil numbers at the school. This will allow the school to admit 90 pupils per year group. In addition, the scheme involves the replacement of external cladding and windows in the junior school building, to improve the teaching environment. Rooms are currently either very hot or cold, depending upon the environmental conditions
- 3.5.4 **High Greave Infants and Juniors – £5k in 2015/16 and £170k in 2016/17.** A project to relocate a modular classroom from Dalton Flanderwell to High Greave, to enable the movement of the children's centre from the school to its own building. The children's centre is currently located in the centre of the school and cannot be segregated, which poses safeguarding issues for the school and limits what services can be offered.

Within the CYPS Programme the major variances are highlighted below:

- 3.5.5 **Flanderwell Primary Expansion / Autism Resource - £42k underspend** – The outstanding contractual issues with Interserve have now been resolved, so there no further payments in respect of these two projects.

- 3.5.6 **Eldon Road, Eastwood, New Primary School - £98K overspend** - This project has provided a new primary school to deal with an increase in pupil numbers in the Rotherham Central area. The school fully opened to pupils on the 14th September 2015. This was a complex project which also involved the relocation of the allotments from the site. Additional costs arose close to completion of the building in respect of drainage works, building commissioning costs and the provision of a covered fire escape. However, this is an estimate of the predicted overspend, as the contract final accounts have not yet been settled. DfE grant allocations will be used to fund any overspend, so that there will be no impact on the Council's budget. The outturn position will be updated in the next budget monitoring report.
- 3.5.7 **Wickersley School and Sports College - £40k underspend** - This project has provided a 17 classroom new block to deal with the increase in pupil numbers at the school. The building became operational from the 2nd November, 2015. The forecast underspend has resulted from the fact that some of the risks included in the contingency did not materialise. However, this is an estimate of the saving, as the contract final accounts have not yet been settled. The outturn position will be updated in the next budget monitoring report.
- 3.5.8 **Property Adaptations - £500k re-profiled into 2016/17** – This project provides works to private properties to increase the Borough capacity for foster care placements. Feasibility work is ongoing on a number of properties, so these will come forward as projects in 2016/17.
- 3.5.9 **Entitlement for Early Years Provision (2 year olds) - £204k re-profiled into 2016/17** – The budget has been re-profiled into 2016/17 to meet future demand for increased 2 year old education, following the 2016 sufficiency analysis and to enable the creation of additional places to meet the future DfE introduction of 30 hours childcare per week.
- 3.6 Environment and Development Services (EDS) Capital Programme 2015/16 to 2017/18**
- 3.6.1 The EDS 2015/16 forecast programme outturn is **£24.924m**, which represents an increase of £127k from the previous report. The total planned expenditure over the remaining two years of the programme is **£18.305m**. A copy of the full programme is attached to this report at Appendix 2. The following projects have been added into the programme in 2015/16:
- 3.6.2 **Demolition of Swinton District Office Building and former Swimming Pool - £98k** - As a matter of urgency, on health & safety grounds, approval was granted by Commissioner Manzie on the 4th November 2015 to demolish the Swinton district office and the former swimming pool building. The area had recently seen a significant increase in anti-social behaviour,

culminating in the district office being set on fire, leaving the building in a dangerous condition. The former swimming pool, adjacent to the site, was also seen as at risk of a further arson attempt. The cost of the demolition of the district office, £23k, is being funded by an insurance claim, and the cost of the former swimming pool, £75k, by prudential borrowing.

- 3.6.3 **Suitability Works in Riverside House - £367k** – These works were formally approved by Commissioner Manzie on the 25th September 2015. The project encompasses various suitability and improvement works to Riverside House. This is to facilitate team relocations to support activities within the Corporate and Children's Improvement Plans, the Council's Customer Access Delivery Plan and further enable the rationalisation of the Council's operational estate. Works include security partitions and ICT to meet the privacy requirements of the Multi Agency Safeguarding Hub (MASH) and South Yorkshire Police. In addition, a new Members Room has been created, along with improvements to the management suite, to provide more desk space for management support staff. Finally, improvements have been made to the customer service centre and to enable the Housing Key Choices office to move into Riverside House.
- 3.6.4 **Wath Montgomery Square - £224k** - As a matter of urgency, on health and safety grounds, approval was granted by Commissioner Manzie on the 9th October 2015 to undertake works to remove asbestos from the shop units in the Square. There is an additional sum for works to the canopies above the shops, £32k, which is being funded by the HRA, as the buildings are HRA properties.
- 3.6.5 **Works at All Saints Public Toilets - £13k** – This is an invest to save proposal to fund the conversion of the public toilets to an un-manned facility, removing the requirement for an attendant. The project involves the installation of a turnstile, CCTV, UV lighting and an emergency telephone line.
- 3.6.6 **Herringthorpe Valley Flood Defence Scheme - £30k** – Grant funding has been provided by DEFRA for carrying out feasibility and design work for a scheme to alleviate potential flooding in Herringthorpe Valley. There is currently £270k earmarked in the Environment Agency's Medium Term Plan for the construction of the scheme in 2016/17. This scheme is included in the proposals for the 2016-21 Capital Programme development.
- 3.6.7 In addition, within the EDS Programme there are a number of individual variances, the major ones are highlighted below.
- 3.6.8 **Library facilities - £39k has been re-profiled into 2016/17** – Decisions are still awaited on the proposed relocation of Maltby library into the Maltby Joint Service Centre and the alternative service delivery model for community libraries, which includes self-service kiosks.

- 3.6.9 High Street Public Realm - £82k underspend in 2015/16.** The works to improve the High Street, which includes the Steel Heart sculpture, are nearing completion. Three new keystones and flood lighting at the Heart of Steel are still to be installed. A second scheme to complete the remaining properties on High Street, and extend the project into Westgate, is part of the proposals for the 2016-21 Capital Programme development.
- 3.6.10 Firsby Reservoir Phase 2 - £13k re-profiled into 2016/17.** The principal works in respect of Phase 2 of the scheme have now been completed and the reservoir has been removed from the statutory list of large raised reservoirs, therefore, the reservoir is now officially discontinued. Consideration is now being given to the scope and the timing of the remaining site ecological works, as a result £13k has been re-profiled into 2016/17.
- 3.6.11 Street Lighting – Increase in the forecast of £104k in 2015/16 and a reduction of £55k in 2016/17** – The project is to replace street lighting columns and the existing street lights with LEDs, on an invest to save basis, with projected energy consumption savings of 50-60%. 800 street lighting columns have been replaced in 2015/16 to date, with a further 200 planned by year end. 11,900 lanterns have now been replaced in 2015/16 with a further 1,600 planned by year end.
- 3.6.12 A57 Improvement Scheme - £16k re-profiled into 2016/17 and £16k into 2017/18.** Compensation negotiations in respect of land acquisitions are still ongoing, so part of the expenditure has been re-profiled into future years.
- 3.6.13 Pool Green Roundabout – £140k underspend in 2015/16.** The new junction, renamed New York Junction, opened in July 2015. The project involved the replacement of the Main Street Roundabout with a signalised junction, the widening of the Centenary Way approaches to 3 lanes, and accommodating the right turn movements from Main Street and Centenary Way. The project is funded through a mixture of ERDF grant, DfT grants and prudential borrowing. The forecast underspend has resulted from the fact that some of the priced risks did not materialise and the contract incentivised the contractor to seek cost savings throughout the works. However, this is an estimate of the saving, as the contract final accounts have not yet been settled. The outturn position will be updated in the next budget monitoring report.
- 3.6.14 Old Flatts Bridge (Parkway – A630) – £186k underspend in 2015/16.** Works have now been completed in respect of the replacement of elements of this bridge on the Parkway. The forecast underspend has resulted from the fact that some of the priced risks did not materialise and the contract incentivised the contractor to seek cost savings throughout the works. However, this is an estimate of the saving, as the contract final accounts

have not yet been settled. The outturn position will be updated in the next budget monitoring report.

3.6.15 A630 Sheffield Parkway Widening - £200k re-profiled from 2015/16 into later years. In October 2015 the Sheffield City Region (SCR) approved the Outline Business Case for this project, for which SCR/DfT outline approval has been granted, subject to the business cases being developed and approved. The Full Business Case is now being produced. Costs have been re-profiled to reflect the current timetable for the scheme.

3.6.16 Connectivity – Realignment of Local Transport Plan (LTP) grant allocations, with an increase of £150k in expenditure in 2015/16, funded by a £150k reduction in the Network Management capital budget. Works are due to finish in early January on the refurbishment of the traffic lights at Clifton Lane crossroads, with additional crossing facilities on Doncaster Road and Wharncliffe Street, together with the conversion of the 2 existing crossings to cycle/pedestrian crossings. The works will also include high quality paving in front of Clifton Park and the introduction of a walking route between the town centre and the park, through the use of enhanced paving materials and finger post 'wayfinder' signs. Funding has been switched between budget heads in line with identified priorities.

3.6.17 Capitalisation of Wheelie Bins - £52k increase in 2015/16. As part of the 2015/16 revenue budget setting the purchase of wheelie bins is being capitalised to generate a revenue saving. This capitalisation is currently estimated to be £134k. The prudential borrowing costs are being met by the Service.

3.7 Neighbourhoods and Adults Services (NAS) Capital Programme 2015/16 to 2017/18

3.7.1 The NAS 2015/16 forecast programme outturn is **£36.670m**, which represents a further reduction of £1.144m from the previous report, with total planned expenditure over the remaining two years of the programme of **£73.607m**. A copy of the full programme is attached to this report at Appendix 3.

3.7.2 Following the announcement by the Chancellor of a 1% reduction in social rents in each of the next four financial years, the 2015/16 Capital Programme has now been fully reviewed, with a total in-year reduction of £2.9m from the original budget. This reduction includes a number of underspends and some re-profiling of expenditure into 2016/17. The 30 year HRA Business Plan is currently the subject of a full review. The conclusion of this work will be reflected in the next budget monitoring report.

3.7.3 Specifically, in order to manage this budget reduction the 2015/16 budgets for the following areas of activity have been further reduced:

- **Refurbishments - £101k reduction in budget**
- **Boundary Wall Treatments - £101k reduction in budget**
- **Sheltered Housing Communal Areas - £71k reduction in budget**
- **Garage Site Investment - £73k reduction in budget**

3.7.4 In addition, within the NAS Capital Programme there are a number of individual variances, the major ones are highlighted below.

3.7.5 **Empty Homes – A further increase of £445k in the budget for 2015/16. The total increase from the original budget is now £1.539m.** This budget is to fund empty properties which require major refurbishment, where the cost is anticipated to exceed £4,000. This often occurs when a previous tenant has refused significant improvement works, so properties require new kitchens and bathrooms etc. prior to re-letting, or where properties are returned in a very poor condition. At the end of November 2015, 221 such home improvements had been completed.

3.7.6 A detailed review of the reasons for this additional spend has been undertaken. The key reasons and actions being taken to mitigate the additional spend are detailed below:

- Review void scope of works and aim to carry out more minor works to empty properties, so reducing major works;
- Work more closely with housing management on tenancy management, ensuring tenancy issues are robustly dealt with and poorly maintained gardens are targeted during the tenancy, rather than when a property becomes empty, leading to significant costs; and
- Increase inspections, prior to a property becoming empty, to highlight issues with properties.

3.7.7 **Replacement of Communal Doors - £399k re-profiled into 2016/17.** This is a continuation of the scheme in 2015/16 and will result in all communal entrances to flats having high security entrance doors fitted with key management systems. So far this year, 6 communal entrance doors/systems have been replaced. The budget has been re-profiled into 2016/17 due to the late completion of the tender for the remaining 67 communal door works. **These works will be funded from the existing approved 2016-17 Programme by reducing the Refurbishments budget by £399k in that year.**

3.7.8 **Fair Access For All – Public Sector Adaptations – A further £224k underspend; Private Sector Adaptations – A further £145k underspend.** The total estimated underspend for the year is; **Public Sector - £698k; Private Sector - £303k.** This budget funds the ongoing

provision of disabled adaptations to Council and private dwellings. By the end of November 2015 there have been 240 public sector completions and 144 private sector completions. The current forecast underspend is a result of a 12 week backlog of assessments within the Community Occupational Therapy service. Although action is being taken to clear this backlog, it will not be cleared within the current financial year.

- 3.7.9 **New IHMS ICT System - £153k re-profiled into 2016/17.** The Universal Housing ICT system continues to be developed. Phase 1 went live in October 2015. It is now planned to go live with Phase 2 – Repairs and Maintenance in April/ May 2016, hence the re-profiling of expenditure into 2016/17.
- 3.7.10 **New Build Disabled Persons Bungalows - £186k re-profiled into 2016/17.** This project is to construct 4 Disabled Person Unit bungalows, two located in Kimberworth and two located in Thurcroft. As a result of delays in finalising the detailed specification, the project is now scheduled to complete in May 2016.
- 3.7.11 **Canklow Phase 1 & 2 - £100k re-profiled into 2016/17.** This is a multi-year programme of activity to regenerate an area within Canklow, through Housing Market Renewal. The project is focused on the demolition, buy back and refurbishment of public and private sector properties in the area. Delays to the acquisition of properties has led to the re-profiling of part of the budget into 2016/17.
- 3.7.12 Other programme highlights within the NAS capital programme include the following:
- **Refurbishments** – 685 properties have received works to date in 2015/16.
 - **Replacement of Central Heating Systems / Boilers** - There is an ongoing programme of Central Heating replacements in order to reduce the ongoing revenue cost of repairing and maintaining the Buderus and Alpha boilers. So far this year, 884 central heating boilers and/or distribution systems have been replaced.
 - **Strategic Acquisitions** - In 2015/16 to the end of December 2015 the Council have acquired 6 properties in Wadsworth Road, Bramley, and 9 properties in Sawn Moor Avenue, Thurcroft.

3.8 Resources Capital Programme 2015/16 to 2017/18

- 3.8.1 The Resources programme 2015/16 forecast outturn is now **£2.782m**, a reduction of £2k from the previous report, with a further **£2.384m** of investment in the remaining two years of the current programme, an increase of £67k. A copy of the current full programme is attached to this

report at Appendix 4. No new projects have been added to the programme since the last report.

3.8.2 New Social Care ICT System (Liquid Logic) – The Capital / Revenue funding split for this project has been reviewed since the last report. **This has resulted in a small, £2k, reduction to the forecast for 2015/16 and an increase of £66k to the budget for 2016/17, giving a new budget of £379k for 2016/17.** There is a corresponding reduction in revenue funding required, which has been taken account of in the preparation of the 2016/17 revenue budget. In agreement with the Social Care Systems Improvement Board, the target go live date for the Children's system has been put back from the 8th February to the 11th April 2016 and for the Adult Services system from the 12th April to the 19th July 2016.

3.9 Funding of the Capital Programme

3.9.1 The table shown below outlines the revised funding strategy associated with the schemes profiled above and detailed in the Appendices 1 to 4.

	2015/16		2016/17		2017/18	
	Approved Budget	Revised Forecast	Approved Budget	Revised Forecast	Approved Budget	Revised Forecast
Funding	£m	£m	£m	£m	£m	£m
Grants & Contributions	23.015	22.974	7.499	10.475	4.259	6.010
Prudential Borrowing	21.954	20.315	7.450	9.018	3.650	3.985
Usable Capital	1.824	3.432	1.100	1.200	1.100	1.100
HRA GF Receipts	0.100	0.100	0	0	0	0
Major Repairs Allowance (HRA)	24.280	24.262	21.386	21.489	20.946	20.946
Revenue Contribs	9.104	4.637	11.468	11.468	12.981	12.981
HRA GF	245	306	0	0	0	0
Total	80.522	76.026	48.903	53.650	42.936	45.022

3.9.2 The major variances to the funding of the overall Programme are in respect of the HRA Capital Programme. Specifically there has been a reduction of £4.467m in the use of revenue contributions to fund the Programme. This is a prudent approach and will allow time to fully assess the implications of the rent reduction policy on the HRA Business Plan. This will increase the HRA Revenue Reserve, to allow future flexibility at budget setting. In addition, it is estimated there will be an increase of £1.608m in the use of HRA capital

receipts, as a result of an increase in Right To Buy receipts. 102 properties have been sold up to the end of December 2015.

3.9.3 General Fund Capital Receipts Position as at 21st December 2015 -The table below provides the latest estimated General Fund capital receipts position as at 21st December 2015. There are £22m of brought forward uncommitted capital resources as at 1st April 2015.

	2015/16	2016/17	2017/18	2018/19	2019/20	Total
	£000	£000	£000	£000	£000	£000
Uncommitted	22,000	0	0	0	0	22,000
Completed	440	0	0	0	0	440
Low Risk	0	530	0	0	0	530
Medium Risk	688	1,328	49	1,700	41	3,806
High Risk	595	2,889	4,380	840	140	8,844
Maximum Total Capital Receipts	23,723	4,747	4,429	2,540	181	35,620

4. Options considered and recommended proposal

4.1 The report provides a summary of the projected financial position of the Capital Programme at the end of 2015/16, as such no other option is applicable for appraisal or review.

5. Consultation

5.1 The relevant elements of the report have been produced in conjunction with officers engaged in capital projects across Directorates. In addition, the capital programme is managed and monitored through the Strategic Capital Investment Group (SCIG)

6. Timetable and Accountability for Implementing this Decision

6.1 Stuart Booth – Acting Strategic Director of Finance and Corporate Services
 Caroline Bruce – Interim Strategic Director of Environment and Development Services
 Paul Smith – Corporate Property Unit Manager
 Graeme Betts – Acting Strategic Director Adult Care and Housing
 David Richmond – Assistant Director of Housing and Neighbourhoods

7. Financial and Procurement Implications

- 7.1 These are contained within Section 3 of the report. Any revenue implications from the Capital Programme have been fully reflected in the Council's latest 2015/16 revenue forecast and its outline Medium Term Financial Strategy.

8. Legal Implications

- 8.1 All capital projects require input from legal services in relation to contracts.

9. Human Resources Implications

- 9.1 Delivery of the capital programme has to be carefully planned to ensure the skills and capacity to client and monitor contractors.

10. Implications for Children and Young People and Vulnerable Adults

- 10.1 Covered in section 3.3.1

11. Equalities and Human Rights Implications

- 11.1 Some of the objectives of particular capital projects will be to ensure equality of opportunity for a range of groups eg the development of the children's and adults' social care ICT system.

12. Implications for Partners and Other Directorates

- 12.1 The relevant elements of the report have been produced in conjunction with officers engaged in capital projects across Directorates. In addition, the capital programme is managed and monitored through the Strategic Capital Investment Group (SCIG)

13. Risks and Mitigation

- 13.1 The Capital Programme is funded through a number of sources: Prudential borrowing, capital grants and contributions, revenue contributions and capital receipts. Any uncertainty over the funding of the Programme rests on confirmation that grants/contributions and capital receipts continue to be available in coming years. Where funding sources are volatile in nature, the risks will be managed by continually keeping the programme under review.

14. Accountable Officer(s)

Stuart Booth – Acting Strategic Director of Finance and Corporate Services

Caroline Bruce – Interim Strategic Director of Environment and Development Services

Paul Smith – Corporate Property Unit Manager

Graeme Betts – Acting Strategic Director Adult Care and Housing

David Richmond – Assistant Director of Housing and Neighbourhoods

Approvals Obtained from:-

Acting Strategic Director of Finance and Corporate Services:- Stuart Booth

This report is published on the Council's website or can be found at:-

<http://moderngov.rotherham.gov.uk/ieDocHome.aspx?Categories=>

CHILDREN AND YOUNG PEOPLE'S CAPITAL PROGRAMME 2015/16 - 2017/18
FINANCIAL SUMMARY STATEMENT

CAPITAL INVESTMENT BY PROJECT	2015/16 Approved Budget	2015/16 Forecast (October 2015 Report)	2015/16 Revised Forecast	2015/16 Variance to October 2015 Forecast	2016/17 Approved Budget	2016/17 Forecast (October 2015 Report)	2016/17 Revised Forecast	2016/17 Variance to October 2015 Forecast	2017/18 Approved Budget	2017/18 Forecast (October 2015 Report)	2017/18 Revised Forecast	2017/18 Variance to October 2015 Forecast	Total Revised Budget
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
PRIMARY													
FLANDERWELL PRIMARY EXPANSION / AUTISM RESOURCE	57	57	15	-42									15
BROOM VALLEY COMMUNITY PRIMARY SCHOOL EXPANSION	4	4	4	0									4
BRAMLEY SUNNYSIDE INFANT SCHOOL RENOVATION	52	155	131	-24									131
WATH C OF E PRIMARY SCHOOL EXPANSION	16	24	24	0									24
DALTON LISTERDALE JUNIOR AND INFANT SCHOOL EXPANSION	6	6	25	19									25
WALES PRIMARY EXPANSION - ADDITIONAL BULGE CLASSROOM (Ph 3)	159	285	301	16									301
BADSLEY MOOR INFANTS RECEPTION ALTERATIONS	15	15	15	0									15
AUTHORITY NEW SCHOOL (ELDON ROAD)	4,473	4,473	4,571	98									4,571
RAWMARSH MONKWOOD PRIMARY SCHOOL EXPANSION - MORE LIKELY THOROGATE					160	160	0	-160					0
THURCROFT INFANTS - NEW CLASSROOM	4	4	2	-2									2
BRAMPTON ELLIS JUNIOR - ADDITIONAL CLASSROOM BLOCK	17	17	8	-9									8
UNIVERSAL FREE SCHOOL MEALS	190	190	190	0									190
RAWMARSH ST. MARY'S PRU	2	2	0	-2									0
ASTON LODGE REPLACEMENT NURSERY	0	413	413	0									413
BADSLEY MOOR PRIMARY CLASSROOM - NEW			268	268			65	65					333
RAWMARSH SANDHILL ACADEMY CLASSROOM - NEW			160	160									160
HIGH GREAVE INFANTS and JUNIORS - CHILDREN'S CENTRE			5	5			170	170					175
SECONDARY													
SUPPORT TO SCHOOLS	100	100	0	-100	50	50	0	-50					0
MALTBY ACADEMY	71	71	71	0									71
CLIFTON SCHOOL CARETAKERS CONVERSION	28	28	0	-28									0
WICKERSLEY SSC NEW BLOCK	2,170	2,170	2,130	-40									2,130
SPECIALS													0
CITY LEARNING CENTRES													
CLC RAWMARSH	6	6	6	0									6
CAPITALISED MINOR ENHANCEMENTS	2,533	1,883	1,883	0	1,800	1,800	1,800	0					3,683
OTHER SCHEMES													
DFCG	1,208	1,208	1,208	0	537	537	537	0					1,745
PROPERTY ADAPTATIONS - PROGRAMME 1	116	116	116	0									116
PROPERTY ADAPTATIONS - PROGRAMME 2	550	550	50	-500	550	550	1,050	500	550	550	550	0	1,650
ENTITLEMENT FOR EARLY YEARS PROVISION (TWO YEAR OLDS)	258	258	54	-204	0	0	204	204					258
CYPS CAPITAL PROGRAMME	12,035	12,035	11,650	-385	3,097	3,097	3,826	729	550	550	550	0	16,026

SOURCES OF FUNDING	2015/16 Approved Budget	2015/16 Forecast (October 2015 Report)	2015/16 Revised Forecast	2015/16 Variance to October 2015 Forecast	2016/17 Approved Budget	2016/17 Forecast (October 2015 Report)	2016/17 Revised Forecast	2016/17 Variance to October 2015 Forecast	2017/18 Approved Budget	2017/18 Forecast (October 2015 Report)	2017/18 Revised Forecast	2017/18 Variance to October 2015 Forecast	Total Revised Budget
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
GRANTS AND CONTRIBUTIONS													
REVENUE CONTRIBUTION	9,106	9,106	9,234	128	2,547	2,547	2,776	229					12,010
USABLE CAPITAL RECEIPTS	11	11	0	-11									0
PRUDENTIAL BORROWING	2,918	2,918	2,416	-502	550	550	1,050	500	550	550	550	0	4,016
earmarked reserves													0
MAJOR REPAIRS ALLOWANCE													0
CYPS CAPITAL PROGRAMME	12,035	12,035	11,650	-385	3,097	3,097	3,826	729	550	550	550	0	16,026

CYPS CAPITAL INVESTMENT BY WARD 2014/15 - 2016/17

CYPS CAPITAL INVESTMENT BY WARD	2015/16 Approved Budget	2015/16 Forecast (October 2015 Report)	2015/16 Revised Forecast	2015/16 Variance to October 2015 Forecast	2016/17 Approved Budget	2016/17 Forecast (October 2015 Report)	2016/17 Revised Forecast	2016/17 Variance to October 2015 Forecast	2017/18 Approved Budget	2017/18 Forecast (October 2015 Report)	2017/18 Revised Forecast	2017/18 Variance to October 2015 Forecast	Total Revised Budget
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
ANSTON & WOODSETTS													0
BOSTON CASTLE	4	4	4	0									4
BRINSWORTH & CATCLIFFE													0
DINNINGTON													0
HELLABY	2,170	2,170	2,130	-40									2,130
HOLDERNESS		413	413	0									413
HOOBER	17	17	8	-9									8
KEPPEL													0
MALTBY	71	71	71	0									71
RAWMARSH	8	8	166	158	160	160	0	-160					166
ROTHER VALE	4	4	2	-2									2
ROTHERHAM EAST	4,516	4,516	4,854	338			65	65					4,919
ROTHERHAM WEST													0
SILVERWOOD													0
SITWELL													0
SWINTON													0
VALLEY	6	6	30	24			170	170					200
WALES	159	285	301	16									301
WATH	16	24	24	0									24
WICKERSLEY	109	212	146	-66									146
WINGFIELD													0
ALL WARDS	4,955	4,305	3,501	-804	2,937	2,937	3,591	654	550	550	550	0	7,642
CYPS CAPITAL PROGRAMME	12,035	12,035	11,650	-385	3,097	3,097	3,826	729	550	550	550	0	16,026

CAPITAL INVESTMENT BY PROJECT													
	2015/16 Approved Budget £'000s	2015/16 Forecast (October 2015 Report) £'000s	2015/16 Revised Forecast £'000s	2015/16 Variance to October 2015 Forecast £'000s	2016/17 Approved Budget £'000s	2016/17 Forecast (October 2015 Report) £'000s	2016/17 Revised Forecast £'000s	2016/17 Variance to October 2015 Forecast £'000s	2017/18 Approved Budget £'000s	2017/18 Forecast (October 2015 Report) £'000s	2017/18 Revised Forecast £'000s	2017/18 Variance to October 2015 Forecast £'000s	Total Revised Budget £'000s
<u>CUSTOMER & CULTURAL SERVICES</u>													
BRINSWORTH LIBRARY	499	0	0	0	0	499	499	0					499
STRATEGIC REVIEW OF LIBRARIES	78	78	39	-39	0	0	39	39					78
CIVIC THEATRE SEAT & LIGHTING	0	57	57	0									57
WW1 ARCHIVE COLLECTION	0	7	7	0									7
<u>REGENERATION</u>													
HIGH STREET PUBLIC REALM	144	144	62	-82									62
<u>BUSINESS RETAIL & INVESTMENT</u>													
TOWN CENTRE BUSINESS VITALITY SCHEME-PRIVATE PROPERTIES	73	73	73	0									73
TOWN CENTRE BUSINESS VITALITY SCHEME-RMBC PROPERTIES	15	15	15	0									15
MOORGATE CROFTS RE ROOFING	21	21	21	0									21
STREET MARKET EXPANSION	48	40	40	0									40
CULTURE AND LEISURE CAPITAL PROGRAMME	877	435	314	-121	0	499	538	39	0	0	0	0	852

EDS STREETPRIDE SERVICES PROGRAMME 2015/16 - 2017/18

SOURCES OF FUNDING	2015/16 Approved Budget £'000s	2015/16 Forecast (October 2015 Report) £'000s	2015/16 Revised Forecast £'000s	2015/16 Variance to October 2015 Forecast £'000s	2016/17 Approved Budget £'000s	2016/17 Forecast (October 2015 Report) £'000s	2016/17 Revised Forecast £'000s	2016/17 Variance to October 2015 Forecast £'000s	2017/18 Approved Budget £'000s	2017/18 Forecast (October 2015 Report) £'000s	2017/18 Revised Forecast £'000s	2017/18 Variance to October 2015 Forecast £'000s	Total Revised Budget £'000s
GRANTS AND CONTRIBUTIONS	10,638	10,213	10,107	-106	3,362	5,956	5,956	0	3,259	5,198	5,010	-188	21,073
REVENUE CONTRIBUTION	127	127	127	0									127
USABLE CAPITAL RECEIPTS													0
PRUDENTIAL BORROWING	14,451	13,730	13,402	-328	4,344	4,844	4,808	-36	1,659	1,659	1,993	334	20,203
EARMARKED RESERVES													0
MAJOR REPAIRS ALLOWANCE													0
EDS HIGHWAYS CAPITAL PROGRAMME	25,216	24,070	23,636	-434	7,706	10,800	10,764	-36	4,918	6,857	7,003	146	41,403

[illegible][illegible]

SUMMARY EDS CAPITAL PROGRAMME 2015/16 - 2017/18

	2015/16 Approved Budget £'000s	2015/16 Forecast (October 2015 Report) £'000s	2015/16 Revised Forecast £'000s	2015/16 Variance to October 2015 Forecast £'000s	2016/17 Approved Budget £'000s	2016/17 Forecast (October 2015 Report) £'000s	2016/17 Revised Forecast £'000s	2016/17 Variance to October 2015 Forecast £'000s	2017/18 Approved Budget £'000s	2017/18 Forecast (October 2015 Report) £'000s	2017/18 Revised Forecast £'000s	2017/18 Variance to October 2015 Forecast £'000s	Total Revised Budget £'000s
TOTAL EDS INVESTMENT	26,385	24,797	24,924	127	7,706	11,299	11,302	3	4,918	6,857	7,003	146	43,229
SOURCES OF FUNDING	2015/16 Approved Budget £'000s	2015/16 Forecast (October 2015 Report) £'000s	2015/16 Revised Forecast £'000s	2015/16 Variance to October 2015 Forecast £'000s	2016/17 Approved Budget £'000s	2016/17 Forecast (October 2015 Report) £'000s	2016/17 Revised Forecast £'000s	2016/17 Variance to October 2015 Forecast £'000s	2017/18 Approved Budget £'000s	2017/18 Forecast (October 2015 Report) £'000s	2017/18 Revised Forecast £'000s	2017/18 Variance to October 2015 Forecast £'000s	Total Revised Budget £'000s
GRANTS AND CONTRIBUTIONS	10,678	10,260	10,598	338	3,362	5,956	5,956	0	3,259	5,198	5,010	-188	21,564
REVENUE CONTRIBUTION	234	291	306	15									306
USABLE CAPITAL RECEIPTS													0
PRUDENTIAL BORROWING	15,473	14,246	14,020	-226	4,344	5,343	5,346	3	1,659	1,659	1,993	334	21,359
EARMARKED RESERVES													0
MAJOR REPAIRS ALLOWANCE													0
EDS CAPITAL PROGRAMME	26,385	24,797	24,924	127	7,706	11,299	11,302	3	4,918	6,857	7,003	146	43,229

EDS CAPITAL INVESTMENT BY WARD 2015/16 - 2017/18

EDS CAPITAL INVESTMENT BY WARD	2015/16 Approved Budget £'000s	2015/16 Forecast (October 2015 Report) £'000s	2015/16 Revised Forecast £'000s	2015/16 Variance to October 2015 Forecast £'000s	2016/17 Approved Budget £'000s	2016/17 Forecast (October 2015 Report) £'000s	2016/17 Revised Forecast £'000s	2016/17 Variance to October 2015 Forecast £'000s	2017/18 Approved Budget £'000s	2017/18 Forecast (October 2015 Report) £'000s	2017/18 Revised Forecast £'000s	2017/18 Variance to October 2015 Forecast £'000s	Total Revised Budget £'000s
ANSTON & WOODSETTS	10	10	10	0									10
BOSTON CASTLE	2,656	2,095	2,216	121		611	611	0					2,827
BRINSWORTH & CATCLIFFE	2,969	2,470	2,284	-186	0	499	499	0					2,783
DINNINGTON													0
HELLABY	33	33	0	-33									0
HOLDERNESS	421	421	406	-16	0	0	8	8	0	0	8	8	422
HOOBER	0	20	20	0									20
KEPPEL													0
MALTBY													0
RAWMARSH													0
ROTHER VALE	469	470	220	-250	1,040	1,040	1,030	-10	950	950	1,080	130	2,330
ROTHERHAM EAST	0	0	15	15									15
ROTHERHAM WEST													0
SILVERWOOD	218	192	179	-13	0	0	13	13					192
SITWELL													0
SWINTON	0	0	98	98									98
VALLEY	0	0	15	15									15
WALES	166	166	151	-16	0	0	8	8	0	0	8	8	167
WATH	138	138	362	224									362
WICKERSLEY													0
WINGFIELD													0
ALL WARDS	19,305	18,782	18,949	167	6,666	9,149	9,133	-16	3,968	5,907	5,907	0	33,989
EDS CAPITAL PROGRAMME	26,385	24,797	24,924	127	7,706	11,299	11,302	3	4,918	6,857	7,003	146	43,229

NEIGHBOURHOODS & ADULT SERVICES CAPITAL PROGRAMME 2015/16 - 2017/18
FINANCIAL SUMMARY STATEMENT

CAPITAL INVESTMENT BY PROJECT													
	2015/16 Approved Budget £'000s	2015/16 Forecast (October 2015 Report) £'000s	2015/16 Revised Forecast £'000s	2015/16 Variance to October 2015 Forecast £'000s	2016/17 Approved Budget £'000s	2016/17 Forecast (October 2015 Report) £'000s	2016/17 Revised Forecast £'000s	2016/17 Variance to October 2015 Forecast £'000s	2017/18 Approved Budget £'000s	2017/18 Forecast (October 2015 Report) £'000s	2017/18 Revised Forecast £'000s	2017/18 Variance to October 2015 Forecast £'000s	Total Revised Budget £'000s
ADULT SERVICES													
ASSISTIVE TECHNOLOGY	467	467	417	-50	400	400	450	50					867
REWS EQUIPMENT	190	190	190	0	190	190	190	0					380
ROTHERCARE ALARMS	206	206	206	0									206
IMPROVING COUNCIL HOUSING & HOUSING SERVICES													
Refurbishments	11,727	10,224	10,123	-101	13,663	13,663	13,264	-399	14,446	14,446	14,446	0	37,833
Decent Homes Voids Prog	2,600	3,694	4,139	445	2,600	2,600	2,600	0	2,600	2,600	2,600	0	9,339
Replacement of Central Heating	3,261	3,223	3,273	50	3,261	3,261	3,261	0	3,261	3,261	3,261	0	9,795
Electrical Board & Bond	150	81	81	0	150	150	150	0	150	150	150	0	381
District Heating	1,249	1,445	1,426	-19	1,000	1,000	1,000	0	1,000	1,000	1,000	0	3,426
Replacement of Communal Doors	599	599	200	-399	0	0	399	399					599
Non-Trad Investment	2,308	2,246	2,211	-35	1,100	1,100	1,100	0					3,311
Environmental Programme	1,067	804	828	24	1,400	1,400	1,400	0	1,000	1,000	1,000	0	3,228
Asbestos	370	302	345	43	370	370	370	0	370	370	370	0	1,085
Boundary Wall Treatments	133	182	81	-101									81
General Structures	650	788	785	-3	650	650	650	0	650	650	650	0	2,085
External Insulation	100	100	120	20	50	50	50	0	50	50	50	0	220
Sheltered Housing Communal Areas	1,178	855	784	-71	1,000	1,000	1,000	0	500	500	500	0	2,284
Strategic Acquisitions	5,001	5,001	5,001	0	5,060	5,060	5,060	0	7,150	7,150	7,150	0	17,211
New Build DPU Bungalows	650	719	534	-185	0	0	186	186					720
IHMS (IT System)	169	231	78	-153	0	0	153	153					231
Garage Site Investment	326	324	251	-73	250	250	250	0	250	250	250	0	751
Beeversleigh	454	80	80	0									80
FAIR ACCESS TO ALL													
DISABLED FACILITIES GRANT (PRIVATE SECTOR)	2,100	1,942	1,797	-145	2,100	2,100	2,100	0	2,100	2,100	2,100	0	5,997
DISABLED ADAPTATIONS (PUBLIC SECTOR)	2,100	1,626	1,402	-224	2,300	2,300	2,100	-200	2,500	2,500	2,500	0	6,002
NEIGHBOURHOOD REGENERATION & RENEWAL													
CANKLOW PHASE 1 & 2	460	364	264	-100	0	0	100	100					364
BELLOWS ROAD SERVICE CENTRE CLEARANCE	483	483	483	0	0	0	0	0					483
MONKSBRIDGE DEMOLITION DINNINGTON	72	72	5	-67	0	0	67	67					72
NEIGHBOURHOODS IMPROVEMENTS NON-HIP PROGRAMME													
FUEL POVERTY VUNERABLE PEOPLE	285	285	285	0									285
LANDFILL SITES	78	78	78	0									78
AIR QUALITY GRANT	3	3	3	0									3
FURNISHED HOMES	1,200	1,200	1,200	0	960	960	960	0	720	720	720	0	2,880
NEIGHBOURHOODS & ADULT SERVICES CAPITAL PROGRAMME	39,636	37,814	36,670	-1,144	36,504	36,504	36,860	356	36,747	36,747	36,747	0	110,277

SOURCES OF FUNDING	2015/16 Approved Budget £'000s	2015/16 Forecast (October 2015 Report) £'000s	2015/16 Revised Forecast £'000s	2015/16 Variance to October 2015 Forecast £'000s	2016/17 Approved Budget £'000s	2016/17 Forecast (October 2015 Report) £'000s	2016/17 Revised Forecast £'000s	2016/17 Variance to October 2015 Forecast £'000s	2017/18 Approved Budget £'000s	2017/18 Forecast (October 2015 Report) £'000s	2017/18 Revised Forecast £'000s	2017/18 Variance to October 2015 Forecast £'000s	Total Revised Budget £'000s
GRANTS AND CONTRIBUTIONS	3,150	3,150	3,061	-89	1,590	1,590	1,743	153	1,000	1,000	1,000	0	5,804
REVENUE CONTRIBUTION	9,104	7,348	4,637	-2,711	11,468	11,468	11,468	0	12,981	12,981	12,981	0	29,086
USABLE CAPITAL RECEIPTS	1,824	1,725	3,432	1,707	1,100	1,100	1,200	100	1,100	1,100	1,100	0	5,732
PRUDENTIAL BORROWING	1,278	1,278	1,278	0	960	960	960	0	720	720	720	0	2,958
earmarked reserves													0
MAJOR REPAIRS ALLOWANCE	24,280	24,314	24,262	-52	21,386	21,386	21,489	103	20,946	20,946	20,946	0	66,697
NEIGHBOURHOODS & ADULT SERVICES CAPITAL PROGRAMME	39,636	37,814	36,670	-1,144	36,504	36,504	36,860	356	36,747	36,747	36,747	0	110,277

NEIGHBOURHOODS & ADULT SERVICES
CAPITAL INVESTMENT BY WARD 2015/16 -
2017/18

NEIGHBOURHOODS & ADULT SERVICES CAPITAL INVESTMENT BY WARD													
	2015/16 Approved Budget £'000s	2015/16 Forecast (October 2015 Report) £'000s	2015/16 Revised Forecast £'000s	2015/16 Variance to October 2015 Forecast £'000s	2016/17 Approved Budget £'000s	2016/17 Forecast (October 2015 Report) £'000s	2016/17 Revised Forecast £'000s	2016/17 Variance to October 2015 Forecast £'000s	2017/18 Approved Budget £'000s	2017/18 Forecast (October 2015 Report) £'000s	2017/18 Revised Forecast £'000s	2017/18 Variance to October 2015 Forecast £'000s	Total Revised Budget £'000s
ANSTON & WOODSETTS	0	0	6	6									6
BOSTON CASTLE	460	364	264	-100	0	0	100	100					364
BRINSWORTH & CATCLIFFE													0
DINNINGTON	1,455	1,383	1,231	-152	0	0	67	67					1,298
HELLABY													0
HOLDERNESS	0	0	45	45									45
HOOBER	650	0	0	0									0
KEPPEL	0	719	534	-185									534
MALTBY													0
RAWMARSH	1,817	1,817	1,938	121									1,938
ROTHER VALE	2,021	2,021	1,999	-22									1,999
ROTHERHAM EAST													0
ROTHERHAM WEST													0
SILVERWOOD													0
SITWELL	0	0	198	198									198
SWINTON													0
VALLEY	0	0	6	6									6
WALES													0
WATH	33	33	33	0									33
WICKERSLEY	0	0	12	12									12
WINGFIELD	1,012	1,114	699	-415									699
ALL WARDS	32,188	30,364	29,705	-659	36,504	36,504	36,693	189	36,747	36,747	36,747	0	103,145
NEIGHBOURHOODS & ADULT SERVICES CAPITAL PROGRAMME	39,636	37,814	36,670	-1,145	36,504	36,504	36,860	356	36,747	36,747	36,747	0	110,277

RESOURCES CAPITAL PROGRAMME 2015/16 - 2017/18
FINANCIAL SUMMARY STATEMENT

CAPITAL INVESTMENT BY PROJECT	SPEND AND FUNDING STATEMENT												
	2015/16 Approved Budget	2015/16 Forecast (October 2015 Report)	2015/16 Revised Forecast	2015/16 Variance to October 2015 Forecast	2016/17 Approved Budget	2016/17 Forecast (October 2015 Report)	2016/17 Revised Forecast	2016/17 Variance to October 2015 Forecast	2017/18 Approved Budget	2017/18 Forecast (October 2015 Report)	2017/18 Revised Forecast	2017/18 Variance to October 2015 Forecast	Total Revised Budget
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
ICT													
ICT STRATEGY	183	183	183	0									183
ICT REFRESH	470	470	470	0	470	470	470	0					940
ICT RESILIENCE	100	100	100	0									100
ICT / DIGITAL STRATEGY	201	201	201	0	813	813	813	0	706	706	706	0	1,720
SOCIAL CARE IT PROJECT	1,460	1,460	1,458	-2	313	313	379	66	15	15	16	1	1,853
CUSTOMER ACCESS DELIVERY PLAN (2015/16)	0	318	318	0									318
RESOURCES													
ELECTORAL HARDWARE	2	2	2	0									2
HIGH STREET DEVELOPMENT GRANT	50	50	50	0									50
RESOURCES CAPITAL PROGRAMME	2,466	2,784	2,782	-2	1,596	1,596	1,662	66	721	721	722	1	5,166

SOURCES OF FUNDING	2015/16 Approved Budget	2015/16 Forecast (October 2015 Report)	2015/16 Revised Forecast	2015/16 Variance to October 2015 Forecast	2016/17 Approved Budget	2016/17 Forecast (October 2015 Report)	2016/17 Revised Forecast	2016/17 Variance to October 2015 Forecast	2017/18 Approved Budget	2017/18 Forecast (October 2015 Report)	2017/18 Revised Forecast	2017/18 Variance to October 2015 Forecast	Total Revised Budget
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
GRANTS AND CONTRIBUTIONS	81	81	81	0									81
REVENUE CONTRIBUTION													
USABLE CAPITAL RECEIPTS	100	100	100	0									100
PRUDENTIAL BORROWING	2,285	2,603	2,601	-2	1,596	1,596	1,662	66	721	721	722	1	4,985
MAJOR REPAIRS ALLOWANCE													
RESOURCES CAPITAL PROGRAMME	2,466	2,784	2,782	-2	1,596	1,596	1,662	66	721	721	722	1	5,166

RESOURCES CAPITAL INVESTMENT BY WARD 2015/16 - 2017/18

RESOURCES CAPITAL INVESTMENT BY WARD	2015/16 Approved Budget	2015/16 Forecast (October 2015 Report)	2015/16 Revised Forecast	2015/16 Variance to October 2015 Forecast	2016/17 Approved Budget	2016/17 Forecast (October 2015 Report)	2016/17 Revised Forecast	2016/17 Variance to October 2015 Forecast	2017/18 Approved Budget	2017/18 Forecast (October 2015 Report)	2017/18 Revised Forecast	2017/18 Variance to October 2015 Forecast	Total Revised Budget
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
ANSTON & WOODSETTS													
BOSTON CASTLE													
BRINSWORTH & CATCLIFFE													
DINNINGTON													
HELLABY													
HOLDERNESS													
HOOBER													
KEPPEL													
MALTBY													
RAWMARSH													
ROTHER VALE													
ROTHERHAM EAST													
ROTHERHAM WEST													
SILVERWOOD													
SITWELL													
SWINTON													
VALLEY													
WALES													
WATH													
WICKERSLEY													
WINGFIELD													
ALL WARDS	2,466	2,784	2,782	-2	1,596	1,596	1,662	66	721	721	722	1	5,166
RESOURCES CAPITAL PROGRAMME	2,466	2,784	2,782	-2	1,596	1,596	1,662	66	721	721	722	1	5,166

SOURCES OF FUNDING	2015/16 Approved Budget £'000s	2015/16 Forecast (October 2015 Report) £'000s	2015/16 Revised Forecast £'000s	2015/16 Variance to October 2015 Forecast £'000s	2016/17 Approved Budget £'000s	2016/17 Forecast (October 2015 Report) £'000s	2016/17 Revised Forecast £'000s	2016/17 Variance to October 2015 Forecast £'000s	2017/18 Approved Budget £'000s	2017/18 Forecast (October 2015 Report) £'000s	2017/18 Revised Forecast £'000s	2017/18 Variance to October 2015 Forecast £'000s	Total Revised Budget £'000s
GRANTS AND CONTRIBUTIONS	23,015	22,597	22,974	377	7,499	10,093	10,475	382	4,259	6,198	6,010	-188	39,459
REVENUE CONTRIBUTION	9,349	7,650	4,943	-2,707	11,468	11,468	11,468	0	12,981	12,981	12,981	0	29,392
USABLE CAPITAL RECEIPTS	1,924	1,825	3,532	1,707	1,100	1,100	1,200	100	1,100	1,100	1,100	0	5,832
PRUDENTIAL BORROWING	21,954	21,045	20,315	-730	7,450	8,449	9,018	569	3,650	3,650	3,985	335	33,318
EARMARKED RESERVES	0	0	0	0	0	0	0	0	0	0	0	0	0
MAJOR REPAIRS ALLOWANCE	24,280	24,314	24,262	-52	21,386	21,386	21,489	103	20,946	20,946	20,946	0	66,697
CAPITAL PROGRAMME	80,522	77,430	76,026	-1,404	48,903	52,496	53,650	1,154	42,936	44,875	45,022	147	174,698

Summary Sheet

Advisory Cabinet/Commissioners' Decision Making Meeting – 18th January, 2016

Title Authorisation of Officer to Appear in Court Proceedings

Is this a Key Decision and has it been included on the Forward Plan? No

Strategic Director Approving Submission of the Report

Stuart Booth, Acting Strategic Director Finance & Corporate Services

Report Author(s)

Robert Cutts, Revenue & Benefits Manager

Ward(s) Affected ALL

Executive Summary

This report seeks authorisation from the Council under section 223 of the Local Government Act 1972, for a newly recruited Technical Officer to the Council's Account Management Team to appear in the Magistrates' Court on behalf of the Council.

Recommendation:

That the Commissioners recommended to Council that Vivian Wadsworth be authorised under section 223 of the Local Government Act 1972 to prosecute, defend or appear in proceedings on behalf of the Council in the Magistrates' Court.

List of Appendices Included

Not applicable

Background Papers

Not Applicable

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

Yes

Exempt from the Press and Public

No

Main Report

Authorisation of Officer to Appear in Court Proceedings

1. Recommendations

That the Commissioners recommended to Council that Vivian Wadsworth be authorised under section 223 of the Local Government Act 1972 to prosecute, defend or appear in proceedings on behalf of the Council in the Magistrates' Court.

2. Background

- 2.1 The Council's Account Management Team is responsible for seeking recovery of Council Tax and Business Rates arrears. That Team consists of Technical Officers whose role includes regularly appearing in the Magistrates' Court to represent the Council and conduct applications for liability orders to attempt to recover those arrears.
- 2.2 Whereas only certain qualified legal persons, such as solicitors and barristers, normally have a right of audience before a Magistrates' Court, a local authority has the power under section 223 of the Local Government Act 1972, to authorise officers to appear on its behalf to prosecute, defend and conduct proceedings in the Magistrates' Court.

3. Key Issues

- 3.1 The Council's Account Management Team has recently recruited Vivian Wadsworth to the post of Technical Officer. In order for her to fulfil all her duties she requires authorisation from the Council under section 223 of the Local Government Act 1972, to appear on its behalf to prosecute, defend and conduct proceedings in the Magistrates' Court.

4. Options considered and recommended proposal

The officer concerned cannot lawfully appear in the Magistrates' Court on behalf of the Council without proper authorisation. Therefore, the recommended proposal is that Vivian Wadsworth be authorised by the Council to appear on its behalf to prosecute, defend and conduct proceedings in the Magistrates' Court.

5. Consultation

The recommended proposal does not require any prior consultation.

6. Timetable and Accountability for Implementing this Decision

Assuming the proposed recommendation is passed by the Council, at that stage the officer concerned will have completed all her necessary training and it

is intended that she will start to appear in the Magistrates' Court on behalf of the Council at the next scheduled court hearing.

7. Financial and Procurement Implications

There are no financial or procurement implications as a result of the proposed recommendation which could be implemented within existing budgets.

8. Legal Implications

Council officers (other than solicitors/barristers) are required to be properly authorised by the Council under section 223 of the Local Government Act 1972, before they have the right to appear on behalf of the Council in the Magistrates' Court.

9. Human Resources Implications

There are no human resource implications.

10. Implications for Children and Young People and Vulnerable Adults

The recommended proposal does not involve any implications for children, young people or vulnerable adults.

11. Equalities and Human Rights Implications

The recommended proposal does not have any equalities or human rights implications.

12. Implications for Partners and Other Directorates

The recommended proposal does not have any implications for partners and other directorates.

13. Risks and Mitigation

The passing of the recommended resolution will ensure that all proceedings conducted by the officer in the Magistrates' Court will be lawful.

14. Accountable Officer(s)

Robert Cutts

Approvals Obtained from:-

Acting Strategic Director of Finance and Corporate Services: Stuart Booth

A handwritten signature in black ink, appearing to read 'S Booth', with a stylized flourish at the end.

Director of Legal Services: Neil Concannon

Head of Procurement (if appropriate): N/A

HR Business Partner: Simon Cooper

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Public Report

Advisory Cabinet/Commissioners' Decision Making Meeting – 18th January, 2016

Summary Sheet

Title: Suspension of Standing orders for various commissions supporting work on the Bassingthorpe Farm Delivery project

Is this a Key Decision and has it been included on the Forward Plan?
No

Strategic Director Approving Submission of the Report

Karl Battersby, Strategic Director of Environment and Development Services

Report Author

Bronwen Knight, Planning Manager
Bronwen.knight@rotherham.gov.uk
01709 823866

Ward(s) Affected

Rotherham West
Wingfield
and Rawmarsh

Executive Summary

In order to progress the Bassingthorpe Farm site, further detailed information is required to assist with masterplanning and delivery, prior to the site being marketed. The funding for the work majority of the work has been drawn down from the Homes and Communities Agency (HCA) with the remainder sought from RMBC capital.

The named consultants have already been involved in the production of information required to support the justification, evidence and viability information for the Concept Plan for Bassingthorpe Farm. This information was sufficient to convince the Inspector, at the Core Strategy Examination in Public, to remove the site from the greenbelt and allocate it as a strategic site. It is therefore proposed that the same consultants be asked to build on this initial work, by providing further detail to the original reports and plans, to update and move forward the delivery of the site.

The report seeks an exemption under Standing Order 38 from Standing Order 47 (requirement for contracts valued at less than £50,000 to be tendered) so that commissions can be issued to various consultants to undertake reports, to enable further assessment of the Bassingthorpe Farm development.

Recommendation

The Commissioners recommend:-

An exemption under Standing Order 38 from Standing Order 47 (requirement for contracts valued at less than £50,000 to be tendered) be granted and the Council commission the companies detailed in the report to carry out further site investigation work and masterplanning.

The works to be commissioned total £58,600 to be paid from the Homes and Communities Agency – Large Sites Infrastructure Fund and the ground conditions investigations work to be funded by the council's capital programme, totals £45,000.

Background Papers

None

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

No

Exempt from the Press and Public

No

Suspension of Standing Orders for Various commissions supporting work on the Bassingthorpe Farm Delivery project

1. Recommendations

The Commissioners recommend:-

- 1.1 An exemption under Standing Order 38 from Standing Order 47 (requirement for contracts valued at less than £50,000 to be tendered) be granted and the Council commission the companies detailed in the report to carry out further site investigation work and masterplanning.
- 1.2 The works to be commissioned total £58,600 to be paid from the Homes and Communities Agency – Large Sites Infrastructure Fund and the ground conditions investigations work, to be funded by the council's capital programme, totals £45,000.

2. Background

- 2.1 Bassingthorpe Farm is identified as a strategic allocation in the Local Plan Core Strategy and was removed from the green belt on its adoption on 10 September 2014. The whole site extends to approximately 159.3 ha (394 acres) and has a developable area of around 80 ha. The concept plan for the site proposes 2,400 new dwellings, and also includes 11 ha of employment land, a local health centre, a primary school, and a local centre, together with the green and social infrastructure necessary to create facilities to serve the new and existing communities.
- 2.2 The Local Plan policy for the site states that the concept framework will be used as the basis for further comprehensive masterplanning to assist with the delivery of the site. The policy goes on to state that before a planning application can be submitted, a phasing and delivery strategy should be completed; an access and transport strategy produced, together with a green infrastructure strategy to ensure the development of a comprehensive urban extension.
- 2.3 The next stage in the process is to build on the initial work carried out to support the core strategy, and provide more detailed information to understand how the development can effectively be brought forward looking at:- the drainage requirements for the site; the utilities that would be required to open up the site for development; and a ground condition investigation to understand any constraints to development to secure its delivery. The transport modelling required for the site has already been commissioned and the work is underway. Following on from the completion of these studies the masterplan, to identify deliverable areas, phasing and strategic layout can be

progressed and full viability appraisals, taking into account these requirements, undertaken.

3. Key Issues

- 3.1 The evidence base collated for the strategic site in the Core Strategy was to demonstrate that in principle the site was capable of being delivered, with no major constraints to development. This evidence, to support the strategic allocation, was submitted via the work of a number of consultants and it is proposed that the same consultants build on this preliminary work, to provide more detailed evidence going forward.
- 3.2 As part of the Homes and Communities Agency (HCA) Infrastructure Funding for Large sites funding was made available to bring forward the delivery of sites. RMBC successfully bid for £100k for Bassingthorpe Farm to complete works to enhance its deliverability. Funding is therefore available to commission further work.
- 3.3 The work required from the consultants is detailed below:
 - 3.3.1 Updating the **masterplan framework** plans (including developable areas, appropriate land uses and infrastructure requirements) on the basis of further technical work and setting out a **phasing plan** for development and critical infrastructure.
 - 3.3.2 Updating the masterplan framework with more **detailed drawings** for infrastructure (highway and drainage) requirements, where appropriate.
 - 3.3.3 Providing an **infrastructure delivery plan** that identifies what infrastructure is required, when, at what costs (based on technical work) and recommended funding sources/delivery mechanisms.
 - 3.3.4 Updating the **cost plan** for the development (in terms of development costs, infrastructure requirements, s106/Community Infrastructure Levy (CIL), sales values).
 - 3.3.5 Updating the **Financial Appraisal** that informed the site allocation process of the Core Strategy (including site abnormalities, site opening up costs, infrastructure costs, values and s106/CIL contributions) and scenario testing.
 - 3.3.6 Production of **Infrastructure Funding Strategy**, indicating how the components of infrastructure can be funded.
 - 3.3.7 Understanding the **transport, drainage, utility and education requirements** in more detail, through further assessment/technical work.

- 3.4 The work of four separate consultants is required to provide the comprehensive information needed to produce a detailed masterplan and viability appraisal and the breakdown of the work to be commissioned is detailed below:-
- 3.4.1 Signet Planning will manage the production of a masterplan for the site based on the updated technical appraisal work to be completed. As part of the masterplanning work they will be required to produce a phasing and infrastructure plan including methods of delivery. The cost for this work is £16,700.
- 3.4.2 DTZ are to be commissioned to update their initial viability appraisal of the site. The report is to address updates in the market situation and cost analysis together with appraisals of at least two viability scenarios in the final viability report. The cost of this work is £15,000.
- 3.4.3 JBA consultants are to provide a detailed drainage strategy for the site. The brief is to include on site testing and investigation to produce a surface water management plan and an outline design for a detailed drainage strategy for the site. The cost for this work is £18,850.
- 3.4.4 WSP will be commissioned to examine the potential constraints and opportunities in relation to delivery of and requirement for on-site utilities. The cost of this work is £8,050.
- 3.4.5 WSP are also to be commissioned to carry out historical research, to provide greater detail in relation to ground conditions, primarily the nature and extent of shallow and opencast mining. This ground investigation work will identify in detail areas suitable for development where there are no significant or unexpected ground related abnormal costs which will feed into the masterplan. The cost of this work is £45,000.
- 3.5 As part of the development of the Council's Capital Programme (2016-2021), a funding requirement of £385,000 has been identified in respect of costs that will be incurred in bringing the Bassingthorpe Site forward for disposal. The cost of these ground condition site surveys falls within the scope of this proposed scheme. Therefore it is requested that this £45,000 cost is included in the Capital Programme for 2015/16.

4. Options considered and recommended proposals

- 4.1 The alternative option considered is to tender for the work but seeing as the consultants were used to produce the concept plan and evidence base to support Bassingthorpe Farm through the Local Plan process, the continuation

of this work to provide a detailed masterplan is considered the best option. The HCA have been involved in the process and support the proposed engagement of the same consultants to develop this initiative through to the masterplan stage and confirm it is an acceptable use of the funding. The engagement of these four consultants, to build on the initial work already completed, would also reduce costs and the timescale involved, due to their existing knowledge and expertise related to the site.

5. Consultation

- 5.1 Consultation has taken place with officers from the Corporate Property Unit in relation to the detail of the brief to consultants and with the HCA to agree the terms of the funding. The report has been approved by Legal and Financial Services and discussed with the procurement team prior to submission.

6. Timetable and Accountability for Implementing this Decision

- 6.1 Appointment of consultants by the end of January 2016
- 6.2 The consultants will report back to the Bassingthorpe Farm steering group

7. Financial and Procurement Implications

- 7.1 The majority of the work will be funded from the Homes and Communities Agency's Large Infrastructure Fund, which was secured with the aim of speeding up the delivery of the Bassingthorpe Farm and the ground condition survey from the Councils Capital programme. The HCA have also agreed this proposed approach to the procurement of consultants.
- 7.2 If this business is not tendered across the open market there is a risk of legal challenge from service providers who believe their company could provide this type of service into Rotherham MBC

8. Legal Implications

- 8.1 There are no legal implications of this decision.

9. Human Resources Implications

- 9.1 There are no human resources implications of this decision

10. Implications for Children and Young People and Vulnerable Adults

- 10.1 There are no implications for CYPS or Vulnerable Adults.

11 Equalities and Human Rights Implications

- 11.1 There are no Equalities and Human Rights implications.

12. Implications for Partners and Other Directorates

- 12.1 The work will assist with the delivery of this Strategic site, which is to be marketed by Asset Management and will assist in the delivery of new homes, in accordance with the Housing Strategy.

13. Risks and Mitigation

- 13.1 There is a risk that other service providers in the market place may argue that they could have bid to provide the service.

14. Accountable Officer(s)

Approvals Obtained from:-

Strategic Director of Finance and Corporate Services:- Jonathon Baggley

Director of Legal Services:- Adrian Phillips

Head of Procurement (if appropriate):- Helen Chambers

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