



# Council

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**Wednesday, 28 February 2018  
2.00 p.m.  
Council Chamber, Town Hall,  
Moorgate Street, Rotherham. S60 2TH**

**Rotherham**  
Metropolitan  
Borough Council 

# WELCOME TO TODAY'S MEETING

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## GUIDANCE FOR THE PUBLIC

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The Council is composed of 63 Councillors, who are democratically accountable to the residents of their ward.

The Council Meeting is chaired by the Mayor, who will ensure that its business can be carried out efficiently and with regard to respecting the rights and responsibilities of Councillors and the interests of the community. The Mayor is the Borough's first citizen and is treated with respect by the whole Council, as should visitors and member of the public.

All Councillors meet together as the Council. Here Councillors decide the Council's overall policies and set the budget each year. The Council appoints its Leader, Mayor and Deputy Mayor and at its Annual Meeting will appoint Councillors to serve on its committees.

Copies of the agenda and reports are available on the Council's website at [www.rotherham.gov.uk](http://www.rotherham.gov.uk). The public can also have access to the reports to be discussed at the meeting by visiting the Reception at the Town Hall. The Reception is open from 8.00 a.m. to 5.30 p.m. each day. You may not be allowed to see some reports because they contain private information and these will be marked accordingly on the agenda.

Members of the public have the right to ask questions or submit petitions to Council meetings. A member of the public may ask one general question in person which must be received in writing to the Chief Executive by 10.00 a.m. on the Friday preceding a Council meeting on the following Wednesday and must not exceed fifty words in length. Questions can be emailed to [councilquestions@rotherham.gov.uk](mailto:councilquestions@rotherham.gov.uk)

Council meetings are webcast and streamed live or subsequent broadcast via the Council's website. At the start of the meeting the Mayor will confirm if the meeting is being filmed. You would need to confirm your wish not to be filmed to Democratic Services. Recording of the meeting by members of the public is also allowed.

Council meetings are open to the public, but occasionally the Council may have to discuss an item in private. If this occurs you will be asked to leave. If you would like to attend a meeting please report to the Reception at the Town Hall and you will be directed to the relevant meeting room.

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## FACILITIES

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There are public toilets, one of which is designated disabled with full wheelchair access, with full lift access to all floors. Induction loop facilities are also available in the Council Chamber, John Smith Room and Committee Rooms 1 and 2.

Access for people with mobility difficulties can be obtained via the ramp at the main entrance to the Town Hall.

If you have any queries on this agenda, please contact:-

Contact:- James McLaughlin, Democratic Services Manager  
Tel.:- 01709 822477  
[james.mclaughlin@rotherham.gov.uk](mailto:james.mclaughlin@rotherham.gov.uk)

Date of Publication:- **20 February 2018**

# COUNCIL

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Wednesday, 28 February 2018 at 2.00 p.m.  
Council Chamber, Town Hall, Moorgate Street, Rotherham. S60 2TH

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THE MAYOR (Councillor Eve Rose Keenan)  
DEPUTY MAYOR (Councillor Alan Buckley)

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CHIEF EXECUTIVE (Sharon Kemp)

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## MEMBERS OF THE COUNCIL

### ANSTON AND WOODSETTS

IRELAND, Jonathan C.  
JEPSON, Clive R.  
WILSON, Katherine M.

### KEPPEL

CLARK, Maggi  
CUTTS, Dave  
HAGUE, Paul

### SITWELL

COWLES, Allen  
SHORT Peter, G. J.  
TURNER, Julie

### BOSTON CASTLE

ALAM, Saghir  
MCNEELY, Rose M.  
YASSEEN, Taiba K.

### MALTBY

BEAUMONT, Christine  
PRICE, Richard  
RUSHFORTH, Amy L.

### SWINTON

CUSWORTH, Victoria  
SANSOME, Stuart  
WYATT, Kenneth J.

### BRINSWORTH AND CATCLIFFE

BUCKLEY, Alan  
CARTER, Adam  
SIMPSON, Nigel G.

### RAWMARSH

BIRD, Robert  
MARRIOTT Sandra  
SHEPPARD, David R.

### VALLEY

ALBISTON, Kerry  
REEDER, Kathleen  
SENIOR, Jayne E.

### DINNINGTON

MALLINDER, Jeanette M.  
TWEED, Simon A.  
VJESTICA, John

### ROTHER VALE

ALLCOCK, Leon  
BROOKES, Amy C.  
WALSH, Robert J.

### WALES

BECK, Dominic  
WATSON, Gordon  
WHYSALL, Jennifer

### HELLABY

ANDREWS, Jennifer A.  
CUTTS, Brian  
TURNER, R. A. John

### ROTHERHAM EAST

COOKSEY, Wendy  
FENWICK-GREEN Deborah  
KHAN, Tajamal

### WATH

ATKIN, Alan  
ELLIOT, Jayne C.  
EVANS, Simon

### HOLDERNESS

ELLIOTT, Michael S.  
PITCHLEY, Lyndsay  
TAYLOR, Robert P.

### ROTHERHAM WEST

JARVIS, Patricia A.  
JONES, Ian P.  
KEENAN, Eve.

### WICKERSLEY

ELLIS, Susan  
HODDINOTT, Emma  
READ, Chris

### HOOBER

LELLIOTT, Denise  
ROCHE, David J.  
STEELE, Brian

### SILVERWOOD

MARLES, Steven  
NAPPER, Alan D.  
RUSSELL, Gwendoline A.

### WINGFIELD

ALLEN, Sarah A.  
ELLIOTT, Robert W.  
WILLIAMS, John

# **Council Meeting Agenda**

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**Time and Date:-**

Wednesday, 28 February 2018 at 2.00 p.m.

**Venue:-**

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

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**1. ANNOUNCEMENTS**

To consider any announcements by the Mayor in accordance with Council Procedure Rule 3(2)(ii).

**2. APOLOGIES FOR ABSENCE**

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

**3. COMMUNICATIONS**

Any communication received by the Mayor or Chief Executive which relates to a recommendation of the Cabinet or a committee which was received after the relevant meeting.

**4. MINUTES OF THE PREVIOUS COUNCIL MEETING (Pages 1 - 46)**

To receive the record of proceedings of the ordinary meeting of the Council held on 24 January 2018 and to approve the accuracy thereof.

**5. PETITIONS (Pages 47 - 52)**

To report on any petitions received by the Council and receive statements in support of petitions in accordance with the Petitions Scheme and Council Procedure Rule 13.

**6. 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.

**7. PUBLIC QUESTIONS**

To receive questions from members of the public who may wish to ask a general question of the Mayor, Cabinet Member or the Chairman of a Committee in accordance with Council Procedure Rule 12.

## **8. EXCLUSION OF THE PRESS AND PUBLIC**

Should it be necessary, in the opinion of the Mayor, to consider excluding the press and public from the meeting in relation to any items of urgent business on the grounds that private information is likely to be divulged.

There are no such items at the time of preparing this agenda.

## **9. LEADER OF THE COUNCIL'S STATEMENT**

To receive a statement from the Leader of the Council in accordance with Council Procedure Rule 9.

## **10. MINUTES OF THE CABINET AND COMMISSIONERS' DECISION MAKING MEETING (Pages 53 - 58)**

To note the minutes of the Cabinet and Commissioners' Decision Making Meeting held on 15<sup>th</sup> January, 2018.

## **11. BUDGET AND COUNCIL TAX 2018-19 (Pages 59 - 175)**

To agree the Budget and Council Tax level for the 2018-19 financial year.

## **12. APPOINTMENT OF A LOCAL RETURNING OFFICER AT COMBINED AUTHORITY MAYORAL ELECTIONS (Pages 176 - 179)**

To appoint a Local Returning Officer for the Combined Authority Mayoral Election in May 2018

## **13. PROTOCOL FOR THE AWARD OF THE FREEDOM OF THE BOROUGH (Pages 180 - 188)**

To consider the adoption of a protocol to govern how the Council awards the Freedom of the Borough.

## **14. CALENDAR OF MEETINGS FOR THE 2018-19 MUNICIPAL YEAR (Pages 189 - 205)**

To agree the Calendar of Meetings for the Council's Committees, Boards and Panels for the 2018-19 municipal year.

## **15. RECOMMENDATIONS FROM OVERVIEW AND SCRUTINY - ALTERNATIVE MANAGEMENT ARRANGEMENTS FOR CHILDREN'S SERVICES - RESPONSE OF THE CABINET (Pages 206 - 212)**

To receive the response of the Cabinet to recommendations from the Improving Lives Select Commission's review of Alternative Management Arrangements for Children's Services.

## **16. RECOMMENDATIONS FROM OVERVIEW AND SCRUTINY - EMERGENCY PLANNING - RESPONSE OF THE CABINET (Pages 213 - 220)**

To receive a response from the Cabinet to recommendations made by the Improving Places Select Commission review of Emergency Planning

**17. NOTICE OF MOTION**

No motions were submitted before the deadline for the submission of motions on Monday 19 February 2018.

**18. STANDARDS AND ETHICS COMMITTEE (Pages 221 - 224)**

To receive and consider reports, minutes and recommendations of the Standards and Ethics Committee.

To confirm the minutes as a true record.

**19. AUDIT COMMITTEE (Pages 225 - 232)**

To receive and consider reports, minutes and recommendations of the Audit Committee.

To confirm the minutes as a true record.

**20. HEALTH AND WELLBEING BOARD (Pages 233 - 240)**

To receive and consider reports, minutes and recommendations of the Health and Wellbeing Board.

To confirm the minutes as a true record.

**21. PLANNING BOARD (Pages 241 - 246)**

To receive and consider reports, minutes and recommendations of the Planning Board.

To confirm the minutes as a true record.

**22. LICENSING (Pages 247 - 252)**

To receive and consider reports, minutes and recommendations of the Licensing Board Sub-Committee and Licensing Sub-Committee.

To confirm the minutes as a true record.

**23. MEMBERS' QUESTIONS TO DESIGNATED SPOKESPERSONS**

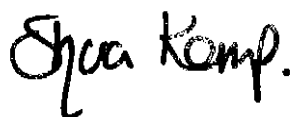
To put questions, if any, to the designated Members on the discharge of functions of the South Yorkshire Police and Crime Panel, South Yorkshire Fire and Rescue Authority, Barnsley, Doncaster, Rotherham and Sheffield Combined Authority and South Yorkshire Pensions Authority, in accordance with Standing Order No. 7(5).

**24. MEMBERS' QUESTIONS TO CABINET MEMBERS AND CHAIRMEN**

To put questions, if any, to Cabinet Members and Chairmen (or their representatives) under Standing Order No. 7(1) and 7(3).

## **25. URGENT ITEMS**

Any other public items which the Mayor determines are urgent.

A handwritten signature in black ink that reads "Sharon Kemp." The signature is written in a cursive, flowing style.

**SHARON KEMP,**  
Chief Executive.

**The next meeting of the Council will be on Friday 18 May 2018 at 2.00 p.m.  
in Rotherham Town Hall.**

**COUNCIL MEETING**  
**24th January, 2018**

Present:- The Mayor of Rotherham (Councillor Eve Rose Keenan) (in the Chair); Councillors Alam, Albiston, Allen, Andrews, Atkin, Beaumont, Beck, Bird, Buckley, Carter, Clark, Cooksey, Cowles, Cusworth, B. Cutts, Elliot, M. Elliott, R. Elliott, Ellis, Evans, Hague, Hoddinott, Ireland, Jarvis, Jepson, Jones, Khan, Lelliott, McNeely, Mallinder, Marles, Marriott, Napper, Pitchley, Price, Read, Reeder, Rushforth, Russell, Sansome, Senior, Sheppard, Short, Simpson, Steele, Julie Turner, Tweed, Vjestica, Walsh, Watson, Williams, Whysall, Wyatt and Yasseen.

The webcast of the Council Meeting can be viewed at:-

<https://rotherham.public-i.tv/core/portal/home>

**120. ANNOUNCEMENTS**

The Mayor was honoured to present two awards, the first to Sarah Bellamy, who won the 'Youth Worker of the Year Award' at the 'Children and Young People Now' Awards in November.

The second to Ashlea Harvey, co-ordinator of the Young Inspectors, who received the Volunteering and Social Action Award in November.

The Mayor was pleased to share a written report on her activity since the last Council meeting, but wanted to highlight the honour of being asked to become Patron of Rotherham RISE and how she could promote and share information about this valuable service.

**121. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Allcock, Brookes, D. Cutts, Fenwick-Green, Taylor and John Turner.

**122. COMMUNICATIONS**

There were no communications received.

**123. MINUTES OF THE PREVIOUS COUNCIL MEETING**

**Resolved:-** That the minutes of the meeting of Council held on 13<sup>th</sup> December 2017, be approved for signature by the Mayor.

Mover:- Councillor Read

Seconder:- Councillor Watson

**124. PETITIONS**

The Mayor reported that one petition had been submitted, but had not met the threshold for consideration by Council, and would be referred to the relevant directorate for a response to be prepared:-



- Containing 249 signatures requesting support to save the Dog Wardens Service.

**125. DECLARATIONS OF INTEREST**

Councillor Cusworth declared a personal interest in Agenda Items 12 and 15 on the grounds of close relatives being Council tenants and would not speak on the matter nor participate in the vote.

Councillor Senior declared a personal interest in Agenda Item 14 and would not speak on the matter nor participate in the vote.

Councillors Atkin, Keenan, Marles and Williams declared personal interests in Agenda Item 15 on the grounds of close relatives being Council tenants and would not speak on the matter nor participate in the vote.

Councillors Andrews, Lelliott, McNeely, Reeder and Wyatt declared disclosable interests in Agenda Item 15 on the grounds of either being housing or garage tenants and left the room whilst this item was discussed.

**126. PUBLIC QUESTIONS**

(1) In asking his question Mr. L. Harron elaborated on the previous Council Meeting where the Leader had indicated he would reflect on the question detail asked at that point and would take a representation. Mr. Harron had emailed the Leader and was awaiting a response.

He went on to ask his question that on 16th December, 2014 he offered RMBC two days for three months to help improve communication about Child Sexual Exploitation (CSE).

Ian Thomas said:- "There are thousands who want to help in a similar way."

He asked would the Leader ask Ian Thomas to give a written report about how he had used this help?

The Leader apologised for not replying to the email, but would endeavour to follow this up.

His concern would be around the Council's ability to communicate effectively around CSE and was sure Mr. Harron shared his concern. The Leader believed this had improved significantly. For example, secondary school age children, surveyed annually, were asked if they had been taught in school about safeguarding and child sexual exploitation. Over half in 2015 confirmed they had. This had improved further to 81.15%.

The highest percentage improvement had been with Year 10 pupils, which was now up to 90% in both 2016 and 2017.

On the basis of the information above the Leader did not feel it was a good use of the Strategic Director of Children and Young People's Services time to produce a report.

Mr. Harron believed the Leader missed the point as his question was not about any of the response, but about using people's voluntary time. Within six weeks of him arriving in Rotherham Ian Thomas claimed thousands of people wanting to help. The question was more around the Strategic Director of Children's Services integrity when he said he would do things and whether he actually followed them up.

Ian Thomas' Deputy was Jean Imray and she had sat in the Chamber on the 6<sup>th</sup> September, 2017 and presented a report and claimed that a "so called" independent expert gave her reasons for Rotherham returning 1400 copies of a publication which was discussed three years ago. In his supplementary question Mr. Harron asked would the Leader please provide all Councillors and himself with the name and position of the "so called" independent expert that gave these reasons to Ian Thomas.

The Leader was familiar with the circumstances described and was aware that Mr. Harron had pursued and attempted to obtain this information from the Council. The Council did not hold this information and, therefore, was unable to supply it to Mr. Harron.

(2) Mr. R. Beecher referred at the last Council meeting where Councillor Atkin stated the Fire Authority's budget had been reduced by almost 25% since austerity began in 2010. What he failed to state was how come in that same period the Authority had banked over £19m into its reserves. He asked why was that?

Councillor Atkin thanked Mr. Beecher for his question. South Yorkshire Fire and Rescue had suffered severe cuts to its budget, having lost around £12.5 million in Government funding since 2010 – a 29% reduction. Throughout this period, the service had continually committed to providing the best service to local people within the resources available to it. Strong financial planning and the timely delivery of efficiency saving proposals have enabled the Fire Authority to build up healthy reserves of around £25 million.

The growth in reserves was mainly a consequence of the retirement rate of operational staff outpacing the rate at which funding had reduced and having no confidence to recruit new fire fighters (which were now a forty year commitment) due to uncertainty about the extent and duration of future cuts.

A significant proportion of these reserves would now be spent over the next few years on necessary capital projects, including investments in equipment, vehicles and buildings for firefighters. This would leave a much smaller amount of other earmarked and general reserves (expected to be around £5 million) to provide for other initiatives and unexpected future costs, such as insurance and operational contingency.

In a supplementary question Mr. Beecher explained how in November, 2016 at a FBU Branch Meeting he had asked Councillors Atkin and Buckley how much they would save with the removal of the second appliance in Rotherham. Neither could answer yet they both voted for that cut. In the same meeting Councillors were asked how the Fire Authority could amass such vast reserves and they were quoted as saying "When organising our finances we always budget to make a profit". Mr. Beecher was sure the public of Rotherham would be delighted to hear this given their Council Tax increases.

He further quoted from the bulletin from the Chair of the Fire Authority "Whilst the primary function of the Fire Authority is to oversee and review the work of the service I want to make it clear that fellow members and I are extremely supportive of South Yorkshire Fire and Rescue employees. As much as we are here to serve the public, we are also here to help you in the important work you do, to promote achievements and to ensure your wellbeing".

He asked the Fire Authority spokesperson that if this was the primary function then prove it and give back the fire engine so officers could protect the public of Rotherham and allow them to do the job they signed up for and loved.

Councillor Atkin confirmed both he and Councillor Buckley attended the meeting at the FBU request and he did say the Fire Authority had budgeted and made a surplus. Every year approximately twenty-five fighters retired, which was the equivalent of £1 million savings on revenue and cuts were not so severe. This meant that over the last seven years the amount of spending out paced the cuts and had led to reserves. These reserves were now being used so that fire fighters had the best equipment to do their job.

(3) Mr. A. Reid indicated the Fire Authority IRMP stated that when you change a station onto the day staffing system then night time calls would be covered by a resilience appliance, so where was ours at Rotherham?

Councillor Atkin confirmed that during the night time period, Rotherham's situation was no different to fourteen other stations which also have a single fire engine available and relied upon supporting appliances from elsewhere. The second fire engine at Rotherham was intended to be 'resilience' retained, meaning it would only be mobilised where Rotherham and other stations became sequentially committed to an incident or incidents, which was infrequent.

The absence of such arrangements at Rotherham was currently covered by the facility to mobilise Birley Moor's retained fire engine into Rotherham should the need arise. Similar arrangements were already in place at Barnsley, with night time resilience arrangements expected to be in place at Rotherham by late February.

In a supplementary question Mr. Reid pointed out that Barnsley day stepping had been in for three years and after eleven months Rotherham still did not have night time resilience in place. He, therefore, asked Rotherham's representatives to lobby other Fire Authority Members and stand up for their constituents and give back their front line appliance.

Councillor Atkin explained night time resilience arrangements involved fire fighters from nearby on-call fire stations staffing the second fire engine, in the event that the first fire engine was committed to an incident and where operational circumstances allowed.

He reaffirmed the point about the second appliance being removed. This was not the case and it still remained in Rotherham.

(4) Mr. N. Fretwell referred to the 1st January this year the Fire Authority issued 'H' days to staff, this meant both Barnsley and Rotherham had just one pump on nights.

Both had serious house fires and unfortunately Barnsley's resulted in a fatality and he asked was Councillor Atkin aware of this?

Councillor Atkin confirmed the Fire Authority was made aware of all fatal incidents, including the sad news of the fatal incident in Barnsley. As with all fire stations in South Yorkshire and around the country, the service's response to 999 incidents continued to be supported by crews from other, nearby stations. In both incidents on 1st January, as was the case for other incidents the service attended, the immediate response provided by the fire engines at Rotherham and Barnsley fire stations was quickly supported by fire engines from other, nearby stations.

Barnsley and Rotherham have had one fire engine on duty at night since day crewing arrangements were introduced. 'H' days ensured the service was paying only double time to the numbers of firefighters that were required to be on duty on a bank holiday.

The best way of stopping deaths was to prevent fires from occurring in the first place. It was for this reason the Fire Authority was supporting the Fire Service's campaign to call on local authorities, health partners and third sector organisations to refer those who were most at risk of fire to it for support.

In a supplementary question Mr. Fretwell confirmed "H" days were given to staff on bank holidays to reduce the wages bill when the senior management team deemed too many staff were on duty. On this

occasion staff were available to put both Barnsley and Rotherham's second appliance on the run yet for purely financial reasons they were not and the gamble resulted in a fatality. He asked how many more gambles were the Fire Authority prepared to take before the errors of the cuts were realised.

Councillor Atkin reiterated 'H' days were used on bank holidays where there were more firefighters on duty than required to staff fire engines. They were used to avoid paying double time to more people than was operationally necessary.

The change to the staffing of Barnsley's second fire engine happened in early 2016 and the change to the staffing of Rotherham's second fire engine happened in March, 2017

(5) Mr. M. Harrison was unable to attend today's meeting and permission was given for Mr. Beecher to ask his question on his behalf and he asked Councillor Read if he was fully aware of the effects the cuts at Rotherham Fire Station were having on fire cover levels provided at night time, to the constituents he served?

The Leader wished to send his best wishes to Mr. Harrison and his wife. He confirmed he was briefed regularly by the Fire Authority and he had recently met the Chief Fire Officer so he was informed of the developments in Rotherham. He extended his offer to meet with members of the FBU separately if it was required.

(6) Mr. C. Taylor explained how on 18<sup>th</sup> October, 2017 Councillor Denise Lelliott stated that Rotherham Council have a target of 14,000 new houses to be built across Rotherham of which 2% would be built on green belt land. He asked could she confirm that these figures were correct.

Councillor Lelliott explained the Council had a statutory duty to produce a Local Plan and the Council's housing target over the Local Plan period was 14,371 new homes. The sites to be allocated would take up 2% of land reallocated from Green Belt for development as a percentage of the total area of Green Belt land in the Borough.

Councillor Lelliott apologised if the information provided previously was not clear.

In a supplementary question Mr. Taylor asked was the 2% of the total Green Belt land or 2% of the Green Belt land allocation in the Local Plan.

Councillor Lelliott explained, to avoid further confusion, that it was 2% of Green Belt land, with a total of 98% of the allocated sites being on brownfield land.

(7) Mr. P. Thirlwall again referred to the Leader's previous comment in March, 2017 regarding a review of Standing Orders and in particular the fifty word limit for public questions.

He asked about the Special Responsibility Allowance of £8,617 paid to the Leader of UKIP which did not appear in the Constitution, the Constitution had not been amended in accordance with Clause 19 (3) and the Special Responsibility Allowance did not appear in the minutes of the AGM, therefore, asked was this payment ultra vires?

Mr. Thirlwall had provided this extract from the Constitution:-

*Clause 19 Review and Revision of the Constitution.*

*(3) Changes to the Constitution.*

*The full Council will ONLY approve changes to the constitution after considering proposals from the Chief Executive, the Director of Legal and Democratic Services and the Director of Finance.*

*However the Director of Legal and Democratic Services may make clerical amendments to the Constitution to reflect any changes in legislation or changes in the title and responsibilities of council officers or bodies without reference to the Council.*

The Leader understood Mr. Thirlwall had been in correspondence with the Monitoring Officer in relation to this issue. The payment of the Special Responsibility Allowance to the Leader of the main opposition group was not ultra vires and had been part of the Members' Allowance Scheme since the scheme was introduced. The Council amended the Constitution on the recommendation of the Independent Remuneration Panel in July, 2015 and further amendments to all allowances were agreed in July, 2017. Whilst there was a clerical error in the report in July, 2017 the decision by Council still gave effect to the reduction in the special responsibility allowance of the Leader of the main opposition group because it applied it to all special responsibility allowances in the scheme.

A full response had been provided by the Monitoring Officer about the Constitution and the Leader was advised the Council had acted appropriately and the Constitution updated accordingly.

In a supplementary question Mr. Thirlwall disagreed with the Leader's response and believed the decision could not be made without coming back to full Council. At the last meeting the Leader said on advice from the Monitoring Officer that minor corrections could be made to the Constitution between Council meetings even though Mr. Thirlwall had demonstrated this could not be done without full Council approval. This had not been done and the Leader appeared to be sticking to a false statement.

**COUNCIL MEETING - 24/01/18**

Mr. Thirlwall, therefore, asked if the Leader agreed with him that a Special Responsibility Allowance of £8,617 over and above the basic council allowance should be paid to the Leader of the opposition party.

His description of the UKIP Party and ensuing comments were ruled out of order by the Mayor and the Leader passed no further comment.

**127. EXCLUSION OF THE PRESS AND PUBLIC**

**Resolved:-** That under section 100(A) of the Local Government Act 1972, the public be excluded from the meeting should it be necessary on the grounds that it involves the likely disclosure of exempt information as defined in those paragraphs of Part 1 of schedule 12(A) of such Act indicated, as now amended by the Local Government (Access to information) (Variation) Order 2006.

**128. LEADER OF THE COUNCIL'S STATEMENT**

The Leader welcomed the opportunity to address the Council and drew attention to a couple of matters.

The first in relation to an update following the passing of a motion on the Fusion Bid, which was money being sought from Government as a partnership to support victims and survivors of child sexual exploitation through the Operation Stovewood trials. The Council was £6 million adrift of £8 million. Some progress had been made and some support was likely from the NHS and Ministry of Justice.

The Chief Executive, Police and Crime Commissioner and the Leader had met with the Home Office Minister, Victoria Atkins, last week for a constructive meeting organised by Sarah Champion M.P. who was thanked for her input.

**129. MINUTES OF THE CABINET AND COMMISSIONERS' DECISION MAKING MEETING**

**Resolved:-** That the reports, recommendations and minutes of the meetings of the Cabinet/Commissioners' Decision Making Meeting held 11<sup>th</sup> December, 2017, be received.

Mover:- Councillor Read

Seconder:- Councillor Watson

**130. RECOMMENDATION FROM CABINET - OCTOBER FINANCIAL MONITORING REPORT 2017/18 AND UPDATE OF THE COUNCIL'S MEDIUM TERM FINANCIAL STRATEGY TO 2019/20**

Further to Minute No. 84 of the meeting of the Cabinet and Commissioners held on 11<sup>th</sup> December, 2017 consideration was given to the report which detailed the October Financial Monitoring Report and Update of the Council's Medium Term Financial Strategy to 2019/20. It

contained a recommendation to update the Council's Capital Programme to include the Superfast Broadband Project for South Yorkshire proposal for further extension of fibre broadband accessibility across South Yorkshire in order to make it available to as close to 100% coverage as technically possible.

Discussion ensued on the viability and reliability for 100% coverage and the cost to the Council if this could not be achieved, the impact and contribution to the budget pressures and how this could be mitigated.

The Leader advised many of the difficulties encountered had been with one particular company, but he was happy to discuss any aspect further with Members.

**Resolved:-** That the proposal to further extend Superfast Broadband across South Yorkshire be approved on a basis of being cost neutral to the Council and the Authority's share of the capital investment be added to the Capital Programme.

Mover:- Councillor Read

Seconder:- Councillor Alam

**131. RECOMMENDATION FROM CABINET - REVIEW OF THE COUNCIL TAX SUPPORT SCHEME**

Further to Minute No. 85 of the meeting of the Cabinet and Commissioners held on 11<sup>th</sup> December, 2017 consideration was given to the report which detailed the review of the Council Tax Support Scheme which contained recommendations for the Council to adopt the scheme.

In 2013 the Government abolished the national scheme and asked Local Authorities to create their own local Council Tax Support (CTS) Schemes with reduced funding. Local CTS Schemes have to be reviewed annually and this report set out recommendations following this year's review which was carried out within the context of the substantial financial challenges facing the Council.

Rotherham's scheme had remained unchanged since it was implemented, whereas many other Councils have already reviewed their schemes and provide support which was significantly less than was currently provided by Rotherham.

The proposals related only to support for working age claimants (the support provided to pensioner claimants remain unchanged at nationally determined levels).

The options which were selected included retaining the current scheme and a further seven change options which could be implemented individually or in combination. Any proposal to change the Council Tax Support Scheme required the Council to consult major preceptors (Fire and Rescue Authority and Police and Crime Commissioner) and also to



**COUNCIL MEETING - 24/01/18**

undertake a public consultation exercise. Consultation had been held with the major preceptors and a public consultation was undertaken over the period 9<sup>th</sup> October, 2017 to 20<sup>th</sup> November, 2017.

A total of 401 responses were received and detailed analysis of the consultation, including its scope and the analysis of the responses received, was included within the report. These informed the final recommendations.

Legislation required that any changes to the Council Tax Support Scheme must be adopted by Full Council by 31<sup>st</sup> January, 2018 in order to come into effect for 2018/19.

Members noted that this report had been considered in detail by the Overview and Scrutiny Management Board where there had been some disagreement with the chosen options as the most vulnerable claimants who were most reliant on the CTS may be impacted upon.

After careful consideration the majority of Members were supportive of the taper rate proposed to be introduced and the effect that this would have on the amount of Council Tax that claimants would be required to pay on a weekly or annual basis. It was considered that as the options delivering the largest savings - maximum support and band cap - were not being recommended for adoption and a taper of 30% would be necessary in order to deliver a significant saving.

**Resolved:-** That the following amendments to the current Council Tax Support Scheme be approved to take effect from 1st April 2018, within the revised scheme:-

- 100% support for qualifying care leavers.
- A standard £10.00 deduction for non-dependants in employment and a standard £5.00 deduction for non-dependants not in employment.
- The introduction of a taper rate of 30%.
- Discretion is introduced into the Council Tax Support Scheme to limit the number of assessments for claimants in receipt of Universal Credit where there are only small changes to Universal Credit entitlement.

Mover:- Councillor Read

Seconder:- Councillor Alam

**132. RECOMMENDATION FROM CABINET - CALCULATION OF THE COUNCIL TAX BASE FOR 2018/19**

At its meeting on 15th January, 2018, the Cabinet considered a report in respect of the calculation of the proposed Council Tax Base for 2018/19 which sought approval by Council.

**Resolved:-** That the amount calculated by Rotherham Metropolitan Borough Council as its Council Tax Base and those of the Parish Councils shown at Appendix 1 for 2018/19 be a total of 69,240.35 Band D Equivalent Properties.

Mover:- Councillor Alam

Second:- Councillor Watson

**133. RECOMMENDATION FROM CABINET - INCREASE IN COUNCIL TAX EMPTY PROPERTY PREMIUM**

At its meeting on 15th January, 2018, the Cabinet considered a report in respect of the proposed increase in Council Tax Empty Property Premium.

From 2013/14 the Government introduced changes affecting the way that Council Tax was charged on certain types of empty property or second homes, by allowing Local Authorities increased discretion to set the level of charges locally.

One option available to Local Authorities was the introduction of a 50% Premium for long term empty properties which had been unoccupied and substantially unfurnished for a period of over two years. The principle of the introduction of the Premium was to incentivise owners to bring empty properties back into use.

The Council introduced the Council Tax Premium with effect from 1<sup>st</sup> April, 2013 with the 50% Premium being charged on the two year anniversary of a property becoming unoccupied and substantially unfurnished.

In the November 2017 Budget statement, the Chancellor of the Exchequer announced that authorities would be given the power to increase the Council Tax empty homes premium from the current level of 50% to 100% as further encouragement to owners to bring empty properties back into use.

No further detail has yet been released by the Government regarding the implementation timeline or any exceptions that may be introduced and the change would require legislation meaning the earliest implementation date cannot yet be confirmed.

**Resolved:-** That an increase in the Empty Property Premium from 50% to 100% from the 1st April, 2018 or any later date upon which the Autumn Budget 2017 provision to increase the Empty Homes Premium was implemented.

Mover:- Councillor Alam

Second:- Councillor Read

**134. RECOMMENDATION FROM CABINET - HOUSING REVENUE ACCOUNT RENTS & SERVICE CHARGES 2018/19**

At its meeting on 15th January, 2018, the Cabinet considered a report which sought approval for the proposed values for the setting of the housing rents, non- dwelling rents and service charges for 2018/19.

In October 2017 the Government confirmed details of future social rent policy from 2020, after the four-year period of 1% rent decreases ended.

The announcement confirmed that for the five years from 2020/21, providers would be able to increase rents, up to a limit of Consumer Price Inflation (CPI) plus 1% each year.

This report also considered proposed increases to charges for garages, garage plot sites, cooking gas and communal facilities including laundry services where provided, maintaining District Heating charges for 2018/19 and summarised the draft HRA budget.

**Resolved:-** (1) That dwelling rents be reduced by 1% for 2018/19 in line with the requirements outlined in the Welfare Reform and Work Act 2016.

(2) That there be a 3% increase to charges for garage rents, communal facilities, cooking gas and laundry facilities in 2018/19 in line with the increase in Consumer Price Index as at September 2017.

(3) That the unit charge per Kwh for District Heating Schemes remain at the same level as agreed by the Council in December 2017.

(4) That the draft Housing Revenue Account budget for 2018/19 be approved.

Mover:- Councillor Beck  
Alam

Seconder:- Councillor

**135. RECOMMENDATION FROM CABINET - HOUSING REVENUE ACCOUNT BUSINESS PLAN 2018/19**

At its meeting on 15th January, 2018, the Cabinet considered a report which detailed how the Housing Revenue Account (HRA) recorded all expenditure and income relating to the provision of council housing and related services, and the Council was required to produce a HRA Business Plan setting out its investment priorities over a 30 year period.

Following the introduction in 2012 of HRA self-financing, whereby the Council was awarded control over its HRA in return for taking on a proportion of national housing debt, Rotherham's HRA was in a strong position with a healthy level of reserves. However, a number of policies have been introduced by Central Government that resulted in a reduction to HRA resources.

Whilst significant savings were required to ensure the HRA Business Plan was balanced over the 30 year period the extent of these pressures had reduced somewhat following recent policy announcements; the most significant of which was the return of the previous rent formula from 2020-21 onwards i.e. CPI + 1% for five years. This policy change increased HRA balances by over £104m over the life of the plan.

This report provided a detailed technical overview of the current position and the reason for changes to the Plan and was to be considered alongside proposed 2018-19 rents, service charges and budgets.

**Resolved:-** (1) That the proposed 2018-19 Base Case for the HRA Business Plan and investment in services detailed within be approved.

(2) That the plan be reviewed annually to provide an updated financial position as new government regulations come into force.

Mover:- Councillor Beck  
Watson

Seconder:- Councillor

### 136. OVERVIEW AND SCRUTINY UPDATE

Councillor Steele, Chair of the Overview and Scrutiny Management Board, was pleased to introduce the Overview and Scrutiny Update, which covered the last two months of work.

Particular reference was made to the Emergency Planning Review which lead to training for all members and recommendations for the Major Incident Plan.

The Overview and Scrutiny Management Board had also looked at the review of the Council Tax Support Scheme and the effect this would have on Universal Credit.

In addition, consideration had been given to the Asset Management arrangements, the Medium Term Financial Strategy, the Budget and the use of consultants and agency staff.

The Improving Places Selection Commission had also focused on the Time for Action Enforcement Policy, the work with Doncaster on the Town Centre and the Waste Options Appraisal looking particularly at hard to reach groups.

The Health Select Commission had considered adolescent mental health and the associated pathways and the refresh of the Health and Wellbeing Integrated Strategy.

The Improving Lives Select Commission had been monitoring progress on the Council's function regarding CSE support and the Domestic Abuse Policy.

**Resolved:-** That the report be received and the update noted.

Mover:- Councillor Steele

Seconder:- Councillor Cowles

**137. NOTICE OF MOTION - REINSTATEMENT OF THE SECOND PUMP AT ROTHERHAM FIRE STATION**

Proposed by Councillor R. Elliott and seconded by Councillor Short:-

In order to provide the residents of Rotherham with a safe level of fire cover, fire fighters and equipment, overnight and, reduce the level of risk to fire fighters attending a fire related incident, this Council supports the need to re-instate the second pump together with the required number of fire fighters on the night shift at the fire station in Eastwood.

Councillor Read proposed and Councillor Watson seconded the following amendment for the motion to now read:-

This Council notes:-

1. That the government has cut funding to South Yorkshire Fire and Rescue Service (SYFRS) by £12.5 million since 2010; a 29% reduction in government funding.
2. That SYFRS expects a further cut of £1.4 million by 2019/20, and that SYFRS is subject to the same unclear policy of business rate retention from 2020 as local councils.
3. That these reductions in funding have resulted in a number of fire stations across the region needing to rely on Close Proximity Crewing and overnight Retained Resilience crews, and that the decision to reduce the staffing on the second appliance at Rotherham Fire Station to 11 hours a day was taken in 2013 following consultation.
4. That the number of accidental house fires in South Yorkshire decreased by 35% between 2001 and 2015, whilst the number of home safety checks delivered by SYFRS between 2006 and 2015 increased nearly tenfold.

This Council believes:-

1. That continued cuts to Fire and Rescue Services across the country puts lives at risk.
2. That prevention is better than a cure, and we welcome the work that SYFRS continues to do to prevent fires and promote fire safety.
3. In order to provide the residents of Rotherham with a safe level of fire cover, fire fighters and equipment, overnight and, reduce the level of risk to fire fighters attending a fire related incident, this Council supports the need to re-instate the second pump together with the required number of fire fighters on the night shift at the fire station in Eastwood when resources allow.

4. That any and all changes to fire services must be based on a robust risk assessment, prioritising the most effective measures to both prevent fires and to save lives.

This Council resolves:-

To support SYFRS, the Association of Metropolitan Fire and Rescue Authorities and the Local Government Association in pressing for a fairer funding arrangement for all fire authorities.

On being put to the vote the amendment to the motion was put and won and became the substantive motion.

On being put to the vote, the substantive motion was carried.

**138. AUDIT COMMITTEE**

**Resolved:-** That the reports, recommendation and minutes of the meetings of the Audit Committee be adopted.

Mover:- Councillor Wyatt

Second:- Councillor Walsh

**139. HEALTH AND WELLBEING BOARD**

The minutes of the Health and Wellbeing Board held on 10th January, 2018 would be reported to the next meeting.

**140. PLANNING BOARD**

**Resolved:-** That the reports, recommendation and minutes of the meetings of the Planning Board be adopted.

Mover:- Councillor Atkin

Second:- Councillor Tweed

**141. STAFFING COMMITTEE**

**Resolved:-** That the reports, recommendation and minutes of the meetings of the Staffing Committee be adopted.

Mover:- Councillor Alam

Second:- Councillor Watson

**142. RECOMMENDATION FROM STAFFING COMMITTEE - PAY POLICY STATEMENT 2018**

Further to Minute No. 60 of the meeting of the Staffing Committee held on 15<sup>th</sup> January, 2018 consideration was given to the Pay Policy Statement for 2018-19 which the Council was obliged to publish under Chapter 8 of the Localism Act, 2011

**Resolved:-** That the Pay Policy Statement for 2018-19 (Appendix 1) be approved.

Mover:- Councillor Alam

Second:- Councillor Watson

**143. LICENSING**

**Resolved:-** That the reports, recommendations and minutes of the meetings of the Licensing Board Sub-Committee and Licensing Committee be adopted.

Mover:- Councillor Ellis

Second:- Councillor Clark

**144. MEMBERS' QUESTIONS TO DESIGNATED SPOKESPERSONS**

**(1) Councillor Carter** explained Rotherham had got a raw deal from the Fire Authority with the cut to Rotherham's second overnight pump and asked could the Member guarantee that further cuts to frontline services in Rotherham would not happen under the current IRMP?

Councillor Atkin confirmed there were no further changes to frontline services in Rotherham contained within the 2017-20 IRMP.

In a supplementary question Councillor Carter asked if Councillor Atkin could guarantee under the current IRMP going forward there would be no cuts given the fact that it's a living document.

Councillor Atkin confirmed under the current IRMP there were no plans to cut services in Rotherham.

**(2) Councillor Carter** asked would Councillor Atkin accept that the IRMP was a living document and could, therefore, be amended at any point?

Councillor Atkin confirmed he did.

In a supplementary question Councillor Carter pointed out that as the IRMP was a living document, in a different financial position from when the IRMP was introduced, and therefore, services had been cut, why could the second overnight pump in Rotherham not be reintroduced.

Councillor Atkin confirmed the IRMP was a living document and within it there were recommendations. The removal of the second pump in Rotherham was a recommendation of the previous IRMP.

The recommendations within this IRMP indicated Doncaster's second pump would too be removed and Sheffield's second pump removed unless funds could be found to save it. Since the IRMP had been approved it had been reconsidered further, arising from the slightly better settlement, resulting in the additional recommendations to save the

second pumps at Doncaster and Sheffield. Unfortunately, it was not possible to look back at the second pump in Rotherham.

(3) **Councillor Carter** referred to Barnsley getting a new fire station, both Doncaster and Sheffield having their second overnight pumps protected and asked why have Rotherham's representatives allowed Rotherham's taxpayers to fund the bill for a worse service?

Councillor Atkin referred to the numerous communications that were circulated to Members and explained on last October a new fire station had been opened in Maltby which was a joint venture with the Police. This was to be officially opened by the Mayor on Monday.

Rotherham was somewhat blessed that it had four relatively new fire stations in the borough. He invited Councillor Carter to join him on a visit.

The fire station in Barnsley was in desperate need to be replaced.

(4) **Councillor Carter** asked did the Fire Authority representatives believe that Rotherham's taxpayers were getting value for money with the fire precept increasing year on year?

Councillor Atkin confirmed South Yorkshire Fire and Rescue had suffered severe cuts to its budget, having lost around £12.5 million in Government funding since 2010 – a 29% reduction. Throughout this period, the service had continually committed to providing the best service to local people within the resources available to it.

With considerable uncertainty over local Government finances beyond 2020, planned increases in the fire precept were a way of protecting the existing fire cover arrangements in place for both Rotherham and the whole of South Yorkshire.

#### 145. **MEMBERS' QUESTIONS TO CABINET MEMBERS AND COMMITTEE CHAIRS**

(1) **Councillor Carter** asked which of the other Councils in the Sheffield City Region have adult burial fees higher than Rotherham?

Councillor Hoddinott expressed her frustration with the 35 year contract with Dignity, but confirmed In Rotherham an adult burial would cost £2,268 for a 100 year exclusive right to the plot.

In Doncaster, whilst the cost for an adult burial was £1,892, it only provided a 50 years exclusive right and in order to purchase a further 50 years of exclusive right, a further fee would be payable thus making the charge for a 100 year exclusive right to a plot more expensive than Rotherham.



Barnsley and Sheffield were both less than Rotherham and Doncaster, but it was difficult to compare as different services and burial rights were provided.

In terms of questions 2 and 3 about cremation fees and fees to erect a new headstone in a local authority cemetery, Rotherham was the most expensive for those services.

In a supplementary question Councillor Carter asked as the Council had done its own analysis with similar authorities in the country showing the figures for burial were higher than average, what actions was the Council taking to try and reduce these fees for residents.

Councillor Hoddinott explained she had made representations to Dignity in terms of the rises in the fees. Dignity were in the process of setting fees for next year and this week Councillor Hoddinott had sought assurances that fees would be frozen. No positive response had been received. The fee increases above inflation were affecting residents who had commented that burial fees were expensive compared to other places.

In a supplementary in relation to Question 2 Councillor Carter asked what would be said to residents who were choosing other Local Authority cremation services due to cost.

Councillor Hoddinott shared the same concerns and would continue to raise these with Dignity as it was known residents were choosing other places because of the cost.

In a supplementary question in relation to Question 3 Councillor Carter asked as Councillor Hoddinott was part of the administration that signed the Dignity contract, would she agree with him that that the responsibility lay with her due to the ever increasing fees.

Councillor Hoddinott shared the frustration with the contract signed previously. If she could go back and change it she would. Councillor Alam, other Councillors and herself were consistently raising the concerns with Dignity and would continue to do so regarding the large increases in services and fees. More sensible proposals were expected.

**(4) Councillor Cowles** referred to the reference to Dignity on the 12<sup>th</sup> January, 2018 in the Rotherham Advertiser where Councillor Alam was quoted as saying “as a Council we need to be holding Dignity to account. There’s been a failure to manage the contract”. He asked could the Cabinet Member please explain exactly what was meant by that and what was proposed to do about it?

Councillor Hoddinott confirmed this quote came from a scrutiny review session held on Dignity where Members had been asked to look in detail at the contract due to concerns raised over last few months. A number of

recommendations were suggested and a number of improvements had been put in place. There was now a Performance Management Framework enhancing the scrutiny of contract delivery which would be reporting in March, annual reports would be provided to the Council and negotiation around the times of burials. The Cabinet Member was also keen to see them implement their promises about lower cost memorials.

A further report would be presented to Improving Places Select Commission where the progress of improvements and performance would be reported. In the meantime a change of management would take place to enhance delivery and performance of the contract to give priority to this being sustainable and efficient.

In a supplementary question Councillor Cowles confirmed this was essentially about costs and last year had raised a similar question. At the time Councillor Hoddinott said would deal with the issue. A Director from Dignity had indicated that having signed contract the company would manage the business as saw fit. Therefore, he asked was Councillor Hoddinott deliberately misleading the public with articles and statements in the paper and if this was the case did she not think she should apologise.

Councillor Hoddinott believed she had been open and honest and shared the frustrations. She would continue to get a better deal for residents. Cost was a big issue, but not the only issue and a number of others had been raised. The change in management for prioritizing this contract would ensure that the pressure would be kept on Dignity and the changes requested completed.

Councillor Hoddinott welcomed any support from other Councillors and asked for these to be raised formally. She was determined to challenge the Dignity contract and ensure Rotherham got a good deal.

**(5) Councillor Brookes** was not present so her question would be responded to in writing.

**(6) Councillor Hague** asked was the Cabinet Member satisfied that schools were responding appropriately to allegations made by children of sexual and physical abuse committed on school premises.

Councillor Watson confirmed that he was satisfied and fortunately these types of incidents were extremely rare. However, the Council had established reporting mechanisms for the reporting, recording and referral of such cases.

Where incidents of this nature were reported to the Council, various departments within Children and Young People's Services and wider partners were alerted and, support and guidance were provided to ensure appropriate actions were taken by the school. Given the distressing nature of these types of incidents and the inevitable involvement of other

agencies such as the Police, a discrete support package could be in place for an extended period of time within school.

Further, the Council was working with partners to ensure that schools were helped to understand the issues involved and find the right responses. The Barnardo's Reach Out project had been working extensively with schools across the borough, about seeing the signs of sexual abuse/exploitation in particular.

The Multi-Agency Safeguarding Hub provided a source of advice and help for schools, and had within it a designated Education Lead. In addition, the multi- agency CSE Evolve Team had built good links with schools across the borough, including through involving them in risk assessment processes. This all helped to ensure that children got the help they needed.

The Local Safeguarding Children's Board, LSCB, as an independent body required all schools to undertake an annual Section 11 audit, which provided a level of assurance. The LSCB provided scrutiny of all school policies and procedures in relation to any allegation of sexual or physical assault.

Where incidents involved external agencies such as the Police, confidentiality was paramount for the victim and alleged perpetrator to ensure any subsequent investigation was not compromised.

If this related to any individual experiences it was suggested that referrals be made to the Strategic Director for Children and Young People's Services for immediate investigation and response.

In a supplementary question Councillor Hague asked why were parents contacting himself and the Police directly to make allegations of sexual and physical abuse which occurred on school premises. The Head Teacher and senior staff were made aware of these incidents, which were criminal, and failed to report to the Police or relevant Council departments as required to do. Bearing in mind the failure of the Head Teacher and senior staff was the Deputy Leader still satisfied that school staff were aware of their responsibilities.

Councillor Watson was 100% certain that every Head Teacher in this authority was aware of their responsibilities. If they had not reported it, this was not the same as being aware. If Councillor Hague had a specific case he could discuss this further with the Deputy Leader and/or Strategic Director to move this forward.

Councillor Hague clarified the concerns had been reported promptly to Children's Services and the Police by himself.

(7) **Councillor Sansome** asked was the Autism Strategy for all ages?

Councillor Roche confirmed that the Autism Strategy was currently under development. This would be in two phases. The first phase focused on the transitional pathway from aged 14 through adulthood. The intention was to further develop the strategy to become an all age approach covering the whole life journey once the delivery of immediate actions reached sufficient maturity to facilitate this. Work was taking place with a range of partners to develop the Strategy including the CCG and RDaSH.

In a supplementary question Councillor Sansome asked if the Cabinet Member could outline the training Elected Members would receive who would sit on the Autism Strategy Board and consider adding a representative from CAMHS to the Board as they could bring more knowledge to the table.

Councillor Roche confirmed that RDaSH were invited to sit on the Autism Strategy Board and which included a representative from CAMHS. No current forms of training for Members had been identified, but sorting this was relevant to the Strategy. Assurances had been provided that any requirement for training could be arranged directly via the Council or through agreement with the voluntary sector.

(8) **Councillor Sansome** asked given last year the TRFT had come under massive pressure, with people having to wait many hours for treatment, what assurances could the Cabinet Member give that lessons have been learnt and residents were not facing the same lengthy waiting times before treatment.

Councillor Roche explained relationships between all partners across the Rotherham health and social care system were strong.

Since 2016/17, new governance arrangements had created an Accountable Care Partnership and have formalised the ambition to work as a whole system. Rotherham CCG submitted a robust winter plan to NHS England in September 2017. This highlighted the key actions across the system to support winter pressures and build on the lessons learnt from the previous winter. This included the following which have all been implemented and were showing signs of success:-

- Investment in reablement capacity through the independent sector.
- Investment in a lead officer to support the reduction in Delayed Transfers of Care (DTOC).
- Investment in Age UK to support patient discharges to their own home.
- Identification of additional winter pressures beds (care home) with agreed wrap around support from community services.
- Development of an ambulatory care unit to support appropriate assessment of patients prior to admission.

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- Development of an integrated frailty team to support hospital avoidance at the front end.

The current DTOC position was under the National Target of 3.5%. Rotherham had successfully reduced the DTOC levels from 4.1% in September 2017 to 1.8 in October and 2.4 in November 2017. Early indication of December figures was that DTOC would remain under the 3.5% target. In relation to 4 Hour Performance, the Rotherham Foundation Trust (TRFT) and the system as a whole have had a challenging winter period in line with the rest of the country. For the month of December TRFT were ranked 49<sup>th</sup> out of 137 (1 being the best, 137 being the worst). Performance (Percentage of people seen in under 4 hours) stood at 85.6%. As a comparison Doncaster was 88.5%, Barnsley 85.9% and Sheffield 85.5% so Rotherham was in line with its South Yorkshire neighbours. Obviously not satisfied with this reason for this related to Government cut backs and ultimately was placed in context. A few concerns had arisen which were being resolved.

In a supplementary question Councillor Sansome asked could the Cabinet Member confirm that avenues of communication were open with care homes that may have spare capacity and skills to deal with needs of patients.

Councillor Sansome and his ward colleagues were aware of spare capacity and skills at Mowbray Manor and it would have been helpful if the TRFT and RMBC could reduce pressure on the hospital by using up spare capacity which was available in care homes.

Councillor Roche explained care homes were only a piece of the picture and within the context of an independent NHS that had been cut back and driven towards privatisation. This was set against nursing figures nationally and the difficulty with recruitment. It was a similar picture for doctors. The issue about winter pressures and beds was a lot to do with Government priorities. The hospital trust was working with the Council in reducing transfers of care and with care homes identifying winter pressure beds. It was of primary importance to support people in their homes.

Councillor Roche was aware of bed vacancies and a system was in place to alert the Council on a daily and weekly basis as to capacity and these details were sent on to the hospital.

(9) **Councillor B. Cutts** asked could the Cabinet Member support him to reinstate the bus shelter on Wickersley Road/Middle Lane, recently demolished by a lorry? The shelter was adjacent to and, therefore, serviced the Old People's Bungalows in Durham Place.

Councillor Lelliott confirmed South Yorkshire Passenger Transport Executive were responsible for the management of bus shelters. They have been notified of the situation and have confirmed that they were taking measures to address the damage to the shelter as soon as

possible. The timescale for these works was six-eight weeks. If this had not been completed Councillor Lelliott asked Councillor Cutts to contact her again and she would chase it up on his behalf.

(10) **Councillor Napper** asked who set the criteria for road safety measures, i.e. speed limits, speed humps and traffic calming measures?

Councillor Hoddinott confirmed Rotherham was part of the South Yorkshire Safer Roads Partnership and they provided the framework for road safety measures which followed the guidance directed and regulated by the Department for Transport.

The main criteria the Council were measured and monitored on was "Killed or Seriously injured on roads".

Road safety was of particular interest to Members and as a result an information sharing seminar had been arranged for the 13<sup>th</sup> February, 2018 and provided an opportunity for members to learn more about road safety works and ask questions of officers.

In a supplementary question Councillor Napper referred to the need for speed limits on roads in his own ward on Moor Lane North and Hollings Lane, both of which had had fatalities in the past and he asked if this could be looked at it rather than waiting for someone to be killed.

Councillor Hoddinott confirmed the seminar would explain how accidents statistics were used to inform the work going forward. The specific reference to the roads would be forwarded on as similar issues were of concern in Councillor Hoddinott's own ward. Speed was of concern and the Council needed to look at safety measures and working with the Police and enforcement.

(11) **Councillor Carter** asked given that a puffin crossing on Bawtry Road in Brinsworth had been agreed in principle, when would work start on this project?

Councillor Hoddinott explained that the proposal partially met the criteria. Works were prioritised for available funding and this project had not yet got to the top of the list. No timescales were available as yet.

In a supplementary question Councillor Carter confirmed a further accident on Bawtry Road had taken place with significant damage to cars. Given this fact he asked the Cabinet Member where on the list was this project and would she guarantee there was funding available in the budget to get this enacted.

Councillor Hoddinott was unable to confirm the project's location on the list. In terms of funding this area had received significant cuts by the Government and was likely to disappear in the future.

(12) **Councillor Carter** explained Jamie from Eastwood had written to him recently concerned that Eastwood was infested with rats and he asked what the Council was doing to combat this?

Councillor Hoddinott confirmed she also received reports from Jamie and gave assurances these were reported into the service to be dealt with.

The Council had carried out seven treatments for rats in Eastwood in the last six months.

In a supplementary question Councillor Carter asked if there were seven treatments in the last six months was this an increase or decrease on the previous few years.

Councillor Hoddinott was unable to confirm and would be happy to provide this information in writing.

(13) **Councillor Carter** asked at a time when homelessness was on the increase, could the Council explain why they have failed to use existing powers to take over properties that have been empty for over two years?

Councillor Beck confirmed homelessness was a national challenge and the plight that homeless people felt every day was taken seriously here in Rotherham.

He refuted the question that the Council had failed to use existing powers. He outlined a number of actions the Council had taken with some success where enforced sale powers have been used to recover debts associated with the property, examples given were in Maltby and Dinnington where owners had sold properties they were doing nothing with.

Even at today's meeting approval had been to implement a maximum charge for empty properties.

Discussion was also to take place with over one hundred owners across the borough that had properties empty for more than two years. Occasionally the Council had stepped in to buy properties through the Housing Revenue Account and bring them back to a fit standard and decency and let them as Council provided accommodation.

Councillor Beck had had taken note that the Liberal Democrats were keen to raise the issue of empty properties and use of empty dwelling management orders. He found this hypocritical as certain facts had been eluded from the press.

Councillor Beck referred to how in 2011 the Government extended the amount of time from six months to two years for Councils having to wait to work with landlords and owners of properties to bring them back into fit use.

In a supplementary question Councillor Carter referred to research done over the use of empty dwelling management orders in Rotherham which had been zero given there were over eight hundred properties and again he asked why had the Council not used these powers and more proactively got these properties into use.

Councillor Beck had no further comment.

(14) **Councillor Jepson** asked would the Cabinet Member consider allocating money within her budget for next year to cleaning and repairing street and road signs throughout the borough in order to improve its appearance and ensure the safety of its residents.

Councillor Hoddinott explained the Council already had a budget for this in terms of street signs and appreciated the importance so had no proposals to reduce. If there were any particular concerns the Cabinet Member asked Councillor Jepson to advise. Having checked with the service there were only six signs currently awaiting installation which meant the service was fulfilling the demand. Members were also advised that if there were any particular issues in their own wards they could also use their devolved budget.

In a supplementary comment Councillor Jepson explained there were a number of road signs in his own ward which were unreadable and presented the wrong impression of the borough. He was more than happy to take forward a conversation with the Cabinet Member and officers.

Councillor Hoddinott was happy to do this.

(15) **Councillor B. Cutts** asked what circumstances determined or allowed planning applications with contention to be determined “behind closed doors”, by Chair and Vice-Chair with Planning Officers when no applications, without contentions were determined by the Planning Committee “in public”?

Councillor Lelliott explained planning applications were determined in accordance with the Council’s adopted scheme of delegation.

Section 101 of the Local Government Act (1972) allowed a Local Planning Authority to arrange for the discharge any of its functions by a committee, sub-committee, or an officer or by any other local authority. The Act stated that it was in the public interest for the local planning authority to have effective delegation arrangements in place to ensure that decisions on planning applications, that raised no significant planning issues, were made quickly and that resources were appropriately concentrated on the applications of greatest significance to the local area.



In summary the scheme of delegation delegated decision making to officers for a wide range of planning matters including to approve small scale applications where no objections have been received and to refuse small scale applications (even where objections have been received).

Applications where there have been no more than five objections are considered in conjunction with Chair and Vice Chair of Planning Board. Major applications, which have strategic implications for the Borough and any application with more than five objections (where the recommendation was to approve) were automatically referred to Planning Board.

Members were advised that Rotherham's Planning Department was the number one in the country for both major and minor applications.

In a supplementary question Councillor Cutts referred to his own circumstances which had occurred over the last two months and was unable to absorb the answer.

Councillor Lelliott reconfirmed Section 101 of the Local Government Act (1972) allowed a Local Planning Authority to arrange for the discharge any of its functions by a committee, sub-committee, or an officer or by any other local authority. The Act stated that it was in the public interest for the local planning authority to have effective delegation arrangements in place to ensure that decisions on planning applications, that raised no significant planning issues, were made quickly and that resources were appropriately concentrated on the applications of greatest significance to the local area.

**(16) Councillor Carter** asked if Sheffield and Barnsley could manage to fix street lights within a working day, why were Rotherham residents having to wait three times longer, and were therefore getting a worse service?

Councillor Hoddinott confirmed the average time for the Council to fix a street light was around two days and was happy to report that the street lighting service was a finalist for the Association of Public Service Excellence.

It was difficult to compare repairs as some were easy to repair if it was the light and the column, but there could be delays if the repair related to supply when this would have to be passed to Northern Power Grid. Their reported longest delay had been twenty days and these were circumstances beyond the Council's control.

In a supplementary question Councillor Carter asked about the statistics received which had related to the financial year 2016/17 and asked if Rotherham residents were having an improvement in their service, which was still behind Sheffield and Barnsley.

Councillor Hoddinott pointed out that the servicing of street lighting was improving. The Council had approved an invest to save bid to replace street lighting with LED lights. These lights were lasting longer with less on them to fix.

(17) **Councillor Jepson** referred to last year an area of woodland at Greenlands Park, North Anston was sold off by the Council. He asked could the Cabinet Member ensure that some of the proceeds of this sale were reinvested in the park to provide additional recreation facilities for the benefit of the local community.

Councillor Yasseen explained the area of woodland that that Councillor Jepson was referring to had not yet been sold. Asset Management had been working with Greenspaces following a request from a resident that backed on to the area of woodland in question, to purchase an area of woodland that was not accessible from the park.

A report was to be considered at the next Asset Management Board (12<sup>th</sup> February, 2018) that would consider this request, and if supported would be considered by the Assistant Director of Planning, Regeneration and Transportation (under the scheme of delegation). Consultation has taken place with the Ward Members and local groups and these comments were included in the report following consultation with the appropriate Cabinet Members.

Capital receipts were not ring-fenced for specific requests and such funding went in to central finance in order to meet the Capital receipts target. Funding for recreation facilities and related work should come through the usual route and via requests to the relevant service.

Ward Members were advised that they could use their devolved budget to enhance their local areas, such as green spaces, for local benefit and every effort was being made to work more proactively with Ward Councillors.

In a supplementary comment Councillor Jepson confirmed he was not aware the sale had not gone through. He asked if some money could be used to top up the green spaces to get something done in the park. This was a Council owned park and he hoped some of the money could find its way back in.

Councillor Yasseen would forward on the request.

(18) **Councillor Carter** asked if the administration believed that the Kingdom litter enforcement trial had been a success in cleaning up the town centre?

Councillor Hoddinott was pleased to confirm it had. This had been considered at an excellent cross party scrutiny session that had come up with a similar view and made some excellent recommendations about the way forward.

In a supplementary question Councillor Carter asked, given the decrease in footfall and the withdrawal of some retail, did the Cabinet Member think the Kingdom enforcement trial was distracting people from the town centre.

Councillor Hoddinott had received feedback from residents around litter and behaviour of a small minority of people deterring them from the town centre. Councillor Lelliott was dealing with the regeneration and provided feedback from the Voice meetings.

The trial had addressed some of the social concerns around litter enforcement and combined with the introduction of the public space protection order over street drinking would seek to assist Rotherham with becoming a thriving town centre going forward.

**(19) Councillor Cowles** referred to the 'Local Plan' and the 'Masterplan' progressing, but whenever there was discussion or in the press about the future developments the Cabinet Member for Housing referred to the use of developers to do the work and asked why could we not do more ourselves with more local involvement of Rotherham people?

Councillor Beck explained the majority of the new properties were delivered by the private sector. This was the case nationally and in Rotherham.

It was noted that as part of the site clusters programme, which would deliver 217 new homes, the Council as the developer and the land owner was employing Wates Living to use local labour and local apprentices to build the new homes.

In a supplementary question Councillor Cowles sadly reported the message from Government was clear - cut until you fail and even if there was an alternative Government any increase in funds could be short term.

It was time to look to the future. Councillor Cowles assumed the Cabinet Member had heard of ARCH and other property companies and if not, why no. This was a strategic partnership with the Council in Northumberland.

Councillor Cowles had not had an opportunity to speak to the Council, but he would. He was aware of some issues, but these were complete. This company was to be closely aligned to Northumberland County Council and operated as a commercial scheme, not only driving economic regeneration in the north, but providing the returns on the investment. It

helped protect services and budgets and supported homes and jobs and had returned £5 million to the Council.

Councillor Cowles asked, before everyone screamed about Carillion, why Rotherham could not do the same with this property company, which was subject to public scrutiny.

Councillor Beck was familiar with what described. A piece of work had been undertaken to look at the business case for a special housing delivery vehicle and to look at ways it had been done. A proposal was certainly not off the table and the Council was interested in exploring and keen to adopt innovative way of delivering new housing. He considered the points raised by Councillor Cowles to be fair and would look to see how the approach could be broadened to the housing market in Rotherham.

(20) **Councillor Cusworth** referred according to the ONS “An estimated 1.9 million adults aged 16 to 59...experienced domestic abuse in the last year” March 2017 and asked what was Rotherham doing to prevent incidents of domestic abuse, support victims of abuse and aid prosecutions for domestic abuse related incidents.

Councillor Hoddinott advised there were over 6,000 people in Rotherham affected by domestic abuse that reported it and that was a rise on the year before.

The Council and its partners were acutely aware of the prevalence of domestic abuse and were working hard to address the issue and provide support services. A Domestic Abuse Strategy had recently been agreed to improve the co-ordination between the service. Service users had reported how excellent services were, but this was not always joined up and recognised. A part of this a charter had been developed with partners about expectations of how organisations dealt with domestic abuse and what training and support was available.

Next month would see the launch of a perpetrator programme and it would be interesting to see how this progressed.

Scrutiny were thanked for the work they had undertaken on domestic abuse, for raising issues and shaping the strategy.

Tomorrow a peer review was also taking place with regards to the domestic abuse service and how to work together with partners. This was the first of its kind in the country and officers were thanked for their involvement in this. It was important to seek assurances about how services were developed.

**(21) Councillor Williams** referred to the announcement earlier last year that firms such as McLaren and Boeing would be building factories in the Advanced Manufacturing Innovation District. This was obviously welcome news and asked was there any evidence to show these investments were having a wider beneficial impact on the local economy?

Councillor Lelliott confirmed Rotherham had a proud history of engineering excellence – these investments showed how the work being delivered through the Economic Growth Plan was taking the local economy forward, building on Rotherham's traditional strengths and creating the necessary conditions to attract high value wealth creating jobs in advanced manufacturing which have spill over benefits across the borough.

Investment like McLaren's was expected to generate a further £100 million of additional Gross Value Added for the economy and create at least 370 jobs including 250 in the McLaren production facility at the AMP in Rotherham. Boeing was expected to add £70 million of GVA and create 260 jobs resulting from direct employment and in the supply chain and service sector.

In a supplementary question Councillor Williams was pleased to learn that big international companies like Boeing were calling Rotherham their home and asked the Cabinet Member if she could explain what the impact had been for our employment levels here in Rotherham.

Councillor Lelliott confirmed the investments were fantastic and showed that Rotherham was the eighth fastest growing economy in the country. Figures released today indicated that the employment rate had risen by 2.6% from 71% to 73.6% and the gap between the economic activity rate of the UK had narrowed from 5% to 3.1%.

**(22) Councillor Carter** referred to the Council's own forecasts that "fly-tipping incidents across the borough were projected to increase by 5% during the current financial year" and asked how did the Council plan to combat this?

Councillor Hoddinott explained this was a projection and everything would be done to ensure this was not the case. Fly tipping was a priority in Labour's manifesto and stressed the importance of keeping to manifesto commitments, so over the last two years, the Council's enforcement capabilities had increased significantly in terms of methods to detect and deter fly tipping and additionally new legislation allowing for:-

1. Quicker enforcement through £400 fixed penalty notices for some offences.
2. Use of new powers to seize and keep vehicles used in fly tipping offences to prevent further offences.

During the current financial year the Council has seized fourteen vehicles suspected of being involved in fly-tipping; successfully prosecuted seven companies/individuals for fly-tipping with more awaiting hearings at Court over the next few months.

In a supplementary question Councillor Carter asked given the changes to the waste collection services over the coming months would the Cabinet Member agree that there was a risk of further fly tipping.

Councillor Hoddinott pointed out changing the waste collection service was not a license for fly tipping and there was no excuse for the behavior now or in the future. Clear take action would be taken against people who were fly tipping offenders.

**(23) Councillor Sansome** asked what impact would the collapse of Carillion have on the residents of the borough.

Councillor Lelliott advised she was not aware of any direct contracts between Carillion and the Council. It was understood that Network Rail had Carillion as the main contractor for the Tram Train between Sheffield and Rotherham. The SYPTE have reported that the remainder of the contracts for the tram train would continue to be implemented and the scheme completed.

In a supplementary question Councillor Sansome asked, taking into account the few number of contracts at risk, was there a future position where those contracts would be brought in-house and would the Cabinet Member lead on a task force on the fallout of the small numbers involved to protect employment and business.

Councillor Lelliott pointed out it was early days and further investigation was required. Carillion was a major employer and with offices in Sheffield and employees from Rotherham the Council shared the concerns and was supportive of those affected.

**(24) Councillor Carter** referred to April from Manvers who felt she had to take her plastics to her mum's house in a neighbouring Council area so that it could be easily recycled. He asked would the Member agree that not recycling plastic at the kerbside meant that Rotherham's recycling policy only benefitted the few, not the many?

Councillor Hoddinott was sorry that April felt she had to transport her plastic. There was provision in the borough for her to take her plastic to recycle at the household recycling centres and bring-sites. Consultation was currently taking place on the waste collection service. A number of responses had been received and would be responded to accordingly.

In a supplementary question Councillor Carter asked, assuming the changes go through and the general bin size goes down, how would the Cabinet Member respond to residents whose household were unable to fit

all their general waste in their black bin and did not have the facility to visit the recycling centres by car.

Councillor Hoddinott confirmed residents who say they were struggling at the moment from the modelling for a normal family should be able to cope with a smaller bin size with the waste they produced. Other areas had introduced smaller bins and that had brought about an increase in recycling because of the need to give careful consideration as what went into the bin and the need to separate this out.

There had been a number of responses on this issue and Councillor Hoddinott was keen to understand why and further consideration was needed to look at how to reduce the amount of waste produced in the first place. Comments about supermarkets and packaging were a national issue and action was needed to see how this too could be reduced.

**(25) Councillor Carter** asked did the Cabinet Member believe that the parking enforcement regime was a success in the town centre?

Councillor Lelliott agreed in general.

In a supplementary question Councillor Carter asked, given free parking on the lead up to Christmas which potentially reduced to mitigate the impacts of Parkgate and Meadowhall, would the Cabinet Member look to introducing this all year round to increase footfall in the borough.

Councillor Lelliott confirmed she would consider all proposals. Free parking was currently available all year round with two hours free parking on the Forge Island site.

**(26) Councillor Jepson** had already left the meeting so was unable to ask his question. A response would be provided in writing.

**(27) Councillor Cusworth** asked could the Cabinet Member please tell her what the Council was doing to support the start-up and growth of small businesses in the borough?

Councillor Lelliott advised the Council provided a start-up advisory service through RiDO which was embedded in the business centre offer. At any one time there was over 120 businesses resident in four business centres - Fusion at Magna, Moorgate Crofts, Matrix at Dinnington and Century at Manvers. These businesses provided over 1,000 local jobs.

The three year survival rate of businesses in RiDO business centres was 79.6% which was significantly higher than the national figure of 60.8%. In the nine months from April, 2017 the team had worked with 182 potential new entrepreneurs and helped 21 businesses to start up.

At 93% occupancy the centres were near to capacity which was why the construction of a new centre had been included in the Economic Growth Plan. The Council was currently working on opportunities to draw down external grant funding to help deliver this.

(28) **Councillor Cowles** asked at the end of the consultation process into waste management, would the Cabinet Member please hold a Council seminar covering the top ten issues raised by the public and whatever innovative solution had been reached to solve them. He gave an example of a Council who had six bins causing utter chaos on collection day along some roads.

Councillor Hoddinott confirmed that a six bin proposal was not an option.

In terms of the consultation process it was not thought that a seminar was the right environment for such a discussion, but the information from the consultation survey, drop in sessions and public feedback would be published. The final proposals would also be subject to a thorough discussion in the Overview and Scrutiny Management Board prior to any Cabinet decision being taken.

(29) **Councillor B. Cutts** withdrew this question at the meeting.

(30) **Councillor B. Cutts** asked as a result of the experience with grooming and exploitation had the Council made any representation to Government to request a National Standard for the control of taxi licensing to allow us to prevent “none locally licensed” taxis operating in Rotherham.

Councillor Hoddinott confirmed Elected Members and officers and also victims and survivors have taken every opportunity to raise concerns regarding the lack of national standards and the ability of “out of town” vehicles to operate in Rotherham. Councillor Ellis as Chair of Licensing was invited to provide information on the work that had been undertaken to date.

Councillor Ellis confirmed this was an issue and she and the members of the Licensing Board found it increasingly frustrating that out of town vehicles could operate in the borough. However, the Board had been diligent in taking up this cause and had spoken to many people and organisations including the Local Government Association, Department for Transport, Transport Minister, Members of Parliament and the Deputy Mayor of London to lobby Government for a change in the legislation.

Even yesterday Rotherham’s dedicated Licensing Manager was in London at a task group talking to people about experiences here in Rotherham. He was also sharing the top three issues Government were being lobbied for which were cross border hiring, the problems it brought, a national database and outdated legislation. Those people on the



Licensing Board and who had attended the training, were aware that the legislation was outdated and not fit for purpose.

Rough calculations of audience figures where Rotherham had been invited to deliver presentations at national training events and conferences reached around 200-300 authorities and 60-70 councillors. Other Councils and Councillors had also visited Rotherham and shared experiences and were particularly interested and engaged.

Rotherham had not waited for Central Government to change legislation, but had been proactive in dealing with problems, contacting other authorities and taking the initiative.

Information had been shared about Rossendale who had gone as far as to change their Licensing Policy to reflect vehicles had to be predominantly used within its borough and action taken to drivers for those who went beyond a thirty mile radius.

Rossendale had not gone as far as Rotherham with the installation of CCTV in its cabs, but it was pleasing to learn they had reviewed their policy and like Rotherham were seeking to protect all members of the public using taxis and taxi drivers themselves.

In a supplementary question Councillor B Cutts was pleased to see things were going in the right direction. As these subjects were very important he asked if more information could be provided or a seminar held to share some of the good news stories and best practice.

Councillor Ellis noted the request and confirmed all the Licensing Board and Licensing Committee received regular updates and training. Whilst the process was not yet perfect the Licensing process in Rotherham was very much improved system and service.

(31) **Councillor Jepson** had already left the meeting so was unable to ask his question. A response would be provided in writing.

(32) **Councillor Napper** asked what was the remit of RMBC's new officer to investigate extremism in Rotherham?

The Leader confirmed that if he had understood the question correctly, it related to the job of a new Community Co-ordinator funded by the Counter Extremism Unit who was funding a network of 42 Community Co-ordinators in key local authority areas, of which Rotherham was one due to the difficulties experienced such as the far right marches in previous years.

The role was not to investigate extremism, but to help build stronger community resistance to it, in whichever communities it may occur. The Leader was sure the officer would be happy to meet with Councillor Napper if that would be helpful.

In a supplementary question Councillor Napper asked if this covered all forms of extremism of whichever quarter it came from.

The Leader confirmed it did.

(33) **Councillor Napper** asked since 2015 how many jobs have been lost in RMBC and how many management post jobs have been employed?

Councillor Alam confirmed since 1st April, 2015 there had been a reduction of 313 FTE (Full Time Equivalent) posts. During this period there have been 291 redundancies and these have been posts at all levels across the organisation. The Council would have to have a more detailed look at each redundancy to establish how many were management posts, this work was underway and Councillor Alam would provide Councillor Napper with a direct response.

In a supplementary question Councillor Napper asked how many new management posts had the Council engaged since losing lower paid positions.

Councillor Alam confirmed a number of senior managers had been recruited and would include this with his written answer.

(34) **Councillor Simpson** asked could the Council update residents of Brinsworth and Catcliffe about the use of land adjacent to exit 33 of the M1, especially with regard to pollution above and below ground.

Councillor Lelliott confirmed an outline planning application had been submitted to the Council, and was currently being considered, for a proposed motorway service area at Junction 33. This will be considered at Planning Board sometime around April/May this year.

The application was accompanied by a number of detailed technical reports. The application and details relating to pollution could be accessed as part of the public on the Council website

(link: <http://rotherham.planportal.co.uk/?id=RB2017/1347>)

**146. URGENT ITEMS**

There were none.

**WRITTEN ANSWERS**  
**FOR COUNCIL -**  
**ADDENDUM**

**24<sup>TH</sup> JANUARY, 2018**



*Metropolitan Borough of Rotherham*

***Rotherham Town Hall,  
The Crofts, Moorgate Street, Rotherham, South Yorkshire. S60 2TH  
Telephone 01709 822722/1  
Facsimile 01709 822734***

1<sup>st</sup> February, 2018.

Councillor Amy Brookes.

Dear Councillor Brookes,

Council – 24<sup>th</sup> January, 2018

As you were unable to attend the Council Meeting on the 24<sup>th</sup> January, 2018 you were unable to ask your question and agreement was given to provide this in writing.

Your question related to work experience being a vital part of education which could hugely affect career choices for the future and you asked what was the Council doing to help young people in Rotherham build meaningful experiences of the working world before they left school.

This question was timely because the Government has recently released a new version of the statutory guidance, 'Careers guidance and access for education and training providers - Statutory guidance for governing bodies, school leaders and school staff'.

The revised guidance goes into some detail regarding the requirement on schools for meaningful employer contacts for students and workplace visits.

The Council, via the Careers and Enterprise Advisers in Rotherham, supported the matching of industry leads with senior leaders in schools to support the maximising of opportunities for work experience for pupils.

This scheme both supported and challenged the links that schools have with employers and how pupils were preparing for the world of work.

The Council also supported schools to optimise participation in the Local Employment Advisory Forum events and brokered links between schools and employers to facilitate business engagement in the curriculum.

You will be pleased to hear that there was some excellent joined up working with colleagues across the Council departments to ensure there was a range of meaningful work experience opportunities for Rotherham's young people, including collaborative work across Environment and Regeneration, Early Help and Education and Skills.

I trust this answers your question, but if I can help further in any way please let me know.

Yours sincerely,

***G. Watson***

Councillor Gordon Watson,  
Deputy Leader of the Council.



*Metropolitan Borough of Rotherham*

***Rotherham Town Hall,  
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19th February, 2018.

Councillor Adam Carter,

Dear Councillor Carter,

Council – 24<sup>th</sup> January, 2018

Further to your supplementary question at Full Council, officers have provided the data for the last two years, which indicates that the Council treated 31 cases relating to rats and 4 relating to mice for the period 20th January, 2016 to 19th January, 2017.

The total figure for 20th January, 2017 to 19th January, 2018 is 18 rats plus 1 mouse. Therefore, the level of treatment for the last year compared to the previous year is lower.

I hope that answers your question.

Yours sincerely,

***E. Hoddinott***

Councillor Emma Hoddinott,  
Cabinet Member for Waste, Roads and  
Community Safety.



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2nd February, 2018.

Councillor Clive Jepson.

Dear Councillor Jepson,

Council – 24<sup>th</sup> January, 2018

As you had to leave the Council Meeting on the 24<sup>th</sup> January, 2018 you were unable to ask your question and agreement was given to provide this in writing.

Your question was “If only half or less of the households in Rotherham sign up to pay the new green waste disposal charges, what effect will this loss of revenue have on the viability of the proposed scheme?”

I can confirm the way officers have modelled the scheme is that it pays for itself appropriate to the level of take up, although clearly if only a tiny number of people decided to do so we would have to consider whether this was viable. At the moment the consultation suggests, perhaps a third of people would chose to pay for the service if it was no longer available for free, which would make it sustainable going forward.

I trust this answers your question, but if I can help further in any way please let me know.

Yours sincerely,

***E. Hoddinott***

Councillor Emma Hoddinott,  
Cabinet Member for Waste, Roads and  
Community Safety.



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2nd February, 2018.

Councillor Clive Jepson.

Dear Councillor Jepson,

Council – 24<sup>th</sup> January, 2018

As you had to leave the Council Meeting on the 24<sup>th</sup> January, 2018 you were unable to ask your question and agreement was given to provide this in writing.

Your question was some time ago members were asked for their views on changing the timing of Council meetings to enable more members of the public as well as Councillors to attend. What was the outcome of this consultation and have any changes been considered.

The options offered in the survey for time for Council meetings to commence were 2.00 p.m., 4.00 p.m., 5.30 p.m. or 7.00 p.m.

70% of Members who responded favoured continuing to commence Council Meetings at 2.00 p.m. In view of this level of response it was not considered appropriate to seek to change the start time of Council meetings. However, nothing is set in stone, forever, and this question should probably be reviewed at the start of every term of the Council following all-out elections.

The Council webcasts its meetings and, therefore, the public can watch proceedings live or later through the website facility

Whilst it is important that meetings are accessible to the public, they must also be held at a time that the majority of Councillors can make so that no one is deprived of representation.

The Improving Lives Select Commission now meets at 5.30 p.m. on an evening and has had no noticeable impact in respect of improved attendance by Councillors or the public.



I trust this answers your question, but if I can help further in any way please let me know.

Yours sincerely,

*C. Read*

Councillor Chris Read,  
Leader of the Council.



*Metropolitan Borough of Rotherham*

***Rotherham Town Hall,  
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Telephone 01709 822722/1  
Facsimile 01709 822734***

31<sup>st</sup> January, 2018.

Councillor Alan Cowles,

Dear Councillor Cowles

Council – 24<sup>th</sup> January, 2018

The Strategic Director has asked me to assist you by answering your question in full Council on the rollout of superfast broadband coverage and in particular the two examples of Upper Whiston and Wath that cannot receive superfast broadband.

It is worth noting that the Superfast South Yorkshire (SFSY) programme was setup to deliver broadband to areas of South Yorkshire that BT or Virgin did not consider commercially viable and were therefore excluded from their own rollout plans. The council have some control over the SFSY programme but we do not have any influence over the provider rollout plans. The two areas you mentioned are both within the providers rollout plans rather than the SFSY plan.

The latest total superfast broadband are as below (23/1/18)

South Yorkshire = 95.05%

Area	Superfast Coverage
Barnsley	94.8%
Doncaster	95%
Rotherham	95.7%
Sheffield	94.7%

It is also worth noting that these figures are for the upgrade of the infrastructure. Once these have upgrades have taken place it can take a number of months before providers offer customers superfast deals.

I have checked a number of random addresses within the areas you have highlighted as having issues, but all that I checked are all able to receive superfast broadband from at least one provider. I would be happy to assist you further by looking into specific residents' issues if they would be happy for you to share their postcode details with me.

It may be helpful for both of us to meet with Luke Sayers, Assistant Director, to discuss the topic in more detail. Please let me know if this would be helpful and I will arrange a meeting.

I trust this answers your question, but if I can help further in any way please let me know.

Yours sincerely,

*S. Alam*

Councillor Sagir Alam,  
Cabinet Member for Customer Services  
and Finance.



*Metropolitan Borough of Rotherham*

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19<sup>th</sup> February, 2018.

Councillor Alan Napper.

Dear Councillor Napper,

Council – 24<sup>th</sup> January, 2018

Further to your question at full Council where you asked since 2015 how many jobs have been lost in RMBC and how many management post jobs have been employed?

I responded at the meeting that since 1st April, 2015 there had been a reduction of 313 FTE (Full Time Equivalent) posts. During this period there have been 291 redundancies and these have been posts at all levels across the organisation. I explained in my response that I would need to respond to you separately to ascertain the number of management posts.

I have now received this information and can confirm that from the 291 redundancies, 141 posts had some level of managerial responsibility and the table below provides that breakdown:

Year	M4	M3	M2	M1	Non Management	Total
2015/16	0	5	38	23	71	137
2016/17	2	4	26	21	67	120
2017/18*	0	2	14	6	12	34
<b>All</b>	<b>2</b>	<b>11</b>	<b>78</b>	<b>50</b>	<b>150</b>	<b>291</b>

M4 is the higher graded manager role and most of our Service Manager types of roles tend to fall in the M3 bracket. The **proportional reduction of each workforce group is below:**

<b>M4</b>	<b>10%</b>
<b>M3</b>	<b>14%</b>
<b>M2</b>	<b>8%</b>
<b>M1</b>	<b>6%</b>
<b>Non Management</b>	<b>5%</b>

As part of your supplementary question you also asked how many new management posts have we engaged since losing lower paid positions. Unfortunately, it is difficult to be able to get this information accurately.

I trust this answers your question, but if I can help further in any way please let me know.

Yours sincerely,

*S. Alam*

Councillor Sagir Alam,  
Cabinet Member for Customer Services  
and Finance.

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## Summary Sheet

### Committee Name and Date of Committee Meeting

Council – 28 February 2018

### Report Title

Petition – Provision of In-house Services for Vulnerable Adults in Rotherham

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

No

### Strategic Director Approving Submission of the Report

Shokat Lal, Assistant Chief Executive

### Report Author(s)

James McLaughlin, Democratic Services Manager  
01709 822477 or james.mclaughlin@rotherham.gov.uk

### Ward(s) Affected

All

### Summary

A petition has been submitted by Unison containing 6,569 signatures calling upon the Council to ensure that there are adequate in-house services for vulnerable adults in Rotherham and to keep open the Addison and Oaks Day Centre.

Under the Petition Scheme adopted in May 2017, where a petition contains more than 2,000 signatures it will be debated at a meeting of the Council. This report is submitted to confirm that the requirement for a debate has been met.

### Recommendations

1. That the representations of the petitioners be received.
2. That the Council debate the proposed action called for by the petition.
3. That the Strategic Director for Adult Care, Housing and Public Health write to the lead petitioner to confirm the outcome of the debate and respond to the petition formally on behalf of the Council.

### List of Appendices Included

None

**Background Papers**

Council's Petition Scheme

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**

No

**Council Approval Required**

No

**Exempt from the Press and Public**

No

## **Petition – Provision of In-house Services for Vulnerable Adults in Rotherham**

### **1. Recommendations**

- 1.1 That the representations of the petitioners be received.
- 1.2 That the Council debate the proposed action called for by the petition.
- 1.3 That the Strategic Director for Adult Care, Housing and Public Health write to the lead petitioner to confirm the outcome of the debate and respond to the petition formally on behalf of the Council.

### **2. Background**

- 2.1 A petition has been submitted by Unison containing 6,569 signatures calling upon the Council to ensure that there are adequate in-house services for vulnerable adults in Rotherham and to keep open the Addison and Oaks Day Centre. 329 of the signatures were received on an e-petition, whilst the remaining 6,242 signatures were submitted via a paper petition to Democratic Services.

### **3. Key Issues**

- 3.1 Under the Petition Scheme adopted in May 2017, where a petition contains more than 2,000 signatures it will be debated at the next ordinary meeting of the Council.
- 3.2 A representative of the petitioners will be given 5 minutes to present the petition at the meeting and the petition will then be discussed by councillors for a maximum of 15 minutes. The Council will then decide how to respond to the petition at this meeting.
- 3.3 The scheme makes provision for the Council to:
  - action what the petition has requested
  - not to take the action requested for the reasons put forward in the debate, or
  - to commission further investigation into the matter, for example by a relevant committee.

In this case, the petition relates to a matter where the Cabinet will be required to make a decision later in the year. The scheme makes provision for the Council to make recommendations to Cabinet to inform that decision. However, the Cabinet cannot be bound by such recommendations and nor can the Council make the final decision on the issue. The petition organiser will be sent written confirmation of this decision within 10 working days. This confirmation will also be published on the Council's website.



#### **4. Options considered and recommended proposal**

- 4.1 Having regard to the Petition Scheme, the Council is recommended to debate the proposal within the petition. As outlined above, the Council has the discretion to make a recommendation to the Cabinet on the issues raised in the petition.
- 4.2 Following the outcome of the debate, the petition scheme requires the Strategic Director of Adult Care, Housing and Public Health, the responsible Strategic Director in respect of the services under discussion, to write to the petition organiser to respond formally on behalf of the Council. The response will also be published on the Council's website.

#### **5. Consultation**

- 5.1 No consultation has taken place in the preparation of this report which is submitted to provide procedural guidance on the handling of the petition.

#### **6. Timetable and Accountability for Implementing this Decision**

- 6.1 Whilst the petition will be debated at the Council meeting on 28 February 2018, the issues raised in the petition relate to a decision to be taken at a Cabinet and Commissioners' Decision Making Meeting in May 2018. Subject to the outcome of the Council debate, the Strategic Director of Adult Care, Housing and Public Health will be responsible for incorporating any recommendations within the report to be considered by the Cabinet later in the year.
- 6.2 In procedural terms, as set out above, the Strategic Director of Adult Care, Housing and Public Health will provide a formal response to the petition following the Council debate. The petition organiser will be provided with the response within ten working days of the meeting.

#### **7. Financial and Procurement Implications**

- 7.1 The report approved by Cabinet in July 2017, "outcome of the consultation and recommendations of the Learning disability Offer and the future of in-house services for Adults with a Learning disability and or Autism", set out the financial implications associated with the review of these services.
- 7.2 The report noted that the Medium Term Financial Strategy includes total savings of £4.2m over 3 years based on the reconfiguration of learning disability services, moving away from traditional building based in-house provision to more personalised and independent services.
- 7.3 The report also agreed further consultation on services for Learning Disability and or Autism which closed on 22<sup>nd</sup> December 2017. The financial implications of the proposed action called for by the petition cannot therefore be assessed until the Council has considered the outcome of the further consultation and developed future service proposals.

**8. Legal Implications**

- 8.1 Any decision required in respect of the subject matter of the petition would be an executive decision and therefore a matter for Cabinet. Any legal implications associated with any future decision will be reported to the relevant Cabinet and Commissioners' Decision Making Meeting.

**9. Human Resources Implications**

- 9.1 There are no human resources implications associated with this report. Any human resources implications associated future proposals will be reported to the Cabinet and Commissioners' Decision Making Meeting when a decision is required.

**10. Implications for Children and Young People and Vulnerable Adults**

- 10.1 The petition has been submitted to raise concerns on the part of signatories that future proposals will impact on vulnerable adults. The implications for vulnerable adults arising from future proposals will be addressed in future reports for determination at a Cabinet and Commissioners' Decision Making Meeting.

**11 Equalities and Human Rights Implications**

- 11.1 An equalities impact assessment has been undertaken separately to inform the review that will lead to the proposals in the report to be considered at the Cabinet and Commissioners' Decision Making Meeting in May 2018.

**12. Implications for Partners and Other Directorates**

- 12.1 There are no direct implications for partners or other directorates.

**13. Risks and Mitigation**

- 13.1 There are no risks directly associated with this report.

**14. Accountable Officer(s)**

Anne Marie Lubanski, Strategic Director of Adult Care, Housing & Public Health  
James McLaughlin, Democratic Services Manager

Approvals obtained from on behalf of:-

	<b>Named Officer</b>	<b>Date</b>
Strategic Director of Finance & Customer Services	Judith Badger	20.02.2018
Assistant Director of Legal Services	Dermot Pearson	20.02.2018
Head of Procurement (if appropriate)		
Head of Human Resources (if appropriate)		

*Report Author: James McLaughlin, Democratic Services Manager  
01709 822477 or james.mclaughlin@rotherham.gov.uk*

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

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

**CABINET/COMMISSIONERS'  
DECISION MAKING MEETING  
15th January, 2018**

Present:- Councillor Read (in the Chair); Commissioner Kenny, Councillors Alam, Beck, Hoddinott, Lelliott, Roche, Steele, Watson and Yasseen.

Apologies for absence were received from Councillors Commissioner Bradwell and Commissioner Ney.

Also in attendance were Councillor Steele, Chair of the Overview and Scrutiny Management Board, and Councillors Cowles and Short.

The webcast of Cabinet and Commissioners' Decision Making Meetings can be viewed at:-

<https://rotherham.public-i.tv/core/portal/webcasts/enctag/Executive%252BArea>

**94. DECLARATIONS OF INTEREST**

There were no Declarations of Interest reported.

**95. QUESTIONS FROM MEMBERS OF THE PUBLIC**

There were no questions from members of the public.

**96. MINUTES OF THE PREVIOUS MEETING**

**Resolved:-** That the minutes of the Cabinet and Commissioners' Decision Making Meeting held on 11<sup>th</sup> December, 2017, be agreed as a true and correct record of the proceedings.

**97. CALCULATION OF THE COUNCIL TAX BASE FOR 2018/19**

Consideration was given to the report which set out the calculation of the Council's proposed Council Tax base for the forthcoming financial year 2018/19.

The formula for calculating the Council's Tax Base was set out by the Local Authorities (Calculation of Council Tax Base) Regulations 2012 and the projected Tax Base was shown in Appendix A. The Tax base was set in Band D equivalent properties – that was properties placed into one of eight valuation bands (A-H) and these were converted to Band D Equivalent properties using the proportions set out in the 1992 Act which were weighted in relation to the Band D property - Band A being 6/9<sup>ths</sup>, Band B 7/9<sup>ths</sup> and so on.

This calculation took into account the Council's own Local Council Tax Support Scheme (CTSS), discretionary discounts and premiums on second homes, projected in-year council tax collection rate in 2018/19 and estimates of the changes and adjustments in the tax base that occur during the financial year.

In accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 2012 governing its calculation, it was determined that the Council's Tax Base for the financial year 2018/19 be 69,240.35 Band D Equivalent Properties.

**Resolved:-** That Council be recommended to approve the amount calculated by Rotherham Metropolitan Borough Council as its Council Tax Base and those of the Parish Councils shown at Appendix A for 2018/19 shall be a total of 69,240.35 Band D Equivalent Properties.

#### **98. INCREASE IN COUNCIL TAX EMPTY PROPERTY PREMIUM**

Consideration was given to a report that detailed how from 2013/14 the Government introduced changes affecting the way that Council Tax was charged on certain types of empty property or second homes, by allowing Local Authorities increased discretion to set the level of charges locally.

One option available to Local Authorities was the introduction of a 50% Premium for long term empty properties which had been unoccupied and substantially unfurnished for a period of over two years. The principle of the introduction of the Premium was to incentivise owners to bring empty properties back into use.

The Council introduced the Council Tax Premium with effect from 1<sup>st</sup> April, 2013 with the 50% Premium being charged on the two year anniversary of a property becoming unoccupied and substantially unfurnished.

In the November, 2017 Budget statement, the Chancellor of the Exchequer announced that authorities would be given the power to increase the Council Tax empty homes premium from the current level of 50% to 100% as further encouragement to owners to bring empty properties back into use.

No further detail had yet been released by the Government regarding the implementation timeline or any exceptions that may be introduced and the change would require legislation meaning the earliest implementation date could not yet be confirmed.

This report had been considered by the Overview and Scrutiny Management Board as part of the pre-scrutiny process who were in support of the recommendations with a further suggestion that clarity about the appeals process was provided to affected residents.

**Resolved:-** That Council be recommended to approve an increase in the Empty Property Premium from 50% to 100% from the 1st April, 2018 or any later date upon which the Autumn Budget 2017 provision to increase the Empty Homes Premium was implemented.

## 99. HOUSING REVENUE ACCOUNT BUSINESS PLAN 2018-19

Consideration was given to the report which detailed how the Housing Revenue Account (HRA) recorded all expenditure and income relating to the provision of council housing and related services, and how the Council was required to produce a HRA Business Plan setting out its investment priorities over a thirty year period.

A series of options were considered as part of scenario modelling, these were detailed at Appendix D of the report. Details of the preferred HRA Business Plan Base Case Option D were set out in the main body of the report. This would result in the HRA having an Operating Surplus of £83m by Year 30 and provide support to the housing growth agenda and the Council's General Fund position. Additional resources had also been redeployed to manage the modelling process.

Following the introduction in 2012 of HRA self-financing, whereby the Council was awarded control over its HRA in return for taking on a proportion of national housing debt, Rotherham's HRA was in a strong position with a healthy level of reserves. However a number of policies have been introduced by Central Government that resulted in a reduction to HRA resources, namely:-

- 1% per annum reduction in Council rents over four years.
- Reinvigoration of the Right to Buy (reduction of qualifying period to three years): Reducing stock.
- Welfare reform - bedroom tax, universal credit and benefits cap: Impacting on tenants' ability to pay their rent, and increasing the resources required by the Council to collect rent from tenants in receipt of benefits.
- Introduction in the future of mandatory fixed term tenancies.
- Introduction in the future of the enforced sale of high value properties/ equivalent levy meaning the Council would have to pay in the region of £2m annually to the Treasury, to cover the costs of the discounts housing associations must offer now they could offer the Right to Buy to their tenants.

Whilst significant savings were required to ensure the HRA Business Plan was balanced over the thirty year period the extent of these pressures had reduced somewhat following recent policy announcements; the most significant of which was the return of the previous rent formula from 2020-21 onwards i.e. CPI + 1% for five years. This policy change increased HRA balances by over £104m over the life of the Plan.

**CABINET/COMMISSIONERS' DECISION MAKING MEETING - 15/01/18**

The subsequent review of the HRA Business Plan for 2018-19 was now focused on achieving:-

- Contributing to the borough's housing growth target of 900 homes per annum through building and/ or purchasing new properties.
- Maintaining and continuing to improve our 20,500 Council homes.
- Contributing to the development of low cost home ownership products that are needed locally and will play a critical role in Rotherham's overall economic growth.
- Continued investment to support the General Fund budget position.

The report further detailed a technical overview of the current position and the reason for changes to the Plan and considered alongside proposed 2018-19 rents, service charges and budgets.

Going forward whilst the financial position of the HRA deteriorated over the next two years due to the ongoing 1% per annum rent reduction this was against a backdrop of a healthy reserves position. These levels of reserves represented a significant opportunity to support housing growth throughout the borough over the next five years. Consequently it was proposed that £57m of HRA resources would be invested in building new homes over the next five years. This included grant from the HCA of £6.8m. Assuming all properties developed for private sale were sold at forecast values, this would result in sales income of circa £16m.

This report had been considered by the Overview and Scrutiny Management Board as part of the pre-scrutiny process who were in support of the recommendations. Further detail had also been requested on the options discounted for the Base Case and this had been provided and circulated to Overview and Scrutiny Management Board Members prior to the meeting taking place.

Cabinet Members noted the potential for adverse changes in rental income as a result of universal credit and the impact on vulnerable residents alongside the spare room subsidy which would have to be managed locally. However, it was hoped the Government would reverse the currently deferred decision on the sale of higher value Council Properties and this would be removed from the Plan.

**Resolved:-** (1) That Council be recommended to approve the proposed 2018-19 Base Case for the HRA Business Plan and investment in services detailed within.

(2) That the plan be reviewed annually to provide an updated financial position as new Government regulations come into force.

**100. HOUSING REVENUE ACCOUNT RENTS & SERVICE CHARGES 2018/19**

Consideration was given to the report which sought approval for the proposed values for the setting of the housing rents, non-dwelling rents and service charges for 2018/19.

Changes to the Government's policy on social housing rents resulted in the requirement to reduce dwelling rents by 1% over four years from April 2016. To comply with the legislation it was proposed that rents would be reduced by 1% for a third year from April, 2018.

In previous years increases to charges for non-dwelling rents have been linked to changes in CPI. As at September 2017 CPI was 3% and, therefore, it was proposed to increase charges for garages and communal facilities including laundry and cooking gas by 3%.

This report had been considered by the Overview and Scrutiny Management Board as part of the pre-scrutiny process who were in support of the recommendations.

**Resolved:-** (1) That Council be recommended to approve that dwelling rents be reduced by 1% for 2018/19 in line with the requirements outlined in the Welfare Reform and Work Act 2016.

(2) That there is a 3% increase to charges for garage rents, communal facilities, cooking gas and laundry facilities in 2018/19 in line with the increase in Consumer Price Index as at September 2017.

(3) That the unit charge per Kwh for District Heating Schemes remains at the same level as agreed by the Council in December, 2017.

(4) That the draft Housing Revenue Account budget for 2018/19 be approved.

**101. INTRODUCTION OF A CHARGING SCHEME FOR FOOD HYGIENE RATING RE-INSPECTION VISITS**

Consideration was given to the report which detailed how the food hygiene rating displayed at food premises reflected the standards of food hygiene found on the date of inspection or visit by the Council. The food hygiene rating was not a guide to food quality, but rather to the standards at the premises. Very often, where a business had received a low food hygiene rating, the owners requested a re-visit from the Council following improvements to standards.

The Food Standards Agency had issued guidance which allowed Councils to charge for undertaking requested re-inspections under the Food Hygiene Rating Scheme. It was proposed that a fee of £150 be charged for such re-inspections.



The South Yorkshire Food Liaison Group, which was attended by the Food Hygiene Principal Officers considered the introduction of a re-inspection fee and it was agreed by the group that a county wide re-inspection fee should be considered.

Sheffield City Council already introduced charging for re-visits (£150) in accordance with the revised Brand Standard. The Brand Standard was guidance set by the Food Standards Agency which Local Authorities were required to follow when they operated the Food Hygiene rating Scheme.

Adopting this charging scheme brought with it advantages to business in that the timescale for re-inspections shortened and more than one re-inspection could be requested.

This report had been considered by the Overview and Scrutiny Management Board as part of the pre-scrutiny process who were in support of the recommendations.

**Resolved:-** (1) That a charging scheme for re-inspections of food businesses be introduced, when requested, in respect of the Food Hygiene Rating Scheme, with effect from 1st February, 2018.

(2) That the fee for re-inspections of food business, upon request as part of the Food Hygiene Rating Scheme, be set at £150 per inspection.

**102. RECOMMENDATIONS FROM OVERVIEW AND SCRUTINY MANAGEMENT BOARD**

Consideration was given to the circulated report, the contents of which were included as part of the relevant items and the details included accordingly.

## Summary Sheet

### **Name of Committee and Date of Committee Meeting**

Council – 28 February 2018

### **Report Title:**

Budget and Council Tax 2018/19

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

Yes

### **Strategic Director Approving Submission of the Report**

Judith Badger, Strategic Director of Finance and Customer Services

### **Report Author(s)**

Graham Saxton, Assistant Director Financial Services  
01709 822034 or [graham.saxton@rotherham.gov.uk](mailto:graham.saxton@rotherham.gov.uk)

### **Ward(s) Affected:**

All

## Executive Summary

This report proposes the Council's Budget and Council Tax for 2018/19 as recommended by Cabinet at the Cabinet and Commissioners' Decision Making Meeting on 19<sup>th</sup> February 2018. It is based on the outcome of the Council's Final Local Government Financial Settlement, budget consultation and the consideration of Directorate budget proposals through the Council's formal Budget and Scrutiny process (Overview and Scrutiny Management Board) alongside a review of the financial planning assumptions within the Medium Term Financial Strategy.

In setting the proposed 2018/19 Budget, Cabinet has recommended to Council an increase of 2.99% in the Council's basic Council Tax and a further 3% increase for the Adult Social Care precept; a combined increase of 5.99% for 2018/19.

Although this report contains proposals to balance the revenue budget for 2018/19, work is ongoing to bring forward proposals to address the challenging financial position for future years and to enable the Council to establish a clear and sustainable financial plan which addresses the estimated £30m financial gap that remains over the next two years (2019/20 to 2020/21).

This Budget has focussed on continuing to protect and support Rotherham's most vulnerable children and adults whilst trying to ensure that a wide range of services continue to be provided to all residents. As such there are no new savings to come from Adult Social Care and a continuation of the investment in Children's safeguarding as approved by Council in 2017 with no savings required from Children's safeguarding services. The Budget recognises the ongoing demand pressures on both Children's and Adult Social Care services but also that to continue to spend at current levels on these services is unaffordable in the long term. There is therefore no additional base budget funding for these services and the current demand pressures are to be managed within the Council's overall resources until such time as the costs can be reduced to levels more representative of other authorities.

The Budget provides sufficient funding to maintain payment of the Joseph Rowntree Foundation Living Wage rate for the Council's own lowest paid staff and continues to provide funding to help to partially mitigate the impact of Welfare Reform on the most vulnerable through the provision of a budget for food parcels and crisis loans. Whilst changes to the Council Tax Support Scheme have been recently approved by Council, the amended scheme continues to protect those on the very lowest incomes.

There have been substantial savings from central and corporate budgets and also a range of general efficiencies identified following a thorough review of all budgets. There are also a number of investment and income generation proposals including the development of a caravan park at Rother Valley Country Park to complement the Gullivers development.

The Budget includes the maximum Adult Social Care Precept in order to maximise resources to directly support Adult Social Care and the maximum Council Tax increase allowable in order to minimise adverse impact on services and also to ensure there are resources set aside to enable genuine consideration of the feedback from the public on the recent Waste Review. The Budget also maximises the allowable flexibilities in the use of capital receipts to support the revenue budget. The Capital Programme has funding allocated to allow for the continuation of annualised and essential investment and also includes the addition of a small number of highways schemes plus funding for items that will make a difference to residents in terms of public realm such as improvements in pavements, CCTV cameras to deal with fly tipping and other environmental crime and the provision of larger or different public litter bins.

The Budget has been exceptionally challenging given the requirement to save £162m over the last 7 years since 2011/12, mainly as a result of a reduction in Government funding. Given that over half of the Council's budget is spent on Children's and Adults Services with increasing demand nationally in these services, the need to eliminate the current overspends in these areas and to find a further £30m over the following 2 years, the next few years will prove very challenging for the Council.

The Budget and Council Tax report to Cabinet on 19<sup>th</sup> February 2018, which sought approval to recommend to Council the proposed 2018/19 budget, was based on the Council's Provisional Local Government Finance Settlement for 2018/19. The Final Settlement which was released on 6<sup>th</sup> February 2018 included a further Adult Social

Care Support Grant of £841k for 2018/19. In accordance with the recommendations approved by Cabinet on 19<sup>th</sup> February, this additional funding is reflected as a reduction in the required use of reserves.

## Recommendations

That Council:

- Approves the Budget and Financial Strategy for 2018/19 as set out in the report and appendices, including the need to deliver £15.1m of budget savings and a basic Council Tax increase of 2.99%.
- Approves that the £965k additional Council Tax income generated from 1% of this increase is earmarked for kerbside collection of plastic waste and that the final decision on the operational model for waste services be determined by Cabinet following analysis of the public responses to the consultation and related options.
- Approves the Government's proposals for an Adult Social Care precept set at the maximum of 3% on Council Tax for 2018/19 to fund additional costs in relation to Adult Social Care Services.
- Approves the Statutory Resolution of Council Tax for 2018/19, included as Appendix 5, incorporating precept figures from South Yorkshire Police and Crime Commissioner, South Yorkshire Fire and Rescue Authority and the various Parish Councils within the Borough.
- Approves that an updated Medium Term Financial Strategy (MTFS) is brought back to Cabinet in 2018/19 after the accounts for 2017/18 have been closed.
- Approves the proposed use of reserves as set out in Section 3.5, noting that the final determination will be approved as part of reporting the outturn for 2017/18.
- Notes that the changes resulting from the Final Local Government Finance Settlement have been reflected in this report in accordance with Cabinet approval on 19<sup>th</sup> February.
- Notes and accepts the comments and advice of the Strategic Director of Finance and Customer Services (Section 151 Officer), provided in compliance with Section 25 of the Local Government Act 2003, as to the robustness of the estimates included in the Budget and the adequacy of reserves for which the Budget provides (Section 3.9).
- Notes the consultation feedback from the public, partners and trade unions following publication of Directorate budget savings proposals on the Council's website for public comment from 6<sup>th</sup> December 2017 to 4<sup>th</sup> January 2018 (Section 5).

- Approves that all Council Fees and Charges are increased for 2018/19 by the September CPI increase of 3% other than Fees and Charges which are determined by national statute and that lists of all proposed fees and charges for 2018/19 are submitted to Cabinet in March for approval.
- Approves the proposed increases in Adult Social Care Provider contracts as set out in Section 3 of the report.
- Approves the use of £200k of the Local Welfare Provision balance of grant funding to continue arrangements for Crisis Loan Support as set out in Section 3 of the report.
- Approves the carry forward into 2018/19 of any unspent balances of funding for the Community Leadership Fund and Delegated Ward Revenue Budgets.
- Approves the use of in-year Capital Receipts up to 2020/21 to maximise capitalisation opportunities arising from service reconfiguration to deliver efficiencies and improved outcomes for clients and residents, and thereby minimise the impact of costs on the revenue budget as included in the Flexible use of Capital Receipts Strategy 2018/19 (Appendix 4).
- Approves the proposed Capital Strategy and Capital Programme as presented in Section 3.7 and Appendices 2A to 2E, to a value of £248m for the General Fund and £177m for the HRA. This requires prudential borrowing of £65m to fund non-HRA schemes over the five year period, for which provision has been made in the revenue budget for the associated financing costs.
- Approves that the Capital Strategy budget be managed in line with the following key principles:
  - (i) Any underspends on the existing approved Capital Programme in respect of 2017/18 be rolled forward into future years, subject to an individual review of each carry forward to be set out within the Financial Outturn 2017/18 report to Cabinet.
  - (ii) In line with Financial Regulation 13.8, any successful grant applications in respect of capital projects will be added to the Council's approved Capital Programme on an ongoing basis. .
  - (iii) Capitalisation opportunities and capital receipts flexibilities will be maximised, with capital receipts earmarked to minimise revenue costs.
  - (iv) Decisions on the financing of capital expenditure for individual capital projects are delegated to the Council's Section 151 Officer.

- Approves the Treasury Management Matters for 2018/19 as set out in Appendix 3 of this report including the Prudential Indicators, the Minimum Revenue Provision Policy, the Treasury Management Strategy and the Investment Strategy.

### **List of Appendices Included**

Appendix 1 –	Summary of Directorate Budget Savings Proposals 2018/19 – 2019/20
Appendix 2A –	Capital Strategy and Capital Programme 2017/18-2020/21- Proposed additions to the General Fund Capital Programme
Appendix 2B/C –	Detailed General Fund Capital Programme 2017/18 – 2021/22 by Project and funding summary
Appendix 2D/E –	Detailed HRA Capital Programme 2017/18 – 2021/22 by Project and funding summary
Appendix 3 –	Treasury Management Matters
Appendix 4 –	Flexible use of Capital Receipts Strategy 2018/19
Appendix 5 –	Statutory Resolution of Council Tax 2018/19
Appendix 6 –	Reserves – value and use
Appendix 7 –	Consultation Report

### **Background Papers**

- Council Tax Base Report 2018/19 – Council 24<sup>th</sup> January 2018
- Housing Rents 2018/19 – Council 24<sup>th</sup> January 2018
- Provisional Local Government Finance Settlement 2018/19 – 19<sup>th</sup> December 2017
- Final Local Government Finance Settlement 2018/19 – 6<sup>th</sup> February 2018
- Budget and Council Tax 2017/18 Report – Council 8<sup>th</sup> March 2017
- October Financial Monitoring Report and Update on the Council's Medium Term Financial Strategy 2019/20 – Cabinet 11<sup>th</sup> December 2017
- December 2017/18 Financial Monitoring report – Cabinet 19<sup>th</sup> February 2018
- Mid-Year Treasury Management and Prudential Indicators Monitoring Report 2017/18 – Audit Committee 21<sup>st</sup> November 2017
- CIPFA – The Prudential Code for Capital Finance in Local Authorities 2011 (as amended 2012) and related Guidance Notes 2013
- [Service Budget Options Documents](#)
- [Equality Impact Assessments](#)

### **Consideration by any other Council Committee, Scrutiny or Advisory Panel**

Overview and Scrutiny Management Board (OSMB) meetings – 7<sup>th</sup>, 14<sup>th</sup> & 20<sup>th</sup> December 2017, 10<sup>th</sup> January and 14<sup>th</sup> February 2018

Cabinet and Commissioners' Decision Making Meeting – 19<sup>th</sup> February 2018

### **Council Approval Required:**

Yes

### **Exempt from the Press and Public:**

No

## **Budget and Council Tax 2018/19**

### **1. Recommendations**

That Council:

- 1.1 Approves the Budget and Financial Strategy for 2018/19 as set out in the report and appendices, including the need to deliver £15.1m of budget savings and a basic Council Tax increase of 2.99%.
- 1.2 Approves that the £965k additional Council Tax income generated from 1% of this increase is earmarked for kerbside collection of plastic waste and that the final decision on the operational model for Waste Services be determined by Cabinet following analysis of the public responses to the consultation and related options.
- 1.3 Approves the Government's proposals for an Adult Social Care precept set at the maximum of 3% on Council Tax for 2018/19 to fund additional costs in relation to Adult Social Care Services.
- 1.4 Approves the Statutory Resolution of Council Tax for 2018/19, included as Appendix 5, incorporating precept figures from South Yorkshire Police and Crime Commissioner, South Yorkshire Fire and Rescue Authority and the various Parish Councils within the Borough.
- 1.5 Approves that an updated Medium Term Financial Strategy (MTFS) is brought back to Cabinet in 2018/19 after the accounts for 2017/18 have been closed.
- 1.6 Approves the proposed use of reserves as set out in Section 3.5, noting that the final determination will be approved as part of reporting the outturn for 2017/18.
- 1.7 Notes that the changes resulting from the Final Local Government Finance Settlement have been reflected in this report in accordance with Cabinet approval on 19<sup>th</sup> February.
- 1.8 Notes and accepts the comments and advice of the Strategic Director of Finance and Customer Services (Section 151 Officer), provided in compliance with Section 25 of the Local Government Act 2003, as to the robustness of the estimates included in the Budget and the adequacy of reserves for which the Budget provides (Section 3.9).
- 1.9 Notes the consultation feedback from the public partners and trade unions following publication of Directorate budget savings proposals on the Council's website for public comment from 6<sup>th</sup> December 2017 to 4<sup>th</sup> January 2018 (Section 5).
- 1.10 Approves that all Council Fees and Charges are increased for 2018/19 by the September CPI increase of 3% other than Fees and Charges which are determined by national statute and that lists of all Fees and Charges proposed for 2018/19 are submitted to Cabinet in March for approval.

- 1.11 Approves the proposed increases in Adult Social Care Provider contracts as set out in Section 3 of the report.
- 1.12 Approves the use of £200k of the Local Welfare Provision balance of grant funding to continue arrangements for Crisis Loan Support as set out in Section 3 of the report.
- 1.13 Approves the carry forward into 2018/19 of any unspent balances of funding for the Community Leadership Fund and Delegated Ward Budgets
- 1.14 Approves the use of in-year Capital Receipts up to 2020/21 to maximise capitalisation opportunities arising from service reconfiguration to deliver efficiencies and improved outcomes for clients and residents, and thereby minimise the impact of costs on the revenue budget as included in the Flexible use of Capital Receipts Strategy 2018/19 (Appendix 4).
- 1.15 Approves the proposed Capital Strategy and Capital Programme as presented in Section 3.7 and Appendices 2A to 2E, to a value of £248m for the General Fund and £177m for the HRA. This requires prudential borrowing of £65m to fund non-HRA schemes over the five year period, for which provision has been made in the revenue budget for the associated financing costs.
- 1.16 Approves that the Capital Strategy budget be managed in line with the following key principles:
  - (i) Any underspends on the existing approved Capital Programme in respect of 2017/18 be rolled forward into future years, subject to an individual review of each carry forward to be set out within the Financial Outturn 2017/18 report to Cabinet.
  - (ii) In line with Financial Regulation 13.8, any successful grant applications in respect of capital projects will be added to the Council's approved Capital Programme on an ongoing basis.
  - (iii) Capitalisation opportunities and capital receipts flexibilities will be maximised, with capital receipts earmarked to minimise revenue costs.
  - (iv) Decisions on the financing of capital expenditure for individual capital projects are delegated to the Council's Section 151 Officer.
- 1.17 Approves the Treasury Management Matters for 2018/19 as set out in Appendix 3 of this report including the Prudential Indicators, the Minimum Revenue Provision Policy, the Treasury Management Strategy and the Investment Strategy.



## 2. Background

**This section of the report incorporates the following financial matters related to the Budget and Financial Strategy for 2018/19 and the medium term, which need to be considered by Council.**

- 2.1 Local Context – Government Intervention & the impact on the Council of Public Sector Funding Cuts.
- 2.2 Revenue Budget Position 2017/18 – as at December 2017.
- 2.3 Final Local Government Finance Settlement 2018/19.
- 2.4 Approach to the Budget Strategy for 2018/19 and the Medium Term Financial Plan to 2020/21.
- 2.5 Fees and Charges.

### 2.1 Local Context

- 2.1.1 The Council has made significant progress since the findings of Professor Alexis Jay were reported in August 2014 followed by an 'Inadequate' Ofsted report in November 2014 and the devastating findings of the Corporate Governance Inspection reported in February 2015. With significant progress made against the Improvement Plan, the Government appointed Commissioners now only retain responsibility for Children's Social Care with a 'Power of Direction' over Adult Social Care and Domestic Abuse. All other services are back under the democratic control of the Council. In September 2017 the Council's external auditors gave the Council an unqualified Value for Money opinion for the first time in 3 years reflecting the strengthened Governance arrangements within the Council and in January 2018 the Council received an Ofsted rating of 'Good' demonstrating the significant improvement in the Council's approach and practice over recent years in relation to Children's Social Care. The intervention is due to end completely in March 2019.
- 2.1.2 However, this improvement has come at a high financial cost. Over £20m p.a. has been invested in Children's Social Care and whilst it can be demonstrated that the investment is achieving what was intended, the service continues to overspend on this increased budget as more children than anticipated have been identified as requiring care and protection by the local authority, many with particularly complex needs. This has had a knock on impact on legal costs and led to a need for more childcare solicitors, putting additional pressure on corporate budgets. The current high cost of Adult Care arrangements and the progression of the modernisation of this service alongside an aging population has meant that Adult Care budgets are also under severe pressure and the timing for delivery of previous savings plans have had to be re-profiled across a longer period of time. The demand pressures on care services in Rotherham reflect the national picture being experienced across the country with these services consuming an increasing proportion of the Councils' available resources. Whilst the national picture reflects Rotherham's position, this knowledge does not resolve the problem or change the fact that resources are insufficient to sustain the demand without severe impact on services provided by other areas of the Council in the future.

- 2.1.3 All of these factors have been taken into consideration in the development of the Budget for 2018/19 and the setting out of the Medium Term Financial Plan to 2020/21. The Council remains committed to protecting the most vulnerable Children and Adults and to delivering improved value for money but cannot sustain such high costs beyond the short to medium term. Therefore this budget reflects an expectation that social care services will, over time, need to be delivered within a financial envelope that more closely reflects the national unit cost position and bring down unit costs significantly.
- 2.1.4 Over the last 7 years from 2011/12 to 2017/18, the Council has had to make ongoing savings of £162m, mainly as a result of the financial reductions imposed on local government as part of the Government's austerity programme. For 2018/19 the Council is required to save a further £15.1m. This report contains the budget proposals to meet the significant challenge in 2018/19 and sets the direction for further savings through to 2020/21.
- 2.1.5 In developing this Budget, much work has been carried out to target efficiency savings and also to maximise income generation opportunities in order to minimise the impact on front line services to the public. There has been an in-depth review of all financial planning assumptions, a line by line assessment of all corporate budgets and consideration of budget risk. As a result only £5.3m of the £15.1m proposed savings are from service change or reduction. These are set out in summary in Table 4 and listed at Appendix 1 with the individual documents available as background papers.
- 2.1.6 The expected outturn financial position for 2017/18 has been taken into account along with the level of reserves and opportunities to manage risk within the budget. The final position will not be known until after the financial year end so following closure of the 2017/18 accounts by 31<sup>st</sup> May, a financial update report will be brought to Cabinet.
- 2.1.7 One of the Council's key priorities within its budget strategies in recent years has been to limit the impact of the cuts on services for the most vulnerable people and those in need whilst continuing to ensure delivery of universal services. This remains a priority, but it is also important to recognise that this commitment is becoming increasingly difficult to sustain in the face of the ongoing funding reductions. The Council's vision, as set out in the Corporate Plan, sets out four headline priorities, all of which aim to protect the most vulnerable in Rotherham and provide greater opportunities for more people to prosper, namely: *every child making the best start in life; every adult secure, responsible and empowered; a strong community in a clean, safe environment; and extending opportunity, prosperity and planning for the future*. This vision remains in place and relevant for this Budget.
- 2.1.8 The further cross-cutting theme, to be a *modern and efficient Council*, also remains valid and applies to service change and improvement work across the Council. The Customer Services and Efficiency Programme is one of the key drivers to this development alongside the specific work being carried out in the Social Care Services.

- 2.1.9 In meeting the year on year significant financial challenges presented, the Council has previously demonstrated a successful track record in delivering its financial plans. However, over the current year (2017/18) it has become clear that this is becoming increasingly difficult to sustain without impact on services to residents and whilst the Council will continue to drive savings through continued modernisation and efficiency and improving value for money for Rotherham residents, it is not possible to commit to future delivery of the full range of services currently provided.

## **2.2 Revenue Budget Position 2017/18**

- 2.2.1 The December revenue financial monitoring position reported to the Cabinet and Commissioners' Decision Making Meeting on 19<sup>th</sup> February shows a forecast outturn of £992k. The financial monitoring report notes that further reviews of all central services budgets and provisions will take place as part of finalising the Council's financial position for 2017/18. It is anticipated that these final reviews alongside continued strong controls on spend for the remainder of the financial year will achieve a balanced financial outturn for 2017/18.
- 2.2.2 Total Directorate budget savings agreed for 2017/18 were £17.3m. Some of these savings totalling £6.8m have not been able to be delivered as planned in the current year and have been re-profiled for future years.
- 2.2.3 Whilst some alternative savings have been identified to mitigate the impact of the delayed delivery of these savings, a combination of the shortfall in savings and a continuation of escalating demand within Children's and Adults Services has resulted in a forecast £10m overspend on Directorate budgets.
- 2.2.4 The 2017/18 budget remains under close scrutiny with monthly monitoring reports and updates being provided to the Strategic Leadership Team (SLT) and Cabinet Members.

## **2.3 Final Local Government Settlement 2018/19**

- 2.3.1 Table 1 below shows the Final Local Government Settlement for the Council announced on 6th February 2018.

**Table 1 – Final Settlement 2018/19**

	<b>Final Settlement</b>
	£'000
Revenue Support Grant	21,923
Business Rates Top Up	28,295
<b>Final Settlement – Government Funding</b>	<b>50,218</b>
Business Rates Retained – Council's Estimate	34,623
<b>Final Settlement – Total RSG &amp; Business Rates</b>	<b>84,841</b>

- 2.3.2 Within the Final Settlement figures the Government has recalculated the values of Business Rates Top Up grants to reflect updated information from the Valuation Office Agency with regard to the impact of the 2017 revaluation of Business Rates. This has resulted in a reduction of £222k to the Council's top-up grant for 2018/19 which is reflected in the above figures. The Government is also applying this adjustment retrospectively to 2017/18 top up grants and will claw back a further £222k grant related to 2017/18 in 2018/19. A provision for this clawback will be made in the 2017/18 financial accounts.
- 2.3.3 The Government has also restricted the increase in Business Rates for 2018/19 to the September year on year increase in the Consumer Prices Index (3.0%) rather than the standard application of the Retail Prices Index which showed a 3.9% increase. Councils are being compensated for the impact of the difference between the indices on both Business Rates Income Retained and Top Up Grant by means of a S31 Grant payment and is included within the total S31 grant payments below.
- 2.3.4 Other Final Settlement related resources are shown in Table 2 below. Variations to the Provisional Settlement are dealt with through reserves.

**Table 2 - Further Final Settlement Resources 2018/19**

<b>Funding Source</b>	<b>£'000</b>
New Homes Bonus	3,013
Business Rates: Section 31 Grants and Multiplier Cap compensation	4,135
Business Rates: Renewable Energy	168
Business Rates: Enterprise Zone	543
Business Rates Administration	300
Public Health Grant (ring-fenced)	16,304
Improved Better Care Fund	10,104
Housing Benefit Administration Grant	985
Local Council Tax Support Administration Subsidy	409
Adult Social Care Support Grant	841
<b>TOTAL</b>	<b>36,802</b>

- 2.3.5 In addition to the above the Council also receives funding for allocation to schools. From April 2018 there are a number of significant changes to the schools funding system. The Dedicated Schools Grant (DSG) is now split into four blocks and each block will be determined by a separate national funding formula:
- The Schools Block for 2018/19 is based on pupil numbers taken from the October 2017 census with funding calculated by separate primary and secondary units of funding, plus an amount based on historical information for growth, premises and mobility. The Primary unit of funding is £3,958.54 and the Secondary unit is £5,462.37.

- The rate per pupil for the Early Years Block remains unchanged at £4,085.00 following the introduction of a new national Early Years funding formula in 2017/18.
- The High Needs Block is now calculated by the following :
  - A basic entitlement per pupil, using pupils who attend special schools and academies in the local authority, and;
  - A historic spend factor plus proxy indicators of deprivation, health and disability and low attainment relating to the 2-18 year old population.
- The Central Services Block is a newly created block for 2018/19 and comprises of funding for ongoing statutory responsibilities of the local authority.

2.3.6 School's Pupil Premium is additional funding provided to schools, the value of which is based on 3 elements:

- 'Disadvantaged Premium' will continue to be £1,320 per pupil for Primary School children and £935 for Secondary School children, the same as in 2017/18. Pupils who have been eligible for Free Schools Meals in the last 6 months will attract this premium.
- The Looked After Children Premium for children who have been looked after for one day or more, and including children who have been adopted from care or who leave care under a special guardianship or residence order (referred to as Pupil Premium Plus), will be £2,300 per eligible pupil, up from £1,900 in 2016/17.
- The Service Child Premium which funds children of Armed Services personnel remains at £300 per pupil.

2.3.7 Year 7 Literacy and Numeracy Catch-up Premium is an additional resource for schools directed at additional literacy and numeracy catch-up support during Year 7. In 2017/18 schools were allocated £500 for each pupil not achieving level 4 at Key Stage 2 in reading and/or maths. The rate per eligible pupil is to be confirmed early in 2018.

2.3.8 Devolved Formula Capital funding for Schools is estimated at £348k for 2017/18. The allocation for 2017/18 was £1.949m.

2.3.9 Sixth form funding from the Education Funding Agency (EFA) is yet to be confirmed. (2016/17 was £2.667m).

## 2.4 Approach to the Budget for 2018/19 and the Medium Term Financial Strategy to 2020/21

- 2.4.1 During 2016/17 the Council set the strategic framework to support the development of the budget for 2017/18 through to 2019/20, and in particular the approach to developing investment and savings options to address the funding gap to 2019/20. The proposed approach was designed to ensure that investment and savings options are not considered in isolation or directorate silos, but instead contribute to the principles and priorities as set out within the Corporate Plan and Medium Term Financial Strategy. Throughout 2017/18 this approach has been developed further and has helped in the development of budget options for 2018/19 and beyond. The approach remains valid into the future and is described further below.
- 2.4.2 Rotherham MBC has previously had a track record of delivering significant savings but the challenge has increased considerably in recent years with the service and governance improvements required and implemented since the Jay and Casey reports of 2014 and 2015 and with the continuing trajectory of increasing demand on social care services. This has meant that the cost of maintaining and improving services has increased whilst funding has reduced. Since 2011 the Council has had to make savings of £162m and has reduced its headcount by 1,800 staff (over 1,000 full time equivalent staff), whilst minimising the tax burden on households as much as possible when real term incomes for Rotherham residents have not been increasing. As set out below, the Council, like other Councils, is facing ongoing and increasing financial challenges. Further reductions in Government funding as a result of its deficit reduction plans; rising cost pressures such as the National Living Wage; increasing demand for services as a result of a growing population and changing demographics in Rotherham; and the impact of inflation all contribute to the financial challenges ahead.
- 2.4.3 This budget challenge means that the Council must be responsible in its budget setting approach, prioritising investment and savings proposals that best contribute to the Council's priorities and the needs of Rotherham's residents, and ensure that best value is demonstrated across the breadth of Council services.
- 2.4.4 However, whilst the Council is inevitably becoming *smaller in size*, the strategy for the future continues to ensure that the Council is *bigger in influence*. This means a changing role for the Council. Stronger civic leadership, greater collaboration, integration and shared services with other public services are all progressing and will continue to do so. It also means a new social contract between residents and the Council that builds on individual and community assets to enable people to live more independently, for longer, with the support of their family, social networks and local neighbourhood resources. It also means a clear focus and prioritisation of resource – and in some cases stopping doing things that the Council has traditionally done before.

- 2.4.5 It is also important to underline the continuing spending power of the Council despite funding cuts. With a current proposed revenue budget of £216.876m in 2018/19, the Council will remain a key lever for growth and investment in Rotherham and the wider Sheffield City Region. The challenge is to ensure the sustainability of the Council to deliver services, keep the Council Tax rate as low as possible for residents and deliver against the Council's stated priorities. This means making carefully considered investment and savings decisions through to 2021 and in some cases making real cuts and reductions in service provision. The Capital Programme updated within this report includes £425m of capital investment over the 5 years 2017/18 to 2021/22.
- 2.4.6 This budget strategy is set against the particular demand pressures and cost challenges facing Rotherham. In part these pressures arise from the good news that more new homes are being built in Rotherham, attracting more people into the area. But this impacts on the provision of universal services such as environment and waste services. Residents are living longer, but with more long term conditions which is stretching already squeezed health and social care budgets. Rotherham's schools are performing well but this is placing strain on the school budgets and much work has been done and continues to develop a sustainable approach for the dedicated schools grant budget which has also been under increasing pressure.
- 2.4.7 The particular challenges factored into the budget strategy for investment and savings include:
- **Demographic changes** – Using ONS population projections, Rotherham's population is forecast to grow by 4,500 or 1.7% between 2017 and 2022. However this population growth is within particular age groups likely to increase pressure on Council services, especially social care. This includes a significant rise in the over 75 population, by 19% from 22,600 to 27,000, including a rise in the over 85 population by 17% from 6,000 to 7,100. Within the older population a significant proportion are living with frailty and other long term conditions. For example, on average Rotherham men live for 18 years and women 26 years with poor health. At the other end of the age spectrum, there is a forecast increase of 1,300 (or 3.9%) of the predominantly school age (5-15) population. Only by changing the way the Council delivers support to older people in Rotherham, particularly focusing on connecting people to community assets to keep people as independent as possible for as long as possible and integrating care pathways with the Clinical Commissioning Group (CCG) and acute service providers, will it be possible to respond to this increasing demand and deliver high quality care. This means joining up health, housing and social care services more effectively and much work has progressed in this regard with strong relationships developed to ensure better outcomes for residents.

- **Increasing safeguarding costs, particularly with children and young people** – As the Council has transformed the way it delivers children's services and has pressed ahead with becoming a child centred borough, there has been a corresponding increase in the numbers of Looked After Children in Rotherham and this increase is continuing. Analysis last year suggested that without further investment and intervention the LAC population would continue to rise from 489 (as at December 2016) by 48 per year. At the time of writing this number has reached 605 despite the investment and interventions which have prevented this figure being even higher. The budget challenge remains to safely and sustainably reduce the LAC population through the investment agreed in 2016 and 2017 and to provide coordinated early help, targeted and evidence based early intervention, and drive down the unit costs of high cost placements where it is safe to do so.
- **Poor health, low incomes and worklessness** – Rotherham is one of the 20% most deprived districts/unitary authorities in England and about 24% (12,340) of children live in low income families. Life expectancy for both men and women is lower than the England average and within the Borough, life expectancy is 9.5 years lower in the most deprived areas compared with the least deprived areas. Worklessness is concentrated in particular local neighbourhoods of the Borough predominantly near the town centre. Today, Rotherham has 13,040 residents claiming sickness benefits, of which 75% have been claiming for more than 2 years (9,780), despite the economic gains in the City Region. Within these claimants, almost half are as a result of mental and behavioural disorders. The budget challenge is to leverage the investment at a city region and national level directed at employment support, including the forthcoming Work and Health Programme. Similarly, the Council must make the most of its investment in public health interventions (such as drug and alcohol and mental health services) and other levers at its disposal (including housing) to ensure that employment is at the front and centre of wider health and social support services in Rotherham.
- **A productivity gap, predominantly due to low skills, with competitor Boroughs and regions** - Skills already account for the significant gap in productivity between Rotherham and the Sheffield City Region and the South East of England. Within Rotherham, 35% of people aged 16-64 have no qualifications or are qualified to below NVQ level 2 (Dec-16). Forecast employment patterns suggest that the move towards higher level skills requirements will only increase over the next ten years. The Rotherham Together Partnership is ensuring the coordination of all partners to develop a skills and employment strategy to support this overall approach. The budget challenges include continuing to drive educational attainment in Rotherham schools so that young people are equipped with the skills in demand by the workforce of tomorrow and to maximise the benefit gained from the £700k Apprenticeship Levy contribution. This Government levy has been introduced with a target that 2.3% of the workforce (for organisations with more than 250 employees) should be apprentices. For the Council this would be around 125 apprentices.



- **Changing expectations and perceptions of public services** – Residents and communities are becoming more informed, and more assertive, demanding more flexibility and in some cases choice of provider. Expectations for public services now mirror features typically attributed to private sector services – delivery, timeliness, information, professionalism, and staff attitude, often on a 24/7 basis. The budget challenge is to respond to these changes through a faster paced transformation of the Council's corporate core, building the enabling functions to make the council more efficient and effective. Much work has been undertaken over the last year and will continue into 2018/19. However, there must also be an increase in the active involvement of local residents and communities so that they are better able to help themselves and each other, through a strength and asset based approach to delivery of services such as adult social care and children's services.
- **Changing access routes and shift to different technology and media** – The speed of development of new forms of communication, information sharing and data processing enables people to work, learn, socialise and connect in different ways. Public services are struggling in many cases to keep pace with different ways of choosing, accessing and using public services but the Customer Services and Efficiency Programme launched during 2017/18 will be an important mechanism for delivering on this challenge. The budget challenge is to drive the pace of change to digital and digital assist, rationalising out-dated delivery models whilst ensuring accessibility for all.

2.4.8 The budget strategy for 2018-2021 also reflects the potential impact of the devolution deal, which includes a commitment from Government to provide an additional £30m per year for 30 years to the SCR, as well as wider funding and powers. Whilst the position in relation to this remains uncertain it is anticipated that a devolution agreement would positively impact on the budget in terms of:

- Increasing funding in the drivers for growth, including skills, infrastructure, housing and transport, directly benefiting Rotherham residents, enabling Rotherham's regeneration resources and budget to go further.
- Stronger City Region working and collaboration, which, when taken on a case by case basis, will enable efficiency gains to be made where services are duplicated or where centres of excellence can be established.
- Increased (and retained) business rate income as a result of faster economic growth facilitated by better business support and infrastructure, such as ultra-fast broadband.

2.4.9 Whilst these upside opportunities as a result of the devolution agreement are unquantified at the moment, the Council will continue to work closely with the LEP and City Region colleagues to factor forecasts into the ongoing budget work where possible. Similarly, work continues to identify further collaboration / shared services opportunities where it makes sense for Rotherham to do so.

2.4.10 The health and social care landscape continues to evolve at a City Region level, with a greater focus on the integration of health and social care to improve outcomes and address the considerable system wide budget challenge. Within Rotherham, work remains focused on locality working to ensure that the health and social care system is safe and sustainable, and addresses key budget challenges such as unplanned admissions to residential care and delayed discharge.

2.4.11 Last year a set of 5 budget principles were developed to guide decision making and ensure the budget and associated investment/savings options are focused, coherent and reflect the wider priorities of the Borough. During 2017 an additional principle was identified making 6 principles in total and this has been included in this section of the report. The principles are outlined below, including the particular strategic priorities in developing options to address the funding gap, ensuring that Rotherham's public services are sustainable, affordable and fit for the future.

***1) Keep residents, particularly vulnerable children and adults, safe from harm and enable more people to live independently for longer***

2.4.12 The biggest areas of spend in the Council are adult and children's social care services. Significant investment has been made in the delivery of the Children's Improvement Plan and this has already produced significant improvements but demand continues to increase negating some of the impact of these investments. LAC numbers will only begin to decrease in the medium term as the impact of early help and more targeted earlier intervention takes effect. The demographic pressures highlighted above will continue to put pressure on adult care services. However unless demand for high cost care packages can be reduced, particularly reactive and unplanned spend, the Council will be unable to deliver the wider budget priorities. This requires increased collaboration across different areas of Council spend, including specialist housing, public health and the role of the voluntary and community sector. The strategic approach is therefore to:

- Continue to strengthen early help and early intervention work with both children and adults to prevent complex problems escalating, collaborating with partner agencies in Rotherham to deliver support in a joined up, sequenced and integrated way;
- Collaborate with City Region and CCG commissioning partners to integrate health and social care work at a locality and local neighbourhood level, reducing unplanned admissions to residential care and strengthening step down care provision;
- Further develop an asset and strength based approach to engaging and supporting residents and communities, working with children and families rather than doing things for them, providing high support and high challenge and empowering children and families to make positive decisions about their lives;

- Focus on identifying alternative delivery models for very high cost cohorts across learning disabilities, children and adults, ensuring best value is achieved from commissioned services and explore the latest commercial vehicles such as social investment and outcome based contracting;
- Ensure public health provision is integrated with the wider health, care and wellbeing priorities of the Council, including for example ensuring sufficient prioritisation and focus on employment as a meaningful outcome. The Council will also explore alternative investment and delivery models to ensure maximum value is gained from our contracted provision where this is in place;
- Increase the volume and quality of housing options for older people (reflecting the Rotherham Housing Strategy 2016-19 and the Older People Housing Delivery Plan), including building more new specialist homes in the right locations; increasing the use of assistive technology; pilot a 'health village' service offer within people's homes; and improve hospital discharge and step down accommodation from hospital;
- Increase the pace and scale of alternative delivery models such as telehealth and telecare, to enable more older people with long term conditions to live independently in their homes, joining up housing support and adult care services; and
- Manage (and regularly report on) key risks to the budget, particularly monitoring the transition from children's to adult services.

***2) Drive inclusive growth and ensure Rotherham's residents are connected to local good quality job opportunities***

2.4.13 The Rotherham Growth Plan 2015-2025 maps out a programme of investment in economic growth and infrastructure including transport, housing, the town centre, skills and business support. This will be delivered through a capital investment strategy which will prioritise investment in these drivers for growth, particularly critical infrastructure and housing, and a focus on strategic development projects / sites including the Advanced Manufacturing Innovation District; widening the network of Business Incubation Centres and driving the pace of the Town Centre Master Plan with the Forge Island development. This investment will facilitate increased income to the Council through the New Homes Bonus, Council Tax income and retained Business Rates. To make this happen, the strategic budget priorities are to:

- Continue to strengthen the Corporate Enabling Services to provide more capacity and capability to lead the growth agenda in Rotherham, particularly the work required to influence and negotiate with SCR partners and investors;

- Continue to invest resources to work closely with the LEP and wider Sheffield City Region colleagues to influence strategic investments and commissioned programmes that best benefit Rotherham. This includes for example devolved responsibilities within employment and skills support to better connect residents to growth opportunities, particularly targeting people on long term sickness related benefits;
- Build homes of a high standard that meet the needs of Rotherham's growing population, accelerating delivery of three strategic housing areas at Waverley, Bassingthorpe Farm, and Dinnington East. This means shifting from delivering 600 homes a year to 900 homes as indicated in the HRA Business Plan;
- Work with SCR and LEP colleagues to ensure that Work and Health Programme provision directly benefits Rotherham's residents, and work closely in the design of devolved employability and skills programmes within SCR; and
- Make the most of the Council's £700k Levy commitment for Apprenticeships, ensuring the delivery of high quality Apprenticeship provision linked to the Council's priorities.

***3) Protect Rotherham's green spaces and improve the quality of the public realm, ensuring our streets are clean and safe***

2.4.14 Economic growth is not only about investing in bricks and mortar – the strategy is to promote Rotherham as good place to live and work, which means a vibrant cultural sector, good quality green spaces, clean and tidy streets and neighbourhoods that residents are proud to call home. The strategic budget priorities are therefore to:

- Ensure the effective delivery of the additional £10m investment in the quality of roads in Rotherham, removing pot holes and responding to resident feedback on high priority street scene improvements;
- Ensure that street, waste and environment services are delivered through the most effective and efficient delivery models. This includes reviewing the infrastructure and rationalising the estate (including depots) required to meet future population needs;
- Provide a high quality, comprehensive library service to Rotherham residents that shifts money from property to tangible resources that benefit users directly including books, technology, and research;
- Complete the review of waste management arrangements including opportunities to maximise income from commercial waste and residential waste; and
- Complete the review of corporate transport and fleet arrangements to identify cost savings, income generation opportunities and methods of improving customer outcomes. This will include passenger transport arrangements; fleet; and staff travel.

**4) *Become a smaller, more efficient, more connected organisation, working as one Council with a stronger leadership and influencing role***

2.4.15 Over the last six years the Council has experienced a significant fall in overall funding with a corresponding reduction in staffing, with good strides made towards greater efficiency savings. However, more needs to be done to become a leaner, more efficient organisation – ensuring that precious resources are spent where they are needed most. This means stripping out unnecessary cost and duplication in buildings and services; developing the behaviours within the council away from departmental silos; changing the way the Council works to be more digitally enabled; investing in functions that will enable the Council to perform better at lower cost; and ensuring value for money from the considerable commissioned spend in Rotherham. To achieve this, the strategic approach to the budget is to:

- Complete the review of procurement activity within the Council to identify where, how and when better value can be created from the £240m of addressable spend (recognising both committed and uncommitted spend) across Social Care, Public Health, Capital Projects, Housing Improvement and General Revenue Funds;
- Work with managers, staff and unions to develop a more flexible workforce, recognising the greater integration of services and the shift towards more generic competencies and skills across previous departmental silos such as family based working; asset and strength based approaches; and more commercially aware decision making.
- Centralise enabling functions and areas of spend to improve strategic fit and oversight of impact and value for money, including workforce development and communications;
- Continue to identify and strip out unnecessary agency and consultancy spend, further strengthening the more robust recruitment and approval mechanisms introduced during 2017 to ensure that where consultancy/agency staff are used it is business critical;
- Ensure the infrastructure and estate is fit for purpose for a smaller, leaner organisation and offers good value for money. This includes estate and property rationalisation, facilitated by digital access to Council services;
- Continue to strengthen the enabling services, building capacity and capability to enable the council to lead and influence within Rotherham and the Sheffield City Region; drive the quality and performance of front line services; and build on the good work already carried out to improve governance and accountability. Progress the re-direction of spend from transactional to strategic resources including performance, commissioning, research and intelligence; and
- Continue the progress made towards having more digitally assisted services, increasing the pace of transformation to enable more residents to access services online across multiple access points.

***5) Adopt a more commercial, outward facing approach to doing business, generating income and leveraging the resources and assets of our partners in Rotherham***

2.4.16 As the role of Rotherham MBC evolves, and the Council becomes a smaller, more focused organisation, so the way in which the Council collaborates with other public sector partners in Rotherham and Sheffield City Region must develop and change. The devolution agreement and opportunities to collaborate presents new opportunities to make savings *and* secure income. Similarly, the Council must better lever the assets, resources and capacity of the thriving voluntary and community sector that has weathered the storm of significant budget cuts across the public sector. There are clear opportunities to generate increased income to the Council by adopting a more commercial approach, ensuring the best possible deal for Rotherham's tax payers is achieved. The Council will look to capitalise on new and emerging alternative delivery models and funding vehicles to share risk and reward linked to long term economic and social outcomes. The strategic priorities for the budget are to:

- Continue to invest in building the capacity of the voluntary and community sector, streamlining funding, ensuring grant and application processes are proportionate, and prioritising investment in those areas that help to build community capacity, resources and assets;
- Ensure a commercial approach to housing and development that secures a good deal for the Council and enables the re-investment of surplus. Similarly, implementing the housing strategy will ensure the housing stock profile better meets demographic changes and alternative specialist housing options including extra care developments are accelerated to meet demand and reduce cost for high cost residential care placements;
- Build on the existing collaboration with other local authorities and public service partners in the SCR to increase the scope and level of collaboration where it makes sense to do so for Rotherham. This includes potential strategic projects linked to high cost social care services such as SCR-wide adoption services; different areas of Adult Social Care; and strategic planning and transport;
- Consider alternative delivery vehicles and funding models across the Council where there is a strong evidence base, exploring the role of social investment, outcome based contracting and risk/reward contracting models; and
- Complete a comprehensive review of traded services and charged for services, developing options for more enterprising, commercially focused traded service models, including services delivered to schools; the level of subsidy and/or cost recovery from residents for particular services.

**6) *Work with communities and local neighbourhoods to develop independence, wellbeing and resilience***

2.4.17 As the council's resources continue to diminish it is critical that the strengths of communities and neighbourhoods are utilised to maximum effect. Communities can contribute significantly to the future direction of the Council and the needs of local neighbourhoods will drive service delivery and prioritisation going forwards. The Council needs to embrace the knowledge and skills held by residents and organisations across the borough in order to ensure that future services are tailored appropriately within the resources available. The strategic priority for the budget is to:

- Ensure that communities are at the heart of all decisions. In this sense this additional budget principle is not a standalone item but is one which will be embedded within and across all the others;

2.4.18 Taken together, the above principles and priorities give a strong sense of the strategic direction of the budget and the associated investment/saving requirements to both deliver the Council's priorities and achieve a balanced budget, including addressing the £30m funding gap going forwards beyond this budget.

2.4.19 Some of the work set out in last year's Budget has been completed and forms part of the proposals in this report whilst other items are underway. recognising that some areas require significant, complex and detailed analysis whilst others are more straightforward quick wins.

**2.5 Fees and Charges**

2.5.1 It is proposed to increase all Council fees and charges by the September 2017 CPI rate of inflation of 3%.

2.5.2 Some specific increases to charges fees and charges were consulted on as part of the 2018/19 Budget consultation including:

- Planning Fees
- Riverside House Cafe
- Civic Theatre
- Parks & Country Parks

2.5.3 Detailed schedules of fees and charges proposed for each service for 2018/19 will be submitted to Cabinet in March 2018 for approval.

**3. Key Issues**

**This section of the report incorporates the following financial matters related to the Budget and Financial Strategy for 2018/19 and the medium term, which need to be considered by Council.**

3.1 Budget Proposals 2018/19 to 2019/20.

3.2 Future Challenges for Services and the Impact of Spending Reductions and Savings Plans.

3.3 Council Tax Proposals for 2018/19.

- 3.4 Financing the proposed 2018/19 Revenue Budget.
- 3.5 Reserves and Balances within the Council's Budget Strategy.
- 3.6 Medium Term Financial Plan 2018/19 – 2020/21.
- 3.7 Capital Strategy / Capital Programme Update.
- 3.8 Treasury Management Matters.
- 3.9 Report of the Strategic Director of Finance and Customer Services (the Council's Responsible Financial Officer).

### 3.1 Budget Proposals 2018/19 to 2020/21

#### Budget Savings

- 3.1.1 The Council's updated Medium Term Financial Strategy as reported to Cabinet in December 2017 identified a Budget Gap of £15.1m for 2017/18. £9.8m of this Budget Gap has been met from a range of corporate initiatives and savings as shown in Table 3 below.

**Table 3 Corporate Budget Savings 2018/19**

<b>Budget Savings Proposal</b>	<b>Budget Saving £000</b>
Treasury Management Strategy	1,500
Efficiencies on General Non-Pay Spend	1,000
Budget realignment – General Fund/Housing Revenue Account	1,000
Remove provision to fund salary increments – services contain any costs	824
Capitalisation	632
Increase all Fees and Charges for inflation	1,000
Review of Council Tax Support Scheme	450
Reduction in South Yorkshire PTE Levy	315
Increase Council Tax Premium on Empty Homes to 100%	175
No replenishment of reserves	3,000
<b>Total</b>	<b>9,896</b>

- 3.1.2 The Council consulted with the public, staff and partners on budget savings proposals for specific services totalling £5.3m for 2018/19. The proposed budget for 2018/19 includes implementation of these savings as adjusted following consultation. The summary of the proposals by Directorate is set out in Table 4 below. More detailed information is available at Appendix 1.

**Table 4 – Summary New Directorate Budget Savings Proposals 2018/19**

<b>Directorate</b>	<b>2018/19</b>	<b>2019/20</b>
	<b>£'000</b>	<b>£'000</b>
Assistant Chief Executive	144	40
Finance & Customer Services	672	200
Adult Care & Housing	0	0
Public Health	275	56
Children & Young People's Service	1,432	288
Regeneration & Environment	2,765	1,200
<b>TOTAL</b>	<b>5,288</b>	<b>1,784</b>



- 3.1.3 In addition there are some Directorate budget savings which have been approved in previous years but which take effect, or reach full year effect in 2018/19. These are summarised by Directorate in Table 5

**Table 5 – Summary Directorate Budget Savings Proposals 2018/19 – 2019/20 previous years' approvals**

Directorate	2018/19	2019/20
	£'000	£'000
Assistant Chief Executive	95	0
Finance & Customer Services	418	0
Adult Care & Housing	3,324	0
Public Health	378	0
Children & Young People's Service	891	0
Regeneration & Environment	1,408	(500)
<b>TOTAL</b>	<b>6,514</b>	<b>(500)</b>

#### Independent Adult Care Sector Provision – Residential and Nursing Care Homes

There are a total of 35 independent sector care homes contracted to support older people in Rotherham. They provide a range of care types.

- 3.1.4 The independent sector care home market in Rotherham supplies 1782 beds and accommodates around 1558 older people. The Council is the dominant purchaser.
- 3.1.5 The pressures that the older people's care home market faces are well documented and are highlighted below:
- The lack of nurses and enhanced terms and conditions of employment (pay, pensions, workplace support) offered by the NHS are a challenge for the independent sector market who are not able to compete to attract qualified nurses to work in care homes.
  - High cost of agency nurses.
  - The National Living Wage will increase from £7.50 per hour for people aged 25 and over to £7.83 in April 2018.
  - Compulsory employers' contribution to pension currently set at 1% up to April 2018 (rising to 3% by April 2019).
  - Increasing care requirements of residents for acute periods resulting in an intense demand on staff resource.
  - Recently announced rise in interest rates which will affect those providers with financial obligations to lenders.
- 3.1.6 There is a requirement for the market to keep pace with demand and deliver high quality provision to the most vulnerable people in Rotherham. Both the Council and its health partners require an adequate level of care home capacity.

- 3.1.7 It is proposed that an increase of 3% is applied across all fees based on the Consumer Price Index (CPI) as at September 2017. The additional cost would be **£618,000** per annum based on current activity. This approach allows for an uplift that keeps pace with inflation and supports care homes to meet the increased staffing costs within available resources.

<b>2018/19 Proposed Fees</b>	<b>Residential</b>	<b>Residential EMI</b>	<b>Nursing Care*</b>	<b>Nursing EMI*</b>
Rotherham	£445	£481	£449	£534

\*Excluding Funded Nursing Care element at £155.05.

#### Independent sector provision – Home Care

- 3.1.8 The Community and Home Care Service providers respond flexibly to fluctuating demand and currently deliver around 14000 hours of home care per week to approximately 1284 people, with a cost of around £200,000 per week.

- 3.1.9 Nationally, regionally and locally the community and home care sector is facing a number of pressures:

- **Increased staff costs** - a high percentage of the running cost of home care to providers is associated with staffing. Providers are required by legislation to remunerate care workers for travel expenses to a level that prevents care workers pay being forced under the National Minimum Wage. This will increase from £7.50 to £7.83 from April 2018. The price of petrol remains high at circa 117 pence per litre and the nature of home care service and a mobile workforce means that significant cost are incurred to support travel time/travel expense.

In addition the compulsory employer's contribution to pension schemes currently at 1% on employee earnings will rise to 3% by the year 2019.

- **Competitive retail sector attracting care and support staff** - competitive retail sector pay rates means the care sector has less ability to attract staff. Whilst the skill requirement for a 'customer assistant' in a retail environment is lesser in comparison to that of a care worker, retailers offer pay rates that are higher than the majority of contracted home care providers. In addition more favourable working conditions and less personal responsibility means potential recruits are attracted away from the care sector.
- **Retention of staff** – The turnover rate for independent sector home care services is around 33% per annum, on average two thirds of the workforce in home care services are recruited from within adult social care, which suggests that there is a high degree of 'churn' within the sector resulting in employers going through the recruitment process, with its associated costs but does however mean skills are kept within the sector.

- **Consistent demand for high quality** - Contracted home care providers are required to comply with regulation and a service specification that demands safe, flexible, high quality care delivery. The regulator for health and social care, the Care Quality Commission recognise the pressures that social care providers are under and take account of the issues that contribute to this.

3.1.10 The level of fees paid for home care must sustain a market that will provide an appropriate, skilled, competent, compassionate workforce for Rotherham residents who are eligible to receive such service as per Care Act requirements.

3.1.11 In order to address issues facing the sector, it is proposed that the Council applies a uniform 3% increase for all providers based on the Consumer Price Index rate as at September 2017. This would contribute to the increased staffing costs that providers face in the coming financial year. A 3% increase would equate to an additional cost of **£350,000** per annum based on current activity.

3.1.12 In addition, there are approximately 300 Personal Assistants employed through a Direct Payment who are currently paid the National Living Wage, which from 1st April 2018 will increase from £7.50 to £7.83 per hour. It is therefore recommended that the hourly rates for Personal Assistants are increased in line with the NLW increase from 1 April 2018. This will result in an additional cost of **£115,000** based on current activity.

#### Independent sector provision – Learning Disability

3.1.13 The Council currently provides financial support to 728 learning disabled people with an aging demographic and increased complexity from young people transitioning into the services.

3.1.14 The Council's strategic direction is for people with a Learning Disability to remain in their own home and communities as long as possible. This will require some current provision to be replaced by:

- increasing the uptake of Community Services
- greater use of Shared Lives and Key Ring Schemes
- designing a new framework for Supported Living
- developing alternative Day Opportunities.

3.1.15 The Council has historically taken an ad hoc approach to fee uplift requests from the independent Learning Disability sector, on the basis that costs are predominately bespoke to meet individual needs and have arisen incrementally. The Council has maintained a position that the combination of rates paid for waking hours and sleep-in payments were sufficient to allow providers to meet their legal obligations. However, changes in the Care Act 2014, increases in National Minimum Wage to £7.83 per hour, employer pension cost increases, and case law in regards to Sleep-in payments (*Whittlestone vs BJP Homecare and Royal Mencap Society v Tomlinson Blake*), mean that the Council now needs to develop a unified methodology to uplifts across independent sector provision.

3.1.16 In order to meet obligations and support a sustainable market, it is proposed that the Council applies:

(1) a 3% increase in current rates to Residential Care and Nursing Care provision, predicated on the Consumer Price Index rate as at September 2017. This would contribute to the increased costs that providers face in the coming financial year. Based on current activity levels, the cost to the Council will be **£315,214** per annum.

(2) a variable increase to Supported Living providers hourly rates between 3-4%. This allows for alignment of divergent providers hourly rates, broken down by day support and waking night support, applying the Consumer Price Index rate as at September 2017 and also factoring in additional compliance challenges due to historical low rates which in some instances have not changed since 2012. Based on current activity levels, the cost to the Council will be **£176,191** per annum.

(3) a flat Sleep-in rate of £80.16 for an 8 hour shift. Based on current activity levels, the cost to the Council will be an additional £163,581 per annum on top of the increase in 2017/18 of £345,028, therefore a total additional **£508,610** on current base budget.

Summary Proposals:

It is recommended that Council approve increases on the following Adults Social Care provider contracts:

- Independent Sector Residential and Nursing Care homes – both older people and those with Learning Disabilities – increase by 3%,
- Community and Home Care Services – increase by 3%,
- The hourly rate for Personal Assistants are increased from £7.50 to £7.83 in line with the increase in the National Living wage,
- Supported Living providers – increase in hourly rates of between 3 and 4% to allow for alignment of rates across providers,
- Sleep-in rate set at £80.16 for an 8 hour shift.

Crisis Support (Local Welfare Provision)

3.1.17 The Government ended the national Discretionary Social Fund provision of community care grants and crisis loans in April 2013 and passed the responsibility for Local Welfare Provision to councils. Grant funding was provided to councils for these additional responsibilities in 2013/14 and 2014/15 but the grant funding was then cut completely after 2014/15 and no further Government funding resources have been provided. The Council agreed to set aside unspent amounts of the grant funding in order to provide some level of continued support following the ending of Government grant support.

- 3.1.18 Cabinet agreed in February 2017 that the Council should continue arrangements to provide crisis support for a further year. £350k of funding remains reserved from the Government grants for Local Welfare Provision and Council are now asked to agree that £200k of this funding is used to enable crisis support to continue for a further two years and that the appropriate contractual arrangements are put into place for the provision for the provision of this support.

#### Neighbourhood Working

- 3.1.19 Cabinet agreed new budget arrangements for Neighbourhood Working in April 2017. This included agreement that the Community Leadership Fund of £1,000 per ward member should be continued and that a delegated revenue budget of £1,428 per ward should be established. The principle of the allocation of these funds for Neighbourhood Working is that the funds are spent according to the priorities of Ward Members. It is therefore proposed that any remaining funds for 2017/18 pending agreement of priority spend are carried forward into 2018/19.

### **3.2 Focus & Priorities for Services and Impact of Budget Options**

- 3.2.1 The Budget outlined above will:

- focus on continuing to protect and support Rotherham's most vulnerable children and adults whilst trying to ensure that a wide range of services continue to be provided to all residents.
- progress the ongoing transformation of the Council's Adult Social Care Services to provide better services enabling more vulnerable adults to live independently, safely and improve their quality of life;
- enable the Council to continue to positively take forward and address the findings in the Professor Jay, Ofsted and Louise Casey reports to help the Council become 'fit for purpose' at the earliest opportunity;
- focus on corporate and service transformation, ensuring services continue to be equipped to deliver a high standard of service for the citizens, businesses and stakeholders of the Borough that is fully aligned to the Borough's new Community Strategy and the Council's Corporate Plan priorities; and
- Continue to reduce management, administration and support costs as far as is sensible to do so.

- 3.2.2 The key impact of the proposed budget on each Directorate is shown below:

#### **Adult Care, Housing and Public Health**

##### **Adult Care**

- 3.2.3 Adult Care is responsible for the provision of social care support and services for vulnerable groups of adults in the borough, including older people and adults with mental health problems, learning disabilities and physical and/or sensory impairments.

- 3.2.4 Adult Care has responsibility for managing and delivering:
- Information, advice and advocacy
  - Prevention and recovery
  - Safeguarding
  - Assessment and care planning
  - Care, at home and in residential settings
- 3.2.5 The directorate faces a number of significant demand challenges as a result of changes in population demographics. There is sustained budget pressure as a result of an aging population; a rising population of working age adults with long term health and care support needs; and increasing acuity and complexity of need for those residents who need support.
- 3.2.6 The directorate faces increased cost pressures including rising inflation and the implementation of policy decisions such as the Apprenticeship Levy; the National Living Wage; and the remuneration of sleep in carers. Additionally, the borough has a higher proportion of its residents in residential care (rather than family or community-based care) compared to other localities, with a higher cost of care.
- 3.2.7 These demand and budget pressures have resulted in an over-spend in 2017/18 and the focus for 2018/19 is to both continue the complex set of changes needed to reduce demand, working with health and social care partners in the Borough, alongside making significant changes to the way care services are delivered to make care more personalised, responsive and cost effective.
- 3.2.8 Quality of care will be developed and improved through further integration between health and care partners in the borough. Firstly, it will ensure that residents are better supported at the front door through an integrated point of contact that connects residents with the most appropriate type and level of support. An integrated rapid response service will be tasked with delivering short, tailored interventions to support unplanned episodes of care and an improved discharge model will support timely transition from hospital to home and reduce delayed transfers of care.
- 3.2.9 Supporting people to live well at home, for as long as possible, will be a key focus and will improve quality of life for residents, while reducing cost. This will be achieved through investment in preventative care, to reduce acute and long-term interventions; access to appropriate, coordinated support including more effective support to carers; and personalised care delivered by skilled care workers, family and through new technology.
- 3.2.10 Residential care for adults with complex support needs will be transformed to enable residents to access both high quality primary care and a broader range of care pathways, and stronger connections to family and community support. Similarly, we will work together with health partners to continue the remodelling of Mental health services, with a greater focus on early intervention, improved accessibility and more responsive, personalised service.

- 3.2.11 The priorities, as outlined, can only be achieved if there is a high quality, motivated social care workforce in place. By working with social care teams, provider staff, educational institutes and professional bodies, changes will be made that will strengthen the recruitment, retention, skills and stability of the workforce and offer consistent advice and support to residents.
- 3.2.12 These priorities are designed to deliver a long term, sustainable reduction in demand pressures facing the directorate, as well as addressing the overspend from previous years. As such there are no new savings to come from Adult Social Care and the focus will be on delivery of savings agreed in previous years with the phasing of those re-profiled to ensure they are delivered in a robust and carefully managed way.

### **Public Health**

- 3.2.13 Public Health is an integral element of the Borough's health and social care system, promoting wellbeing and independence. Public Health is responsible for the commissioning of public health services, including drug and alcohol services, weight management and sexual health.
- 3.2.14 Public Health provides advice, advocacy and challenge to ensure that the health of residents is safeguarded. This includes providing public health advice to the NHS and working across council directorates to optimise the council's contribution to improving health and reducing inequalities.
- 3.2.15 The Public Health grant for 2018/19 has been reduced by 2.6% (£430k) to £16.304m. It is anticipated that the grant will continue to be reduced by 2.6% for a further two years through to 2019/20. The grant is ring-fenced and supports the delivery of public health functions for residents of all ages.
- 3.2.16 Life expectancy in Rotherham is almost two years below the English average, which is indicative of a range of health inequalities in the borough. This is further demonstrated by a nine-year difference in life expectancy for men, and a seven-year difference for women between the borough's most and least deprived areas. While issues such as smoking, alcohol and obesity are not significantly worse than the national average, each has a greater prevalence in the borough's more deprived areas.
- 3.2.17 Changes to public health services is already underway to create health enhancing work, places and communities that enable residents to tackle the causes of ill-health and poor wellbeing. This process of change will be further accelerated through deeper integration between adult services and CCG commissioners, to address health inequalities through improved alignment.
- 3.2.18 Public Health will strengthen its influencing role, to ensure that health and wellbeing issues are integrated into public service delivery, e.g. by coordinating local services via an Integration Board alongside the Work and Health Programme, promoting work as a route to improved wellbeing.

- 3.2.19 Public Health will also deliver efficiency savings through three measures. Firstly, by re-designing pathways to reduce cost and duplication of effort. This includes service re-design for the healthy weight pathway. Secondly, internal staff savings, for example through not filling staff vacancies. And thirdly, through negotiating contractual savings with partners in the Borough through close collaboration to ensure no impact on front line service delivery. These savings measures represent a series of small changes that will improve efficiency and deliver more integrated services, with no material impact on service users.

### **Housing and Neighbourhood Services**

- 3.2.20 Housing and neighbourhood services hold overall responsibility for the management and maintenance of the borough's 21,000 council homes. They provide information, advice and guidance on the housing options available to residents and oversee any adaptations to homes required by residents, e.g. for accessibility/health reasons. Housing and neighbourhood services are also responsible for building new, affordable, high quality homes in the borough.
- 3.2.21 Housing and neighbourhood services hold a ring-fenced gross budget of £84.5m. There is currently a forecast underspend of £286k from the Housing General Fund and £1.6m from the Housing Revenue Account.
- 3.2.22 The primary focus of the service in 2018/19 is to ensure that a robust, sustainable Housing Revenue Account 30-year Business Plan is in place. The effective delivery of this plan will ensure that the borough's 21,000 council homes are maintained effectively, and that new homes (that meet resident need) are built to replace those lost through the right to buy scheme.
- 3.2.23 The general fund budget of £0.593m will continue to be used to support Neighbourhood Partnerships, address homelessness and deliver aids and adaptations to homes. A new model of neighbourhood working will be implemented that will realise improvements across each of these areas.
- 3.2.24 Efficiencies will be delivered through the new housing income team service, including improved performance on void turnaround times; rent recovery and leasehold income collection. A one-off budget saving has been created through increased income and by holding staff vacancies. These measures will both increase income and deliver efficiencies, with no significant impact on residents in the borough.

### **Children and Young People's Services**

- 3.2.25 The directorate for Children and Young People's Services (CYPS) is responsible for social care services, education and skills, and early help and family engagement. It has a statutory responsibility for the safeguarding of children and young people and is supported by a dedicated performance, quality, commissioning and business support team.



- 3.2.26 Nationally, children's social care services are operating in a tough budget and demand context. 75% of councils overspent their children's services budget by in excess of £0.5m in 2015/16. There has been an unprecedented surge in demand for children's social care support in recent years - a trend that shows no signs of abating. There has been an increase of 140% in the last 10 years of the number of children subject to child protection enquiries.
- 3.2.27 Furthermore, there is a sustained national increase in the number of young people with complex learning difficulties and disabilities. Requirement for specialist school provision for pupils with special educational needs and difficulties (SEND) has increased from 5.6% to 8.5%, creating further pressure on the system nationally. Within Rotherham, almost double the number of children and young people are receiving additional support via an Education, Health and Care Plan.
- 3.2.28 Within the directorate, the significant investment and root and branch reviews of children's social work have made a demonstrable positive impact on the safeguarding of children in Rotherham. In January 2018 the Council received an Ofsted rating of 'Good' with one of the items within that rated 'Outstanding', demonstrating the significant improvement in the Council's approach and practice over recent years in relation to Children's Social Care. However, the improvement journey has increased the number of children in care, owing to earlier interventions that have ensured children have been protected. This increase in care demand has occurred despite the significant improvements made to early help, where it is anticipated that the transformation will take time to work through the system.
- 3.2.29 In 2018/19 the directorate priorities are to continue the sustained improvements in children's social work, ensuring the improvements continue and are embedded system wide; to focus on building in-borough capacity for both Looked After Children and additional school places for children with learning difficulties and disabilities; and to further develop interventions and services designed to better manage demand earlier.
- 3.2.30 There is a continuation of the investment in Children's safeguarding as approved by Council in 2017 with no savings required from Children's safeguarding services.
- 3.2.31 Proposed changes to service delivery, including savings initiatives, will build on the success of the improvement journey and on the success of the invest to save initiatives within the 2017/18 budget. This includes, for example, improving preventative and edge of services care, scaling up the family group conferencing model successfully introduced in 2017, and expanding multi systemic therapy interventions. A concerted focus on increasing of in-house foster care capacity will similarly support this outcome.
- 3.2.32 Changes to early help will continue, with a focus on ensuring early help interventions are targeted at the root causes of children entering the care system, as well as alternatives to care that have a strong evidence base. These changes will also deliver savings in a sustainable way.

- 3.2.33 The education and skills service operating model will be reviewed to ensure that it is as efficient and effective as possible, while continuing to improve educational outcomes, particularly at GCSE level and for children with SEND. Children with SEND will be further supported through the development of an effective, integrated social care, education and health assessment, planning and commissioning service.
- 3.2.34 Efficiencies will also be delivered through changes to CYPS' business support arrangements, ensuring that front line staff are supported in the most cost-effective way, using technology to streamline business processes.
- 3.2.35 Alongside efficiency savings, the directorate will also focus on increasing income, maximising the Troubled Families Payment by Results (PBR) funding and by using the Dedicated Schools Grant (DSG) funding differently, in full consultation with schools in the borough.
- 3.2.36 The proposed changes to services and budget are specifically designed not to de-stabilise the significant investment that has already been made, particularly at a time of great pressure on the system.

### **Regeneration and Environment**

- 3.2.37 The regeneration and environment directorate deliver frontline services to ensure the borough's neighbourhoods are clean, safe, inclusive and create an environment where people want to live, work and play. The directorate has a broad portfolio of responsibilities including:
- Community safety
  - Environmental protection
  - Schools' catering and cleaning
  - Waste collection, management and disposal
  - Parks and green spaces
  - Leisure, sport and tourism
  - Culture, history and arts (including theatre and museum)
  - Planning
  - Regeneration (including business support)
  - Transport and highways
- 3.2.38 Rotherham's economy is currently the fastest growing in Yorkshire, and the 7<sup>th</sup> fastest in the UK. The Council's strategy of maintaining investment in the conditions for growth is having a positive impact, despite the fiscal challenges faced by the council. A Masterplan has been developed for the Town Centre which details how major development will take place including a vibrant leisure quarter at Forge Island.
- 3.2.39 The directorate's focus is to create neighbourhood's where people are proud to live, that are clean, safe, green, healthy and inclusive and have access to high-quality affordable housing. Creating the right conditions for residents to participate and take responsibility for themselves and their community, whilst encouraging others to do the same will be a central feature of the directorate's work.

- 3.2.40 Further integration, and partnership working, with key stakeholders within the council and with partners across housing, the police, health, and the voluntary and community sector will be a priority.
- 3.2.41 The directorate will work to attract investment and new business, while ensuring that the borough's existing businesses receive the support they need to grow and make further investment. To achieve this, attention will be given to ensuring that the wider conditions for growth are nurtured and developed, including integrated transport in South Yorkshire, housing, vocational skills needed to meet local job opportunities, and good quality green spaces and cultural offer.
- 3.2.42 A more commercial approach, focused on income generation and using the borough's assets and resources creatively, will help to ease budget pressures on some front-line services. This includes Bighton Link; the new camping and caravan park at Rother Valley Country Park and developing the commercial waste collection service.
- 3.2.43 New operating models for key functions and services such as waste, transport, community safety and culture and leisure services will be designed, developed and mobilised to improve efficiency, customer focus and deliver sustainable reductions in budgets without impacting on local resident access and use of services.
- 3.2.44 As well as these longer-term developments, additional income/savings opportunities have been identified across the directorate to deliver savings in 2018/19. This includes reducing headcount (e.g. dog warden and grounds maintenance); increasing revenue streams (e.g. theatre income); increased sponsorship income (particularly town centre events); and service re-design (e.g. transport). These smaller scale, internal initiatives have been designed to mitigate impact on residents.

### **Corporate Support Services**

- 3.2.45 The role of the two directorates making up the corporate services (Finance & Customer Services and Assistant Chief Executives) is to support the delivery of front line council services by promoting the most effective use of resources while ensuring services are compliant with council regulation and national legislation. These services provide leadership, influence, advice and a cross-cutting perspective and enable the council to operate safely. They are responsible for delivering a range of support services to other directorates, including HR and IT, to ensure they run efficiently and provide effective support across all council services.

### **Finance and Customer Services**

- 3.2.46 The directorate provides services in the following four areas:

- Financial Services
  - Finance, Accounting, Insurance
  - Local Taxation, Housing Benefit, Income Collection and Financial Assessments for care services
  - Procurement
- Legal Services
  - Legal
  - Elections
  - Print and Post Services
- Customer, Information and Digital Services
  - ICT
  - Customer Services
  - Information Management
- Internal Audit

3.2.47 The directorate is committed to providing outstanding, high quality professional and support services that are valued by its customers, both internal and external. This commitment is realised through the ongoing development of the skills of the directorate's staff to ensure they can meet the current and future challenges of local government.

3.2.48 To provide the support the council requires, the directorate must be strong and appropriately resourced. It is a reality however, that future service provision must be planned within the context of ongoing reductions in funding for local government.

3.2.49 Customer Services will be the subject of significant transformation with a channel shift being effected where possible, moving from face to face services and making use of improved technology to enable residents to 'self-serve' and more quickly access the service they need online.

3.2.50 The increased demand for legal services means that no budget savings are proposed in this area. Instead, the focus will be ensuring that the high standard of legal support services will be safeguarded, particularly with regard to protection of children and adults.

3.2.51 The finance service will continue to focus on realising savings, as it has done effectively in recent years. A particular focus will be on driving efficiencies through procurement savings; reducing overtime in directorates where peaks and troughs arise; council tax and business rates collection; and the recovery of benefit overpayments.

3.2.52 Improvements in the targeted collection of benefits overpayments and income collection (council tax and business rates) will result in increased income. Savings will be realised from the Information Management Service, but it is important to note that this will not result in a reduction in service-levels in this important service area.

3.2.53 The Internal Audit team will not be subject to any budget changes, following its significant progress in the last twelve months. The actions outlined in the Audit Improvement Plan for the service will be completed in the coming months.

3.2.54 The re-structuring of the customer service function will improve efficiency and result in a reduction in headcount (25 over 2 years) creating savings, while improving the service available to residents.

**Assistant Chief Executive's Office**

3.2.55 The directorate has six distinct areas of responsibility:

- Human Resources
- Communications
- Democratic Services
- Policy and Partnerships
- Performance and Risk
- Change and Innovation

3.2.56 Significant progress has been made over the last 12 months in strengthening all functions through recruitment into key posts, improved governance arrangements and the re-allocation of decision making powers to local democratic control, with respect of HR and performance management.

3.2.57 There have been a number of delivery achievements in 2017, including the launch of the new Rotherham Plan and game-changers; the development of the Rotherham Story; and the development of the Rotherham Compact agreement, all of which were a result of effective partnership work with the Rotherham Together Partnership.

3.2.58 Other key achievements include the development of the Council Plan 2017 – 2020; the council performance framework; the introduction of quarterly performance reporting and the embedding of the council risk policy and guide. In May 2017, the Building Stronger Communities Strategy (BSC) was approved and the BSC Forum established.

3.2.59 A Change and Innovation Team is currently being established to support major change initiatives and deliver transformational change in the council.

3.2.60 Each service within the directorate has reviewed its structure and working arrangements and has implemented, or is implementing, a revised structure that will ensure it is better able to meet the council's requirements.

3.2.61 This coordinated re-structuring will ensure that the directorate as a whole is better positioned to join-up corporate functions to support service based directorates, Members and the overall authority.

3.2.62 In the coming twelve months, the directorate is expected to face further challenge that will mean it needs to constantly review its practices and develop and modernise its service offer. Continuous improvement will be founded on the principles of best value and sustainable change.

3.2.63 Proposals to develop a new corporate performance function, which would result in the merger of the functions currently based in service directorates are currently being considered. This centralisation would realise savings, however, it should be noted that the current corporate performance team is small when compared to councils of a comparable scope, so only limited benefits may be realised before service standards are reduced

### **3.3 Council Tax Proposals for 2018/19**

3.3.1 The Council is proposing to increase its own Council Tax (i.e. excluding Parish, Fire and Police precepts) by a total of 5.99%. This consists of two elements:

- a) A 2.99% increase in respect of contributing towards the Council's overall budget position; and
- b) A further 3% increase specifically in respect of a precept for Adult Social Care services (following a Government announcement allowing Authorities with Adult Social Care responsibilities to generate an extra 3% income by applying this precept).

3.3.2 It is proposed that the £965k Council Tax income derived from 1% of this increase is earmarked for developments in Waste Services

3.3.3 The 3% Adult Social Care precept will generate an additional £2.897m income to support the Adult Social Care budget.

3.3.4 The 3% Adult Social Care precept will be utilised to fund most of the additional investment in Adult Social Care services as shown in Table 6 below:

**Table 6 – Use of Adult Social Care Precept 2018/19**

<b>Use of Adult Social Care Precept</b>	<b>£'000</b>
Meeting the cost pressure of children who reach adulthood (Transitions)	890
Contribute to the increased cost of Adult Social Care contracts with care providers linked to the National Living Wage and other contractual indexation	1,100
Estimated Pay Award and Living Wage impact	540
Investment in Brokerage Team	210
Investment in Social Work practice – strengths based locality approach	650
<b>TOTAL</b>	<b>3,390</b>

3.3.5 A total 5.99% increase on the tax levied in 2017/18 would mean a Band D Council Tax (for the Council only) of £1,478.01 and would mean a Band A Tax of £985.34 per year. 86.3% of properties in Rotherham are classed as Band A to C with 53.8% being Band A.

- 3.3.6 The budget for 2018/19 also takes account of a planned use of £3m of surplus from the Council's Collection Fund for Council Tax. This is a direct result of the Council continuing to achieve a high performance in collecting Council Tax and minimising cumulative arrears.
- 3.3.7 The proposed increase in Council Tax is not recommended lightly. The alternative was to further reduce valued, frontline services at a time when demand for these services by vulnerable children and adults is increasing and the Council, alongside the Sheffield City Region, are proactively looking to stimulate the economy to bring about jobs and prosperity in the borough and city region which will bring about an increase in the future resources available to the Council.
- 3.3.8 As required by legislation (the Local Government Finance Act 1992), and as in previous years, a Statutory Resolution of Council Tax is attached as Appendix 5 setting out details of the proposed Council Tax calculations for 2018/19 for the Council, parished areas and including the precepts from the South Yorkshire Police and Crime Commissioner and South Yorkshire Fire and Rescue Authority as advised to the Council. The proposed precept for the South Yorkshire Police and Crime Commissioner is subject to approval at the PCC meeting on 26<sup>th</sup> February 2018.
- 3.3.9 The Council meeting on 24th January 2018 approved Rotherham's Council Tax Base for 2018/19 of 69.240.35 Band D equivalent properties after adjusting for expected losses on collection, the impact of the Council's Council Tax Support Scheme and discretionary discounts and exemptions for empty properties and second homes. At the same Council meeting, a revised Council Tax Support Scheme was approved which is reflected in this Tax Base.
- 3.3.10 Based on the number of properties in the Tax Base and the proposed increase in Council Tax by 5.99%, this will generate a total Council Tax of £102.337m available to support the Council to fund services in 2018/19.

### **3.4 Financing the Proposed 2018/19 Revenue Budget**

- 3.4.1 The table below shows the total available resources to support the proposed revenue budget of £216.876m for 2018/19:

**Table 7 – Funding the 2018/19 Revenue Budget**

	<b>£'000</b>
Final Settlement – RSG and Business Rates	84,841
New Homes Bonus	3,013
Business Rates: Section 31 Grants, Renewable Energy, Enterprise Zones and Multiplier Cap compensation	5,146
Public Health Grant	16,304
Adult Social Care Support Grant	841
Housing Benefit Administration Grant and Local Council Tax Support Subsidy	1,394
Use of Collection Fund Balance	3,000
Council Tax	102,337
<b>Funding Total</b>	<b>216,876</b>

Proposed Directorate Budgets 2018/19

- 3.4.2 Set out below in Table 8 is the proposed Net Revenue Budget for 2018/19 including the Directorate Cash Limit Budgets utilising the funding resources set out in Table 7 above and based on approval and implementation of the proposed savings included within this report and detailed at Appendix 1:

**Table 8 – Directorate Budgets 2018/19**

<b>Directorate</b>	<b>Proposed Budget 2018/19</b>
	<b>£'000</b>
Adult Care & Housing	57,322
Public Health	15,997
Children & Young People's Service	56,720
Regeneration & Environment Services	38,128
Finance, Customer Services	14,382
Assistant Chief Executive	5,896
Central Services	28,431
<b>TOTAL NET REVENUE BUDGET</b>	<b>216,876</b>

- 3.4.3 The proposed Central Services budget (£28.431m) shown in the table above includes the following key budgets and provisions:
- Levies - Integrated Transport Authority, Coroners, Environment Agency . (£11.6m)
  - Capital Financing (£2.8m)
  - Capitalisation and Flexible Use of Capital Receipts (£3.2m credit)
  - Central Provision for pay and price inflation, contract indexation and investment, pending allocation to Directorates (10m)
  - Budget Risk Provision (£4.8m)



- 3.4.4 It is important to note that the Directorate budgets shown above include the impact of budget savings for 2018/19 but do not as yet include budget allocations for pay awards, inflation and investment. A significant proportion of the £10m centrally held provision will be allocated to Adults and Children's Services once the final impact of pay awards and price and contract inflation is known and investment confirmed.

### **3.5 Reserves and Balances within the Council's Budget Strategy**

- 3.5.1 The Council's balance of reserves and revenue grants as at 1<sup>st</sup> April 2017 is £57.1m, excluding Housing Revenue Account and Schools balances. This is £2.75m more than anticipated when the 2017/18 budget report was approved due to a more favourable financial outturn for 2016/17. Appendix 6 details the Council's General Fund Reserves.
- 3.5.2 The 2017/18 budget includes the planned use of reserves of £10.45m. The actual use of reserves will be finalised within the financial outturn for 2017/18.
- 3.5.3 Within the proposed Medium Term Financial Strategy is the planned replenishment of reserves over the medium term in order to secure the Council's ongoing financial stability and to provide the capacity for future budget planning choices or investment decisions.
- 3.5.4 These reserves and grant balances are set aside for specific purposes and are planned for current and future use within previous budget decisions and in the medium term financial planning assumptions.
- 3.5.5 Whilst the majority of these reserves are either ring-fenced and subject to conditions of use or are earmarked for specific use determined previously by the Council, the approach taken in this budget is to replenish them in future years and hence maintain the value over the medium term or to fund within the base budget the costs that would have been funded from the reserves. This approach allows the Council to establish a £10m budget risk contingency for 2018/19, comprising of £4.8m budget provision and £5.2m potential support from reserves.
- 3.5.6 The budget risk contingency is to enable the Council to deal with in-year budget pressures/investment, particularly for Children's and Adults services. The funding from the risk contingency would only be drawn down on the basis of a business case and if required to manage demand pressures.
- 3.5.7 The proposed budget includes £3m per annum from 2019/20 to replenish the reserves that are being used to support the 2017/18 budget and to provide part of the budget risk contingency for 2018/19. However the demand pressures associated with children's and adults services are reflected in the national picture and it might be that the Council is unable to replenish reserves as planned, but this will be reviewed annually.

- 3.5.8 The above proposals are the basis used for the formulation of the proposed budget and revised medium term financial strategy but the final determination will be formally approved when the outturn for the current financial year is known and reported. All future planned use of reserve will be subject to further future consideration as part of budget planning in future years.

### 3.6 Medium Term Financial Strategy 2018/19 – 2020/21

- 3.6.1 The Council has undertaken a complete review of its Medium Term Financial Strategy and underpinning financial planning assumptions. Alongside this review, there has also been a thorough review of corporate budgets and provisions, corporate funding, accounting classifications and apportionments, including classification of expenditure between capital and revenue and between General Fund and HRA.
- 3.6.2 Some of the benefit of these reviews is reflected in the 2017/18 forecast financial outturn and how the Council is mitigating the impact of the costs of service demand pressures towards achieving a balanced outturn position. The updated Budget Gaps for 2018/19 and 2019/20 were reported to Cabinet in December 2017. The MTFS update in this report now extends to a further year to 2020/21.
- 3.6.3 The Council's budget strategy has been to limit, as far as possible, the impact of funding cuts on front line services – particularly on the most vulnerable residents, whilst looking to grow the local economy to maximise future income generation potential.
- 3.6.4 The climate of continued funding cuts from Government and the pace of growth in the local economy has made this strategy difficult to maintain. More will be done to review how services can be further transformed to deliver further savings and to look for opportunities for joining up or rationalising service arrangements where this is sensible to do so and will reduce costs. However, the further planned government funding cuts over the period to 2020/21 mean that it is inevitable that some of the future savings the Council will have to deliver will inevitably impact on frontline services.
- 3.6.5 This report proposes a balanced budget for 2018/19. However more work is to be done to address the estimated £29.7m funding gap in the MTFS in the next two financial years. The summary MTFS position is shown in Table 9 below.

**Table 9 – MTFS Estimated Funding Gap 2019/20 – 2020/21**

	2018/19	2019/20	2020/21
	£m	£m	£m
Cumulative Budget Gap	15.1	33.6	47.5
Budget Savings	-15.1	-17.8	-17.8
<b>Remaining Cumulative Budget Gap</b>	<b>0</b>	<b>15.8</b>	<b>29.7</b>
<b>Annual Budget Gap</b>	<b>0</b>	<b>15.8</b>	<b>13.9</b>

### **3.7 Capital Strategy / Capital Programme Update**

- 3.7.1 The Capital Strategy and proposed Capital Programme to 2021/22, which sets out the Council's future capital investment plans, will ensure that investment decisions are clearly aligned with the Council's strategic priorities and vision for Rotherham.
- 3.7.2 The Council's Capital Strategy and Capital Programme to 2020/21 was approved by Council in March 2017 within the Budget and Council Tax 2017/18 report.
- 3.7.3 The Financial Outturn 2016/17 report approved by Cabinet in July 2017 set out an updated capital programme taking into account slippage on capital schemes during 2016/17 which was mostly re-profiled into future years.
- 3.7.4 Further individual new capital projects already approved during 2017/18 are incorporated into the updated capital programme which is set out as Appendix 2B
- 3.7.5 This report proposes a number of further additions to the capital programme to 2021/22 which are set out in Appendix 2A. The amendments proposed are summarised as :
- Annual ongoing expenditure commitments to 2021/22
  - Capitalisation of expenditure to support the revenue budget
  - Further flexible use of capital receipts for revenue transformational expenditure for 2019/20 and 2020/21 subject to the Council's approval of the flexible use of capital receipts strategy which is attached as Appendix 4
  - Priority Capital Investment

These are summarised below:

#### **3.7.6 Annual Ongoing Expenditure Commitments to 2021/22**

- ICT Refresh £1.75m
- Operational Buildings £550k
- Commercial Property £75k
- Neighbourhood Working £840k per year to 2021/22

#### **3.7.7 Capitalisation and flexible use of capital receipts**

- Capitalisation options to support the 2017/18 revenue budget £632k
- Capitalisation options to support the 2018/19 revenue budget £1,562k
- Capitalisation of Leisure PFI lifecycle costs to 2021/22 £2.183m
- Further flexible use of capital receipts to support revenue £4.0m

### 3.7.8 Priority Capital Investment – General Fund

- Street Cleansing Equipment and Bins (£610k)

Funding for service improvement for cleansing and bins. Options for Solar Compactor Bins to be explored. Individual projects, setting out costs and efficiency savings, to be brought to Cabinet for approval

- Pavement Improvements (£1m)

The Council has over 1,515km of adopted footways and like many Highway Authorities Rotherham's footway network has been gradually deteriorating after suffering from years of under investment. Winter freeze / thaw actions and severe weather events have served to accelerate the already deteriorating footways and highlight the poor structural condition. The condition of the footway network in 2016/17 had deteriorated to a level where 33.98% of the total footway network is graded as RED - (Requires Planned maintenance work). With over 5,600 hazardous defects (potholes) having to be repaired on the footway network in 2016/17.

In order to arrest the decline in condition of the footway network it is essential that this part of the highway network is adequately maintained and accorded sufficient priority for funding over the coming years. The Council recognises the importance of the network being well maintained, to avoid a negative impact on Rotherham's economy. The importance of maintaining the footways is aligned with Sheffield City Region Local Transport Plan goal; which is to "Support Economic Growth by ensuring our highway networks are well maintained to keep people and goods moving effectively".

The proposal is to prioritise an initial investment of £1m in the Councils footway network in 2018/19 to slow the decline of the condition, which is currently around 4% per year. A footway repair programme will be development to maximise the investment, prioritising and focusing on surfacing rather than remodelling. The programme will also be informed by Ward Members. Whereby, in accordance with the above priority Members will be contacted seeking their suggestions for works in their areas.

- Replacement of Mobile CCTV cameras (£60k)

Mobile CCTV cameras to deal with fly tipping and other environmental crime

- Provision of new controlled pedestrian crossings (£360k)

Currently there is a backlog of controlled pedestrian crossings (Puffin, Toucan, Zebra crossings) awaiting implementation as a result of limited funding available from the LTP Highways Capital Programme. These are all crossings that meet the Council's criteria for the provision of controlled crossings in terms of identified difficulty for pedestrians to cross the road. Current funding will allow one crossing per year to be implemented which means that the current list of crossings will take 6 years to implement. Use of Council Capital funding will halve the time taken to implement the crossings by allowing 2 per year to be implemented, thus securing the road safety and accessibility benefits of these facilities earlier.

- College Road Roundabout – match funding (£1.390m)

The Council has been successful in its bid for Department for Transport funding in respect of the National Productivity Investment Fund (NPIF). Funding of £3.24m has been secured, however, Council match funding of £1.39m (30%) is required. Therefore the total scheme cost is £4.63m.

- Crinoline Bridge Repair Works (£1.312m)

Repair and refurbishment of Crinoline Bridge on the A630. The estimated cost of this project is £1.312m. The bridge carries nearly 30,000 vehicles per day and is a key element of the town's transport infrastructure.

The recent inspection reports show a deterioration of the overall bridge condition, with several components of the bridge in a poor state of repair, such that any further deterioration could lead to the bridge being unable to entirely fulfil its function with a risk that this could result in partial or total closure of the A630.

The option remains to continue to monitor the condition of Crinoline Bridge, but with the risk that the bridge becomes unsafe and needs to be partially or completely closed at short notice. This risks long term closures while repair tenders are prepared and/or additional extra costs due to the short notice of repair works contracts.

The option exists to arrest the deterioration only to Crinoline Bridge with works to the deck joints and surfacing. However this will not address the repair need nor ensure the long term integrity of the bridge. This option has been estimated at £300,000.

The recommended option is to repair and refurbish Crinoline Bridge, to include for protection measures to ensure its long term integrity, at a cost of £1.312m.

- Increase SEND provision – top-up funding (£838k)

The Primary mainstream school population has increased by 15% and the Secondary mainstream school population has increased by 1% since 2010 as confirmed by the latest Department for Education (DfE) School Capacity and Planning (SCAP) scorecard for Rotherham. There is a projected further 5% increase in the school aged pupil population by 2021, further increasing the need for additional SEND places to be created in the Local Authority area. Following completion of the SEND sufficiency analysis, an additional 125 SEND places will be needed across the Authority to meet current and expected future demand up to 2021. 75 places are required to reduce out of authority placements by half and 50 places to add additional capacity and provision within the Borough to support future increase in demand from population increase. This will generate a recurrent £3.5m in DSG savings.

The option of providing further funding from schools related capital grants will also continue to be explored

#### Housing Revenue Account (HRA)

- 3.7.9 The Housing Revenue Account Capital Programme has also been updated to 2021/22 with a further £22.8m investment in improving council housing and £1.8m in adaptations. Additionally, virement of £551k is proposed to be made between the refurbishments allocation and the aids and adaptations allocation in recognition that demand for aids and adaptations has increased significantly over the past year. HRA capital programme information is set out in Appendices 2D and 2E.
- 3.7.10 The Capital Strategy will deliver a Capital Programme that is affordable and sustainable, and contributes to the Borough's economic growth. It will also ensure that the Council is able to fully contribute to the delivery of the SCR Strategic Economic Plan and maximise the potential for securing capital funding from the SCR and the Devolution Deal.
- 3.7.11 One of the key aims of improving the Council's management of its capital resources is to embed the importance of having an integrated approach across revenue and capital within the organisation. This is to ensure that the two key strategic documents, the Capital Strategy and Medium Term Financial Strategy (MTFS) interlink, to ensure that the delivery and financing of the Capital Programme fully reflects the principles of the MTFS. This has been achieved by ensuring that the revenue implications of capital projects are reflected within the MTFS and in revenue budgets (such as the cost of borrowing and savings generated through invest to save schemes).
- 3.7.12 The revenue impact of the Capital Strategy is reflected in the Council's Revenue Budget and Council Tax Setting Report and the prudential borrowing requirement arising from the Capital Programme is reflected in the Prudential Indicators and Treasury Management and Investment Strategy.

## **Funding the Capital Programme**

- 3.7.13 Appendix 2 shows how the Council proposes to fund the projects and changes to the Capital Programme for which approval is being sought, together with the funding of the existing approved Capital Programme projects. As indicated above, the Council's revenue budget and medium term financial strategy contains provision for the revenue implications of the capital programme including prudential borrowing costs.
- 3.7.14 The Council held £20.867m of capital receipts as at 31<sup>st</sup> March 2017 of which £18.077m are committed to funding schemes within the Capital Programme as approved at Council in March 2017 leaving £2.790m uncommitted receipts. The Council anticipates a further £10m of capital receipts to be generated across the Capital Programme period 2017/18 to 2021/22. The total £12.790m is planned to be utilised to support the Capital Programme as put forward for approval within this report.
- 3.7.15 The Council's funding strategy in respect of the Capital Programme will be based on the following key principles:
- (i) Capitalisation opportunities will be maximised, where accounting rules allow.
  - (ii) The Government's capital receipts flexibilities will be maximised to fund revenue transformational expenditure, with an indicative £2m of capital receipts built into the revenue budget for 2018/19 to 2020/21. As a general principle, capital receipts will be earmarked to minimise revenue costs.
  - (iii) This report recommends that all decisions on capital financing are delegated to the Council's Section 151 Officer.

## **3.8 Treasury Management Issues**

- 3.8.1 Treasury Management is the management of the Council's cash flows, its banking, money market and capital transactions, the effective control of risks associated with these activities and the pursuit of optimum performance associated with those risks.
- 3.8.2 The Treasury Strategy has associated Prudential Indicators (PIs) which have to be approved by Council prior to 1<sup>st</sup> April each financial year in order to comply with the various statutory frameworks within which the treasury function has to operate.
- 3.8.3 The Prudential Code requires the Council to approve and monitor a minimum number of PIs in order to inform the capital decision making process and support capital investment decisions. These PIs are mandatory.

- 3.8.4 The Capital Finance Regulations 2008 require the Council to approve a Minimum Revenue Provision (MRP) statement which sets out the methods the Council will use to determine the appropriate amount of MRP to charge against the revenue budget.
- 3.8.5 The Treasury Management Strategy is integral to the overall Budget Strategy and to the management of the Capital Programme.
- 3.8.6 Details of the Treasury Management matters are contained in Appendix 3. There proposed Treasury Management Strategy for 2018/19 is the same as the current strategy approved by Council for 2017/18 with one exception related to Money Market Funds. The current strategy limits investments in Money Market Funds to a total of £20m, based on an estimated 20% of the total investment portfolio. The proposed strategy is to limit the investment in an individual Money Market Fund to £10m.

### **3.9 Report of the Strategic Director of Finance and Customer Services (the Council's Responsible Financial Officer)**

- 3.9.1 Section 25 of The Local Government Act 2003 requires the 'Chief Financial Officer' (The Strategic Director of Finance & Customer Services at Rotherham Council) to report to Council on the following matters in making decisions on the budget and financial strategy:
- the robustness of the estimates made for the purposes of the calculations;
  - the adequacy of the proposed financial reserves.
- 3.9.2 In addition, it is recognised as good financial management for the Council to identify target levels for reserves and balances that are based on a thorough understanding of its needs and risks.
- 3.9.3 The contents of this budget and financial strategy report is the mechanism by which positive assurances are made by the Strategic Director of Finance & Customer Services about the adequacy of the proposed financial reserves.
- 3.9.4 The Strategic Director of Finance & Customer Services gives her assurance that the budget estimates for 2018/19 are robust overall when considered in conjunction with the budget risk contingency identified within the report and alongside the identification of the reserves which would need to be utilised if that risk should be realised. The current spending levels in social care services are not sustainable beyond 2018/19 and need to be addressed during 2018/19 in order that the Council can maintain a sound financial position.
- 3.9.5 This assurance is therefore predicated on the Council securing plans and actions to ensure that a number of significant risk areas within the budget are addressed and savings delivered, in particular:
- Successful application of the investment in Children's Safeguarding as well as robust management of demand pressures to secure a sustainable financial position in line with the budget allocated for Children and Young People's Services.



- Successful management of the demand pressures in Adult Social Care within the budget allocated through completion of the service development programme.
- 3.9.6 Additionally, early progress in addressing budget savings for 2019/20 and beyond is essential if the Council is to maintain a robust approach to its budget and financial management. The required savings are significant and the challenge and time required to identify options, develop robust proposals and implement decisions should not be underestimated.
- 3.9.7 The key fundamental principles of the report's recommendations which the Strategic Director of Finance & Customer Services has considered in giving this assurance are:
- That the budget strategy for 2018/19 is approved as set out in the report and incorporating the agreement to the delivery of £15.1m of net budget reductions including £5.3m of direct service budget savings.
  - That directorates manage their finances within the clearly defined cash-limits approved as part of this budget. Whilst the budget risk is recognised, Strategic Directors must bring forward options to mitigate any cost overruns in accordance with Financial Procedure Rules in order that formal decisions can be made where necessary.
  - That Council approves the updates to the Medium Term Financial Strategy to 2020/21 and agrees to the ongoing delivery of efficiencies and savings to address the remaining £30m shortfall in resources over current spending plans across 2019/20 and 2020/21. Any extent to which budgets overspend will increase the £30m shortfall.
  - That the General Reserves Minimum Balance is maintained at its current level and is not called upon for other purposes save in exceptional circumstances with the agreement of the Leader of the Council, Chief Executive and the Strategic Director of Finance & Customer Services and approved by the appropriate body of the Council in accordance with the Constitution.
  - That the use of all other General Fund reserves is frozen pending a full review and a report back to Cabinet once the financial outturn for 2017/18 is known and there has been a full assessment of options to address pressures. Exceptions to this are only allowable by virtue of there being a formal partnership agreement already in place and with the approval of the Chief Finance Officer.
- 3.9.8 Section 3.5 of this report sets out the planned use of reserves in support of the budget while Appendix 6 shows the total General Fund revenue reserves currently held and set aside to mitigate additional financial risks and future known costs. The reserves position will need to be kept under review to ensure that the Council maintains a robust budget and sound financial base. This budget strategy proposes replenishing reserves over the medium term. The updated Medium Term Financial Strategy includes a budget provision that £3m per year is put back into reserves.

- 3.9.9 The Council continues to operate in a tight financial climate by continuing to exercise the additional spending controls implemented towards the end of the 2016/17 including the application of stringent recruitment and procurement controls along with regular directorate budget challenge sessions involving Cabinet Members. However, there are significant cost overruns taking place and this needs to be stemmed if the Council is to remain financially stable and sustainable. Therefore consideration will be given to any further measures that can be taken to ensure that spending is contained within budget.
- 3.9.10 Within the current financial climate, effective and carefully planned use of reserves is ever more critical to the Council's ability to maintain a robust balanced budget whilst delivering its budget objectives to protect the most vulnerable people and those in need. The Council is continuing to use its reserves to enable the delivery of sustainable cost reductions in a managed way.
- 3.9.11 The planned use of reserves across the medium term will be reviewed in the early part of the forthcoming year as further information becomes available to inform future budget planning. This will include an in-depth analysis of service performance against spend and consideration of options to reduce spend. This will be reported back to Cabinet in the early part of 2018/19.
- 3.9.12 Achieving budget savings of this magnitude, whilst seeking to protect priority services as far as possible, requires a significant amount of service and financial planning. This can only be done effectively with the support of an integrated strategic approach to the level and use of the Council's reserves.
- 3.9.13 In considering the overall robustness of the budget proposals for 2018/19, account has been taken of the degree of transformation required in some areas and the time it will take to deliver some of the savings over the period. There are risks with some items until projects and plans have been fully developed but that is inevitable given the scale of the cuts involved. The planned use of reserves linked to both the revenue and capital budgets is integral and critical to this budget strategy and the overall robustness of the Council's finances. The importance of this should not be underestimated.

#### **4. Options considered and recommended proposal**

- 4.1 These are set out in Section 3 above.

#### **5. Consultation**

- 5.1 From 6<sup>th</sup> December 2017 to 4<sup>th</sup> January 2018 the Council consulted with the public, staff and partners around the Directorate cuts and savings proposed for the 2018/19 budget. The Council asked the public to provide feedback on budget proposals via; local media, the Council website and social media.
- 5.2 The Council's Overview and Scrutiny Management Board (OSMB) has also closely reviewed and challenged the budget proposals included in this report and raised some specific queries requiring further information to be presented on some of the proposals.

- 5.3 A report setting out the feedback on the consultation is attached at Appendix 7.
- 5.4 With regard to the proposed changes to the Capital Strategy and Capital Programme, consultation has taken place with elected Members and officers engaged in capital projects across Directorates.

## **6. Timetable and Accountability for Implementing this Decision**

- 6.1 The Council is required to set its annual budget by no later than 10<sup>th</sup> March each year. Strategic Directors are responsible for ensuring the delivery of savings proposals within their Directorate Cash Limit approvals.
- 6.2 Where appropriate, detailed Implementation Plans will be drawn up and maintained to ensure close monitoring of savings delivery or providing early warnings if there is a potential for the savings target not to be achieved. In this instance this will provide maximum opportunity to identify potential remedial actions to be identified and implemented to maintain spend within the approved budget limit.

## **7. Financial and Procurement Implications**

- 7.1 The financial implications are set out in detail in Section 3 above.
- 7.2 In summary, the report recommends a 5.99% increase in Council Tax (excludes precepts other than the Adult Social Care precept) and a 2018/19 General Fund Revenue Budget for the Council of £26.876m.
- 7.3 It should be noted that the proposed revenue budget includes:
- Provision for pay awards and contractual inflation
  - Where known in relation to specific items of expenditure, a specific provision for inflation. In line with Council policy, it is expected that any other inflationary pressures will be contained within Directorate Cash Limit budgets.
  - Income inflation – a 3% increase in Council Fees and Charges in line with the September 2017 CPI increase.
- 7.4 Any revenue implications from the Approved Capital Programme are fully reflected in the Council's 2018/19 Revenue Budget, its Medium Term Financial Strategy and the Prudential Indicators and Treasury Management and Investment Strategy.
- 7.5 There is a requirement for all projects within the Capital Programme to be procured in line with the Council's Standing Orders and Financial Regulations. The Authority utilises national and regional framework arrangements for many of its capital contracts, including the YORbuild framework lists. This speeds up the procurement process, and ensures that the Council achieves value for money in the procurement of its capital contracts.

- 7.6 There also is a requirement for all new projects to follow the new Capital Programme Governance procedures. This includes the requirement to bring forward detailed business cases for full sign off, before the delivery of the project commences.
- 7.7 Treasury Management forms an integral part of the Council's overall financial arrangements. The assumptions supporting the capital financing budget for 2018/19 and for the future years covered by the MTFS of the Council have been reviewed in light of the current economic and financial conditions and the revised future years' capital programme.
- 7.8 The proposed Treasury Management and Investment Strategy is not forecasted to have any further revenue consequences other than those identified and planned for in both the Council's 2018/19 Revenue Budget and approved MTFS.

## **8. Legal Implications**

- 8.1 When setting the budget, the Council must be mindful of the potential impact on service users. In particular, Section 149 of the Equality Act 2010 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 (age; disability; gender re-assignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation). The detail of the analysis of the budget proposals undertaken so far is described in section 11 below. However, case law has clarified that there is no obligation on a local authority to carry out an equality impact analysis of the high level strategic budget setting process. Once the budget has been set and as spending decisions are made service by service, and as policies are developed within the constraints of the budgetary framework, proposals will be further considered by Members and will be subject to an appropriate and proportionate assessment of any equality implications.
- 8.2 In coming to decisions in relation to the revenue budget and Council Tax the Council has various legal and fiduciary duties. The Council is required by the Local Government Act 1992 to make specific estimates of gross revenue expenditure and anticipated income leading to the calculation of the council tax requirement and the setting of the overall budget and Council Tax. The amount of the council tax requirement must be sufficient to meet the Council's legal and financial commitments, ensure the proper discharge of its statutory duties and lead to a balanced budget.
- 8.3 In exercising its fiduciary duty the Council should be satisfied that the proposals put forward are a prudent use of the Authority's resources in both the short and long term; that the proposals strike a fair balance between the interests of Council Tax payers and ratepayers on the one hand and the community's interests in adequate and efficient services on the other; and that they are acting in good faith for the benefit of the community whilst complying with all statutory duties. Officers have addressed the duty to strike a fair balance between different elements of the community and the interests of Council Tax and Business Rate payers in developing the budget proposals set out in this report.

- 8.4 All capital projects require input from Legal Services in relation to contracts. The Council must ensure that robust contractual arrangements are put in place, specifications are clearly defined, and it is clear which project risks are the responsibility of the Contractor and which remain with the Council. This is to avoid potential contractual disputes and limit the financial impact on the Council arising from them.
- 8.5 It is a requirement that changes to the Council's prudential indicators are approved by Council.
- 8.6 It is also a requirement that the Council's Minimum Revenue Provision Policy Statement for each financial year is approved by Council.

## **9. Human Resources Implications**

- 9.1 The expected impact of the budget proposals within this report on the number of Full Time Equivalent (FTE) posts to be lost is 83 with further breakdown set out in Appendix 1.
- 9.2 Since 2010 the Council has reduced its headcount by over 1,800.

## **10. Implications for Children and Young People and Vulnerable Adults**

- 10.1 See sections 3.2.3 to 3.2.12 and sections 3.2.25 to 3.2.36 above.
- 10.2 There has been significant investment in Children and Young People Services in recent years demonstrating the Council's commitment to improving the service and better protecting children and young people. This budget includes continuing investment in children's safeguarding as approved in the Budget last year. The proposed 2018/19 budget utilises all of the Adult Social Care Precept to support Adult care services and there are no new savings included within this budget area.
- 10.3 There is additional investment within the Capital Programme to increase SEND provision, contributing to meeting current and expected future demand and to reduce out of authority placements.

## **11. Equalities and Human Rights Implications**

- 11.1 All budget savings proposals requiring full, detailed Equalities Assessments are provided as background papers to this report.
- 11.2 Projects within the Capital Programme will ensure that as far as possible Council buildings are fully accessible, to enable all users to access Council services. In addition, projects within the Council's Digital Council Strategy will ensure that individual customer needs are met. The development of the Children's and Adults' Social Care ICT system will ensure equality of opportunity for a range of vulnerable groups, by providing timely and robust data, to enable all partners to work together and ensure that care and protection is available to those people who need it most.

## **12. Implications for Partners and Other Directorates**

- 12.1 The implications for Partners and Other Directorates of revenue budget savings proposals at Appendix 1 and in the Equalities Assessments.
- 12.2 Where the Council is working with partner organisations on specific capital projects, for example in Health, the Police and other government agencies, proposals have been developed in conjunction with these organisations.

## **13. Risks and Mitigation**

- 13.1 Over the last year the budget has been subject to further in-depth work by the senior leadership team and Cabinet Members to ensure a better understanding of previous decisions and detail within budgets. This has included line by line deep dive reviews and also a thorough review of all financial planning assumptions. However there is significant risk within demand led budgets which is being mitigated through a restriction to the use of reserves beyond risk mitigation. The balance of reserves is sufficient to mitigate overall budget risk in the short term only. The proposals include replenishing reserves and hence support a sustainable financial plan.
- 13.2 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 future years.
- 13.3 Finance work closely with Project Managers and the Corporate Property Unit, to monitor project expenditure and performance. Improvements that are being introduced to the Capital Programme governance arrangements and enhanced reporting requirements will ensure that Members will receive early notice of any specific project issues. This will enable early intervention to take place to bring projects back on timetable and cost, or if necessary, agree an additional capital programme funding approval. Where elements of the Programme are reliant on future grant funding, future projects will be continually reviewed to match the programme against funding availability.
- 13.4 The proposed Treasury Management and Investment Strategy seeks to minimise the risks inherent in operating a Treasury Management function during these difficult economic and financial conditions.
- 13.5 Operational Treasury Management guidelines will continue to be kept in place and reviewed to ensure they are appropriate given the circumstances faced, supported by regular monitoring to ensure that any risks and uncertainties are addressed at an early stage and hence kept to a minimum.

## **14. Accountable Officer(s)**

Judith Badger, Strategic Director of Finance and Customer Services  
Graham Saxton, Assistant Director of Financial Services

Approvals obtained on behalf of:-

	<b>Named Officer</b>	<b>Date</b>
Strategic Director of Finance & Customer Services	Judith Badger	20.02.2018
Assistant Director of Legal Services	Dermot Pearson	20.02.2018
Head of Procurement (if appropriate)		
Head of Human Resources (if appropriate)		

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# **Budget Savings Proposals 2018 - 19**

# **Appendix 1**

Ref. per template	Directorate / Savings Option	Budget Saving 2018/19 £000	Additional Budget Saving 2019/20 £000	Total Budget Saving £000	Saving Type - Efficiency, Income Generation, Front Line	FTE's 2018/19	FTE's 2019/20	FTE's Total
	<b>Directorate Savings</b>							
	<u>Assistant Chief Executive</u>							
ACX 1	Centralisation of Performance Management & Quality Function	64	0	64	E	1.00	0.00	1.00
ACX 2	Infrastructure Services for Voluntary & Community Sector support	0	25	25	E	0.00	0.00	0.00
ACX 3	Immigration Advice	30	0	30	E	1.00	0.00	1.00
ACX 4	Reorganisation of Communications Function	50	15	65	E	2.00	0.00	2.00
		144	40	184				
	<u>Finance &amp; Customer Services</u>							
FCS CIDS1	Consolidate Riverside House Customer Services	200	200	400	E	8.00	10.00	18.00
FCS CIDS2	Information Governance Team - van hire	2	0	2	E	0.00	0.00	0.00
FCS CIDS3	Information Governance Team - staff savings	30	0	30	E	1.00	0.00	1.00
FCS CIDS4	Restructure of Digital Service Management	100	0	100	E	5.00	0.00	5.00
FCS – Fin 1	Revenues & Benefits Service - reduction in overtime	50	0	50	E	0.00	0.00	0.00
FCS – Fin 2	Revenues & Benefits - recovery of housing benefit overpayments	200	0	200	E	0.00	0.00	0.00
FCS – Fin 3	Corporate Procurement - staffing savings in P2P service	50	0	50	E	2.00	0.00	2.00
CW 3	Review of Income Collection Arrangements - Contract Savings	40	0	40	E			
		672	200	872				
	<u>Children &amp; Young People</u>							
CYPS 1	Early Help - whole service review	175	175	350	FL	10.56	0.00	10.56
CYPS 2	Education Psychology Service - funding from DSG	383	0	383	E	0.00	0.00	0.00
CYPS 3	Revise the funding of the trading model for admissions and appeals	84	0	84	E	0.00	0.00	0.00
CYPS 4	Troubled Families - payment by results	30	0	30	E	0.00	0.00	0.00
CYPS 5	Rotherham Youth Enterprise Service	133	0	133	E	5.00	0.00	5.00
CYPS 6	Sufficiency - Independent Fostering Agencies, first preference	150	0	150	E	0.00	0.00	0.00
CYPS 7	Sufficiency - Block Contracts (residential)	50	0	50	E	0.00	0.00	0.00
CYPS 8	Sufficiency - Foster Care Recruitment	100	0	100	E	0.00	0.00	0.00
CYPS 9	Sufficiency - Edge of Care Interventions	112	113	225	E	0.00	0.00	0.00
CYPS 10	Regional Agreement for Agency Social Workers	200	0	200	E	0.00	0.00	0.00
CYPS 11	Early Years reduced staffing	15	0	15	E	1.00	0.00	1.00
		1,432	288	1,720				
	<u>Public Health</u>							
PH 1	Reduction in contribution to Active Rotherham	13	0	13	FL	2.00	0.00	2.00
PH 2	Homelessness	25	0	25	E	0.00	0.00	0.00
PH 3	Sexual Health	0	56	56	FL	0.00	0.00	0.00



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# **Appendix 1**

Ref. per template	Directorate / Savings Option	Budget Saving 2018/19 £000	Additional Budget Saving 2019/20 £000	Total Budget Saving £000	Saving Type - Efficiency, Income Generation, Front Line	FTE's 2018/19	FTE's 2019/20	FTE's Total
	<b>Directorate Savings</b>							
PH 4	Redesign of children's weight management service and contract	128	0	128	FL	0.00	0.00	0.00
PH 8	Reduction in HIV prevention budget	15	0	15	FL	0.00	0.00	0.00
PH 9	Staff vacancies	94	0	94	E	1.80	0.00	1.80
		275	56	331				
	<u>Regeneration &amp; Environment</u>							
R&E1	Restructure of corporate health and safety and emergency planning	30	0	30	IG	0.00	0.00	0.00
R&E2a	Increased income/reduced costs from Markets Service	50	25	75	IG	0.00	0.00	0.00
R&E 2b	RIDO - delete vacant post	44	0	44	E	1.00	0.00	1.00
R&E 2b-1	Highway fee income (Parkway) - one off	30	-30	0	IG	0.00	0.00	0.00
R&E2b-2	Planning Income	30	30	60	IG	0.00	0.00	0.00
R&E3-1	Revenue Income through Property Investment	0	269	269	IG	0.00	0.00	0.00
R&E3-2	Lease Riverside House Space to Partner	140	20	160	IG	0.00	0.00	0.00
R&E 3 – 9,10	Reallocation of Community Engagement & Community Property Work	15	0	15	IG	0.00	0.00	0.00
R&E3-3,4,5,7	Charging for the Provision of Asset Management Services	87	9	96	IG	0.00	0.00	0.00
R&E3- 6,8	Energy Efficiency Measures and Utility Procurement	32	20	52	E	0.00	0.00	0.00
R&E4	Stage 2 Implementation of Transport Review	0	83	83	E	3.00	0.00	3.00
R&E 5	Transformation of Community Safety and Street Scene	250	0	250	E	8.00	0.00	8.00
R&E6a3&5	Revision to Grounds Maintenance Service	388	0	388	FL	10.00	0.00	10.00
R&E 6b 1 - 3	Revisions to Ad hoc Cleansing Arrangements	56	0	56	FL	2.00	0.00	2.00
R&E 6e	Integration of the Dog Warden Service into the Pest Control Service	61	0	61	E	1.50	0.00	1.50
R&E 7a	Waste Review	899	484	1,383	FL	0.00	0.00	0.00
R&E 7c	Introduce Bank Holiday Monday collections on a Saturday	24	0	24	E	0.00	0.00	0.00
R&E 7d	Introduce advertising/sponsorship on waste collection vehicles	20	0	20	IG	0.00	0.00	0.00
R&E 7e	Bulky Item Collection Charges	23	0	23	IG	0.00	0.00	0.00
R&E 8 - 3	Cleaning Provision in Corporate Landlord buildings	22	0	22	E	1.54	0.00	1.54
R&E 8 - 4	Caretaker vehicle provision	10	0	10	E	0.00	0.00	0.00
R&E 8 - 5	Riverside House Café increase charges	7	0	7	IG	0.00	0.00	0.00
R&E 8b - 2	Riverside House Cleaning	16	0	16	E	1.01	0.00	1.01
R&E 9a	Culture Sport and Tourism Staffing Reconfiguration	100	0	100	E	3.00	0.00	3.00
R&E 9b	Rother Valley Country Park - Development of a new caravan site	0	399	399	IG	0.00	0.00	0.00
R&E 9c	Increase Income at Civic Theatre	40	61	101	IG	0.00	0.00	0.00
R&E 9e	Temporarily suspend non-essential maintenance at Countryside sites	94	-94	0	FL	0.00	0.00	0.00
R&E 9f	Increase Income across parks, countryside and green spaces	98	0	98	IG	0.00	0.00	0.00
R&E 9g	Clifton Park & other urban green spaces - reduced repair, maintenance & cleansing	77	-30	47	FL	1.50	0.00	1.50

# **Budget Savings Proposals 2018 - 19**

# **Appendix 1**

Ref. per template	Directorate / Savings Option	Budget Saving 2018/19 £000	Additional Budget Saving 2019/20 £000	Total Budget Saving £000	Saving Type - Efficiency, Income Generation, Front Line	FTE's 2018/19	FTE's 2019/20	FTE's Total
	<b>Directorate Savings</b>							
R&E 9h	Expansion of Nationality Checking Service	47	-47	0	IG	0.00	0.00	0.00
R&E 11	Sponsorship for Christmas Illuminations	46	0	46	IG	0.00	0.00	0.00
R&E 11 - 4	Cenotaph Cleaning	11	0	11	E	0.00	0.00	0.00
R&E13	Recycling of Old Street Lighting Lanterns	2	1	3	IG	0.00	0.00	0.00
R&E 14	Realignment of Highway Budget	16	0	16	E	0.00	0.00	0.00
		2,765	1,200	3,965				
	<b>Total Directorates Savings Options</b>	<b>5,288</b>	<b>1,784</b>	<b>7,072</b>		72.91	10.00	82.91

Proposed Additions to the General Fund Capital Programme to 2021/22						
	2017/18 £000	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000	Total £000
<u>Annual/Committed Expenditure to 2021/22</u>						
ICT refresh	0	0	0	0	1,775	1,775
Operational Buildings	0	0	0	0	550	550
Commercial Property	0	0	0	0	75	75
Neighbourhood Working	0	840	840	840	840	3,360
Replacement HR/Payroll System	0	1,000	0	0	0	1,000
<u>Capitalisation</u>						
Various capitalisations to support 2017/18 revenue budget outturn	632	0	0	0	0	632
Various capitalisations to support 2018/19 revenue budget & deliver savings	0	517	0	0	0	517
Leisure PFI Lifecycle costs	223	383	247	482	848	2,183
Tractors purchase instead of lease	0	1,045	0	0	0	1,045
Clifton Park car parking and tennis courts funded from income generation	121	0	0	0	0	121
Further flexible use of capital receipts to support revenue transformation costs	0	0	2,000	2,000	0	4,000
<u>Priority Investment</u>						
Street cleansing equipment and bins	0	610	0	0	0	610
Pavement improvements	0	1,000	0	0	0	1,000
Replacement of Mobile CCTV Cameras	0	60	0	0	0	60
New controlled pedestrian crossings - top-up funding	0	120	120	120	0	360
College Road Roundabout match funding to £3.24m grant	0	320	1,070	0	0	1,390
Crinoline Bridge repairs	0	1,312	0	0	0	1,312
Increase SEND provision - top-up funding	0	696	108	34	0	838
<b>Total Proposed Additions</b>	<b>976</b>	<b>7,903</b>	<b>4,385</b>	<b>3,476</b>	<b>4,088</b>	<b>20,828</b>

## Capital Programme General Fund 2017/18 to 2021/22

## APPENDIX 2B

Directorate	Service	Service Area	Sub Service	Current Year		Future Years				Total Project
				Budget		2018/19	2019/20	2020/21	2021/22	
						Budget	Budget	Budget	Budget	
Adult Care & Neighbourhood	Fair Access to Aids and	CNF101	Adapts - WDP - Private Major	288,257		0	0	0	0	288,257
				216,031		0	0	0	0	216,031
				934,135		0	0	0	0	934,135
				282,169		0	0	0	0	282,169
				179,408		0	0	0	0	179,408
				0		1,900,000	1,900,000	1,900,000	1,900,000	7,600,000
				1,900,000		1,900,000	1,900,000	1,900,000	1,900,000	9,500,000
				0		0	0	0	0	0
	Neighbourhood	Bellows Road	CP0600	116,043		0	0	0	0	116,043
				0		72,000	0	0	0	72,000
				141,627		0	0	0	0	141,627
				0		2,000,000	8,000,000	0	0	10,000,000
				257,670		2,072,000	8,000,000	0	0	10,329,670
				0		0	0	0	0	0
				2,157,670		3,972,000	9,900,000	1,900,000	1,900,000	19,829,670
	Adult Services	Assistive Technology	CU0700	680,000		680,000	680,000	680,000	0	2,720,000
				190,000		190,000	190,000	190,000	0	760,000
				0		2,140,000	0	0	0	2,140,000
				870,000		3,010,000	870,000	870,000	0	5,620,000
				870,000		3,010,000	870,000	870,000	0	5,620,000
	Neighbourhood	Allocations	CPC001	10,400		0	0	0	0	10,400
				15,000		0	0	0	0	15,000
				10,345		0	0	0	0	10,345
				4,620		0	0	0	0	4,620
				9,640		0	0	0	0	9,640
				10,000		10,000	10,000	10,000	10,000	50,000
				10,000		10,000	10,000	10,000	10,000	50,000
				10,000		10,000	10,000	10,000	10,000	50,000
				10,000		10,000	10,000	10,000	10,000	50,000
				10,000		10,000	10,000	10,000	10,000	50,000
				10,000		10,000	10,000	10,000	10,000	50,000
				10,000		10,000	10,000	10,000	10,000	50,000
				10,000		10,000	10,000	10,000	10,000	50,000
				10,000		10,000	10,000	10,000	10,000	50,000
				10,000		10,000	10,000	10,000	10,000	50,000
				10,000		10,000	10,000	10,000	10,000	50,000
				10,000		10,000	10,000	10,000	10,000	50,000
				10,000		10,000	10,000	10,000	10,000	50,000
				10,000		10,000	10,000	10,000	10,000	50,000
				10,000		10,000	10,000	10,000	10,000	50,000

### Capital Programme General Fund 2017/18 to 2021/22

## APPENDIX 2B

Directorate		Service	Service Area	Sub Service	Current Year		Future Years					Total Project	
							2018/19		2019/20	2020/21	2021/22		
					Budget		Budget	Budget	Budget	Budget	Budget		
				CPC026	Capt'l Inv't-Ward - Maltby	10,000		10,000	10,000	10,000	10,000		50,000
				CPC027	Capt'l Inv't-Ward - Hellaby	10,000		10,000	10,000	10,000	10,000		50,000
				CPC028	Capt'l Inv't-Ward - Wickersley	10,000		10,000	10,000	10,000	10,000		50,000
			Furnished Homes CPTL	CPA001	Furnished Homes New CPTL	1,134,000		1,134,000	1,134,000	1,134,000	1,134,000		5,670,000
				CPA002	Furnished Homes Replace CPTL	72,000		72,000	72,000	72,000	72,000		360,000
			Fuel Poverty Vulnerable People	CP0802	Fuel Poverty-Vulnerable People	48,486		0	0	0	0		48,486
			Total			1,514,491		1,416,000	1,416,000	1,416,000	1,416,000		7,178,491
		Total				1,514,491		1,416,000	1,416,000	1,416,000	1,416,000		7,178,491
	Total					4,542,161		8,398,000	12,186,000	4,186,000	3,316,000		32,628,161
Children &	CYPS - RMBC	Other CYPS	Children &	CE1014	Thrybergh CC Satellite CPTL	14,775		45,225	0	0	0		60,000
				CE1025	Thorpe Hesley Pr Childcare dev	39,668		0	0	0	0	39,668	
				CE1026	Thurcroft Jnr Childcare dev	244,753		0	0	0	0	244,753	
				CE1027	Flanderwell Pri Childcare dev	194,796		0	0	0	0		194,796
				CED900	Adaptations - Foster Care	500,000		919,637	0	0	0		1,419,637
				CEL900	Early Years Grant for 2 yr old	0		104,916	0	0	0		104,916
			Total			993,992		1,069,778	0	0	0		2,063,770
		Schools	Schools - Capitalised Enh	C0006N	Aston Lodge Primary	1,710		0	0	0	0		1,710
				C0014N	Brinsworth Howarth Primary	107,160		0	0	0	0		107,160
				C0018N	East Dene Primary	3,704		0	0	0	0		3,704
				C0025N	Newman Special	0		0	0	0	0		0
				C0027N	Redscope Primary	5,650		0	0	0	0		5,650
				C0028N	Redscope Primary	6,201		0	0	0	0		6,201
				C0032N	Sitwell Infants	0		0	0	0	0		0
				C0033N	St Anns Junior & Infant	0		0	0	0	0		0
				C0034N	St Thomas CoE	9,912		0	0	0	0		9,912
				C0035N	Swallownest Primary	56,106		0	0	0	0		56,106
				C0052N	Kitchen Canopies Asbestos surv	5,227		0	0	0	0		5,227
				C0053N	Anston Park Jnr Kitchen Canopy	99,939		0	0	0	0		99,939
				C0054N	Arnold Centre Replace boilers	41,102		0	0	0	0		41,102
				C0055N	Badsley Pri Kitchen Canopy	28,233		0	0	0	0		28,233
				C0056N	Badsley Pri Curtain wall Ph 2	5,000		150,000	0	0	0		155,000
				C0057N	Badsley Pri Re-Roofing Ph 2	111,503		0	0	0	0		111,503
				C0058N	Bramley S'side Inf Re-roof Ph1	149,907		0	0	0	0		149,907
				C0059N	Brins Manor Inf Kitchen Canopy	66,797		0	0	0	0		66,797
				C0060N	Brins Manor Inf Damp Works	5,000		95,000	0	0	0		100,000
				C0061N	Broom Valley Comm Sch Fencing	3,000		0	0	0	0		3,000
				C0062N	Kilnhurst Pri-Canalside Autism	12,556		0	0	0	0		12,556
				C0063N	Ferham Pri Changing room	10,000		0	0	0	0		10,000
				C0064N	Harthill Pr Fire alarm upgrade	25,781		0	0	0	0		25,781
				C0065N	Kiveton Pk Mdws Kitchen Canopy	114,627		0	0	0	0		114,627
				C0066N	Kiveton Pk Mdws DDA work	10,000		0	0	0	0		10,000
				C0067N	Laughton J&I Kitchen Canopy	47,000		0	0	0	0		47,000
				C0068N	Laughton JI Reception entrance	40,000		0	0	0	0		40,000
				C0069N	Newman Special Re-Roofing	9,366		0	0	0	0		9,366

## Capital Programme General Fund 2017/18 to 2021/22

## APPENDIX 2B

Directorate		Service	Service Area	Sub Service	Current Year	Future Years					Total Project
						2018/19	2019/20	2020/21	2021/22		
					Budget	Budget	Budget	Budget	Budget	Budget	
				C0071N	Redscope Pri Kitchen Canopy	114,627	0	0	0	0	114,627
				C0072N	Redscope Pri Brickwork repairs	31,310	0	0	0	0	31,310
				C0073N	Rockingham J&I Kitchen Canopy	70,936	0	0	0	0	70,936
				C0074N	Sitwell Inf Reception entrance	27,975	0	0	0	0	27,975
				C0075N	St Ann's J&I Kitchen Canopy	114,627	0	0	0	0	114,627
				C0076N	Swallownest Fire alarm replace	20,509	0	0	0	0	20,509
				C0077N	Thorpe Hes Pri Kitchen Canopy	85,000	0	0	0	0	85,000
				C0078N	Thorpe Hes Pri Heating boiler	5,000	0	0	0	0	5,000
				C0079N	Todwick Pri Kitchen Canopy	103,987	0	0	0	0	103,987
				C0080N	Wales Pri Fencing	2,300	0	0	0	0	2,300
				C0081N	West Melton Pr Legionella reme	3,746	0	0	0	0	3,746
				C0082N	Bramley S'side Jnr DDA works	30,132	0	0	0	0	30,132
				C0083N	Kimb'worth Pri 15/16projCEN002	13,466	0	0	0	0	13,466
				C0084N	Broom Valley CC Boiler replac	6,935	0	0	0	0	6,935
				C0085N	Rawmarsh Rye Inf Boiler replac	1,850	0	0	0	0	1,850
				C0086N	Maltby Lillyhall Boiler replac	10,710	0	0	0	0	10,710
				C0087N	Thorpe Hes Pri Duct work	2,692	0	0	0	0	2,692
				C0088N	Dinnington Pri MUGA floodlight	17,809	0	0	0	0	17,809
				C0089N	BroomValley Comm Sch Duct work	2,000	0	0	0	0	2,000
				C0090N	Clifton School Drainage work	47,495	0	0	0	0	47,495
				CEN002	CapRep-L&B non-roof Alter	0	0	0	0	0	0
				CENBUN	Capitalised Enhancements Unallocated	65,631	1,181,060	900,000	900,000	0	3,046,691
				CENF02	CEN FWT Remedials CNTL CPTL	40,000	40,000	0	0	0	80,000
				Schools - Prims - Major	CE1005	New Central Prim School	4,748	0	0	0	4,748
					CE1016	Kiveton Park Inf -Nursery Prov	6,000	0	0	0	6,000
					CE1018	Dalton Foljambe Primary	7,533	0	0	0	7,533
					CE1019	Brampton Cortw'd Inf class rm	306,809	0	0	0	306,809
					CE1020	Laughton J&I add classrooms	1,084,595	0	0	0	1,084,595
					CE1021	Wath CofE Primary Classroom Pr	60,864	839,136	0	0	900,000
					CE1022	R'marsh Sandhill Pri add class	0	50,000	500,000	0	550,000
					CE1024	Maltby Hall Infants-Demolition	106,771	0	0	0	106,771
					CE1028	Waverley New Primary School	25,000	385,000	3,930,000	1,260,000	5,600,000
					CE1029	Bramley S'side Jnr mod classrm	2,334	58,558	0	0	60,892
					Schools - PRUs	CE8902	Riverside (Catcliffe) PRU CPTL	0	49,530	0	0
					CE8903	Hutton Park Campus CPTL	0	0	0	0	0
					CE8904	Rowan Centre PRU adaptations	25,000	125,000	0	0	150,000
				Schools - Secs - Major	CE5001	Wickersley SSC Expansion.	4,236	322,210	0	0	326,446
					CE5002	Wales School add. classrooms	300,800	778,360	0	0	1,079,160
					CE5003	Wath Comp add. classrooms	15,000	1,285,000	0	0	1,300,000
					CE5004	Aston Acad replace classrooms	0	0	2,000,000	1,800,000	3,800,000
Schools - Spcls - Major	CE7000	Wingfield Academy - SEND provi	15,000	0	0	0	15,000				
	CE7002	Newman School swimming pool	20,438	79,562	0	0	100,000				
	CE7003	Welcome Ctr - SEND Hub Refurb	110,154	0	0	0	110,154				
	CE7004	Cherry Tree Hse- Refurb (SEND)	40,000	72,922	0	0	112,922				

## Capital Programme General Fund 2017/18 to 2021/22

## APPENDIX 2B

Directorate	Service	Service Area	Sub Service	Current Year		Future Years					Total Project	
				Budget		2018/19	2019/20	2020/21	2021/22			
						Budget	Budget	Budget	Budget			
					Special BUDGET UNALLOC	0	424,957	166,667	166,666	0	758,290	
					SEND top-up funding	0	696,000	108,000	34,000	0	838,000	
			Schools PFI Life Cycle Program	CES900	Schools PFI Life Cycle Program	1,577,000	902,000	1,200,000	1,764,000	0	5,443,000	
			Schools - Prims - Major	TBC	Mini-bus capitalisation	30,000					30,000	
			EFA Grants		To Allocate	5,146,110	4,062,188	2,612,066	1,899,706	4,241,511	17,961,581	
		Total			10,682,610	11,596,483	11,416,733	7,824,372	4,241,511	45,761,709		
		Total			11,676,602	12,666,261	11,416,733	7,824,372	4,241,511	47,825,479		
		Total										
	DFC	DFC - RMBC	DFC - RMBC all	CEXBUN	DFCG Unallocated	419,260	383,815	364,590	354,163	0	1,521,828	
			Total			419,260	383,815	364,590	354,163	0	1,521,828	
	Total				419,260	383,815	364,590	354,163	0	1,521,828		
	Total				12,095,862	13,050,076	11,781,323	8,178,535	4,241,511	49,347,307		
Finance &	F&CS	F&CS	F&CS -	CTR805	Transformation Projects	2,000,000	2,000,000	2,000,000	2,000,000	0	8,000,000	
			F&CS - RMBC	CTR004	Acq Mayors Car	18,600	0	0	0	0	18,600	
			Total			2,018,600	2,000,000	2,000,000	2,000,000	0	8,018,600	
			Total			2,018,600	2,000,000	2,000,000	2,000,000	0	8,018,600	
	ICT	ICT Refresh	ICT Refresh	CTT218	ICT Digital Strategy	397,000	797,000	195,000	0	0	1,389,000	
				CTT219	Computer Refresh	275,000	830,000	760,000	910,000	910,000	3,685,000	
		CTT220	Network Equipment Refresh Proj	25,312	304,903	832,000	630,000	630,000	2,422,215			
		CTT221	Replacement of server equip	64,100	255,416	267,000	235,000	235,000	1,056,516			
		CTT222	Telephony System Replacement	0	1,242,000	0	0	0	1,242,000			
		CTT223	Storage area network replace	240,000	60,000	0	0	0	300,000			
		Total			1,001,412	3,489,319	2,054,000	1,775,000	1,775,000	10,094,731		
		ICT 2	ICT 2	CTT208	Finl Systms Upgrdes-ICT2	2,475	0	0	0	0	2,475	
				CTT211	RMBCWebsite Enhncmnt-ICT2	2,949	0	0	0	0	2,949	
				CTT213	Customer Access-hard ICT2	12,881	0	0	0	0	12,881	
				CTT283	Spend Analytics (BI) - ICT2	5,725	0	0	0	0	5,725	
				CTT286	Iken cedar upgrade Capitalisation	10,000	0	0	0	0	10,000	
				CTT287	Planned Print Leased machines Capitalisation	10,000	0	0	0	0	10,000	
				CTT288	Fleet of MFD printers Capitalisation	138,000	0	0	0	0	138,000	
				CTT291	Social Care IT System - CNTL C	15,600	0	0	0	0	15,600	
				CTT294	ICT RESILIENCE	9,341	0	0	0	0	9,341	
Total					206,971	0	0	0	0	206,971		
Total					1,208,383	3,489,319	2,054,000	1,775,000	1,775,000	10,301,702		
Total					3,226,983	5,489,319	4,054,000	3,775,000	1,775,000	18,320,302		
Regeneration &	Community			Network	Drainage	CGF005	Wath Flood Alleviation	43,226	0	0	0	43,226
						CGF008	AstonAughtonSwneest PropProtPh2	5,737	0	0	0	0
		CGF009	Herringthorpe V Flood Defence			14,630	270,000	0	0	0	284,630	
		CGF010	Whiston Brook Flood Storage			59,621	0	0	0	0	59,621	
		CGF011	Parkgate FAS			30,000	0	0	0	0	30,000	
		Street Lighting	CGL002			Replacemnt/Upgrade Street Lght	630,000	729,297	0	0	0	1,359,297
			CGL005		St Lighting LTP 15/16 - 19/20	170,000	220,663	172,759	0	0	563,422	
			CGL006		Upgrade PLL lighting to LED	570,000	530,000	550,000	0	0	1,650,000	
			CGL007		Capitalisation Lighting	150,000	150,000	150,000	150,000	150,000	750,000	
			CGL008		Capitalisation litter bins signs benches etc	0	117,000	0	0	0	117,000	

Capital Programme General Fund 2017/18 to 2021/22

APPENDIX 2B

Directorate		Service	Service Area	Sub Service		Current Year	Future Years					Total Project
								2018/19	2019/20	2020/21	2021/22	
						Budget		Budget	Budget	Budget	Budget	Budget
		Highways Delivery	CGR001	Carriageway Resurfacing	3,469,462		0	0	0	0	3,469,462	
			CGR007	DFT Pothole Grant 1718	295,000		0	0	0	0	295,000	
			CGR008	Unclassified Rds 17/18 ? 19/20	3,000,000		4,000,000	3,000,000	0	0	10,000,000	
			CGR010	Capitalisation Carriageways	500,000		500,000	0	0	0	1,000,000	
			CGR011	Pavement Improvements	0		1,000,000	0	0	0	1,000,000	
				Multi Hog Capitalisation	116,000		0	0	0	0	116,000	
				CGR012	Three Tippers Capitalisation	160,713		0	0	0	160,713	
			Total		9,214,389		7,516,960	3,872,759	150,000	150,000	20,904,108	
		Street Scene Services	Waste Management	CGY004	Bins	150,775		150,775	150,775	150,775	150,775	753,875
				Street Cleansing	Equipment & Bins	0		610,000	0	0	0	610,000
					Replacement of Mobile CCTV Cameras	0		60,000	0	0	0	60,000
			Total		150,775		820,775	150,775	150,775	150,775	150,775	1,423,875
		Safer Neighbourhoods	Safer Neighbourhoods	CN0100	Carhill Landfill Site	45,000		0	0	0	0	45,000
				CN0105	Wath Landfill Site	21,011		0	0	0	0	21,011
			Total		66,011		0	0	0	0	66,011	
			Total		9,431,175		8,337,735	4,023,534	300,775	300,775	22,393,994	
	Culture, Sport & Tourism	Cultural Heritage & Sports	Libraries	CLL001	Brinsworth Library	497,290		0	0	0	0	497,290
				CLL002	Strat Review of Libraries	77,954		0	0	0	0	77,954
			Heritage Services	CLM005	Ready to Borrow	48,515		0	0	0	0	48,515
			Total		623,759		0	0	0	0	623,759	
		Leisure & Community Service	Green Spaces	CLC008	RVCP Caravan Park	383,000		4,336,000	62,000	0	0	4,781,000
				CLS003	Leisure PFI Aston Car Park Extension Capitalisation	44,000						44,000
				CLS004	Leisure PFI lifecycle Capitalisation	223,000		383,000	247,000	482,000	848,000	2,183,000
				CLD001	Treeton St Helen Church Yard	0		450,000	0	0	0	450,000
				CLR004	Firsby Reservoir Phase 2	0		0	0	0	0	0
				CLU010	Alexandra Park Play Area	6,652		0	0	0	0	6,652
				CLU012	Sanctuary Fields s106	5,379		0	0	0	0	5,379
				CLC007	Rother Valley Country Park Broadband Capitalisation	20,000						20,000
				CLC009	Clifton Park car parking and tennis courts Capitalisation	121,000						121,000
				CLC010	Tractor & Gangs lease Capitalisation	0		1,045,000				1,045,000
				CLU014	Wath Park Childrens Play	36,500		0	0	0	0	36,500
				CLU015	S106 Packman Way for play prov	0		20,000	0	0	0	20,000
				CLU017	Clifton Park Bollards	39,637		0	0	0	0	39,637
				CLU018	Barkers Park Changing Rooms Re	40,000		0	0	0	0	40,000
				CLU019	The Wickets MUGA	3,039		86,961	0	0	0	90,000
			Total		922,207		6,320,961	309,000	482,000	848,000	8,882,168	
			Total		1,545,966		6,320,961	309,000	482,000	848,000	9,505,927	
	Planning, Regen & Transport	Corp Property Unit	Corporate Property Cap Proj	CSD005	Charnwood House Demo	81,221		0	0	0	81,221	



## Capital Programme General Fund 2017/18 to 2021/22

## APPENDIX 2B

Directorate		Service	Service Area	Sub Service	Current Year	Future Years				Total Project	
					Budget	Budget	Budget	Budget	Budget		
				CSR043	Premises Fund Capitalisation	160,000					160,000
				CSR050	Caretakers Premises Capitalisation	36,000					36,000
				CSD006	Greasbrough TH Demo	47,000	0	0	0	0	47,000
				CSR003	Bailey House Condition+	75,117	0	0	0	0	75,117
				CSR015	Eric Manns relo Evolve team	5,215	0	0	0	0	5,215
				CSR018	Dalton YC - Refurb	15,031	0	0	0	0	15,031
				CSR019	Kiveton YC - Alterations	24,000	0	0	0	0	24,000
				CSR021	Rawmarsh CSC - Alterations	64,155	0	0	0	0	64,155
				CSR023	The Place - Alterations	190,341	0	0	0	0	190,341
				CSR024	Winterhill Early Help - ICT Up	7,700	0	0	0	0	7,700
				CSR025	Catcliffe Primary Early Help	8,800	0	0	0	0	8,800
				CSR027	Nelson Street Refurb	8,227	0	0	0	0	8,227
				CSR028	Wath YC	7,925	0	0	0	0	7,925
				CSR030	RotherValley CP-Heating	290,000	0	0	0	0	290,000
				CSR031	Maltby Library Relocation	315,000	0	0	0	0	315,000
				CSR032	Barbers Depot-Shutters	35,000	0	0	0	0	35,000
				CSR033	Wath Library -Concrete	95,000	0	0	0	0	95,000
				CSR034	Bailey House-WorksD12	177,864	0	0	0	0	177,864
				CSR035	Hellaby Roof	198,690	0	0	0	0	198,690
				CSR036	Markets Imps -O16	55,651	0	0	0	0	55,651
				CSR037	Barbot Hall Ind	113,191	0	0	0	0	113,191
				CSR038	Hellaby DepotAC	0	0	0	0	0	0
				CSR039	Bailey House Roof	29,000	0	0	0	0	29,000
				CSR040	Civic Theatre-refurb	17,000	0	0	0	0	17,000
				CSR041	Vic Park-Drainage	20,000	0	0	0	0	20,000
				CSR045	Middle Lane South, Clifton	22,000	0	0	0	0	22,000
				CSR046	Cranworth Centre	10,475	0	0	0	0	10,475
				CSR047	Relocation of visitor centre	63,400					63,400
				CSR048	Greasbrough Library	35,000					35,000
				CSR049	Dale Rd Community Centre Heating	28,000					28,000
				CSRBUN	Ops Buildings Cap Inv	2,244	1,271,809	976,000	549,000	550,000	3,349,053
				CSXBUN	Corps CYPS BUN	169,670	0	0	0	0	169,670
				CSY001	Commercial Property Cap	8,000	300,000	142,000	75,000	75,000	600,000
				CSY002	Riverside House lease space to partner	0	400,000				400,000
				Total		2,415,917	1,971,809	1,118,000	624,000	625,000	6,754,726
		RIDO	Business Growth	CSS001	Private-Twn Ctr Business Vit	5,000	54,739	0	0	0	59,739
				CSS002	RMBC-Town Ctr Business Vit	5,000	9,026	0	0	0	14,026
			Inv & Economic Initiatives	CSA005	Acq Forge Island	30,000	0	0	0	0	30,000
				CSA006	Acq. of Riverside Precinct	347,000	0	0	0	0	347,000
				CSA007	Magistrates Court Demo	360,000	0	0	0	0	360,000
				CSA009	Town Centre Masterplan Capitalisation	80,000					80,000
				CSABUN	Town Centre Investment	0	2,000,000	13,956,383	200,000	0	16,156,383
				CSC006	Bassingthorpe Farm	235,000	50,000	50,000	50,000	0	385,000
				CSC007	Pithouse West Investigations	46,434	0	0	0	0	46,434
				CSCBUN	Growth Fund	5,000,000	0	0	0	0	5,000,000

Capital Programme General Fund 2017/18 to 2021/22

APPENDIX 2B

Directorate		Service	Service Area	Sub Service	Current Year	Future Years					Total Project
					Budget	2018/19	2019/20	2020/21	2021/22	Budget	
ACX	Transportation & Highways	Total			6,108,434	2,113,765	14,006,383	250,000	0	22,478,582	
		Connectivity	CGCBUN	Unallocated Connectivity	425,000	0	0	0	0	425,000	
		Major Schemes	CGA012	A618 Growth Corridor Phase 2	448,619	0	0	0	0	448,619	
			CGA013	Parkway Widening ph2	0	0	10,059,000	18,948,000	13,250,000	42,257,000	
			CGA014	Waverley Link Rd Main Works	0	31,000	5,139,000	4,085,000	545,000	9,800,000	
			CGC047	A630 Pool Green Roundabout	140,000	0	0	0	0	140,000	
			CGF007	Holmes Tail Goit Pumping Stn	41,702	1,557,632	0	0	0	1,599,334	
			CGN002	A57 (T) M1 NATA	50,000	23,875	0	0	0	73,875	
			CGN020	SYITS infrastucture	4,369	0	0	0	0	4,369	
			CGN051	SYITS Com Database	129,199	0	0	0	0	129,199	
			CGN055	A630 Sheffield Parkway widenin	400,000	1,521,946	296,581	0	0	2,218,527	
			CGN056	Waverley Link Road	1,000	0	0	0	0	1,000	
			CGS005	Traffic Signal Refurb Prog	40,000	48,583	0	0	0	88,583	
			CGS006	Traff Signal renewal Prog	50,000	350,000	300,000	300,000	0	1,000,000	
			CGS007	Trafsig redlight cam digi upgra	247,573	0	0	0	0	247,573	
			CGY010	Com Infra Levy (CIL) software	19,950	0	0	0	0	19,950	
				New Controlled Pedestrian Crossings addtl funding	0	120,000	120,000	120,000	0	360,000	
				College Road Roundabout	0	1,065,000	3,565,000	0	0	4,630,000	
		Bridges		Crinoline Bridge Repairs	0	1,312,000	0	0	0	1,312,000	
		Bridges	CGBBUN	Bridges unallocated	412,443	57,359	0	0	0	469,802	
		Local Safety Schemes	CGLBUN	Unallocated Local Safety S	600,000	675,000	0	0	0	1,275,000	
		LSTF & Smarter Choices	CGSBUN	Unallocated Smarter Choices	70,081	0	0	0	0	70,081	
		Sustainable Tran Exemplar Prog	CGTBUN	Unallocated Step 2	1,795,000	0	0	0	0	1,795,000	
		Network Management	CGNBUN	Unallocated Network Man	599,000	0	0	0	0	599,000	
		LTP		Transport to allocate	0	1,166,000	1,166,000	1,166,000	1,166,000	4,664,000	
		LTP		Highway Maintenance to allocate	0	2,774,337	2,822,241	2,995,000	2,995,000	11,586,578	
		Total			5,473,936	10,702,732	23,467,822	27,614,000	17,956,000	85,214,490	
	Total			13,998,287	14,788,306	38,592,205	28,488,000	18,581,000	114,447,798		
	Total			24,975,428	29,447,002	42,924,739	29,270,775	19,729,775	146,347,719		
ACX			Replacement HR/Paryoll System	0	1,000,000	0	0	0	1,000,000		
Total				44,840,434	57,384,397	70,946,062	45,410,310	29,062,286	247,643,489		

## Capital Programme Summary and Funding to 2021/22 - General Fund

## APPENDIX 2C

### Expenditure:

Directorate	Current Year		Future Years		Total Project
	Budget		Budget		Budget
<a href="#">Adult Care &amp; Housing</a>	4,542,161		28,086,000		32,628,161
<a href="#">Children &amp; Young Peoples Serv</a>	12,095,862		37,251,445		49,347,307
<a href="#">Finance &amp; Customer Services</a>	3,226,983		15,093,319		18,320,302
<a href="#">Regeneration &amp; Environment</a>	24,975,428		121,372,291		146,347,719
<a href="#">Assistant Chief Exectuive</a>	0		1,000,000		1,000,000
<b>Total</b>	<b>44,840,434</b>		<b>202,803,055</b>		<b>247,643,489</b>

### Funding:

Funding Stream	Current Year		Future Years		Total Project
	Budget		Budget		Budget
Grants And Contributions	20,704,624		118,294,821		138,999,445
Prudential Borrowing	18,536,856		46,895,032		65,431,888
Revenue Contribution	15,850		12,298,500		12,314,350
Usable Capital Receipts	5,583,104		25,314,702		30,897,806
<b>Total</b>	<b>44,840,434</b>		<b>202,803,055</b>		<b>247,643,489</b>

# Capital Programme 2017/18 to 2021/22 - HRA

## APPENDIX 2D

Directorate		Service	Service Area	Sub Service	Current Year	Future Years				Total Project	
						2018/19	2019/20	2020/21	2021/22		
					Budget	Budget	Budget	Budget	Budget		
HRA	Neighbourhood Capital Programm	Fair Access to All	Aids and Adaptations (Public S	CJF301	Adapts - WDP - Public Major	564,871	0	0	0	0	564,871
				CJF302	Adapts - MFS - Public Major	540,590	0	0	0	0	540,590
				CJF303	Adapts - OTHERS - Public Major	455,733	0	0	0	0	455,733
				CJF401	Adapts - WDP - Public Minor	146,373	0	0	0	0	146,373
				CJF402	Adapts - MFS - Public Minor	92,433	0	0	0	0	92,433
				CJFBUN	Public Adaps Bud Unall	550,668	1,800,000	1,800,000	1,800,000	1,800,000	7,750,668
			Total		2,350,668	1,800,000	1,800,000	1,800,000	1,800,000	9,550,668	
		Improving Council Housing & Ho	Asbestos	CJQ101	Asbestos-Testing & Removal	400,000	0	0	0	0	400,000
			Beeversleigh	CJS103	Beeversleigh Doors.Misc	100,000	0	0	0	0	100,000
			District Heating	CJ0602	District Heating Conversions	45,208	0	0	0	0	45,208
				CJJ515	Vine Close-Pipework to dwell's	219,582	0	0	0	0	219,582
				CJJ519	Vale Road	0	0	0	0	0	0
				CJJ520	Hampstead Green DH	38,750	0	0	0	0	38,750
				CJJ521	Glencairn Court - DH	0	0	0	0	0	0
				CJJ522	Grange Estate Heat Meters	21,092	0	0	0	0	21,092
				CJJ523	Shaftesbury Heat Meters	0	0	0	0	0	0
				CJJ524	District Heating St Annes	0	0	0	0	0	0
				CJTBUN	District Heating Bud Unall	175,368	0	0	0	0	175,368
			Electrical Board & Bond	CJJ301	WDP - Board and Bond	129,166	0	0	0	0	129,166
			Environmental Programme	CJE220	Dawson Croft-Car Park Works	1,375	0	0	0	0	1,375
				CJE227	Wingfield Road Phase 2 Enviro	125,622	0	0	0	0	125,622
				CJE228	Markfield Drive Phase 2 Enviro	200,000	0	0	0	0	200,000
				CJE229	Albert Street Phase 2 Enviro	136,820	0	0	0	0	136,820
				CJE232	Badsley Moor Lane Boundary Imp	3,507	0	0	0	0	3,507
				CJE233	Warwick St Access.bin storage.	81,000	0	0	0	0	81,000
				CJE234	Fleming Way Park impts	163,733	0	0	0	0	163,733
				CJE235	Wellfield Lodge bin storage im	2,550	0	0	0	0	2,550
				CJE236	Leverton Creation of parking b	2,000	0	0	0	0	2,000
				CJE237	Pike Rd Bin store imp	15,000	0	0	0	0	15,000
				CJE238	St Philips Access improvements	2,000	0	0	0	0	2,000
				CJE239	Staple Green pathway imp	2,000	0	0	0	0	2,000
				CJE240	Tristford parking imp	8,470	0	0	0	0	8,470
				CJE241	Christchurch Rd Parking prov'n	31,000	0	0	0	0	31,000
				CJE242	Library Close access-surfacing	7,000	0	0	0	0	7,000
				CJE243	High Nook Pk, Dinn'ton impts	5,000	0	0	0	0	5,000
				CJE244	Lyme tree Play Area design	4,500	0	0	0	0	4,500
				CJE247	H'thorpeVily Rd hway resurface	6,650	0	0	0	0	6,650
				CJEBUN	Environmental Bud Unall	1,773	0	0	0	0	1,773
			External Insulation	CJN401	Thermal Improvments	110,000	0	0	0	0	110,000
				CJN402	Fitzwilliam - Swinton Thermal	390,000	0	0	0	0	390,000
				CJN403	Fitzwilliam Estate Fans	0	0	0	0	0	0
			Garage Site Investment	CJ0806	Unsustainable Garage Sites	250,000	0	0	0	0	250,000
			General Structures	CJM301	Capital Structural Work	750,000	0	0	0	0	750,000

Capital Programme 2017/18 to 2021/22 - HRA

APPENDIX 2D

Directorate		Service	Service Area	Sub Service	Current Year	Future Years					Total Project		
						2018/19	2019/20	2020/21	2021/22				
					Budget	Budget	Budget	Budget	Budget	Budget			
			IHMS (IT System)	CJ1003	HIMS Computer System	342,162	0	0	0	0	342,162		
			Improving Council Housing	CJZBUN	Improving Council Housing	0	28,220,000	22,880,000	22,880,000	22,880,000	96,860,000		
			Major Voids Capital Prog	CJC101	WDP - Major Voids	1,291,659	0	0	0	0	1,291,659		
				CJC102	MFS - Major Voids	1,508,341	0	0	0	0	1,508,341		
			New Build DPU Bungalows	CJG201	New Build DPU Bungalows	0	0	0	0	0	0		
			Refurbishments	CJA102	MFS - Site Prelims	267,580	0	0	0	0	267,580		
				CJA105	East Dene Roofing	0	0	0	0	0	0		
				CJA112	Herr'thpe Roofg,Chimy,FSB,RWG	0	0	0	0	0	0		
				CJA113	Rawmarsh External	366,000	0	0	0	0	366,000		
				CJA114	N Anston Roof,chim,RWG,Canpy	0	0	0	0	0	0		
				CJA117	Kimberworth Roofing	1,100,000	0	0	0	0	1,100,000		
				CJA118	Wharncliffe Flats RoofRWG Balc	499,312	0	0	0	0	499,312		
				CJA401	MFS - Internal-MFS C5 1A	985,821	0	0	0	0	985,821		
				CJA710	The Lanes Balconies	168,792	0	0	0	0	168,792		
				CJA714	Vine Close Communals	380,000	0	0	0	0	380,000		
				CJA715	Munsb'gh Roof,Chim,FSB,RWG	2,121,257	0	0	0	0	2,121,257		
				CJA718	Rock'ghm&Wingfd Asb'tos Gutts	290,000	0	0	0	0	290,000		
				CJA719	Durham Place Bungalows	274,000	0	0	0	0	274,000		
				CJA720	Rockingham House Lift	18,326	0	0	0	0	18,326		
				CJA801	Design & Appraisal	50,000	0	0	0	0	50,000		
				CJABUN	Refurb Bud Unall	54,538	0	0	0	0	54,538		
				CJB101	Replacement Windows	473,706	0	0	0	0	473,706		
				Replacement of Central Heating	CJJ101	WDP - Ad Hoc Boiler Repl'ts	1,402,090	0	0	0	0	1,402,090	
					CJJ102	WDP-Fires(gas2elec/elec2elec)	0	0	0	0	0	0	
					CJJ103	WDP - Magna Cleans	19,375	0	0	0	0	19,375	
					CJJ104	WDP - Hard Wire Stats	64,583	0	0	0	0	64,583	
					CJJ105	WDP-Boilers Scheme 1	884,786	0	0	0	0	884,786	
					CJJBUN	Central Heat Boilers Bud Unall	0	0	0	0	0	0	
				Replacement of Communal Doors	CJD101	Communal Doors (High Security)	150,000	0	0	0	0	150,000	
				Sheltered Housing Communal Are	CJR101	Community Centre Improvements	50,000	0	0	0	0	50,000	
					CJR103	Comm Centre Conv-Sorrel Sykes	25,000	0	0	0	0	25,000	
					CJR104	Comm Centre Conv-Arbour Drive	138,000	0	0	0	0	138,000	
					CJR107	Comm Centre Conv-Ash Grove	0	0	0	0	0	0	
					CJR109	Comm Centre Conv-Caperns Rd	0	0	0	0	0	0	
					CJR110	Comm Centre Conv-Normanville	0	0	0	0	0	0	
					CJR111	Comm C'tre Conv-Victoria Court	0	0	0	0	0	0	
					CJRBUN	Community Centre Imps-Bud Unal	537,000	0	0	0	0	537,000	
					Total		16,891,494	28,220,000	22,880,000	22,880,000	22,880,000	113,751,494	
				New Housing Provision	Site Clusters	CJP001	Site Cluster Braithwell	2,367,123	5,978,702	4,919,974	296,094	0	13,561,893
						CJP002	Site Cluster Rotherview Road 1	86,296	1,255,870	1,511,752	132,274	0	2,986,192
						CJP003	Site Cluster Rotherview Road 2	202,948	2,946,955	3,547,396	310,387	0	7,007,686
						CJP004	Site Cluster Conway	667,257	1,472,646	0	0	0	2,139,903

Capital Programme 2017/18 to 2021/22 - HRA

APPENDIX 2D

Directorate		Service	Service Area	Sub Service	Current Year	Future Years					Total Project		
						2018/19	2019/20	2020/21	2021/22				
					Budget	Budget	Budget	Budget	Budget	Budget			
				CJP005	Site Cluster Farnworth	550,375	1,274,751	0	0	0	1,825,126		
				CJP006	Site Cluster Gaitskell	48,706	294,085	0	0	0	342,791		
				CJP007	Site Cluster Shakespear	23,019	323,125	467,619	0	0	813,763		
			Stock Conversions	CJH101	Grange Road Flats Conversion	280,303	0	0	0	0	280,303		
			SOAHP delivery	CJP008	Bellows Road SOAHP	0	3,329,030	3,329,030	1,664,516	0	8,322,576		
				CJP009	Rothwell Grange SOAHP units	0	376,162	2,256,970	3,009,292	0	5,642,424		
				CJP010	Braithwell Rd SOAHP Bungalows	41,835	502,024	209,176	0	0	753,035		
				CJP011	Arundel Ave Bungws SOAHP	41,835	502,024	209,176	0	0	753,035		
				CJP012	SOAHP Bungalows - 4 units	33,468	401,620	167,342	0	0	602,430		
			Strategic Acquisitions	CJ0117	SA Waverley	812,862	95,000	0	0	0	907,862		
				CJ0118	Little London Maltby SA	0	1,700,000	0	0	0	1,700,000		
				CJ0120	Catherine Ave & St Marys Drive	439,172	424,596	0	0	0	863,768		
				CJ0122	Waverley HC5 Avant	343,960	755,640	0	0	0	1,099,600		
				CJ0123	Queens Ave KivetonPk 12 units	420,870	508,600	0	0	0	929,470		
				CJHBUN	LA Strat Acquisit'ns Bud Unall	121,394	4,366,166	0	0	0	4,487,560		
			Total					6,481,423	26,506,996	16,618,435	5,412,563	0	55,019,417
			Total					25,723,585	56,526,996	41,298,435	30,092,563	24,680,000	178,321,579
			Total					25,723,585	56,526,996	41,298,435	30,092,563	24,680,000	178,321,579
			Total					25,723,585	56,526,996	41,298,435	30,092,563	24,680,000	178,321,579

## Capital Programme Summary and Funding to 2021/22 - HRA

## APPENDIX 2E

### Expenditure:

Directorate	Current Year		Future Years		Total Project
	Budget		Budget		Budget
<a href="#">HRA</a>	25,723,585		152,597,994		178,321,579
<b>Total</b>	<b>25,723,585</b>		<b>152,597,994</b>		<b>178,321,579</b>

### Funding:

Funding Stream	Current Year		Future Years		Total Project
	Budget		Budget		Budget
Grants And Contributions	1,345,076		18,417,769		19,762,845
Major Repairs Allowance	17,776,709		69,635,000		87,411,709
Revenue Contribution	6,601,800		58,545,225		65,147,025
Usable Capital Receipts	0		6,000,000		6,000,000
<b>Total</b>	<b>25,723,585</b>		<b>152,597,994</b>		<b>178,321,579</b>

## **Appendix 3**

### **Prudential Indicators and Treasury Management and Investment Strategy 2018/19 – 2020/21**

#### **1. Purpose of the report**

To seek approval of the Treasury Management Matters for 2018/19, including the Prudential Indicators, the Minimum Revenue Provision Policy, the Treasury Management Strategy and the Investment Strategy.

#### **2. Background**

- 2.1 The Local Government Act 2003 and supporting regulations require the Council to 'have regard to' the CIPFA Prudential Code and the CIPFA Treasury Management Code of Practice and prepare, set and publish prudential indicators and treasury indicators that ensure the Council's capital expenditure plans are affordable, prudent and sustainable in the long-term.

The prudential indicators consider the affordability and impact of capital expenditure plans, and set out the Council's overall capital framework. Each prudential indicator either summarises the expected activity or introduces limits upon the activity, and reflects the underlying capital programme.

Within the overall prudential framework there is a clear impact on the Council's treasury management activity, either through borrowing or investment activity. As a consequence a Treasury Management Strategy is prepared which considers the effective funding of the capital expenditure decisions and complements the prudential indicators.

- 2.2 The Prudential Indicators and Treasury Management Strategy together form part of the process which ensures the Council meets the balanced budget requirement under the Local Government Finance Act 1992. It is a statutory requirement under Section 33, revised under Section 31 of the Localism Bill 2011, for the Council to produce a balanced budget. In particular, Section 31 requires the Council to calculate its budget requirement for each financial year to include the revenue costs that flow from capital financing decisions.



This, therefore, means that increases in capital expenditure must be limited to a level whereby charges to revenue remain affordable within the projected income of the Council for the foreseeable future. These increased charges may arise from:

- increases in interest charges and debt repayment caused by increased borrowing to finance additional capital expenditure; and
- any increases in operational running costs from new capital projects.

- 2.3 Treasury management is, therefore, an important part of the overall financial management of the Council's affairs and is defined as:

"The management of the local authority's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks."

Specific treasury indicators are prepared and included in the Treasury Management Strategy which requires Member approval.

The Council's treasury activities are strictly regulated by statutory requirements and a professional code of practice (the CIPFA Code of Practice on Treasury Management – revised November 2009). The Council adopted the Code of Practice on Treasury Management (Cabinet, March 2004) and adopted the revisions to the Code in March 2010.

- 2.4 The Council's constitution (via Financial Regulations) requires the annual Treasury Management Strategy to be reported to Council outlining the expected treasury activity for the forthcoming 3 years. A key requirement of this report is to explain both the risks, and the management of the risks, associated with the treasury service. As a minimum a mid-year monitoring report is produced with a further report produced after the year-end to report on actual activity for the year.

Reports on Treasury matters are also required to be adequately scrutinised before being recommended to the Council and this role is undertaken by Audit Committee.

### **3. Key Issues**

#### **3.1 Overview**

The Council's 2017/18 Prudential Indicators and Treasury Management Strategy was approved by Council on 8<sup>th</sup> March 2017. The Treasury Management Outturn Report for 2016/17 was approved by Cabinet on 10<sup>th</sup> July 2017 and Audit Committee on 19<sup>th</sup> July 2017. A Mid-Year report which updated the 2017/18 approved indicators and set out the proposed treasury management strategy for 2018/19 was considered by Audit Committee on the 21<sup>st</sup> November 2017. This report provides an update for the period 2017/18 to 2019/20 and proposes the indicators and forecasts for 2020/21.

Section 3.2 of the report details the key elements of the Council's Capital Expenditure Plans and associated Prudential Indicators. The Treasury Management Strategy (including the Investment Strategy) is detailed in Sections 3.3. Supporting detail is provided in the Appendices.

The Treasury Management Strategy has been drawn up in association with the Council's treasury management advisors, Link Asset Services (formerly Capita Asset Services).

This is a technical and complex report however the key messages are:

- Investments – the primary governing principle will remain **security** over return and the criteria for selecting counterparties reflect this. Cash available for investment will remain low, resulting in low returns.
- Borrowing – overall, this is estimated to year on year increase over the period covered by this report as the Council plans to incrementally reduce its under-borrowing position as part of managing its daily and long term liquidity position. New borrowing will only be taken up as current portfolio debt matures and where approved capital investment is to be financed by borrowing; and,
- Governance – strategies are reviewed by the Audit Committee with continuous monitoring which includes the Mid-Year and Year End reporting.

### 3.2 **CAPITAL EXPENDITURE PLANS & PRUDENTIAL INDICATORS 2017/18 TO 2020/21**

#### 3.2.1 **The Capital Expenditure Plans**

The Council's capital expenditure plans are summarised below and form the first of the prudential indicators. A certain level of capital expenditure is grant supported by the Government; any decisions by the Council to spend above this level will be considered unsupported capital expenditure. This unsupported capital expenditure needs to have regard to:

- Service objectives (e.g. strategic planning);
- Stewardship of assets (e.g. asset management planning);
- Value for money (e.g. option appraisal)
- Prudence and sustainability (e.g. implications for external borrowing and whole life costing);
- Affordability (e.g. implications for the council tax and rents)
- Practicality (e.g. the achievability of the forward plan).

The revenue consequences of capital expenditure, particularly the unsupported expenditure, will need to be paid for from the Council's own revenue resources.

This capital expenditure can be paid for immediately (by applying capital resources such as capital receipts, capital grants etc., or revenue resources), but if these resources are insufficient any residual expenditure will add to the Council's borrowing need.

- 3.2.2 The key risks to the plans are that the level of Government support has been estimated and is therefore subject to change. Similarly some of estimates for other sources of funding, such as capital receipts, may also be subject to change over this timescale. For example, anticipated asset sales resulting from the Council's on-going asset rationalisation programme may be deferred due to the on-going impact of the current economic & financial conditions on the property market.
- 3.2.3 The revised capital expenditure plans in the updated Capital Strategy and Capital Programme being taken to Council on 28<sup>th</sup> Feb 2018, are summarised in the table below.

It should be noted, that these represent the capital investment forecasts under traditional forms of financing and exclude assets acquired under PFI and finance lease arrangements which are a type of borrowing but which are budgeted for separately outside of the capital financing budget.

	2017/18 Estimated £m	2018/19 Estimated £m	2019/20 Estimated £m	2020/21 Estimated £m
Adult Care & Housing – Non HRA	4.542	8.398	12.186	4.186
Children & Young People's Services	12.095	13.050	11.781	8.179
Regeneration & Environment	24.975	29.447	42.925	29.271
Finance & Customer Services	3.227	6.489	4.054	3.775
<b>Total Non HRA</b>	<b>44.839</b>	<b>57.384</b>	<b>70.946</b>	<b>45.411</b>
HRA	25.724	56.527	41.298	30.092
<b>Total HRA</b>	<b>25.724</b>	<b>56.527</b>	<b>41.298</b>	<b>30.092</b>
<b>Total expenditure</b>	<b>70.563</b>	<b>113.911</b>	<b>112.244</b>	<b>75.503</b>
Capital receipts	5.583	2.000	2.000	2.000
Capital grants, capital contributions & sources other capital funding	46.443	106.008	107.859	72.027
<b>Total financing</b>	<b>52.026</b>	<b>108.008</b>	<b>109.859</b>	<b>74.027</b>
<b>Prudential borrowing requirement for the year</b>	<b>18.537</b>	<b>5.903</b>	<b>2.385</b>	<b>1.476</b>

#### 3.2.4 The Capital Financing Requirement (the Council's Borrowing Need)

The Council's Capital Financing Requirement (CFR) is the total outstanding capital expenditure which has not yet been financed from either revenue or

capital resources. It is essentially a measure of the Council's underlying borrowing need.

As can be seen in the table in 3.2.3 above, the latest revised estimated prudential borrowing requirement over the period 2017/18 to 2020/21 based on the updated Capital Strategy and Capital Programme is £28.301m. This will be added to the existing CFR.

The CFR is then reduced by the amount the Council sets aside from revenue for the repayment of debt and other financing movements.

As explained in 3.2.3, in addition to the underlying borrowing need arising from the Council's capital investment programme, the overall CFR also includes other long term liabilities (OLTL) brought onto the Balance Sheet as a result of the recognition of PFI and Finance lease assets. This is a technical adjustment to recognise the underlying borrowing facility taken out by the PFI or Finance lease provider and does not require the Council to take out any additional borrow in its own right.

The CFR projections for which approval is being sought are set out in the table below:

	2017/18 Estimated £m	2018/19 Estimated £m	2019/20 Estimated £m	2020/21 Estimated £m
CFR – General Fund	503.768	505.879	501.045	491.608
CFR – HRA	304.125	304.125	304.125	304.125
<b>Total CFR</b>	<b>807.893</b>	<b>810.004</b>	<b>805.170</b>	<b>795.733</b>
<b>Movement in CFR</b>	<b>15.354</b>	<b>2.111</b>	<b>-4.834</b>	<b>-9.437</b>
Of which:				
CFR – capital investment	675.104	680.378	678.394	672.482
OLTL	132.789	129.626	126.776	123.251
<b>Movement in CFR represented by:</b>				
Prudential borrowing requirement for the year (table at 3.2.3 above)	18.537	5.903	2.385	1.476
Net financing need for the year for OLTL	-2.766	-3.163	-2.850	-3.525
<b>Less</b> Minimum Revenue Provision and other financing movements	-0.417	-0.629	-4.369	-7.388
<b>Movement in CFR</b>	<b>15.354</b>	<b>2.111</b>	<b>-4.834</b>	<b>-9.437</b>

### **3.2.5 Minimum Revenue Provision Policy Statement**

- 3.2.5.1 The Council is required to pay off an element of the accumulated General Fund CFR each year through a revenue charge (the Minimum Revenue Provision - MRP). In addition, it is also allowed to make additional voluntary payments (VRP) where it is prudent to do so. Repayments included in annual PFI charges or finance lease payments are also applied as MRP.

No MRP charge is currently required for the HRA. The HRA charges depreciation on its assets, which is a revenue charge. Previously to alleviate the impact of this charge falling on the tenants, HRA regulations allowed the Major Repairs Allowance to be used as a proxy for depreciation for the first five years under self-financing. From April 2017, depreciation is determined in accordance with proper accounting practice.

- 3.2.5.2 CLG Regulations require full Council to approve an MRP Statement in advance of each financial year setting out how it will discharge its duty to charge an amount of MRP which the Council considers 'prudent'.

The Strategic Director of Finance & Customer Services will, where it is prudent to do so, use discretion to review the overall financing of the capital programme and the opportunities afforded by the regulations to maximise the benefit to the Council whilst ensuring it meets its duty to charge a 'prudent' provision. To provide maximum flexibility the recommended MRP policy includes the use of the annuity method and the equal instalments method.

The wording of the proposed MRP Policy Statement for which Council approval is being sought is shown at Appendix A.

### **3.2.6 Affordability Prudential Indicators**

Affordability prudential indicators are used to assess the affordability of the capital expenditure plans by reference to their impact on the Council's finances overall. Cabinet will recommend that the Council be asked to approve the following indicators.

#### **3.2.6.1 Actual and Estimates of the ratio of financing costs to net revenue stream**

This indicator identifies the trend in the cost of capital (borrowing and other long term obligation costs net of investment income) against the net revenue stream of the Council.

The estimates of financing costs include all current commitments, the proposals contained in the proposed 2018/19 Revenue Budget and updated future years' capital expenditure plans.

Ratio of financing costs to Net Revenue Stream				
	2017/18 Estimated %	2018/19 Estimated %	2019/20 Estimated %	2020/21 Estimated %
Non-HRA	6.24	5.56	6.18	6.93
HRA	15.99	15.95	15.69	15.35

### 3.2.6.2 Estimates of the incremental impact of capital expenditure plans on Council Tax

This indicator identifies the revenue costs associated with proposed changes to the capital programme compared to the Council's existing commitments and current plans.

Only schemes in the Council's approved capital programme are included in the indicators and there may be further schemes pending approval. Any additional approvals will normally have to be funded from unsupported borrowing as all identified available resources have been allocated. This would impact on the prudential indicators above.

The impact on Band D Council Tax, as shown in the table below, indicates the impact of the Council's capital expenditure plans as already budgeted for within the proposed Revenue Budget for 2018/19 and the Council's Medium Term Financial Strategy, **and does not indicate additional requirements of Rotherham council tax payers.**

Incremental impact of capital expenditure plans on the Band D Council Tax				
	Estimated 2017/18 £	Estimated 2018/19 £	Estimated 2019/20 £	Estimated 2020/21 £
<b>Council Tax – Band D</b>	9.30	13.26	12.50	11.96

### 3.2.6.3 Estimates of the incremental impact of capital expenditure plans on Housing Rent levels

Similar to the Council tax calculation, this indicator identifies the revenue cost of proposed changes in the housing capital programme compared to the Council's existing approved commitments and current plans expressed in terms of the impact on weekly rent levels. Given the latest HRA 30 Year Business Plan does not currently forecast any change in borrowing levels over the period and therefore the incremental financing costs are assumed to be £Nil in each year.

<b>Incremental impact of capital expenditure plans on the Housing Rent levels</b>				
	<b>Revised 2017/18 £</b>	<b>Proposed Budget 2018/19 £</b>	<b>Estimated 2019/20 £</b>	<b>Estimated 2020/21 £</b>
<b>Weekly Housing Rent levels</b>	£0.00	£0.00	£0.00	£0.00

### **3.3 TREASURY MANAGEMENT STRATEGY 2017/18 – 2019/20**

The Treasury Management Strategy covers:

- a) The Council's borrowing and investment projections (para. 3.3.1);
- b) The Council's estimates and limits to borrowing activity (para. 3.3.2 to 3.3.5);
- c) The expected movement in interest rates (para. 3.3.6);
- d) The Council's borrowing and debt strategy (para. 3.3.7);
- e) The Council's investment strategy (para. 3.3.8);
- f) Treasury Management prudential indicators and limits on activity (para. 3.3.9);
- g) Treasury performance indicators (para. 3.3.10); and
- h) Policy on the use of external service advisers (para. 3.3.12).

#### **3.3.1 Borrowing and Investment Projections 2018/19 – 2020/21**

The borrowing requirement comprises the expected movement in the CFR and any maturing debt which will need to be re-financed.

The effect on the treasury position over the next three years for both the Council and the ex-SYCC debt that the Council administers on behalf of the other South Yorkshire authorities is shown in the table attached at Appendix B. The table also highlights the expected level of investment balances.

#### **3.3.2 Limits to Borrowing Activity**

There are a number of key indicators to ensure the Council operates its activities within well-defined limits.

For the first of these, the Council needs to ensure that its total borrowing, does not, except in the short term, exceed the total of the CFR at the end of the preceding year plus the estimated additional CFR for the current year (2017/18) and the following three financial years. This is designed to ensure that in the medium term debt is only for a capital purpose. The purpose of including the estimated additional CFR for the following two financial years, is that it allows some flexibility for limited early borrowing for future years (para. 3.3.4).

The Strategic Director of Finance & Customer Services reports that the Council has complied with this indicator in the current year and does not envisage difficulties for the future (the table below refers). This view takes into account approved commitments and existing plans.

Whilst the forecast changes in the CFR assume significant reductions in the amount of under-borrowing by the Council, the actual change in the year on year level of under-borrowing will be determined by the Strategic Director – Finance and Customers Services, after consideration of all relevant factors in determining the appropriate strategy for borrowing levels within the Council's overall financial strategy.

<b>RMBC</b>	<b>2017/18 Estimated £m</b>	<b>2018/19 Estimated £m</b>	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>
CFR – excl. OLTL	675.104	680.378	678.394	672.482
CFR – OLTL	132.789	129.626	126.776	123.251
<b>Total CFR</b>	<b>807.893</b>	<b>810.004</b>	<b>805.17</b>	<b>795.733</b>
Borrowing (loans outstanding)	554.644	558.953	635.525	654.370
Borrowing - OLTL	132.789	129.626	126.776	123.251
<b>Total Borrowing</b>	<b>687.433</b>	<b>688.579</b>	<b>762.301</b>	<b>777.621</b>
<b>CFR less Borrowing (underborrowed)</b>	<b>120.46</b>	<b>121.425</b>	<b>42.869</b>	<b>18.112</b>

### 3.3.3 The Overall Level of Borrowing

A further two prudential indicators control or anticipate the overall level of borrowing. These are:

- The Authorised Limit for External Debt
- The Operational Boundary for External Debt

#### 3.3.3.1 The Authorised Limit for External Debt

The Authorised Limit represents the maximum amount an authority can borrow for capital and cash flow purposes. It reflects the level of external debt which, while not desired, could be afforded in the short term, but is not sustainable in the longer term. This is the statutory limit determined under section 3 (1) of the Local Government Act 2003. The Authorised Limit is set by the Council and any breach must be reported. The Government retains an option to control either the total of all council's plans, or those of a specific council, although no such Government control has yet been exercised.

Cabinet is asked to recommend to Council the approval of the following Authorised Limit for RMBC:



<b>Authorised Limit for External Debt (RMBC)</b>	<b>2017/18 Estimated £m</b>	<b>2018/19 Estimated £m</b>	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>
Borrowing	708.859	714.397	712.314	706.106
OLTL	135.445	132.219	129.312	125.716
Total	844.304	846.615	841.625	831.822

Cabinet is also asked to recommend approval to Council of the following Authorised Limit for the former SYCC:

<b>Authorised Limit for External Debt (Former SYCC)</b>	<b>2017/18 Estimated £m</b>	<b>2018/19 Estimated £m</b>	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>
Borrowing	76.709	37.000	36.189	36.189
OLTL	0.000	0.000	0.000	0.000
Total	76.709	37.000	36.189	36.189

3.3.3.2 Separately, the Council is also limited to a maximum HRA CFR through the HRA self-financing regime. This limit remains unchanged until there is any change in Government legislation. The difference between the HRA CFR and HRA Debt Cap of £32.498m represents the maximum additional amount of borrowing the HRA could take up to finance its capital investment. Interest calculated with reference to the HRA CFR is charged on a fair & equitable basis.

<b>HRA Debt Limit</b>	<b>2017/18 Estimated £m</b>	<b>2018/19 Estimated £m</b>	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>
HRA Debt Cap	336.623	336.623	336.623	336.623
HRA CFR	304.125	304.125	304.125	304.125
<b>HRA Headroom (+)</b>	<b>32.498</b>	<b>32.498</b>	<b>32.498</b>	<b>32.498</b>

### 3.3.3.3 The Operational Boundary for External Debt

This is the amount beyond which external borrowing (for capital and cash flow purposes) is not normally expected to exceed. Its purpose is to act as a tool for monitoring day to day treasury activity. Occasionally, for operational reasons it may be necessary temporary breaches are not a cause for concern but sustained breaches may be an indication that the Council is acting imprudently or getting into major financial difficulty.

In most cases the operational boundary would be a similar figure to the CFR, but as a result of the planned continued under-borrowed position shown in the table in 3.3.2 above, the Operational Boundary for which Council approval is being sought set out in the table below is substantially less than the CFR:

<b>Operational Boundary for External Debt (RMBC)</b>	<b>2017/18 Estimated £m</b>	<b>2018/19 Estimated £m</b>	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>
Borrowing	554.644	558.953	635.525	654.370
Other long term liabilities	132.789	129.626	126.776	123.251
<b>Total</b>	<b>687.433</b>	<b>688.579</b>	<b>762.301</b>	<b>777.621</b>

Cabinet is asked to recommend to Council that it approves the following Operational Boundary for the former SYCC:

<b>Operational Boundary for External Debt (Former SYCC)</b>	<b>2017/18 Estimated £m</b>	<b>2018/19 Estimated £m</b>	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>
Borrowing	76.709	37.000	36.189	36.189
Other long term liabilities	0.000	0.000	0.000	0.000
<b>Total</b>	<b>76.709</b>	<b>37.000</b>	<b>36.189</b>	<b>36.189</b>

### 3.3.4 **Policy on Borrowing in Advance of Need**

The Council has some flexibility to borrow funds in advance for use in future years. The Strategic Director of Finance & Customer Services may do this under delegated powers where, for instance, a sharp rise in interest rates is expected, and so borrowing early at fixed interest rates will be economically beneficial or help meet budgetary constraints.

Whilst the Strategic Director of Finance & Customer Services will adopt a prudent approach to any such borrowing, where there is a clear business case for doing so borrowing may be undertaken to fund the approved capital programme or to fund debt maturities.

Risks associated with any advance borrowing activity will be subject to appraisal in advance and subsequent reporting through the mid-year and annual reporting mechanism.

### 3.3.5 **Debt Rescheduling**

As short term borrowing rates will be considerably cheaper than longer term fixed interest rates, there may be potential opportunities to generate savings by switching from long term debt to short term debt. These savings will need to be considered in the light of the current treasury position and the value of the cost of debt repayment (premiums incurred).

The reasons for any rescheduling to take place will include:

- The generation of cash savings and/or discounted cash flow savings;
- Helping to fulfil the treasury strategy; and,

- Enhancing the balance of the portfolio (amending the maturity profile and/or the balance of volatility).

### 3.3.6 **Expected Movement in Interest Rates**

The Bank Rate, currently 0.50%, underpins investment returns. There remains a great deal of economic uncertainty affecting growth forecasts for the UK economy and the rate of inflation both of which are key factors influencing the Bank Rate.

The uncertainty surrounds the UK's final terms for the leaving the EU, on-going issues in areas of the world economy which could result in weak growth or recession in the UK's main trading partners, Sterling's devaluation which may have seen upward pressure on the rate of inflation, and, pay growth in the UK which is expected to rise more slowly than inflation squeezing disposable incomes.

As a consequence, the Bank of England have given an indication that the increases in the Bank Rate will be limited and gradual over the medium term. As a result short-term borrowing rates are expected to remain at favourably low levels. The outlook for longer-term interest rates also remains favourable in the near future, but the current capital economics projection is that the rate will rise gradually to 1.75% by the December 2019.

This challenging outlook has several key treasury management implications:

- Investment returns are likely to remain low in the short to medium term with target returns of around 0.50%;
- Borrowing interest rates are likely to remain attractive in the short to medium term, but are less likely to remain so going forward. The Council has adopted a policy of delaying new borrowing by utilising spare cash balances over the last few years. This approach will continue to be carefully reviewed to minimise the risk of incurring higher future borrowing costs, when the Council will not be able to delay new borrowing to finance new capital expenditure and/or to refinance maturing debt. The timing of any borrowing will, therefore, be monitored carefully; and
- There will remain a cost of carrying capital – any borrowing undertaken that results in an increase in investments will incur an incremental cost as the cost of borrowing is greater than the likely investment return.

### 3.3.7 **Borrowing and Debt Strategy 2018/19 – 2020/21**

As shown in the table in 3.3.2, the Council is currently maintaining an under-borrowed position. This means that the CFR has not been fully funded with loan debt as cash supporting the Council's reserves, balances and cash flow has been used as a temporary measure. This strategy is prudent as investment returns are low and counterparty risk remains relatively high.

The uncertainty over future interest rates increases the inherent risks associated with treasury activity. As a result the Council will continue to take a prudent approach to its treasury strategy.

The Strategic Director of Finance & Customer Services, under delegated powers, will take the most appropriate form of borrowing depending on the prevailing interest rates at the time, taking into account the risks shown in the forecast above. It is likely shorter term fixed rates may provide lower cost opportunities in the short to medium term.

### **3.3.8 Investment Strategy 2018/19 – 2020/21**

The primary objectives of the Council's investment strategy are:

- Firstly to safeguard the timely repayment of principal and interest (security);
- Secondly to ensure adequate liquidity; and
- Thirdly to produce an investment return (yield).

3.3.8.1 As part of this Strategy, Members need to consider and approve security and liquidity benchmarks in addition to yield benchmarks which are currently widely used to assess investment performance and have previously been reported to Members. The proposed benchmarks are set down in Appendix D.

3.3.8.2 The primary principle governing the Council's investment criteria is the security of its investments, although the yield or return on the investment is also a key consideration. After this main principle the Council will ensure:

- It maintains a policy covering both the categories of investment types it will invest in, criteria for choosing investment counterparties with adequate security, and monitoring their security. This is set out in the Specified and Non-Specified investment sections of Appendix C.
- It has sufficient liquidity in its investments. For this purpose it will set out procedures for determining the maximum periods for which funds may prudently be committed. These procedures also apply to the Council's prudential indicators covering the maximum principal sums invested as set out in Appendix D.

3.3.8.3 The Strategic Director of Finance & Customer Services will maintain a counterparty list in compliance with the criteria set out in 3.3.8.5 and will revise the criteria and submit them to Council for approval as necessary. These criteria are different to those which are used to select Specified and Non-Specified investments.

The rating criteria use the lowest common denominator method of selecting counterparties and applying limits. This means that the application of the Council's minimum criteria will apply to the lowest available rating for any institution. For instance if an institution is rated by two agencies, one meets the Council's criteria, the other does not, the institution will fall outside the lending criteria. This is in compliance with a CIPFA Treasury Management Panel recommendation in March 2009 and the CIPFA Treasury Management Code of Practice.

3.3.8.4 Credit rating information is supplied by our treasury advisors on all active counterparties that comply with the criteria in section 3.3.8.5. Any counterparty failing to meet the criteria would be omitted from the counterparty list. Any rating changes, rating watches (notification of a likely change) and rating outlooks (notification of a possible long term change) are provided to officers almost immediately after they occur and this information is considered before any investment decision is taken.

3.3.8.5 The criteria for providing a portfolio of high quality investment counterparties (both Specified and Non-Specified investments) are:

- **Banks** – The Council will use banks which are rated by at least two rating agencies and have at least the following Fitch, Moody's and Standard and Poors' ratings (where rated):

	Fitch	Moody's	Standards & Poor's
Short-term	F1	P-1	A-1
Long-term	A-	A3	A-

To allow for the day to day management of the Council's cash flow the Council's bankers will also be retained on the list of counterparties if ratings fall below the above minimum criteria.

- **Building Societies** – the Council will use the top 20 Building Societies ranked by asset size but restricted to a maximum of 20% of the investment portfolio
- **Money Market Funds** – AAA – restricted to a maximum investment of £10m per fund
- **UK Government** – Debt Management Office
- **UK Single Tier & County Councils** – (i.e. Metropolitan Districts, London Boroughs, County Councils, Unitary Authorities)

A limit of 35% will be applied to the use of Non-Specified investments within the investment portfolio, excluding day to day cash management through the Council's own bank.

Whilst the above criteria relies primarily on the application of credit ratings to provide a pool of appropriate counterparties for officers to use, additional operational market and sovereign information will continue to be applied before making any specific investment decision from the agreed portfolio of counterparties.

3.3.8.6 The time and monetary limits for institutions on the Council's Counterparty List are as follows and represent no change from those currently approved (these will cover both Specified and Non-Specified Investments):

	Fitch	Moody's	Standard & Poor's	Money Limit	Time Limit
Upper Limit Category	F1+/AA-	P-1/Aa3	A-1+/AA-	£20m	5 years
Middle Limit Category	F1/A-	P-1/A3	A-1/A-	£10m	364 days
Lower Limit Category *	All Building Soc's ranked 1 to 10 All Building Soc's ranked 11 to 20			£5m £1m	6 mths 3 mths
Debt Management Office	-	-	-	Unlimited **	6 months
Money Market Funds	-	-	-	£10m	n/a
UK Single Tier & County Councils	-	-	-	£20m	5 years
Council's Bankers	-	-	-	£10m	364 days
The above money limits are exclusive of bank balances held by schools					
* Based on maximum of 20% of the investment portfolio					
** Provides maximum flexibility					

3.3.8.7 The proposed criteria for Specified and Non-Specified investments and monitoring of counterparties are shown in Appendix C for Member approval.

In the normal course of the Council's cash flow operations it is expected that both Specified and Non-specified investments will be utilised for the control of liquidity as both categories allow for short term investments.

The use of longer term instruments (greater than one year from inception to repayment) will fall in the Non-specified investment category. These instruments will only be used where the Council's liquidity requirements are safeguarded. This will also be limited by the long term investment limits.

### 3.3.9 **Treasury Management Prudential Indicators and Limits on Activity**

3.3.9.1 There are four further treasury activity limits the purpose of which are to contain the activity of the treasury function within certain limits, thereby managing risk and reducing the impact of an adverse movement in interest rates. However if these are set to be too restrictive they will impair the opportunities to reduce costs. The limits are:

- Upper limits on fixed interest rate exposure – This identifies a maximum limit for fixed interest rates based upon the fixed debt position net of fixed interest rate investments.
- Upper limits on variable interest rate exposure – as above this limit covers a maximum limit on variable interest rates based upon the variable debt position net of variable interest rate investments.

- Maturity structures of borrowing – These gross limits are set to reduce the Council's exposure to large fixed rate sums falling due for refinancing, and are required for upper and lower limits.
- Total funds invested for greater than 364 days – These limits are set to reduce the need for early sale of an investment, and are based on the availability of funds after each year-end.

For the purposes of these indicators the Council's market debt with Financial Institutions is treated as variable where debt may be subject to variation on specific call dates each year. However, over the period covered by this Strategy it is considered very unlikely that any market debt will be called due to the prevailing historically low interest rates.

3.3.9.2 The activity limits (prudential indicators) for Member approval are as follows:

RMBC	2018/19	2019/20	2020/21
<b>Interest rate Exposures</b>			
	<b>Upper</b>	<b>Upper</b>	<b>Upper</b>
<b>Limits on fixed interest rate debt based on fixed net debt</b>	100%	100%	100%
<b>Limits on variable interest rate debt based on variable net debt</b>	30%	30%	30%

<b>RMBC Maturity Structure of fixed interest rate borrowing 2018/19</b>		
	<b>Lower</b>	<b>Upper</b>
Under 12 months	0%	35%
12 months to 2 years	0%	35%
2 years to 5 years	0%	45%
5 years to 10 years	0%	45%
10 years to 20 years	0%	45%
20 years to 30 years	0%	50%
30 years to 40 years	0%	50%
40 years to 50 years	0%	55%
50 years and above	0%	60%

<b>RMBC Maximum Funds invested &gt; 364 days</b>			
	<b>1 to 2 years</b>	<b>2 to 3 years</b>	<b>3 to 5 years</b>
Funds invested > 364 days	£m 10	£m 8	£m 6

Former SYCC	2018/19	2019/20	2020/21
<b>Interest Rate Exposures</b>			
	<b>Upper</b>	<b>Upper</b>	<b>Upper</b>
<b>Limits on fixed interest rates based on total debt</b>	100%	100%	100%
<b>Limits on variable interest rates based on total debt</b>	30%	30%	30%

<b>Former SYCC Maturity Structure of fixed interest rate borrowing 2017/18</b>		
	<b>Lower</b>	<b>Upper</b>
Under 12 months	0%	60%
12 months to 2 years	0%	75%
2 years to 5 years	0%	100%

### 3.3.10 **Treasury Performance Indicators**

The Code of Practice on Treasury Management requires the Council to set performance indicators to assess the adequacy of the treasury function over the year. These are distinct historic indicators, as opposed to the prudential indicators, which are predominantly forward looking. The results of the following two indicators will be reported in the Treasury Annual Report for 2018/19:

- Debt – Borrowing - Average rate of borrowing for the year compared to average available
- Investments – Internal returns above the 7 day London Interbank Bid rate (LIBID) which is the rate at which a bank is willing to borrow from other banks

### 3.3.11 **Training**

The CIPFA Code requires the responsible officer to ensure that members with responsibility for treasury management receive adequate training in treasury management. This especially applies to Members responsible for scrutiny. Training has recently been undertaken by Members of the Audit Committee and further training will be arranged as required. The training needs of treasury management officers are periodically reviewed.

### 3.3.12 **Policy on the use of external service advisors**

The Council uses Link Asset Services (formerly Capita Asset Services) as its treasury management advisors.

The company provides a range of services which include:

- Technical support on treasury matters, capital finance issues and the drafting of Member reports;
- Economic and interest rate analysis;



- Debt services which includes advice on the timing of borrowing;
- Debt rescheduling advice surrounding the existing portfolio;
- Generic investment advice on interest rates, timing and investment instruments; and,
- Credit rating/market information service comprising the three main credit rating agencies.

Whilst the advisers provide support to the internal treasury function, under current market rules and the CIPFA Code of Practice the Council recognises that responsibility for treasury management decisions remains with the Council at all times. The service is provided to the Council under a contractual agreement which is subject to regular review.

**Proposed Wording of Minimum Revenue Provision Policy Statement**

It is being recommended Council approve the following MRP policy in relation to the charge for the 2018/19 financial year:

- (a) The MRP charge in relation to capital expenditure incurred prior to 2007/08 where the expenditure was funded by either supported or unsupported borrowing will be calculated using the expected useful life of the asset and the calculation of the provision will be by the annuity method;
- (b) The MRP charge in relation to capital expenditure incurred since 2007/08 where the expenditure is funded by either supported or unsupported borrowing will be calculated using the expected useful life of the asset at the point the asset is brought into use. The calculation of the provision will be either the annuity method or the equal instalments method depending on which is most appropriate; and
- (c) The MRP charge in relation to capital expenditure incurred since 2007/08 where the expenditure is funded by a 'capitalisation directive' (e.g. equal pay) will be calculated on the basis of the specified period(s) set down within the regulations. The calculation of the provision will be either the annuity method or the equal instalments method depending on which is most appropriate.
- (d) For the sake of clarity, where MRP has been overcharged in previous years, the recovery of the overcharge will be effected by taking an MRP holiday in full or in part against future years charges that would otherwise have been made. The MRP holiday adjustment to the future years charge will be done in such a way as to ensure that:
  - the total MRP after applying the adjustment will not be less than zero in any financial year
  - the cumulative amount adjusted for will never exceed the amount over-charged;
  - the extent of the adjustment will be reviewed on an annual basis

**Borrowing and Investment Projections 2016/17 to 2019/20**

<b>RMBC</b>	<b>2017/18 Estimated £m</b>	<b>2018/19 Estimated £m</b>	<b>2019/20 Estimated £m</b>	<b>2019/20 Estimated £m</b>
<b>External Debt</b>				
Borrowing at 1 April	508.306	554.644	558.953	635.525
Expected change in debt	46.338	4.309	76.572	18.845
Borrowing at 31 March	554.644	558.953	635.525	654.370
Other long-term liabilities (OLTL) at 1 April	135.555	132.789	129.626	126.776
Expected change in OLTL	-2.766	-3.163	-2.850	-3.525
Other long-term liabilities (OLTL) at 31 March	132.789	129.626	126.776	123.251
<b>Total Borrowing &amp; OLTL at 31 March</b>	<b>687.433</b>	<b>688.579</b>	<b>762.301</b>	<b>777.621</b>
<b>Investments</b>				
Total Investments at 1 April	0.034	20.000	20.000	20.000
Investment change	19.966	0.000	0.000	0.000
Total Investments at 31 March	20.000	20.000	20.000	20.000
<b>Net borrowing at 31 March</b>	<b>667.433</b>	<b>668.579</b>	<b>742.301</b>	<b>757.621</b>
<b>Ex SYCC</b>	<b>2017/18 Estimated £m</b>	<b>2018/19 Estimated £m</b>	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>
<b>External Debt</b>				
Borrowing at 1 April	76.709	37.000	36.189	19.689
Expected change in debt	-39.709	-0.811	-16.500	-19.689
Borrowing at 31 March	37.000	36.189	19.689	0.000
<b>Investments</b>				
Total Investments at 1 April	0.000	0.000	0.000	0.000
Investment change	0.000	0.000	0.000	0.000
Total Investments 31 March	0.000	0.000	0.000	0.000
<b>Net borrowing at 31 March</b>	<b>37.000</b>	<b>36.189</b>	<b>19.689</b>	<b>0.000</b>

**Treasury Management Practice (TMP) 1 (5) – Credit and Counterparty Risk Management****1. Overview**

- 1.1 The Office of the Deputy Prime Minister (now CLG) issued Revised Investment Guidance in March 2010, and this forms the structure of the Council's policy below.

The key intention of the Guidance is to maintain the current requirement for councils to invest prudently, and that priority is given to security and liquidity before yield.

- 1.2 In order to facilitate this objective the guidance requires this Council to have regard to the CIPFA publication Treasury Management in the Public Services: Code of Practice and Cross-Sectoral Guidance Notes. This Council has adopted the Code will apply its principles to all investment activity.

In accordance with the Code, the Strategic Director of Finance & Customer Services has reviewed and prepared its treasury management practices. This part, TMP 1(5), covering investment counterparty policy requires approval each year.

**2. Annual Investment Strategy**

- 2.1 The key requirements of both the Code and the investment guidance are to set an annual investment strategy, as part of its annual treasury strategy for the following year, covering the identification and approval of the following:

- The guidelines for investment decision making, particularly non-specified investments.
- The principles to be used to determine the maximum periods for which investments can be made.
- The specified investments the Council may use.
- The non-specified investments the Council may use.

This strategy is to be approved by full Council.

The investment policy proposed for the Council is detailed in the paragraphs below (sections 2.3 and 2.4).

**2.2 Strategy Guidelines**

The main strategy guidelines are contained in the body of the treasury strategy statement.

## **2.3 Specified Investments**

- 2.3.1 These investments are sterling investments of not more than one-year maturity. If they are for a longer period then the Council must have the right to be repaid within 12 months if it wishes.

These are low risk assets where the possibility of loss of principal or investment income is small.

- 2.3.2 These would include the following investment categories:

1. The UK Government Debt Management Office.
2. UK Single Tier & County Councils – (i.e. Metropolitans District, London Boroughs, County Councils, Unitary Authorities)
3. Money Market Funds that have been awarded AAA credit ratings by Standard and Poor's, Moody's or Fitch rating agencies and restricted to £10m per fund.
4. A bank or a building society that has been awarded a minimum short-term rating of F1 by Fitch, P-1 by Moody's and A-1 by Standard and Poor's rating agencies. For Building Societies investments will be restricted to 20% of the overall investment portfolio and:
  - a maximum of £5m for a period not exceeding 6 months if the society is ranked in the top 10 by asset size; or
  - a maximum of £1m and a period not exceeding 3 months if the society is ranked 11 to 20 by asset size.

## **2.4 Non-Specified Investments**

- 2.4.1 Non-specified investments are any other type of investment not defined as specified above.

The criteria supporting the selection of these investments and the maximum limits to be applied are set out below.

- 2.4.2 Non specified investments would include any sterling investments with:

1. A bank that has been awarded a minimum long term credit rating of AA- by Fitch, Aa3 by Moody's and AA- by Standard & Poor's for deposits with a maturity of greater than 1 year.
2. The Council's own bank if ratings fall below the above minimum criteria.

3. A Building Society which is ranked in the top 20 by asset size. Investments will be restricted to 20% of the overall investment portfolio and:

- a maximum of £5m for a period not exceeding 6 months if the Society is ranked in the top 10 by asset size; or
- a maximum of £1m and a period not exceeding 3 months if the Society is ranked 11 to 20 by asset size.

### **3     The Monitoring of Investment Counterparties**

3.1     The credit rating of counterparties will be monitored regularly. The Council receives credit rating information from the Council Treasury Management advisors on a daily basis, as and when ratings change, and counterparties are checked promptly.

On occasions ratings may be downgraded after the date on which an investment has been made. It would be expected that a minor downgrading would not affect the full receipt of the principal and interest.

3.2     Any counterparty failing to meet the minimum criteria will be removed from the list immediately by the Strategic Director of Finance & Customer Services, and new counterparties will be added to the list if and when they meet the minimum criteria.

## **Security, Liquidity and Yield Benchmarking**

These benchmarks are targets and so may be exceeded from time to time with any variation reported, with supporting reasons in Mid-Year & Annual Treasury Reports.

### **1. Security and liquidity**

These benchmarks are already intrinsic to the approved treasury strategy through the counterparty selection criteria and some of the prudential indicators, e.g. the maximum funds which may be invested for more than 364 days, the limit on the use of Non-specified investments, etc.

#### **1.1 Security**

1.1.1 Security is currently evidenced by the application of minimum criteria to investment counterparties, primarily through the use of credit ratings supplied by the three main credit rating agencies. Whilst this approach embodies security considerations, benchmarking the levels of risk is more subjective and therefore problematic.

1.1.2 One method to benchmark security risk is to assess the historic level of default against the minimum criteria used in the Council's investment strategy. The default rates are little changed from last year.

<b>Credit Rating</b>	<b>1 year</b>	<b>2 years</b>	<b>3 years</b>	<b>4 years</b>	<b>5 years</b>
<b>AAA</b>	0.04%	0.10%	0.18%	0.27%	0.37%
<b>AA</b>	0.02%	0.04%	0.10%	0.18%	0.25%
<b>A</b>	0.06%	0.16%	0.29%	0.44%	0.62%
<b>BBB</b>	0.17%	0.47%	0.81%	1.23%	1.65%

1.1.3 The Council's minimum long term rating criteria (over one year) is "AAA" meaning the average expectation of default for a three year investment in a counterparty with a "AAA" long term rating would be 0.18% of the total investment (e.g. for a £1m investment the average potential loss would be £1,800).

The Council's minimum long term rating criteria (up to one year) is "BBB" and the average expectation of default for such an investment would be 0.17% (e.g. for a £1m investment the average loss would be £1,700).

These are only averages but do act as a benchmark for risk across the investment portfolio.

**The Council's maximum security risk benchmark for the estimated maximum portfolio during 2018/19 is 0.072% which means that for every £1m invested the average potential loss would be £725. This position remains largely unchanged from 2017/18 (benchmark was 0.091% or £910).**

- 1.1.4 The Council's Treasury advisers maintain a continuous review of the risk position by the inclusion of the Council's daily investment position within their online model.

## 1.2 **Liquidity**

- 1.2.1 This is defined as "having adequate, though not excessive cash resources, borrowing arrangements, overdrafts or standby facilities to enable the Council at all times to have the level of funds available to it which are necessary for the achievement of its business/service objectives" (CIPFA Treasury Management Code of Practice). The Council seeks to maintain:

- Bank overdraft – on a day-to-day basis the Council works to an agreed overdraft limit of £100,000 with the Council's bankers. Whilst a short-term increase could be negotiated less expensive short-term borrowing is accessed through the financial markets to remain within the agreed overdraft.
- Liquid, short term deposits of at least £6m available with a week's notice.

- 1.2.2 The availability of liquidity and the inherent risks arising from the investment periods within the portfolio is monitored using the Weighted Average Life (WAL) of the portfolio. This measures the time period over which half the investment portfolio would have matured and become liquid

A shorter WAL generally represents less risk and in this respect the benchmark to be used for 2018/19 is:

- 0.08 years which means that at any point in time half the investment portfolio would be available within 28 days.

## 2. **Yield**

These benchmarks are currently widely used to assess investment performance and the Council's local measure of yield is:

- Internal returns above the 7 day London Interbank Bid rate (LIBID) which is the rate at which a bank is willing to borrow from other banks



## **Flexible use of Capital Receipts Strategy 2018/19**

### **1. Introduction**

The proposals within this Flexible use of Capital Receipts Strategy have been prepared based on guidance issued by the Secretary of State under section 15 (1)(a) of the Local Government Act 2003, effective from 1<sup>st</sup> April 2016 in respect of the Flexible Use of Capital Receipts.

### **2. The Guidance**

The Guidance issued by the Secretary of State under section 15(1)(a) of the Local Government Act specified that:

- “Qualifying expenditure is expenditure on any project that is designed to generate ongoing revenue savings in the delivery of public services and/or transform service delivery to reduce costs and/or transform service delivery in such a way that reduces costs or demand for services in future years for any of the public sector delivery partners. Within this definition, it is for individual local authorities to decide whether or not a project qualifies for this flexibility”.
- “Set up and implementation costs of any new processes or arrangements can be classed as qualifying expenditure. The ongoing revenue costs of the new processes or arrangements cannot be classed as qualifying expenditure. In addition, one off costs, such as banking savings against temporary increases in costs/pay cannot be classified as qualifying expenditure”.
- In using the flexibility, the Council will have due regard to the requirements of the Prudential Code and to the CIPFA Local Authority Accounting Code of Practice.
- The Council is also required to prepare a Flexible use of Capital Receipts Strategy before the start of the year to be approved by the Council – this is that Strategy.

### **3 The Council’s Proposals**

The Guidance sets out examples of qualifying expenditure which includes “funding the cost of service reconfiguration, restructuring or rationalisation (staff or non-staff), where this leads to ongoing efficiency savings or service transformation” and it is for this purpose that the Council is proposing to use Capital Receipts in

2018/19. The Final Local Government Finance Settlement 2018/19 announced on 6<sup>th</sup> February 2018 extends the option for Councils to make flexible use of capital receipts for revenue transformation purposes up to 2021/22. The Council is proposing to make use of this additional flexibility for an additional two financial years up to 2020/21 and to review this position within the Council's Strategy on an annual basis.

4. The Council's Workforce Strategy recognises that people are key to the Council achieving improvement in its services and being representative of their communities. In order for the Council to deliver its Corporate Plan priorities, its Corporate Improvement Plan and its Medium Term Financial Strategy it is essential that the Council has the right people, with the right skills, in the right place and at the right time to maintain and improve existing and future service outcomes.
5. The Council adopts a "whole organisation" strategy approach that optimises potential structural and operational efficiencies at a corporate level, whilst recognising that it is equally important to ensure quality workforce planning at a local level. The Council is also delivering organisational and workforce change around the specific service improvement areas identified by recent inspections and reports. This Strategy focuses on the workforce essentials of an "Effective Rotherham Council".
6. Key workforce activities are:
  - Supporting achievement of budget savings targets for 2018/19 and later years through appropriate workforce interventions and the service reviews and health checks in the Fresh Start Improvement Plan; and
  - Responding to staffing pressures and remodelling the workforce corporately but also particularly in Children's Services, Adult Social Care and Regeneration & Environment.

## **7. 2018/19 Revenue Budget**

The above priorities have been recognised in the Council's 2018/19 Revenue Budget and Medium Term Financial Strategy (MTFS) to 2020/21. These include both revenue efficiency savings from the restructuring and reconfiguring of the Council's Services to meet both current and forecast levels of demand for services, and reshaping of services such as Early Help, Business Support, Transport, Adult Social Care and Children's Services to provide a more targeted approach to the provision of services that is focussed on improved customer outcomes and is delivered within a sustainable financial envelope.

8. To support this significant and continued reconfiguration of the Council's Services to deliver improvement and efficiencies, the current savings proposals will see a further downsizing of the Council's workforce by around 70 full time equivalent posts in 2018/19. Additionally, budget proposals to fully address the funding gap

for 2019/20 – 2020/21 are yet to be identified and agreed, but will inevitably further affect workforce numbers. It is therefore proposed that the costs associated with staff leaving the Council through service reconfiguration in 2018/19 should be funded through the flexible use of Capital Receipts. It is also proposed that any in-year Capital Receipts received which exceed the amount required to cover the release cost of these staff be used to fund revenue funded activities which are being incurred to support the Council's service development and delivery of savings and efficiencies. The legitimacy of this use will be determined by the s151 Officer in order to ensure that it meets the requirements set out by the Secretary of State.

9. **Business Case for Voluntary Release** - when considering the business case for the release of employees on Voluntary Severance/Early Retirement, the Councils' approach is to ensure that the cost of the release of the employee concerned, including both redundancy and pension strain costs, should be recovered from salary savings within 3 years of the employee leaving. This reflects the term of the period covered by the Medium Term Financial Strategy. There is also a requirement that any release would also be subject to meeting 'business need' and thereby retain the right people with the right skills to deliver the required outcomes for customers.

#### 10. **The Prudential Code**

The Council will have due regard to the requirements of the Prudential Code and the impact on its prudential indicators from implementing the proposed scheme within this Efficiency Strategy.

11. As transformation proposals develop and the cost of Voluntary Severance is determined, the expenditure to be incurred will be included in the Council's Capital Programme to be funded by capital receipts generated in the financial year. The capital expenditure prudential indicators will be amended and approved as appropriate. In line with Golden Rule 3 of the Capital Strategy, the first call on capital receipts generated in the year will be utilised to meet the cost of voluntary severance. These receipts have not been earmarked as funding for any other proposed capital expenditure and therefore there is no anticipated additional impact on the Council's prudential indicators as set out in the Council's Treasury Management Strategy.
12. The Council will also have due regard to the Local Authority Accounting Code of Practice when determining and including the entries required from undertaking and funding this scheme within the 2018/19 Council's Statement of Accounts.

#### 13. **Monitoring the Strategy**

Implementation of this Strategy will be monitored as part of regular financial reporting arrangements.

## **Budget 2018/19**

### **Net Budget Requirement to be met by Council Tax**

### **Statutory Resolution**

#### **Summary**

This Appendix sets out details of the calculation of the Council Tax for Rotherham's parished and unparished areas for the financial year 2018/19 incorporating the maximum 3% Adult Social Care "Precept" announced by the Government and includes both the Police and Crime Commissioner's and the Fire and Rescue Authority's Precepts as well as parish councils' Precepts.

The proposed Net Revenue Budget for 2018/19 of £216,875,840 includes the use of the additional flexibility to raise Council Tax by up to a further 3% in respect of a 'Precept' for Adult Social Care in addition to a 2.99% increase in respect of the Council's other services

In Rotherham's case the 3% ASC Precept will raise £2,896,324 and will add £41.83 to a Band D Tax Bill for 2018/19 (a cumulative ASC precept of £107.23).

Of the major precepting Authorities, (the South Yorkshire Police and Crime Commissioner and the Fire and Rescue Authority), the Fire and Rescue Authority has confirmed its Precept and stated the following amounts in Precept issued to the Council, in accordance with Section 40 of the Act for the South Yorkshire Fire and Rescue Authority a Band D Tax of £71.01. – The South Yorkshire Police and Crime Commissioner is yet to determine his Precept formally but has issued a provisional Band D Tax of £170.16 which is expected to be confirmed at their meeting on February 26<sup>th</sup>.

The Town and Parish Council Precepts for 2018/19 detailed in Annex B of this Appendix total £2,748,498 The increase (+5.6%) in the Average Band D Council Tax for Town and Parish Councils results in an overall average Band D Council Tax figure of £1,517.70 (excluding Police & Fire).

28 of the 30 Parish and Town Councils within Rotherham's boundaries have set precepts for 2018/19 totalling £2,748,498, which will be added to the Net Revenue Budget and Council Tax Requirement in the Council Tax Calculations. Parish precepts are added to the Borough's Council Tax to give an average Council Tax in a parished area of Rotherham of £1,550.21 that is RMBC Band D Tax of £1,478.01 plus average parish Precept of £72.20).

**Annex A - Council Tax Calculations****The Council is recommended to resolve:**

1. It be noted that at its meeting on 24<sup>th</sup> January 2018 (minute C132) the Council calculated the Council Tax Base 2018/19:

- a. For the whole Council area as 69,240.35 Band D Equivalent properties (Item T in the formula in Section 31B of the Local Government Finance Act 1992 as amended (the Act)).
- b. For dwellings in those parts of its area to which a Parish Precept relates as set out in the table below:

<b>Parished Areas</b>	<b>Tax Base</b>	<b>Total Precept (£)</b>
<b><u>Parish Council</u></b>	<b><u>A</u></b>	<b><u>B</u></b>
Anston	2,875.76	276,000
Aston-cum-Aughton	4,268.38	282,439
Bramley	2,248.78	130,000
Brampton Bierlow	1,244.29	74,000
Brinsworth	2,333.27	299,510
Catcliffe	652.86	68,582
Dalton	2,464.61	161,307
Dinnington St John's	2,313.53	224,531
Firbeck	137.43	8,250
Gildingwells	42.04	0
Harthill with Woodall	644.53	51,155
Hellaby	249.40	8,881
Hooton Levitt	53.25	0
Hooton Roberts	79.17	1,600
Laughton-en-le-Morthen	453.82	27,260
Letwell	65.88	2,000
Maltby	4,104.31	212,174
Orgreave	689.71	26,733

Ravenfield	1,030.98	42,170
Thorpe Salvin	199.33	9,067
Thrybergh	836.33	63,976
Thurcroft	2,110.78	173,590
Todwick	655.99	44,400
Treeton	857.56	56,000
Ulley	65.33	6,027
Wales	2,032.35	173,528
Wentworth	554.14	20,000
Whiston	1,478.63	83,000
Wickersley	2,734.76	155,220
Woodsetts	593.10	67,098
<b>TOTAL</b>	<b>38,070.30</b>	<b>2,748,498</b>

2. The calculation of the Council Tax Requirement for the Council's own purposes for 2018/19 (excluding Parish Precepts), as outlined in the Budget Report to Cabinet Meeting on February 19th 2018, is **£102,337,886**
3. That the following amounts be calculated for the year 2018/19 in accordance with sections 31 to 36 of the Act.
  - a. **£219,624,338** being the net aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act taking into account all precepts issued to it by Parish Councils (£2,748,498) (Gross Council Expenditure less income and Specific Grants other than the Business Rates Retention Scheme, Settlement Funding Assessment Grants and other non-ringfenced grants).
  - b. **£111,537,954** being the aggregate of the amounts which the Council estimates will be payable for the year into its General Fund in respect of the Business Rates Retention Scheme, Settlement Funding Assessment grants and other non-ringfenced grants and use of reserves, set out in 31A (3) of the Act.
  - c. **£3,000,000** being the amount which the Council estimates will be payable in the year from its Collection Fund to its General Fund in accordance with section 97(3) of the Local Government Finance Act 1988 (Council Tax Balance).

- d. **£105,086,384** being the amount by which the aggregate at 3a above exceeds the aggregate of 3b and 3c above , calculated by the Council in accordance with section 31A(4) of the Act as its Council Tax requirement for the year (Item R in the formula in section 31B of the Act).
- e. **£1,517.7044** being the amount at 3d above (Item R divided by Item T 1a above) calculated by the Council in accordance with section 31B of the Act as the relevant basic amount of its Council Tax for the year (including Parish Precepts).
- f. **£2,748,498** being the aggregate amount of all special items (Parish Precepts) referred to in Section 34(1) of the Act as per section 1b above.
- g. **£1,478.0094** being the amount at 3e above less the result given by dividing the amount at 3f above by the figure at 1a above (item T in the formula in Section 31B (1) of the Act calculated by the Council in accordance with Section 34(2) of the Act, as the relevant basic amount of its Council Tax for the year for dwellings in those parts of its area to which no parish Precept relates. (Band D Council Tax for Rotherham MBC services).
- h. The following amounts be calculated by the Council as the relevant basic amounts of Council Tax for the year for dwellings in those parts of its area to which one or more special items relate, being the amounts given by adding the amount at 3g above to the amount of the special items in appendix B section 1, in accordance with Section 34(3) of the Act:

<b>Parished Areas</b>	<b>Band D (£)</b>
Anston	<b>1,573.98</b>
Aston-cum-Aughton	<b>1,544.18</b>
Bramley	<b>1,535.82</b>
Brampton Bierlow	<b>1,537.48</b>
Brinsworth	<b>1,606.37</b>
Catcliffe	<b>1,583.06</b>
Dalton	<b>1,543.46</b>
Dinnington St. John's	<b>1,575.06</b>

Firbeck	<b>1,538.04</b>
Gildingwells	<b>1,478.01</b>
Harthill with Woodall	<b>1,557.38</b>
Hellaby	<b>1,513.62</b>
Hooton Levitt	<b>1,478.01</b>
Hooton Roberts	<b>1,498.22</b>
Laughton-en-le-Morthen	<b>1,538.08</b>
Letwell	<b>1,508.37</b>
Maltby	<b>1,529.71</b>
Orgreave	<b>1,516.77</b>
Ravenfield	<b>1,518.91</b>
Thorpe Salvin	<b>1,523.50</b>
Thrybergh	<b>1,554.51</b>
Thurcroft	<b>1,560.25</b>
Todwick	<b>1,545.69</b>
Treeton	<b>1,543.31</b>
Ulley	<b>1,570.26</b>
Wales	<b>1,563.39</b>
Wentworth	<b>1,514.10</b>
Whiston	<b>1,534.14</b>
Wickersley	<b>1,534.77</b>
Woodsetts	<b>1,591.14</b>

- 4** To note that both the South Yorkshire and the Fire and Rescue Authority has issued and the South Yorkshire Police and Crime Commissioner has indicated that he intends to issue (the precept is currently provisional and will be confirmed at the Council meeting) the following Precepts to the Council in accordance with Section 40 of the Local Government Finance Act for each category of dwellings in the Council's area as indicated in the table below, and that the Council in accordance with Sections 30 to 36 of the Local Government Finance Act 1992, hereby sets the aggregate



Council Tax Requirement for unparished areas (rounded to the nearest penny) shown in the table below and in Annex B (for those parts of its area to which one or more special items relate) as the amounts of Council Tax for 2018/19 for each part of its area and for each of the categories of dwellings.

<b>Tax Band</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
	£	£	£	£	£	£	£	£
Rotherham Metropolitan Borough Council	913.84	1,066.16	1,218.47	1,370.78	1,675.39	1,980.01	2,284.62	2,741.55
2% Adult Social Care Precept (2016/17)	17.04	19.88	22.72	25.55	31.23	36.91	42.59	51.11
3% Adult Social Care Precept (2017/18)	26.57	30.99	35.42	39.85	48.71	57.56	66.42	79.70
3% Adult Social Care Precept (2018/19)	27.89	32.53	37.18	41.83	51.13	60.42	69.72	83.66
<b>Total ASC Precept</b>	<b>71.50</b>	<b>83.40</b>	<b>95.32</b>	<b>107.23</b>	<b>131.07</b>	<b>154.89</b>	<b>178.73</b>	<b>214.47</b>
<b>Total for Rotherham Metropolitan Borough Council only</b>	<b>985.34</b>	<b>1,149.56</b>	<b>1,313.79</b>	<b>1,478.01</b>	<b>1,806.46</b>	<b>2,134.90</b>	<b>2,463.35</b>	<b>2,956.02</b>
South Yorkshire Police & Crime Commissioner*	113.44	132.35	151.25	170.16	207.97	245.79	283.60	340.32
South Yorkshire Fire & Rescue Authority	47.34	55.23	63.12	71.01	86.79	102.57	118.35	142.02
<b>Aggregate Council Tax Requirement (unparished areas)</b>	<b>1,146.12</b>	<b>1,337.14</b>	<b>1,528.16</b>	<b>1,719.18</b>	<b>2,101.22</b>	<b>2,483.26</b>	<b>2,865.30</b>	<b>3,438.36</b>

\* Precept to be confirmed

- That, in accordance with the principles determined by the Secretary of State and set out in the Referendums Relating to Council Tax Increases (Principles) (England) Report 2018/19, it be determined that Rotherham Metropolitan Borough Council's relevant basic amount of Council Tax for the year 2018/19 (as defined by Section 52ZB of the 1992 Local Government Finance Act as amended by section 41 of the Local Audit and Accountability Act 2014) is not excessive.

**Annex B – Council Tax Requirement for Parished Areas****1. Basic Amount of Council Tax by Band for Parished Areas**

The amounts below being the amounts shown in Appendix A section 3(h) as the relevant basic amount of Council Tax for the year for dwellings in those parts of the Council's area to which Parish Precepts relate and the amount at Annex A 3g (the relevant basic amount of Council Tax including Adult Social Care "Precept" for those parts the Council's areas to which no parish precepts relate), then multiplied by the number which, in the proportion set out in Section 5(1) of the Act is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation Band D, (rounded to the nearest penny) calculated by the Council in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

<b>Tax Band</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
<b>Parished Areas</b>	£	£	£	£	£	£	£	£
Anston	1,049.32	1,224.20	1,399.10	1,573.98	1,923.76	2,273.52	2,623.30	3,147.96
Aston-cum-Aughton	1,029.45	1,201.03	1,372.61	1,544.18	1,887.33	2,230.48	2,573.63	3,088.36
Bramley	1,023.88	1,194.52	1,365.18	1,535.82	1,877.12	2,218.40	2,559.70	3,071.64
Brampton Bierlow	1,024.99	1,195.81	1,366.65	1,537.48	1,879.15	2,220.80	2,562.47	3,074.96
Brinsworth	1,070.91	1,249.40	1,427.89	1,606.37	1,963.34	2,320.31	2,677.28	3,212.74
Catcliffe	1,055.37	1,231.27	1,407.17	1,583.06	1,934.85	2,286.64	2,638.43	3,166.12
Dalton	1,028.97	1,200.47	1,371.97	1,543.46	1,886.45	2,229.44	2,572.43	3,086.92
Dinnington St John's	1,050.04	1,225.04	1,400.06	1,575.06	1,925.08	2,275.08	2,625.10	3,150.12
Firbeck	1,025.36	1,196.25	1,367.15	1,538.04	1,879.83	2,221.61	2,563.40	3,076.08
Gildingwells	985.34	1,149.56	1,313.79	1,478.01	1,806.46	2,134.90	2,463.35	2,956.02
Harthill with Woodall	1,038.25	1,211.29	1,384.34	1,557.38	1,903.47	2,249.55	2,595.63	3,114.76

Hellaby	1,009.08	1,177.26	1,345.44	1,513.62	1,849.98	2,186.34	2,522.70	3,027.24
Hooton Levitt	985.34	1,149.56	1,313.79	1,478.01	1,806.46	2,134.90	2,463.35	2,956.02
Hooton Roberts	998.81	1,165.28	1,331.75	1,498.22	1,831.16	2,164.09	2,497.03	2,996.44
Laughton- en-le- Morthen	1,025.39	1,196.28	1,367.19	1,538.08	1,879.88	2,221.67	2,563.47	3,076.16
Letwell	1,005.58	1,173.17	1,340.78	1,508.37	1,843.57	2,178.75	2,513.95	3,016.74
Maltby	1,019.81	1,189.77	1,359.75	1,529.71	1,869.65	2,209.58	2,549.52	3,059.42
Orgreave	1,011.18	1,179.71	1,348.24	1,516.77	1,853.83	2,190.89	2,527.95	3,033.54
Ravenfield	1,012.61	1,181.37	1,350.15	1,518.91	1,856.45	2,193.98	2,531.52	3,037.82
Thorpe Salvin	1,015.67	1,184.94	1,354.23	1,523.50	1,862.06	2,200.61	2,539.17	3,047.00
Thrybergh	1,036.34	1,209.06	1,381.79	1,554.51	1,899.96	2,245.40	2,590.85	3,109.02
Thurcroft	1,040.17	1,213.52	1,386.89	1,560.25	1,906.98	2,253.69	2,600.42	3,120.50
Todwick	1,030.46	1,202.20	1,373.95	1,545.69	1,889.18	2,232.66	2,576.15	3,091.38
Treeton	1,028.87	1,200.35	1,371.83	1,543.31	1,886.27	2,229.22	2,572.18	3,086.62
Ulley	1,046.84	1,221.31	1,395.79	1,570.26	1,919.21	2,268.15	2,617.10	3,140.52
Wales	1,042.26	1,215.97	1,389.68	1,563.39	1,910.81	2,258.23	2,605.65	3,126.78
Wentworth	1,009.40	1,177.63	1,345.87	1,514.10	1,850.57	2,187.03	2,523.50	3,028.20
Whiston	1,022.76	1,193.22	1,363.68	1,534.14	1,875.06	2,215.98	2,556.90	3,068.28
Wickersley	1,023.18	1,193.71	1,364.24	1,534.77	1,875.83	2,216.89	2,557.95	3,069.54
Woodsetts	1,060.76	1,237.55	1,414.35	1,591.14	1,944.73	2,298.31	2,651.90	3,182.28

## 2. South Yorkshire Precepts

The South Yorkshire Fire and Rescue Authority has issued and the South Yorkshire Police and Crime Commissioner has indicated that he intends to issue (the Precept is currently provisional and will be confirmed at the Council meeting) the following Precepts to the Council in accordance with Section 40 of the Local Government Finance Act for each category of dwellings

<b>Tax Band</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
	£	£	£	£	£	£	£	£
<b>South Yorkshire Police &amp; Crime Commissioner *</b>	<b>113.44</b>	<b>132.35</b>	<b>151.25</b>	<b>170.16</b>	<b>207.97</b>	<b>245.79</b>	<b>283.60</b>	<b>340.32</b>
<b>South Yorkshire Fire &amp; Rescue Authority</b>	<b>47.34</b>	<b>55.23</b>	<b>63.12</b>	<b>71.01</b>	<b>86.79</b>	<b>102.57</b>	<b>118.35</b>	<b>142.02</b>

\*Precept to be confirmed

## 3. Aggregate Council Tax Requirements

The amounts shown in the table below are set by the Council in accordance Sections 30 to 36 of the Local Government Finance Act 1992, as the aggregate Council Tax Requirement for those parts of its area to which one or more special items relate as the amounts of Council Tax for 2018/19 for each of the categories of dwellings.

<b>Tax Band</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
<b>Aggregate Council Tax Parished Areas</b>	£	£	£	£	£	£	£	£
Anston	<b>1,210.10</b>	<b>1,411.78</b>	<b>1,613.47</b>	<b>1,815.15</b>	<b>2,218.52</b>	<b>2,621.88</b>	<b>3,025.25</b>	<b>3,630.30</b>
Aston-cum-Aughton	<b>1,190.23</b>	<b>1,388.61</b>	<b>1,586.98</b>	<b>1,785.35</b>	<b>2,182.09</b>	<b>2,578.84</b>	<b>2,975.58</b>	<b>3,570.70</b>
Bramley	<b>1,184.66</b>	<b>1,382.10</b>	<b>1,579.55</b>	<b>1,776.99</b>	<b>2,171.88</b>	<b>2,566.76</b>	<b>2,961.65</b>	<b>3,553.98</b>
Brampton Bierlow	<b>1,185.77</b>	<b>1,383.39</b>	<b>1,581.02</b>	<b>1,778.65</b>	<b>2,173.91</b>	<b>2,569.16</b>	<b>2,964.42</b>	<b>3,557.30</b>
Brinsworth	<b>1,231.69</b>	<b>1,436.98</b>	<b>1,642.26</b>	<b>1,847.54</b>	<b>2,258.10</b>	<b>2,668.67</b>	<b>3,079.23</b>	<b>3,695.08</b>
Catcliffe	<b>1,216.15</b>	<b>1,418.85</b>	<b>1,621.54</b>	<b>1,824.23</b>	<b>2,229.61</b>	<b>2,635.00</b>	<b>3,040.38</b>	<b>3,648.46</b>
Dalton	<b>1,189.75</b>	<b>1,388.05</b>	<b>1,586.34</b>	<b>1,784.63</b>	<b>2,181.21</b>	<b>2,577.80</b>	<b>2,974.38</b>	<b>3,569.26</b>
Dinnington St John's	<b>1,210.82</b>	<b>1,412.62</b>	<b>1,614.43</b>	<b>1,816.23</b>	<b>2,219.84</b>	<b>2,623.44</b>	<b>3,027.05</b>	<b>3,632.46</b>

Firbeck	<b>1,186.14</b>	<b>1,383.83</b>	<b>1,581.52</b>	<b>1,779.21</b>	<b>2,174.59</b>	<b>2,569.97</b>	<b>2,965.35</b>	<b>3,558.42</b>
Gildingwells	<b>1,146.12</b>	<b>1,337.14</b>	<b>1,528.16</b>	<b>1,719.18</b>	<b>2,101.22</b>	<b>2,483.26</b>	<b>2,865.30</b>	<b>3,438.36</b>
Harthill with Woodall	<b>1,199.03</b>	<b>1,398.87</b>	<b>1,598.71</b>	<b>1,798.55</b>	<b>2,198.23</b>	<b>2,597.91</b>	<b>2,997.58</b>	<b>3,597.10</b>
Hellaby	<b>1,169.86</b>	<b>1,364.84</b>	<b>1,559.81</b>	<b>1,754.79</b>	<b>2,144.74</b>	<b>2,534.70</b>	<b>2,924.65</b>	<b>3,509.58</b>
Hooton Levitt	<b>1,146.12</b>	<b>1,337.14</b>	<b>1,528.16</b>	<b>1,719.18</b>	<b>2,101.22</b>	<b>2,483.26</b>	<b>2,865.30</b>	<b>3,438.36</b>
Hooton Roberts	<b>1,159.59</b>	<b>1,352.86</b>	<b>1,546.12</b>	<b>1,739.39</b>	<b>2,125.92</b>	<b>2,512.45</b>	<b>2,898.98</b>	<b>3,478.78</b>
Laughton-en-le-Morthen	<b>1,186.17</b>	<b>1,383.86</b>	<b>1,581.56</b>	<b>1,779.25</b>	<b>2,174.64</b>	<b>2,570.03</b>	<b>2,965.42</b>	<b>3,558.50</b>
Letwell	<b>1,166.36</b>	<b>1,360.75</b>	<b>1,555.15</b>	<b>1,749.54</b>	<b>2,138.33</b>	<b>2,527.11</b>	<b>2,915.90</b>	<b>3,499.08</b>
Maltby	<b>1,180.59</b>	<b>1,377.35</b>	<b>1,574.12</b>	<b>1,770.88</b>	<b>2,164.41</b>	<b>2,557.94</b>	<b>2,951.47</b>	<b>3,541.76</b>
Orgreave	<b>1,171.96</b>	<b>1,367.29</b>	<b>1,562.61</b>	<b>1,757.94</b>	<b>2,148.59</b>	<b>2,539.25</b>	<b>2,929.90</b>	<b>3,515.88</b>
Ravenfield	<b>1,173.39</b>	<b>1,368.95</b>	<b>1,564.52</b>	<b>1,760.08</b>	<b>2,151.21</b>	<b>2,542.34</b>	<b>2,933.47</b>	<b>3,520.16</b>
Thorpe Salvin	<b>1,176.45</b>	<b>1,372.52</b>	<b>1,568.60</b>	<b>1,764.67</b>	<b>2,156.82</b>	<b>2,548.97</b>	<b>2,941.12</b>	<b>3,529.34</b>
Thrybergh	<b>1,197.12</b>	<b>1,396.64</b>	<b>1,596.16</b>	<b>1,795.68</b>	<b>2,194.72</b>	<b>2,593.76</b>	<b>2,992.80</b>	<b>3,591.36</b>
Thurcroft	<b>1,200.95</b>	<b>1,401.10</b>	<b>1,601.26</b>	<b>1,801.42</b>	<b>2,201.74</b>	<b>2,602.05</b>	<b>3,002.37</b>	<b>3,602.84</b>
Todwick	<b>1,191.24</b>	<b>1,389.78</b>	<b>1,588.32</b>	<b>1,786.86</b>	<b>2,183.94</b>	<b>2,581.02</b>	<b>2,978.10</b>	<b>3,573.72</b>
Treeton	<b>1,189.65</b>	<b>1,387.93</b>	<b>1,586.20</b>	<b>1,784.48</b>	<b>2,181.03</b>	<b>2,577.58</b>	<b>2,974.13</b>	<b>3,568.96</b>
Ulley	<b>1,207.62</b>	<b>1,408.89</b>	<b>1,610.16</b>	<b>1,811.43</b>	<b>2,213.97</b>	<b>2,616.51</b>	<b>3,019.05</b>	<b>3,622.86</b>

Wales	<b>1,203.04</b>	<b>1,403.55</b>	<b>1,604.05</b>	<b>1,804.56</b>	<b>2,205.57</b>	<b>2,606.59</b>	<b>3,007.60</b>	<b>3,609.12</b>
Wentworth	<b>1,170.18</b>	<b>1,365.21</b>	<b>1,560.24</b>	<b>1,755.27</b>	<b>2,145.33</b>	<b>2,535.39</b>	<b>2,925.45</b>	<b>3,510.54</b>
Whiston	<b>1,183.54</b>	<b>1,380.80</b>	<b>1,578.05</b>	<b>1,775.31</b>	<b>2,169.82</b>	<b>2,564.34</b>	<b>2,958.85</b>	<b>3,550.62</b>
Wickersley	<b>1,183.96</b>	<b>1,381.29</b>	<b>1,578.61</b>	<b>1,775.94</b>	<b>2,170.59</b>	<b>2,565.25</b>	<b>2,959.90</b>	<b>3,551.88</b>
Woodsetts	<b>1,221.54</b>	<b>1,425.13</b>	<b>1,628.72</b>	<b>1,832.31</b>	<b>2,239.49</b>	<b>2,646.67</b>	<b>3,053.85</b>	<b>3,664.62</b>

## APPENDIX 6

**REVENUE RESERVES 1<sup>st</sup> April 2017**

**The total General Fund Revenue Reserve balances at 1<sup>st</sup> April 2017 were £57.070m.** This excludes Housing Revenue Account Reserves and School Balances, both of which are ring-fenced reserves not available for General Fund expenditure.

The General Fund Reserves balances are analysed as follows:

**General Reserve £11.269m** – working balance maintained to safeguard the Council against unforeseen events and potential financial risks beyond those for which specific reserves and provisions have been created.

**Ring-Fenced: Revenue Grants £9.546m** – represents revenue grants to be used to meet future spending plans appropriate to the terms and conditions of the grant.

**Earmarked: Transformation £2.733m** – to meet additional costs and/or liabilities in order to help bring about the Council's vision to be a modern, efficient council.

**Earmarked: Furnished Homes £3.050m** – committed to support the Revenue Budget and to meet capital financing costs in future years.

**Earmarked: Insurance £0.350m** –to cover claims incurred but not yet reported to the Council and not taken account of in the Insurance Provision.

**Earmarked: Business Rates £4m** – to mitigate residual risks relating to valuation appeals which have been lodged by businesses with the Valuation Office Agency but not yet assessed by the VOA.

**Earmarked: Pensions £6m** – to support current and future pension costs arising from actuarial valuation of the South Yorkshire Pension Fund including any impact of the EU referendum outcome on returns available through financial markets affecting the overall Scheme funding into the future

**Earmarked: Private Finance Initiatives (Schools, Leisure and Waste) £14.163m** – used to effectively manage the income, expenditure and grant profiles relevant to the schemes over the life of the contracts in line with the agreed finance and accounting models.

**Earmarked: Services £5.959m** earmarked to support the Revenue Budget on service specific items:

- Children & Young People Services - £3.290m
- Regeneration & Environment - £2.659m
- Adults, Communities & Health - £0.010m

In approving the Revenue Budget for 2017/18, Council agreed that an additional £10.467m of these reserves would be used to support the budget in 2017/18 beyond those previously planned.

This decision followed a review of all General Fund reserves and consideration given to use of reserves during 2017/18 to provide time for further action to be taken to deliver the substantial further savings required across 2018/19 and the medium term.

The proposed budget and MTFS for future years also included planned replenishment of these reserves over the medium term in order to secure the Council's ongoing financial stability and to provide the capacity for future budget planning choices or investment decisions.

The reserve balances of £57.070m is £2.753m more than had been anticipated at the time of setting the 2017/18 budget due to the 2016/17 financial outturn being more favourable than had been anticipated. Therefore the 2018/19 Budget does not include a replenishment of reserves in this year only resulting in savings that are £3m less than they otherwise would have been.

If the drawn down of reserves at the end of 2017/18 is as was planned when the Budget was set there will be approximately £42m remaining in General Fund Reserves including the minimum balance of £11m. This Budget identifies the potential requirement to use £5.2m of these reserves to manage budget risk in relation to social care demand in 2018/19 but also recognises the significant overall budget risk in relation to demand led services.

Given this risk, all remaining General Fund reserves are to be frozen pending a full review and report back to Cabinet once the financial outturn for 2017/18 is known and there has been a full assessment of options to address pressures. Exceptions to this are only allowable by virtue of there being a formal partnership agreement already in place and with the approval of the S151 Officer.



## Budget Consultation Report

### Public and Partner Feedback on Budget Proposals 2018/19

The council has proposed a series of budget options for 2018/19, to meet a further funding shortfall of £15m, on top of £162m worth of savings which have already had to be made since 2010, and a reduction in the workforce of over 1,800 staff.

Protecting the most vulnerable children and adults, whilst continuing to provide core services – like waste collection, road repairs and street cleansing – underpins the authority's budget for 2018/19.

From 6 December 2017 to 4 January 2018 the Council consulted with the public, staff and partners around the directorate cuts and savings proposed for the 2018/19 budget. The council asked the public to provide feedback on budget proposals via:

- Local media
- Council website
- Social media

A total of 55 responses were received to the corporate consultation exercise by the deadline (5pm Thursday 4 January 2018) by email, and separately responses from the Council's partners were received recognising the difficulties the council is facing.

From partners, individual responses were received from Rotherham Safeguarding Adults Board, Rotherham Local Safeguarding Children Board, Rotherham Clinical Commissioning Group (CCG), Sarah Champion MP and Unison:

- Rotherham Local Safeguarding Children Board – a response was received by Board Chair, Christine Cassell, on 19 January. The response acknowledges the significant budget challenges facing the council, but recognises and supports the council's ongoing commitment to children's social care services with no savings proposed in this area (other than through planned changes to Early Help provision). There is a request that the council continues to monitor the impact of any saving proposal on safeguarding issues
- Rotherham Safeguarding Adults Board – a response was received by Independent Chair, Sandie Keene, on 4 January 2018. In it Ms Keene welcomes the proposal not to assign a savings proposal to adult social care in 2018/19 as a positive corporate approach as the service works towards the improvements that are needed. It is acknowledged that this recognises the significant pressures on the service, but the response notes that spending reductions in previous years are still having an impact on delivery.
- Rotherham CCG – a response was received from the Chief Executive, Chris Edwards, on 20 December 2017, stating that he understood the significant budget pressures which the council is facing, but strongly supports the council's commitment to maintain the adult social care budget and that the

CCG will continue to work with the council to get the best from the Health and Social Care budget. He would also like to see the children's services budget maintained as far as possible, along with investment in jobs and homes as these issues also have an impact on health.

- Sarah Champion MP – a response was received from the Rotherham MP on 19 December 2017. In it Ms Champion asks the council to reconsider the proposal to combine the roles of dog warden and pest control officer, believing that the two roles are not compatible and it would damage the dog warden service, which was a long-standing function valued by the community.
- Unison – a response was received by the representative on 11 January 2018, setting out their opposition to the proposal within Regeneration and Environment (Grounds Maintenance) to reduce the service by 10 permanent members of staff, and reduce agency workers. Unison has concerns about the impact that this will have on the services delivered to local communities. They propose that Unison work with the service to identify new working practices and use of agency staff that could result in savings of an estimated £630,000. In January 2018 the Senior Leadership Team and Cabinet Members accepted offer this offer to work with management to avoid redundancies where possible and reasonable

The Council's Overview and Scrutiny Management Board (OSMB) has closely reviewed and challenged the budget proposals included in this report. The budget process has included the referral of outline savings proposals to OSMB for its formal consideration as part of the council's budget scrutiny process.

OSMB has held formal sessions to consider these savings proposals (14 and 20 December 2017 and 10 January 2018) with the associated information placed in the public domain).

The OSMB broadly supported all proposals in principle but raised specific queries and challenge and received further information on some of the proposed savings:

- R&E 2a – Markets – Members asked for further information on the future plans for 2019-20 and sought to understand the split between reduced cost and increased income.
- R&E 4 – Transport Review Stage 2 – this proposal was deferred pending receipt of an equality impact assessment.
- R&E 11-4 – Cenotaphs – Members requested further information in respect of which cenotaphs would be affected and which parish councils undertake their own cenotaph maintenance and cleaning.
- ACX 4 – Reorganisation of the Communications Function – Members asked for the new Head of Communications and Marketing to attend in April 2018 to provide an update on the communications strategy.
- CYPS 5 – School Improvement – Members asked for more detail in respect of where the saving will come from and the impact on the service, including a description of the minimum service requirement.

- PH2 – Withdrawal of £25k funding from homelessness service – further information required detailing the impact of the reduction on the delivery of the homelessness strategy.

Members considered the following proposals on 10 January 2018:-

R&E2A - Markets - Members supported the option after being provided with reassurances on queries raised on 14 December.

R&E4 - Transport Review Stage 2 - Members had previously requested the detail of the equality impact assessment. Having received the current version of the EIA, Members provided support in principle, but confirmed that OSMB would reserve its views until the final report from the review was presented for pre-decision scrutiny.

R&E11 - Cenotaphs - Having received details of the cenotaphs for which the Council held responsibility, Members supported this budget option.

CYPS5 - School Improvement Service - This was brought back following concerns expressed on 20 December. Members were not clear as to what the proposals related to and following an explanation from the Cabinet Member and Strategic Director, Members determined that a further paper would be required. The proposal submitted did not reflect the explanation provided at the meeting on 20 December. Therefore, it was agreed that a written briefing on the proposal would be submitted on 31 January 2018.

PH2 - Homelessness - Members were reassured by the information provided and resolved to support this budget proposal.

The Chair confirmed that he would write to the Chief Executive in due course to confirm OSMB's comments on the proposals.

The letter confirmed:

- OSMB formally supported all the proposals put forward with the exception of three items, two of which are subject to forthcoming reports to Cabinet – the Corporate Transport Review and the Waste Review.
- OSMB could not support the proposal from Children and Young People's Services (reference CYPS 5 – School Improvement Service). This was not supported on 20 December 2017 and when invited back to provide further information on 10 January 2018 Members were once again unable to support the proposal due to the ambiguity of the information presented. There was concern that the proposal was submitted was not consistent with what was described previously at OSMB on 10 January 2018. There are implications arising from this in respect of the public consultation. We recommend that Cabinet Members and SLT rigorously review any proposal prior to publication to ensure they are consistent with the intended action.

- OSMB is not due to consider the formal budget until 14 February 2018, therefore we are unable to provide OSMB's formal commentary on the budget as a whole at this stage. The recommendations will be reported to Cabinet on 19 February 2018.

A number of the service specific budget proposals have been subject to further consultation over recent months and in accordance with relevant statutory requirements, including:

- Council Tax support scheme
- Home to school transport
- Learning disability services
- Waste and recycling

Detailed responses to all representations formally received have been provided by the relevant service. Individual responses have also been provided to those who submitted representations and an FAQ detailing all of the responses can be found on the Council's website.

Generally, when moving proposals forward, services will continue to engage the Trade Unions as early as possible where service change proposals impact on employees. The council will follow its HR processes to ensure that change is implemented in a fair and transparent way, and that every opportunity is afforded to mitigate any potential job loss.

The following table below provides a summary of all issues covered in the consultation responses received. Please note that some responses covered multiple issues.

**Table: Summary of issues raised via invitation for public and partner comments on the budget proposals.**

Issue/ topic	Number of responses
Concerns around changes proposed as part of the waste consultation – the council should recycle plastics and shouldn't be charging for basic services	11 NB. As outlined above this is subject to a separate consultation which has received 6998 responses
Grounds maintenance workforce reduction / too much is being taken out of the gardener's budget – will lead to health and safety issues	5 NB. As outlined above this includes one which has been submitted by Unison which puts forward an alternative suggestion that they work with services to review working practices and models, to make the required savings
Concern that proposed changes to grass cutting cycles will leave some areas overgrown and untidy	2

for too long	
Reduction in senior management (one request to specifically reduce the number of Assistant Directors per directorate)	4
Reduce salaries of all senior managers	4
A reduction in the number of councillors and their salary	3
Councillors should give up their allowance	1
Concerns that the dog warden / pest control role should not be combined	2 NB. As outlined above includes one response from Sarah Champion MP asking the council to reconsider the proposals
The proposed reduction in the workforce in education support looks like a lot when schools need more support following the Ofsted report which suggested that Multi Academy Trusts are not delivery support for teacher training / Schools need more support, not less	2
Stop funding translation services and support for immigrants	2
Reduce the light usage in Riverside House	1
Concerned about cuts to Public Health services and these should be protected, e.g. children's weight loss and obesity support	1
Suggestion that Rotherham should have a Christmas market to generate income and attract visitors	1
Invest more in repairing the roads	1
No longer have the Mayoral car, and sell the number plate	1
Just want to see good quality basic services – good schools, waste and recycling and roads repaired	1
Provide more incentives for shops and businesses to locate in the town centre	1
Postpone the relocation of the Central library from Riverside House until the return of a more favourable economic climate	1
Remove the focus on the tourism and community arts, to focus on 'core' services	1
Make savings from the catering budget for events	1
Cut back on agency staff	1
Consolidation of customer services (face to face and telephony) would save money and provide a better service	1
Should not be reducing council tax support	1
Do not agree with making no savings in adult social care	1

Should not have invested money into an upgrade of streetlamps	1
A full review of housing needs to take place foreclose on rogue landlords forcible possession of derelict properties	1
When the council tax demands are sent out a fuller breakdown is required on where the funds go. Coupled with this the town councils and parish councils need to show their incomes as well as the precept to show where the money is spent this again should be made readily available be that on the website or posted with the bills	1
Remove 'nice' things that are costly and only benefit a few people such as firework display in Clift	1
The cost of district heating should be cut to 4.0 per kwh	1
Agree with the proposal to protect children's services	1
Agree with the proposal to protect adult social care given the challenges ahead	1

There were also 5 comments that the way the budget proposals had been presented was unclear and people were unable to therefore make comment as they were unsure what was being set out.

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## Summary Sheet

### **Name of Committee and Date of Committee Meeting**

Council – 28 February 2018

### **Report Title**

Appointment of a Local Returning Officer for the Combined Authority Mayoral Election on 3 May 2018

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

No

### **Strategic Director Approving Submission of the Report**

Judith Badger, Strategic Director Finance & Customer Services

### **Report Author(s)**

Claire Wardle, Electoral Services Manager  
01709 823521 or [claire.wardle@rotherham.gov.uk](mailto:claire.wardle@rotherham.gov.uk)

### **Ward(s) Affected**

All wards

## Summary

The Combined Authority Mayoral election is to be held on 3 May 2018. The Chief Executive of the Sheffield City Region Combined Authority is the Combined Authority Returning Officer and is responsible for the overall conduct of the combined authority mayoral election, and for liaising with and co-ordinating the work of Local Returning Officers within the combined authority area.

The Combined Authority (Mayoral Elections) Order 2017 requires the Council to appoint an officer of the Council to be the Local Returning Officer for the election of a Combined Authority Mayor. The Local Returning Officer is responsible for running the election at a local level. The Local Returning Officer will be personally responsible for the conduct of the poll, including the provision of polling stations, the issue and receipt of postal ballot papers and the verification and counting of the votes in their area.

This report recommends that the Chief Executive be appointed as the Local Returning Officer.

**Recommendations**

That Council appoint the Chief Executive as the Local Returning Officer for the Combined Authority Mayoral elections on 3 May 2018.

**List of Appendices Included**

None

**Background Papers**

[The Combined Authority \(Mayoral Elections\) Order 2017](#)

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**

No

**Council Approval Required**

Yes

**Exempt from the Press and Public**

No



## **Appointment of a Local Returning Officer for the Combined Authority Mayoral Election on 3 May 2018**

### **1. Recommendations**

- 1.1 That Council appoint the Chief Executive as the Local Returning Officer for the Combined Authority Mayoral elections in May 2018.

### **2. Background**

- 2.1 The Combined Authority Mayoral election is to be held on 3 May 2018. The Chief Executive of the Sheffield City Region Combined Authority is the Combined Authority Returning Officer and is responsible for the overall conduct of the combined authority mayoral election, and for liaising with and co-ordinating the work of local Returning Officers within the combined authority area.
- 2.2 The Combined Authority (Mayoral Elections) Order 2017 requires the Council to appoint an officer of the Council to be the Local Returning Officer for the election of a Combined Authority Mayor. The Local Returning Officer is responsible for running the election at a local level. The Local Returning Officer will be personally responsible for the conduct of the poll, including the provision of polling stations, the issue and receipt of postal ballot papers and the verification and counting of the votes in their area.

### **3. Key Issues**

- 3.1 Returning Officers from each constituent council are responsible for the management of the poll in their area, with reference to the Combined Authority Returning Officer, who is appointed by the Combined Authority. For the poll to be held on 3 May 2018, the Combined Authority Returning Officer is the Chief Executive of the Combined Authority, Dave Smith.
- 3.2 The appointment of an officer of the Council to be the Local Returning Officer for the election of a Combined Authority Mayor is a statutory requirement.
- 3.3 The Local Returning Officer will appoint Deputies to undertake duties on their behalf or take on the role of Local Returning Officer in their absence.

### **4. Options considered and recommended proposal**

- 4.1 The only lawful option is for the Council to appoint an officer of the Council to be the Local Returning Officer for the election of a Combined Authority Mayor.
- 4.2 It is recommended that the Chief Executive is appointed as the Local Returning Officer to achieve consistency with the arrangements for other elections.

### **5. Consultation**

- 5.1 None required.

**6. Timetable and Accountability for Implementing this Decision**

6.1 To take effect immediately following the Council meeting on 28 February 2018.

**7. Financial and Procurement Implications**

7.1 None arising directly from this report.

**8. Legal Implications**

8.1 The Combined Authority (Mayoral Elections) Order 2017 requires local authorities such as the Council to appoint an officer of the Council to be the Local Returning Officer for the election of a Combined Authority Mayor.

**9. Human Resources Implications**

9.1 None arising directly from this report.

**10. Implications for Children and Young People and Vulnerable Adults**

10.1 None arising directly from this report.

**11. Equalities and Human Rights Implications**

11.1 None arising directly from this report

**12. Implications for Partners and Other Directorates**

12.1 None arising directly from this report.

**13. Risks and Mitigation**

13.1 Failure to appoint a Local Returning Officer could lead to the Council acting unlawfully and being unable to deliver its element of the Mayoral Combined Authority election.

**14. Accountable Officer(s)**

Dermot Pearson, Assistant Director (Legal Services)

Approvals Obtained from:-

Strategic Director of Finance and Customer Services: 12 February 2018

Assistant Director of Legal Services: 12<sup>th</sup> February, 2018

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

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

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## Summary Sheet

### Committee Name and Date of Committee Meeting

Council – 28 February 2018

### Report Title

Adoption of a Protocol for the Award of the Freedom of the Borough

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

No

### Strategic Director Approving Submission of the Report

Shokat Lal, Assistant Chief Executive

### Report Author(s)

James McLaughlin, Democratic Services Manager  
01709 822477 or [james.mclaughlin@rotherham.gov.uk](mailto:james.mclaughlin@rotherham.gov.uk)

### Ward(s) Affected

All

## Summary

Making an award of the Freedom of Borough is the highest honour that the Council can bestow in recognition of excellence and achievement. There are presently no guidelines or protocols governing the way in which the Council makes such awards. This report proposes the adoption of a protocol which will clarify the nomination process and the way in which the Freedom of the Borough will be awarded in future.

## Recommendations

That the protocol for the award of the Freedom of the Borough be adopted.

### List of Appendices Included

Appendix A – Nomination Form for the Freedom of the Borough

### Background Papers

None

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**

No

**Council Approval Required**

Yes

**Exempt from the Press and Public**

No

## **Adoption of a Protocol for the Award of the Freedom of the Borough**

### **1. Recommendations**

- 1.1 That the protocol for the award of the Freedom of the Borough be adopted.

### **2. Background**

- 2.1 The conferment of the Honorary Freedom of a borough or city has been established since 1885 as the highest honour which the local authority can bestow. To be granted the title of Honorary Freeman is a mark of distinction upon the person whom the Council wishes to honour. The Freedom itself carries no privilege and is purely an honour, reflecting the eminence of the person on whom it is conferred or as recognition of significant and valuable services rendered to the borough by that person.
- 2.2 It is normally an honour or award to men or women of note who have lived or worked in the borough, and who are proud to be a part of the borough's history by becoming freemen or in the case of HM Services Units, Freedom of the Borough. It should not be awarded to serving councillors.
- 2.3 The overriding principle is that these awards should be made on merit, defined as:
- Achievement
  - Exceptional Service
- 2.4 Awards should not be for a job well done or because someone has reached a particular level. They should be awarded because an individual has 'gone the extra mile' in the contribution they have made or stand out 'head and shoulders' above others in what has been achieved. To be considered, other authorities have determined that a nominee should meet at least two of the following criteria:
- delivered in a way that has brought distinction to borough life and enhanced the borough's reputation in the area or activity concerned
  - contributed in a way to improve the lives of those less able to help themselves
  - demonstrated innovation and entrepreneurship which is delivering results in the borough
- 2.5 As this is the highest honour that a borough council can grant it should be used sparingly and should not be given too often in order to preserve its status and value.
- 2.6 The title of Honorary Freeman does not give any rights but it is hoped that person would support the Office of Mayor at civic functions.
- 2.7 The awarding of the Freedom of the Borough to Service Units has generally provided a dignified and satisfactory means of enabling a city or borough to honour a distinguished unit of the Armed Forces.

### **3. Key Issues**

3.1 There is presently no adopted process in Rotherham for the award of Freedom of the Borough. Practice in other authorities is that the recommendation to confer the status of Freeman should be made by Group Leaders and the Mayor, following nomination by any elected member.

3.2 In order for candidates to be considered in other authorities, they must be able to demonstrate a strong and continuing connection with, and commitment to, the borough or have made a major contribution to national life and in doing so, have enhanced the reputation of the borough. Other authorities have determined the following as being areas in which contributions may have enhanced the area:-

- Artistic and cultural endeavours
- Business, economic growth and prosperity
- Charitable work
- Improvement to the built and natural environment
- Religious and spiritual life
- Sports activities
- Civic service

3.3 It is recommended that the Council adopts the following criteria to be used in determining nominations for the award of Freedom of the Borough:

A nominee must have:

- delivered in a way that has brought distinction to borough life and enhanced the borough's reputation in the area or activity concerned
- contributed in a way to improve the lives of those less able to help themselves
- demonstrated innovation and entrepreneurship which is delivering results in the borough

3.4 As part of the overall improvements the Council is making to its governance and oversight arrangements, it is recommended that consideration be given to the adoption of a protocol in respect of the award of the Freedom of the Borough, which should be based on the above criteria being met.

### **4. Options considered and recommended proposal**

4.1 The current practice of awarding the Freedom of the Borough without guiding principles or oversight prior to a decision is not recommended.

4.2 It is recommended that the Council agree a process for nominations and the ceremony to make the award of Freedom of the Borough, as set out below:-

#### ***Nomination Process***

4.2.1 Nominations for persons or organisations to be granted Freedom of the Borough, may be made by any serving Member of the Council to the Chief Executive on the appropriate form (see Appendix A).

- 4.2.2 Each nomination must contain the support of at least 10 Members of the Council and where appropriate, the Member should first raise the matter for discussion within their political group.
- 4.2.3 The Chief Executive will check that sufficient information has been provided on the form and will then pass the nomination to the Group Leaders for consideration.
- 4.2.4 The Group Leaders and the Mayor will meet to consider the nomination against the criteria. Following unanimous agreement they will make a recommendation to Council that the honour is bestowed. Alternatively they may decide that the nomination is not suitable as it does not meet the criteria. The Leader shall report to Council and, should Council accept the nomination, a Special Meeting of Council would then be called to pass the resolution pursuant to Section 249 of the Local Government Act 1972, for the admission as Honorary Freemen of the Borough of the relevant persons.
- 4.2.5 Where a nomination is not agreed, the reasons for not progressing the nomination will be provided by the Chief Executive to the nominating councillors. In such circumstances, further nominations for an individual will not be considered for a further twelve months.

### ***Ceremonial Process***

- 4.2.6 The ceremony for the admitting of an Honorary Freeman is to be a very formal occasion. Section 249 of the Local Government Act 1972 (sub section 5) deals with the admission to the Freedom of the Borough by Borough or City Councils of 'persons of distinction and persons who have in the opinion of the Council, rendered eminent services to the Borough'.
- 4.2.7 The Act provides that a special meeting of the Council (made public five days prior to the meeting) must be convened with the specific object of passing the resolution to Honorary Freedom - one of the highest honours that the Borough Council can bestow. This will take place on the same date as the Annual Council meeting, when possible.
- 4.2.8 The resolution should recite the grounds upon which the recommendation is being made, and details of the public services rendered by the recipient should be included. The resolution must be passed by not less than two thirds of the Members present.
- 4.2.9 The procedure should be carried out with the utmost formality and the Honorary Freeman or Freewoman Elect is invited and should attend the Council Meeting and be placed on the right hand of the Mayor. After the passing of the resolution, the newly admitted Freeman (or representative of the organisation being admitted) should take the appropriate Freeman or Freewoman's Oath and sign the Roll, his/her signature being witnessed by the Mayor and the Chief Executive or nominated Officer.

4.2.10 A sealed and illuminated certificate of the grant of Honorary Freedom, containing a copy of the formal resolution, should then be presented to the newly appointed Honorary Freeman or Freewoman by the Mayor with a Freedom of the Borough medal, with an opportunity being given for the recipient to reply.

4.2.11 After the formal proceedings come to an end, it is usual to close the meeting and adjourn for a reception. This gives an opportunity for the invited guests to offer their congratulations to the newly appointed Honorary Freeman or Freewoman.

### ***Revocation of Freedom of the Borough***

4.2.12 The Council retains the authority to revoke any award of the Freedom of the Borough at any stage following the conferment of the honour. In doing so, the Council will pass a resolution to revoke the status as Freeman or Freewoman of the Borough.

4.2.13 In revoking the status of Freeman or Freewoman, the Council will remove the individual(s) from the role of honour in the Town Hall.

## **5. Timetable and Accountability for Implementing this Decision**

5.1 If Council were minded to approve the proposals within this report, they would take immediate effect.

5.2 The Chief Executive and Democratic Services Manager will be accountable for the implementation of the decision. Following approval, the means for nominating individuals for the award of the Freedom of the Borough will be communicated to Members and advice on the process will be provided by Democratic Services.

## **6. Financial and Procurement Implications**

6.1 Whilst there are no direct financial or procurement implications associated with the establishment of a protocol governing the award of the Freedom of the Borough, there are inevitably one-off costs at the time that the Council determines that it wishes to make an award.

6.2 Historically in Rotherham, Freedom of the Borough ceremonies have cost approximately £5,000. These costs have come primarily from the purchase of a vellum scroll awarding the Freedom of the Borough and for catering. There are opportunities to reduce these costs by combining Freedom of the Borough ceremonies with other civic events, such as the Annual Meeting of the Council, and by following alternative approaches to making the formal award of the Freedom of the Borough through a vellum scroll.

## **7. Legal Implications**

7.1 The statutory provisions in respect of the award of the Freedom of the Borough are outlined in the main body of this report.



**8. Human Resources Implications**

- 8.1 Whilst there are implications for staff in preparing for a Freedom of the Borough ceremony, these are accounted for in the staffing resource requirement for Democratic Services.

**9. Implications for Children and Young People and Vulnerable Adults**

- 9.1 There are no implications for children and young people or vulnerable adults associated with this report.

**10. Equalities and Human Rights Implications**

- 10.1 There are no equalities or human rights implications directly associated with this report.

**11. Implications for Partners and Other Directorates**

- 11.1 There are no implications for partners and other directorates.

**12. Risks and Mitigation**

- 12.1 The recommended adoption of a protocol to govern the award of the Freedom of the Borough is in itself a mitigation to the risks associated with having no guidance or criteria on the process at the present time.

**13. Accountable Officer(s)**

Sharon Kemp, Chief Executive  
James McLaughlin, Democratic Services Manager

Approvals obtained on behalf of:-

	<b>Named Officer</b>	<b>Date</b>
Strategic Director of Finance & Customer Services		
Assistant Director of Legal Services		
Head of Procurement (if appropriate)		
Head of Human Resources (if appropriate)		

*Report Author: James McLaughlin, Democratic Services Manager  
01709 822477 or james.mclaughlin@rotherham.gov.uk*

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**APPENDIX A**



**NOMINATION FORM FOR FREEDOM OF THE BOROUGH**

I, Councillor \_\_\_\_\_  
wish to nominate the following person (organisation) to be considered for the status  
of Freedom of the Metropolitan Borough of Rotherham.

Nominee \_\_\_\_\_

I am aware that the following criteria needs to be applied to the achievements of the  
nominee. They have:

- delivered in a way that has brought distinction to borough life and enhanced the borough's reputation in the area or activity concerned
- contributed in a way to improve the lives of those less able to help themselves
- demonstrated innovation and entrepreneurship which is delivering results in the borough.

I believe that they have met these criteria in the following way:

Please continue overleaf or attach supporting evidence.

We the undersigned Councillors support this nomination for Freedom of the Borough:

<b>NAME:</b> <b>SIGNATURE:</b>	<b>NAME:</b> <b>SIGNATURE:</b>
<b>NAME:</b> <b>SIGNATURE:</b>	<b>NAME:</b> <b>SIGNATURE:</b>
<b>NAME:</b> <b>SIGNATURE:</b>	<b>NAME:</b> <b>SIGNATURE:</b>
<b>NAME:</b> <b>SIGNATURE:</b>	<b>NAME:</b> <b>SIGNATURE:</b>
<b>NAME:</b> <b>SIGNATURE:</b>	<b>NAME:</b> <b>SIGNATURE:</b>

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## **Summary Sheet**

### **Committee Name and Date of Committee Meeting**

Council – 28 February 2018

### **Report Title**

Calendar of Council and Committee Meetings for the 2018-19 Municipal Year

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

No

### **Strategic Director Approving Submission of the Report**

Shokat Lal

### **Report Author(s)**

James McLaughlin, Democratic Services Manager  
01709 822477 or james.mclaughlin@rotherham.gov.uk

### **Ward(s) Affected**

All

### **Summary**

The Council amended the Procedure Rules in the Constitution in September 2017 to require the Calendar of Meetings to be presented for approval at the Budget Council meeting. This report is submitted in accordance with that requirement.

### **Recommendation**

That the Calendar of Meetings for the 2018-19 municipal year be approved.

### **List of Appendices Included**

Appendix 1 – Draft Calendar of Meetings 2018-19

### **Background Papers**

None

### **Consideration by any other Council Committee, Scrutiny or Advisory Panel**

No

### **Council Approval Required**

Yes

### **Exempt from the Press and Public**

No

## **Calendar of Council and Committee Meetings for the 2018-19 Municipal Year**

### **1. Recommendations**

- 1.1 That the Calendar of Meetings for the 2018-19 municipal year be approved.

### **2. Background**

- 2.1 The calendar of Council and committee meetings for the 2018-19 municipal year is presented for adoption.

### **3. Key Issues**

- 3.1 The Council amended the Procedure Rules in the Constitution in September 2017 to require the Calendar of Meetings to be presented for approval at the Budget Council meeting. This report is submitted in accordance with that requirement.
- 3.2 In making the amendment to the Constitution, the Council stipulated that there should be an Annual Meeting, a Budget Council meeting and a minimum of six ordinary Council meetings per year. The proposed schedule of meetings meets that requirement.
- 3.3 The other significant change from previous years is the inclusion of specific time for seminars or learning and development for Members. These have been included fortnightly on Mondays and Thursdays. Work is ongoing to develop a formal programme of seminars and development sessions throughout the municipal year and will be communicated following review by the Member Development Panel.

### **4. Consultation**

- 4.1 Committee Chairs have been consulted and agreement has been received where changes have been made to the regular day on which a committee meeting has been held in the previous municipal year.

### **5. Timetable and Accountability for Implementing this Decision**

- 5.1 The determination of the Calendar of Council and Committee Meetings for the ensuing municipal year is a matter for the Council.
- 5.2 The Democratic Services Manager will be responsible for the implementation of the calendar and production of the Council Yearbook and Diary.

### **6. Financial and Procurement Implications**

- 6.1 There are no direct financial or procurement implications associated with this report.

### **7. Legal Implications**

- 7.1 There are no direct legal implications associated with this report.

**8. Human Resources Implications**

8.1 There are no direct human resources implications associated with this report.

**9. Implications for Children and Young People and Vulnerable Adults**

9.1 There are no direct implications for children and young people and vulnerable adults associated with this report.

**10. Equalities and Human Rights Implications**

10.1 There are no direct equalities or human rights implications associated with this report.

**11. Implications for Partners and Other Directorates**

11.1 There are no direct implications for partners or other directorates arising from this report.

**12. Risks and Mitigation**

12.1 There are no risks directly associated with this report.

**13. Accountable Officer(s)**

James McLaughlin, Democratic Services Manager

Approvals obtained on behalf of:-

	<b>Named Officer</b>	<b>Date</b>
Strategic Director of Finance & Customer Services		
Assistant Director of Legal Services		
Head of Procurement (if appropriate)		
Head of Human Resources (if appropriate)		

*Report Author:* James McLaughlin, Democratic Services Manager  
01709 822477 or james.mclaughlin@rotherham.gov.uk

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# **Calendar of Meetings**

## **May, 2018 to May, 2019**

# May 2018

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	1	2	3	4	5	6
7 <b>PUBLIC HOLIDAY</b>	8	9 <b>1100 OSMB</b>	10 <b>0900 Planning Board</b>	11	12	13
14 <b>1000 Cabinet</b>	15	16 <b>0900 Health &amp; Wellbeing Board 1400 Transportation Advisory Board</b>	17	18 <b>1400 - Annual Council - Civic &amp; Ceremonial</b>	19	20
21 <b>0930 Member Training/Seminar</b>	22	23 <b>1400 - Annual Meeting - Business</b>	24 <b>1400 Member Training/ Seminar</b>	25	26	27
28 <b>PUBLIC HOLIDAY</b>	29	30	31 <b>0900 Planning Board</b>			



# June 2018

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
				1	2	3
4 0930 Licensing Board Sub- Committee	5 1730 Improving Lives	6 1100 OSMB	7 1000 Member Training/ Seminar	8	9	10
11 1000 Cabinet 1230 Member Development Panel	12 1600 Audit Committee 1700 Corporate Parenting Panel	13	14 0930 Health 1400 Standards and Ethics Committee	15 0830 Rotherham Schools' Forum	16	17
18 0930 Member Training/Seminar	19 1600 SACRE	20 1100 OSMB	21 0900 Planning Board 1400 Education Consultative Committee	22	23	24
25 0930 Licensing Board Sub- Committee	26	27 1400 Council	28 1000 Local Admissions Forum	29	30	

# July 2018

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
						1
2 0930 Member Training/Seminar	3	4 1100 OSMB	5 1400 Member Training/ Seminar	6	7	8
9 1000 Cabinet	10 1000 RMBC/TU JCC	11 0900 Health & Wellbeing Board	12 0900 Planning Board 1400 Health, Welfare and Safety Panel	13	14	15
16 0930 Licensing Board Sub- Committee	17 1730 Improving Lives	18 1100 OSMB	19 0930 Health 1400 Member Training/Seminar	20	21	22
23 0930 Member Training/Seminar	24	25 1400 Council	26 1330 Improving Places	27	28	29
30 1400 Audit Committee	31					

# August 2018

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
		1	2 0900 Planning Board	3	4	5
6 0930 Licensing Board Sub- Committee	7	8 1100 OSMB	9	10	11	12
13 1000 Cabinet	14	15 1400 Transportation Advisory Board	16	17	18	19
20	21	22	23 0900 Planning Board	24	25	26
27 PUBLIC HOLIDAY	28 1700 Corporate Parenting Panel - TBC	29	30	31		

# September 2018

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
					1	2
3 0930 Licensing Board Sub- Committee	4	5 1400 Council	6 0930 Health 1400 Member Training/Seminar	7	8	9
10 0930 Member Training/Seminar	11 1600 SACRE	12 1100 OSMB	13 0900 Planning Board 1400 Standards and Ethics Committee	14	15	16
17 1000 Cabinet 1230 Member Development Panel	18 1730 Improving Lives	19 0900 Health & Wellbeing Board	20 0930 Member Training/Seminar 1330 Improving Places	21	22	23
24 0930 Licensing Board Sub- Committee  1400 Member Training/Seminar	25 1600 Audit Committee	26	27	28	29	30

# October 2018

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
1 0915 BDR Waste Board	2	3 1100 OSMB	4 0900 Planning Board 1400 Education Consultative Committee	5	6	7
8 0930 Member Training/Seminar	9 1000 RMBC/TU JCC	10	11 1400 Member Training/Seminar	12	13	14
15 0930 Licensing Board Sub-Committee	16 1700 Corporate Parenting Panel	17 1100 OSMB	18 0930 Health 1400 Health, Welfare and Safety Panel	19	20	21
22 1000 Cabinet	23	24	25 0900 Planning Board 1400 Member Training Seminar	26	27	28
29 0930 Member Training/Seminar	30 1730 Improving Lives	31 1400 Council				

# November 2018

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
			1 1330 Improving Places	2	3	4
5 0930 Licensing Board Sub- Committee	6	7	8 1000 Local Admissions Forum 1400 Member Training/ Seminar	9	10	11
12 0930 Member Training/ Seminar	13	14 1100 OSMB	15 0900 Planning Board	16	17	18
19 1000 Cabinet 1230 Member Development Panel	20	21 0900 Health & Wellbeing Board 1400 Transportation Advisory Board	22 1400 Member Training/Seminar	23	24	25
26 0930 Licensing Board Sub- Committee	27 1600 Audit Committee	28 1100 OSMB	29 0930 Health	30		

# December 2018

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
					1	2
3 0930 Member Training/ Seminar	4 1730 Improving Lives	5 1400 Council	6 0900 Planning Board 1400 Member Training/Seminar	7	8	9
10	11 1600 SACRE	12 1100 OSMB	13 1400 Standards and Ethics Committee	14	15	16
17 0930 Licensing Board Sub- Committee 1000 Cabinet 1400 Member Training/Seminar	18 1700 Corporate Parenting Panel	19	20 0930 Member Training/ Seminar 1330 Improving Places	21	22	23
24	25 CHRISTMAS DAY	26 BOXING DAY	27	28	29	30
31						

# January 2019

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	1 NEW YEAR'S DAY	2	3	4	5	6
7 0930 Licensing Board Sub- Committee	8	9	10 0900 Planning Board 1400 Member Training/ Seminar	11	12	13
14 0930 Member Training/ Seminar	15 1230 RMBC/TU JCC 1730 Improving Lives	16 1100 OSMB	17 0930 Health 1400 Health, Welfare & Safety Panel	18	19	20
21 1000 Cabinet	22	23 0900 Health & Wellbeing Board 1400 Council (HRA Rents)	24 1400 Member Training/Seminar	25	26	27
28 0930 Licensing Board Sub- Committee	29 1600 Audit Committee	30 1100 OSMB	31 0900 Planning Board 1330 Improving Places			



# February 2019

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
				1	2	3
4 0930 Member Training/ Seminar	5	6 1400 Transportation Advisory Board	7 1000 Local Admissions Forum 1400 Member Training/ Seminar	8	9	10
11	12 1700 Corporate Parenting Panel	13 1100 OSMB	14	15	16	17
18 0930 Licensing Board Sub- Committee 1000 Cabinet 1230 Member Development Panel	19	20 1100 OSMB	21 0900 Planning Board 1400 Member Training/ Seminar	22	23	24
25 0930 Member Training/Seminar	26	27 1400 Council (Budget)	28 0930 Health 1400 Education Consultative Committee			

# March 2019

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
				1	2	3
4 0930 Member Training/ Seminar	5 1730 Improving Lives	6	7 1000 Member Training/ Seminar 1330 Improving Places	8	9	10
11 0930 Licensing Board Sub- Committee	12 1600 SACRE	13 1100 OSMB	14 0900 Planning Board	15	16	17
18 1000 Cabinet	19	20 0900 Health & Wellbeing Board	21 0930 Member Training/ Seminar 1400 Standards Ethics Committee	22	23	24
25 0915 BDR Waste Board 1400 Member Training/ Seminar	26 1600 Audit Committee	27 1100 OSMB	28	29	30	31

# April 2019

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
1 0930 Licensing Board Sub- Committee	2	3	4 0900 Planning Board 1400 Member Training/ Seminar	5	6	7
8 0930 Member Training/ Seminar	9 1700 Corporate Parenting Panel	10 1100 OSMB	11 0930 Health 1400 Health, Welfare and Safety Panel	12	13	14
15 1000 Cabinet 1230 Joint Consultative Committee	16 1730 Improving Lives	17	18 1000 Member Training/ Seminar 1330 Improving Places	19 GOOD FRIDAY	20	21
22 EASTER MONDAY	23	24 1100 OSMB	25 0900 Planning Board	26	27	28
29 0930 Licensing Board Sub- Committee	30					

# May 2019

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
		1	2 0930 Member Training/ Seminar	3	4	5
6 PUBLIC HOLIDAY	7	8	9	10	11	12
13 0930 Member Training/ Seminar	14	15 1400 Transportation Advisory Board	16 0900 Planning Board 1400 Member Training/ Seminar	17 1400 Annual Council - Civic & Ceremonial	18	19
20 1000 Cabinet	21	22 1400 Annual Council - Business	23	24	25	26
27 PUBLIC HOLIDAY	28	29 0900 Health & Wellbeing Board	30	31		

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## Summary Sheet

### Committee Name and Date of Committee Meeting

Council – 28 February 2018

### Report Title

Response to Recommendations from Improving Lives Select Commission –  
Alternative Management Arrangements for Children and Young People's Services in  
Rotherham

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

Yes

### Strategic Director Approving Submission of the Report

Ian Thomas, Strategic Director of Children and Young People's Services

### Report Author(s)

Ian Thomas, Strategic Director of Children and Young People's Services  
01709 334162 or [ian.thomas@rotherham.gov.uk](mailto:ian.thomas@rotherham.gov.uk)

### Ward(s) Affected

All

### Summary

The Improving Places Lives Commission established a Task and Finish Group to consider the lessons learnt from other trust models and also look objectively at other alternative management arrangements which might secure the long-term success of Rotherham's Children and Young People's Services. The group completed its review in the autumn of 2017 and submitted a final report to Council on 18 October 2017.

Under the Overview and Scrutiny Procedure Rules, the Cabinet is required to respond to any recommendations made by scrutiny. Cabinet considered and agreed the response enclosed at Appendix A at its meeting on 19 February 2018. This report is submitted to ensure that all Members are aware of the implementation of recommendations from the review.

### Recommendations

1. That Council note the response to the scrutiny review of Alternative Management Arrangements for Children and Young People's Services in Rotherham set out at Appendix A to this report.
2. That the response be referred to the next meeting of the Improving Lives Select Commission on 13 March 2018.

**List of Appendices Included**

Appendix A - Cabinet's Response to Scrutiny Review of Alternative Management Arrangements for Children and Young People's Services in Rotherham

**Background Papers**

Report of the Improving Lives Select Commission – Scrutiny Review of Alternative Management Arrangements for Children and Young People's Services in Rotherham

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**

Cabinet and Commissioners' Decision Making Meeting – 19 February 2018  
Improving Lives Select Commission – 13 March 2018

**Council Approval Required**

No

**Exempt from the Press and Public**

No

## **Response to Recommendations from Improving Lives Select Commission – Alternative Management Arrangements for Children and Young People’s Services in Rotherham**

### **1. Recommendations**

- 1.1 That Council note the response to the scrutiny review of Alternative Management Arrangements for Children and Young People’s Services in Rotherham set out at Appendix A to this report.
- 1.2 That the response be referred to the next meeting of the Improving Lives Select Commission on 13 March 2018.

### **2. Background**

- 2.1 The review report presented the latest analysis and current thinking of the Improving Lives Select Commission on the range of Alternative Management Arrangements (AMAs) for children’s services. It evaluated the relative strengths and challenges of the primary options available to the Council. The paper then provided initial recommendations for future management arrangements.
- 2.2 Members of the Select Commission were asked by the Commissioners to consider the lessons learnt from other trust models and look objectively at other AMAs which might secure the long-term success of Rotherham’s Children and Young People’s Services. The supporting evidence underpinning the report was gathered through visits and conversations with other areas to identify the impact their delivery arrangements had on improvements. In addition, Isos Partnership (with the support of the Local Government Association) used an independent research methodology to enable an objective assessment of the model/s most likely to secure sustainable improvements in Children and Young People’s Services.
- 2.3 The review report was submitted to Council on 18 October 2017, which represented the formal publication of the report. Under the Overview and Scrutiny Procedure Rules, the Cabinet is required to respond to any recommendations made by scrutiny and on 19 February 2018 the response and actions for the implementation of recommendations were agreed.
- 2.4 This report is submitted to ensure that all Members are aware of the implementation of the recommendations from the scrutiny review.

### **3. Key Issues**

- 3.1 There are five broad recommendations arising from the scrutiny review of Alternative Management Arrangements for Children and Young People’s Services, which are detailed in Appendix A. The schedule provides detail in respect of whether the recommendations are agreed, not agreed or deferred. Where recommendations are agreed, the schedule details what action will be taken, by when and who will be responsible.

#### **4. Options considered and recommended proposal**

- 4.1 The proposed response of the Cabinet to the recommendations is set out in Appendix A.

#### **5. Consultation**

- 5.1 The Improving Lives Select Commission consulted with a wide range of organisations across local government and the social care sector as part of the review. The Commissioner for Children's Social Care and Cabinet Member for Children and Young People's Services were also consulted in the preparation of the report from the Select Commission.

#### **6. Timetable and Accountability for Implementing this Decision**

- 6.1 The formal Cabinet response will be agreed at the Cabinet and Commissioners' Decision Making Meeting on 19 February 2018. Following this, the formal response will be submitted to the Improving Lives Select Commission. It will be a matter for the Members of the Select Commission to determine what ongoing monitoring and review of the agreed actions will be required.

#### **7. Financial and Procurement Implications**

- 7.1 Whilst there may be significant financial implications that would require careful consideration should there be a future decision on the move to alternative management arrangements, these are difficult to quantify at this time. However the preferred model would avoid high transition and operating costs associated with each of the options whilst securing more rapid and sustainable improvement.

#### **8. Legal Implications**

- 8.1 There are no direct legal implications from the recommendations contained in this report. There would be significant legal implications that would require careful consideration should there be a future decision on the adoption of alternative management arrangements.

#### **9. Human Resources Implications**

- 9.1 There are no direct HR implications arising from this report.

#### **10. Implications for Children and Young People and Vulnerable Adults**

- 10.1 The quality of services provided to children and young people can be impacted on by a range of factors. At the current time there is no evidence to suggest that one organisational model is better than the others at improving and sustaining the improvements in the quality of services. The response schedule (Appendix 1) indicates that the Council will continue to make use of the regional peer review programme and other quality assurance processes to continue to improve the quality of services to Children and Families.



**11. Equalities and Human Rights Implications**

11.1 There are no direct equalities or human rights implications arising from this report.

**12. Implications for Partners and Other Directorates**

12.1 There are no implications for partners or other directorates arising from the response to the recommendations.

**13. Risks and Mitigation**

13.1 No risks have been identified.

**14. Accountable Officer(s)**

Ian Thomas, Strategic Director of Children and Young People's Services

Approvals obtained on behalf of:-

	<b>Named Officer</b>	<b>Date</b>
Strategic Director of Finance & Customer Services	Michael Wildman	01.02.2018
Assistant Director of Legal Services	Neil Concannon	01.02.2018
Head of Procurement (if appropriate)	N/A	
Head of Human Resources (if appropriate)	N/A	

*Report Author: Ian Thomas, Strategic Director of Children and Young People's Services*  
*01709 334162 or [ian.thomas@rotherham.gov.uk](mailto:ian.thomas@rotherham.gov.uk)*

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## ***Cabinet's Response to Scrutiny Review of Alternative Management Arrangements for Children and Young People's Services in Rotherham***

<b>Recommendation</b>	<b>Cabinet Decision</b> <i>(Accepted/ Rejected/ Deferred)</i>	<b>Cabinet Response</b> <i>(detailing proposed action if accepted, rationale for rejection, and why and when issue will be reconsidered if deferred)</i>	<b>Officer Responsible</b>	<b>Action by (Date)</b>
1. A Practice Partner model would secure the most rapid and sustainable improvements in the short term (two years) and present the lowest risk to the Improvement journey.		We agree that a PiP model has made a significant contribution to the first stage of the improvement journey, however a self-improving culture will be required to get from Good to Outstanding.	Ian Thomas	
2. The Practice Partner model will: <ul style="list-style-type: none"> <li>Establish the right balance of political ownership, oversight and accountability for CYPS at the same time as rigorous external challenge;</li> <li>Enable the good progress being made on the Improvement programme to continue at an accelerated pace with minimal disruption to partners, wider council priorities or management focus; and</li> <li>Avoid high transition and operating costs associated with each of the AMAs.</li> </ul>		We agree for the first stage of the improvement journey from Inadequate to Good.	N.F.A required	
3. The Council will continue to work effectively with our Peer Practice Partner, and once assessed as "Requiring Improvement", we would want to continue with Lincolnshire as a partner in practice given their knowledge and understanding of Rotherham.		No longer relevant given the recent 'Good' rating achieved, however the Council will continue to participate in the Regional Review model.	Ian Thomas	Annual Participation

4. Once there is consistent front line practice, the Council will actively consider other options to work with others knowing that integration, collaboration or further commissioning will be underpinned by strong and robust operational activity and management oversight.		The Department has achieved a Good rating however improvement is a continuous process and the Council will commit to participate in the development of other service models that will enhance Social Worker practice and outcomes.	Ian Thomas	
5. Whilst continuing with the Practice Partner is the preferred option based on the information, evidence and research available today, this is not a closed decision. The Council remains open to other Alternative Management Arrangements such as establishing a Trust/CIC, including the potential to integrate with another Children's Trust who is rated as "Good", if there is evidence in the future that this would secure more rapid and sustainable improvement.		The Department has achieved a Good rating and is committed to participating in the Regional Peer Review Process to support continuous Improvement.	Ian Thomas	

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## Summary Sheet

### Committee Name and Date of Committee Meeting

Council – 28 February 2018

### Report Title

Response to Recommendations from Improving Places Select Commission –  
Emergency Planning

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

Yes

### Strategic Director Approving Submission of the Report

Damien Wilson, Strategic Director of Regeneration and Environment

### Report Author(s)

Sam Barstow, Head of Service, Community Safety, Resilience & Emergency Planning  
01709 822902 or sam.barstow@rotherham.gov.uk

### Ward(s) Affected

All

### Summary

The Improving Places Select Commission established a Task and Finish Group to undertake a review of Emergency Planning in 2016. The group completed its review in the autumn of 2017 and submitted a final report to Council on 18 October 2017.

Under the Overview and Scrutiny Procedure Rules, the Cabinet is required to respond to any recommendations made by scrutiny and the response was agreed by Cabinet on 19 February 2018. This report is submitted to ensure that all Members are aware of the proposed implementation of agreed recommendations arising from the scrutiny review.

### Recommendations

1. That the response to the recommendations of the Improving Places Select Commission scrutiny review of Emergency Planning (as set out in Appendix A) be noted.
2. That the response be referred to the next meeting of the Improving Places Select Commission on 14 March 2018.

### List of Appendices Included

Appendix A - Cabinet's Response to Scrutiny Review of Emergency Planning

**Background Papers**

None

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**

Council – 28 February 2018

Improving Places Select Commission – 14 March 2018

**Council Approval Required**

No

**Exempt from the Press and Public**

No

## **Response to Recommendations from Improving Places Select Commission – Emergency Planning**

### **1. Recommendations**

- 1.1 That the response to the recommendations of the Improving Places Select Commission scrutiny review of Emergency Planning (as set out in Appendix A) be noted.
- 1.2 That the response be referred to the next meeting of the Improving Places Select Commission on 14 March 2018.

### **2. Background**

- 2.1 A Task and Finish Group was established by Members of the Improving Places Select Commission to carry out the review, which was undertaken by interviewing relevant Members and officers from the Council, along with a fact finding visit to Stockton-on-Tees to learn how their Emergency Planning Service was provided in the Tees Valley. This area was chosen as it is an area with four unitary authorities (similar to South Yorkshire) however, they deliver emergency planning collectively.
- 2.2 The legal context governing the provision of the Emergency Plan was covered in the review report, together with basic details covering the Joint Service Agreement which exists between Rotherham and Sheffield Councils to provide the Emergency Plan. Running in parallel to the review was a refresh of the Emergency Plan, which has been renamed the Major Incident Plan.
- 2.3 The review report was submitted to Council on 18 October 2017, which represented the formal publication of the report. In accordance with the Council's constitution, the Cabinet is required to consider and respond to any recommendations made by a scrutiny committee. At its meeting on 19 February 2018, the Cabinet agreed the response to the Improving Places Select Commission.
- 2.4 This report is submitted to ensure that all Members are aware of the proposed implementation of agreed recommendations arising from the scrutiny review.

### **3. Key Issues**

- 3.1 There are fifteen recommendations arising from the scrutiny review of Emergency Planning, these are detailed in Appendix A. The schedule provides detail in respect of whether the recommendations should be agreed, not agreed or deferred and the action being taken.

### **4. Options considered and recommended proposal**

- 4.1 To consider the recommendations of the Improving Places Select Commission Task and Finnish Group as per the attached schedule (Appendix A).

## **5. Consultation**

- 5.1 There has been no further consultation on this report beyond the mandatory Cabinet report processes, alongside consultation with the Cabinet member.

## **6. Timetable and Accountability for Implementing this Decision**

- 6.1 The timetable for implementing the recommended actions is set out in the attached schedule (Appendix A).

## **7. Financial and Procurement Implications**

- 7.1 There are no additional budgetary implications arising from this report. There is provision within the existing service revenue budget for the cost of the rolling training programme.

## **8. Legal Implications**

- 8.1 The work referred to in this report should continue to strengthen the Council's compliance with its statutory duties under the Civil Contingencies Act 2004. Under that legislation, local authorities are designated as a Category 1 responder with a series of duties including a duty to assess the risk of an emergency occurring, to maintain plans for the purposes of responding to an emergency and to maintain arrangements to warn, inform, and advice members of the public in the event of an emergency.

## **9. Human Resources Implications**

- 9.1 Officers are working in conjunction with Human Resources to recruit and retain appropriate levels of volunteers to assist during any major incidents.

## **10. Implications for Children and Young People and Vulnerable Adults**

- 10.1 There are no direct implications for children and young people or vulnerable adults arising from this report.

## **11. Equalities and Human Rights Implications**

- 11.1 There are no direct equalities or human rights implications arising from this report.

## **12. Implications for Partners and Other Directorates**

- 12.1 The Major Incident Plan involves and impacts all directorates within the Council. Roles and responsibilities for key personnel are clearly defined within the Major Incident Plan.

### 13. Risks and Mitigation

- 13.1 There are no additional risks presented by the recommendations at this stage. Mitigation in relation to any risk to be brought about by lack of action in response to recommendations will be addressed through robust monitoring of delivery of the arising actions alongside the bi-annual reviews by Improving Places Select Commission.

### 14. Accountable Officer(s)

Damien Wilson, Strategic Director of Regeneration and Environment  
Sam Barstow, Head of Service, Community Safety, Resilience & Emergency Planning

Approvals obtained on behalf of:-

	Named Officer	Date
Strategic Director of Finance & Customer Services	Judith Badger	01.02.2018
Assistant Director of Legal Services	Dermot Pearson	31.01.2018
Head of Procurement (if appropriate)	N/A	
Head of Human Resources (if appropriate)	N/A	

*Report Author: Sam Barstow, Head of Service, Community Safety, Resilience & Emergency Planning*  
01709 822902 or [sam.barstow@rotherham.gov.uk](mailto:sam.barstow@rotherham.gov.uk)

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## ***Cabinet's Response to Scrutiny Review of Emergency Planning***

<b>Recommendation</b>	<b>Cabinet Decision</b> <i>(Accepted/ Rejected/ Deferred)</i>	<b>Proposed Action</b> <i>(detailing proposed action if accepted, rationale for rejection, and why and when issue will be reconsidered if deferred)</i>	<b>Officer Responsible</b>	<b>Action by (Date)</b>
1. That the Major Incident Plan is reviewed bi-annually by a group of Members from the IPSC and this work forms part of the work programme for that year, however the document is to be reviewed by officers on a continual basis.	Accepted	This work requires scheduling within the forward plan for IPSC.	James McLaughlin/Christine Bradley	Review to take place by late 2019
2. Mandatory training is to be provided to all Members about the Major Incident Plan to increase their awareness and involvement in any major incident.	Accepted	Training took place on the 28 <sup>th</sup> November and further training is to be scheduled	Sam Barstow/ Claire Hanson	Further sessions to be scheduled throughout 2018
3. Training relating to the Major Incident Plan should be mandatory to ensure all staff who volunteered are confident in the role they play in the management of the incident.	Accepted	Most volunteers have received some training within the last 12 months; it is planned that moving forward the frequency of training will reduce from on average once per month to quarterly or six monthly; still to ensure regular training is delivered, but less frequent, this is in keeping with best practice and guidance that suggest that each person involved in the authority's response arrangements should undertake training and exercise opportunities at least once per year and it is recommended we adopt this as a mandatory approach.	Sam Barstow/ Claire Hanson	On-going
4. An "out of hours" training exercise to take place once all volunteers have been trained. Full training exercises then take place on a regular basis.	Accepted	A report has been prepared and approved by SLT for a corporate exercise to take place, supported by all directorates. This is scheduled to take place in March 2018, A briefing both before and after the event will be provided to SLT members.	Sam Barstow/ Claire Hanson	March 2018
5. A targeted approach to recruitment from employees who can be "job matched" to appropriate roles in the operation of the Major Incident Plan.	Accepted	Recruitment continues to be a challenge, however, officers have begun to target particular roles to seek to increase volunteer levels.	Sam Barstow/ Claire Hanson	On-going

6. There are sufficient volunteers to staff the EP for at least two shift changes.	Accepted	Shifts within the Borough Emergency Operations Room will last for six hours and this demand can currently be met, although resilience is extremely limited. Good practice suggests the need to be able to staff for 72hrs, which is 11 shift changes. Resources would be extremely stretched under this level of demand.	Sam Barstow/ Claire Hanson	On-going
7. A protocol to be developed to ensure that the partner organisations in the Major Incident Plan are notified as a matter of course when significant incidents occur in the borough and through the Local Resilience Forum, ways are to be identified and carried out on building relationships between partner organisations involved in the Emergency Plan – in particular to the turnover in staff.	Accepted	A range of work is underway with LRF partners to address this recommendation through the LRF structures. This includes joint learning and, additional GOLD symposiums alongside considering; <ul style="list-style-type: none"> <li>- South Yorkshire Local Resilience Forum (SYLRF) Major Incident Response and Recovery</li> <li>- SYLRF Mutual Aid Activation</li> <li>- SYLRF Recovery Structures and allocation of recovery leads</li> <li>- SYLRF Recovery capability, capacity and sustainability</li> <li>- Business Continuity impacts</li> </ul>	Sam Barstow/ Claire Hanson	May 2018
8. A facilitated meeting/away day involving the emergency services and RMBC major incident staff on the ground to promote team working.	Accepted	Early discussion as to the potential for other workshop style events, at tactical or operational level are to be explored further by Emergency Planning leads and the LRF training and exercising group.	Sam Barstow/ Claire Hanson	September 2018
9. An on-going programme of training sessions for Parish Council members should be arranged to ensure any new members receive training on the subject.	Accepted	A full training plan is being developed following ratification of the refreshed Major Incident Plan and this recommendation will be incorporated.	Sam Barstow/ Claire Hanson	On-going
10. A representative from Procurement to be involved in the Borough Emergency Operations Room to facilitate timely ordering of goods/services and to provide information if the Belwin Fund becomes operational.	Deferred	Inclusion of procurement permanently within the BEOR will be considered as a part of the planned test of the Major Incident Plan.	Sam Barstow/ Claire Hanson	March 2018
11. Through the Shared Service Agreement funding is secured for a Community Resilience Worker.	Deferred	Agreement on this proposal would need to be sought with colleagues within Sheffield City Council. These discussions have been opened following a meeting on the 2 <sup>nd</sup> January 2018	Sam Barstow/ Claire Hanson	April 2018
12. The Corporate Risk Manager is involved in the role of a “critical friend” any amendments of the Major Incident Plan	Accepted	In future the team will ensure that Corporate Risk Manager is included in consultation following amendments.	Sam Barstow/ Claire Hanson	Complete
13. A flow chart to be designed detailing the Major Incident Process and highlighting how and when Members are to be involved in the process.	Accepted	Section 2.5 on page 12 of the Incident plan contains a flow chart detailing contact arrangements, which includes elected members.	Claire Hanson	Complete

14. The Chief Executive / Leader of the Council to inform counterparts in Sheffield of their concerns over the lack of meetings in relation to the Joint Service Agreement.	Deferred	The new Head of Service in this area has been tasked with supporting delivery of these aspects and has liaised with Sheffield counter-parts. A meeting of the Joint Committee was held on 25th October 2017 with further meetings scheduled in line with the constitution. It is recommended that the interventions made be monitored for affect and if required, this recommendation may ultimately be accepted if any issues remain.	Sam Barstow	June 2018
15. The situation relating to the unsupported IT systems is rectified.	Accepted	A revised Business Continuity approach has been developed and agreed by SLT in October 2017. This will develop an alternative system without the need of an IT system to support it.	Sam Barstow/ Claire Hanson	March 2018

**STANDARDS AND ETHICS COMMITTEE****18th January, 2018**

Present:- Councillor McNeely (in the Chair); Councillors Allen, Mallinder, Ireland, Simpson, Mr. D. Bates and Mr. D. Rowley (Parish Council Representatives) and also Mr. P. Edler and Ms. J. Porter (Independent Co-optees)

Apologies for absence were received from Councillor Andrews, Ms. A. Dowdall (Independent Co-optee), Mr. R. Swann (Parish Council Representative) and Mr. P. Beavers and Mr. D. Roper-Newman (Independent Persons).

**49. DECLARATIONS OF INTEREST**

There were no Declarations of Interest to report.

**50. EXCLUSION OF THE PRESS AND PUBLIC**

**Resolved:-** That under Section 100(A) 4 of the Local Government Act 1972, the public be excluded from the meeting for the appendices for Minute Nos. 54 and 55 on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12(A) of such Act indicated, as now amended by the Local Government (Access to Information) (Variation) Order 2006.

**51. MINUTES OF THE PREVIOUS MEETING**

Consideration was given to the minutes of the previous meeting held on 28<sup>th</sup> September, 2017.

Reference was made to Minute No. 44 (Outcome of Standards and Ethics Sub-Committee) and the alleged breach of the Code of Conduct by Mr. Brian Lewis, Town Councillor for Dinnington St. John's Town Council. Having referred this back to the Town Council Mr. Lewis had refused to apologise for his conduct and was unwilling to participate in any further training.

The Committee expressed their concern at the lack of available sanctions under the Localism Act and unanimously agreed to forward a further letter via the Chair to the Secretary of State strengthening their argument. They wished to cite this case as an example as to how the weak sanctions imposed were ignored and, could not be enforced.

**Resolved:-** (1) That the minutes of the meeting of the Standards and Ethics Committee held on 28<sup>th</sup> September, 2017 be approved as a true and accurate record of proceedings.

(2) That on behalf of the Committee the Chair write to the Secretary of State, citing the hearing outcomes, to reaffirm the weak sanctions that could be imposed under the standards regime within the Localism Act.

**52. OUTCOME OF STANDARDS AND ETHICS SUB COMMITTEE HEARING RE ALLEGED BREACH OF THE CODE OF CONDUCT**

Consideration was given to the report presented by Stuart Fletcher, Deputy Monitoring Officer, which detailed the outcome of a Standards and Ethics Sub-Committee Hearing which took place on 15<sup>th</sup> November 2017 in relation to an alleged breach of the Code of Conduct for Members by Councillor Robert Bird.

The Committee were asked to consider the content of the Decision Record, the outcome of the hearing and in particular the recommendation of the Sub-Committee that the Subject member be censured by the Standards and Ethics Committee at its next meeting.

Discussion ensued on the rationale for the Sub-Committee's decision, the capacity in which the Councillor was acting and the need for a clear declaration, his comments made in the Licensing Sub-Committee and the context in which these were made.

The Committee were unanimous that the Councillor should be censured and suggested the Leader of the leading majority party be informed of the decision.

It was suggested that to avoid any uncertainty in the future, further awareness raising be made with the Chairs of various Committees to clarify whether a Councillor was present at a meeting in an official capacity or a member of the public. This would then prompt more timely declarations and for this to be included as part of induction and formal training.

**Resolved:-** (1) That the report be received and the contents noted.

(2) That the recommendations of the Sub-Committee made at the hearing be supported.

(3) That the Councillor be censured and for this to be reported to the Leader of the Majority Group.

**53. REVIEW OF THE STANDARDS AND ETHICS SUB-COMMITTEE HEARING "ORDER OF PROCEEDINGS"**

Consideration was given to the report presented by Stuart Fletcher, Deputy Monitoring Officer, which highlighted the Procedure used at Standards and Ethics Committee Sub-Committee hearings, in respect of allegations of breaches of the Members Code of Conduct, and whether this should be revised and improved.

The procedure known as the “Order of Proceedings” used at the hearing itself was attached as an appendix to the agenda pack. While it was considered the hearings proceeded satisfactorily Members were asked to comment on the Order of Proceedings and suggest any revisions or improvements.

One issue that had arisen following the most recent Sub-Committee hearing was whether it would be appropriate for the hearing process to include a formal step of asking the complainant about their desired outcome and views on this suggestion were sought.

The Committee having considered the Order of Proceedings were content with the order, but requested that this document be revised to be gender neutral. It was also proposed that a simplified version be provided on the day of hearings for the Chair.

In terms of seeking desired outcome suggestions it was proposed that this remain at the informal resolution stage of the investigation and that the “Subject Member” be advised of their opportunity to seek advice from the Independent Person. Whilst it was noted the documentation sent to “Subject Members” did indicate they may be accompanied by a friend or be represented, this may need to be reviewed and elaborated on further.

It was also suggested that room choice and layout for subsequent Sub-Committees be given due consideration within the formality of the process.

**Resolved:-** (1) That the Order of Proceedings document currently used be revised to ensure its contents were gender neutral.

(2) That a simplified textual version be developed for reference at a Sub-Committee by the Chair.

(3) That the desired outcome and views at hearing suggestions remain at the informal resolution stage of the investigation.

#### **54. REVIEW OF CONCERNS RAISED PURSUANT TO THE WHISTLEBLOWING POLICY**

Consideration was given to the report and appendix presented by Dermot Pearson, Monitoring Officer, which provided detail of the concerns raised pursuant to the Whistleblowing Policy and the actions taken to address these matters.

A review of the complaints process and Whistleblowing Policy for the Department of Communities and Local Government had been recommended and following a number of dip sampling processes the informal feedback received indicated the Council had a robust procedure and good working practices.

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Discussion ensued on the process of overseeing the Whistleblowing Policy and whilst it was acknowledged it was within the terms of reference of this Committee, Members were aware of the overlap with the Audit Committee. However, the Committee expressed the importance of them being aware of any emerging trends or concerns, but would welcome the views of the Department for Communities and Local Government as to where they recommended the scrutiny of the Policy should sit.

**Resolved:-** (1) That the Whistleblowing concerns raised over the previous year and the actions taken to address these matters be noted.

(2) That the recommendations by the Department for Communities and Local Government be submitted to the next meeting should they be received.

**55. CONSIDERATION OF COMPLAINTS**

Consideration was given to the report presented by Stuart Fletcher, Monitoring Officer, detailing the progress with the handling of complaints relating to breaches of the Council's Code of Conduct for Members and Town and Parish Councillors. The report listed the current cases of complaint (eight relating to the same issue) and the action being taken in respect of each one.

Details of each related case were highlighted and in the cases of 17/17 and 18/17 the convening of Sub-Committees was recommended.

The Committee were mindful of some of the material content shared on social media and suggested a training session be dedicated to this subject in the future.

**Resolved:-** (1) That the report be received and the contents noted.

(2) That the progress in respect of each case be noted pursuant to the Standards and Ethics Committee Complaints Procedure.

(3) That nominations be sought from the Standards and Ethics Committee for two Sub-Committees and for these to be arranged as soon as practically possible.

(4) That a future training session incorporate issues around social media.

**56. DATE AND TIME OF NEXT MEETING**

**Resolved:-** That the next meeting of the Standards and Ethics Committee take place on Thursday, 8<sup>th</sup> March, 2018 at 2.00 p.m. at the Town Hall.

**AUDIT COMMITTEE**  
**6th February, 2018**

Present:- Councillor Wyatt (in the Chair); Councillors Evans, Sansome, Walsh and Bernard Coleman (Independent Person) and Amy Warner (KPMG).

An apology for absence was received from Councillor Cowles.

**48.       DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at the meeting.

**49.       QUESTIONS FROM MEMBERS OF THE PUBLIC OR THE PRESS**

There were no members of the public or press present at the meeting.

**50.       MINUTES OF THE PREVIOUS MEETING HELD ON 21ST NOVEMBER, 2017**

Consideration was given to the minutes of the previous meeting of the Audit Committee held on 21<sup>st</sup> November, 2017.

Resolved:- That the minutes of the previous meeting of the Audit Committee be approved as a correct record of proceedings.

**51.       COMMUNICATIONS**

(a) The Council was to be subject to a full health check by representatives of the Local Government Association at the request of the Commissioners. The Chair and the Head of Internal Audit would be interviewed as part of the process.

(b) E-learning on Fraud Awareness had been rolled out to managers, relevant Council staff in the Council and all Members. Members of the Audit Committee would be encouraged to undertake the E-learning.

(c) The results of the recent self-assessment were now known which would help influence the Committee's training and development throughout the year. The scores had improved from the previous self-assessment.

**52.       FINAL ACCOUNT CLOSEDOWN AND ACCOUNTING POLICIES**

The Finance Manager presented a report setting out the main changes to the local authority accounting framework in 2017/18, including their effect on the Council's accounting policies and to the statutory framework for preparing and reporting local authority financial statements (the Accounts and Audit Regulations 2015).



It also highlighted the need to achieve faster closure to meet the shortening of the reporting timetable under the Accounts and Audit Regulations 2015 which required unaudited financial statements to be published by the end of May, previously the end of June, and audited financial statements to be published by the end of July, previously the end of September.

Information was included in the appendix to the submitted report which set out the key accounting issues and changes to the accounts in 2017/18.

Resolved:- (1) That the report be received and its contents noted.

(2) That a meeting be held on Monday, 30<sup>th</sup> July at 2.00 p.m. to enable the final accounts to be signed off by the Chairman and published by the 31<sup>st</sup> July deadline.

### **53. EXTERNAL AUDIT PLAN 2017/18**

Consideration was given to a report, presented by Amy Warner (KPMG), describing the KPMG External Audit Plan in respect of the 2017/18 financial year.

The report stated that, as the Council's external auditor, KPMG had a duty to:

- give an opinion on the Council's financial statements;
- conclude on whether the Council had arrangements in place to secure value for money in the use of its resources.

The External Audit Plan document was included as an appendix to the submitted report and set out the audit approach that KPMG were planning to take to discharge these duties.

The main proposed areas identified of the audit were:-

- : Financial statements audit planning (risk assessment; determination of materiality level; issuing of audit plan to communicate with audit strategy);
- : Use of resources (concluding on the arrangements in place for securing economy, efficiency and effectiveness in the use of resources)

The External Audit Plan set out the risks which KPMG have identified as requiring special audit attention, which may prevent them from being able to reach a positive Value For Money conclusion, namely:

- Valuation of PPE
- Pension Liabilities and Assets
- Faster Closure of Final Accounts

- Financial Sustainability
- Delivery of Children's Services Improvement Plan

Members were informed that KPMG would continue in their present role as the Council's external auditor until the end of the present audit and completion of the contracted Housing Benefit work; the 2018/19 audit would be with the new auditors.

Resolved:- (1) That the report be received and its contents noted.

(2) That KPMG's External Audit Plan for the 2017/18 financial year, as now submitted, be approved and the proposed areas of audit identified be noted.

#### **54. EXTERNAL AUDIT GRANTS REPORT 2016/17**

Consideration was given to a report, presented by Amy Warner (KPMG) concerning the annual feedback, provided by external auditor KPMG, on the effectiveness of the Council's arrangements for preparing and submitting Government grant claims and returns.

The external auditor's report summarised KPMG's key findings from the certification work carried out in 2016/17. The Committee was informed that KPMG was required to audit three claims and returns in 2016/17 all of which had been issued an unqualified certificate. Minor adjustments were made to the Housing Benefit Subsidy claim as a result of the certification work.

KPMG had noted that there were no recommendations outstanding from previous years' work and had not made any recommendations following this year's certification work.

Resolved:- (1) That the report be received and its contents noted.

(2) That the fees, in line with those charged for 2015/16, be noted.

#### **55. INTERNAL AUDIT SELF-ASSESSMENT AGAINST THE PUBLIC SECTOR INTERNAL AUDIT STANDARDS**

The Head of Internal Audit presented the results of the internal self-assessment for 2017/18 to confirm compliance with the Public Sector Internal Audit Standards (PSIAS) together with the Internal Audit Quality Assurance and Improvement Programme (QAIP) produced to address the areas where conformance was not achieved during the internal self-assessment completed in January 2017.

The self-assessment had found that substantial progress had been made to conclude that the department now had general conformance with the Standards. Appendix 1 of the report submitted contained the evaluation procedure used together with a detailed assessment against individual standards, current and last year.

The areas of partial conformance gave rise to actions which would form the Quality Assurance and Improvement Plan for the next year. Key actions included:-

- Embedding new audit scoping, reporting and performance monitoring and management processes
- Individual and team development plans implemented
- Implementation of the electronic audit system, streamlining of administration and reduction of non-productive time
- Development of assurance mapping
- Fully refreshing the Internal Audit Manual to reflect new PSIAS compliant audit policies and procedures

Progress against the action plan would be reported to the Audit Committee.

The Standards required that an external assessment be carried out every five years by a qualified independent assessor with the next assessment due in 2020-21. However, as the Department was still subject to considerable change in the way it worked, it was proposed that an external assessment be carried out next year to verify the general conformance at that time.

Discussion ensued with the following issues raised/clarified:-

- The external review would be by way of a Peer Review
- The full implementation of the audit software would reduce the number of non-productive time
- Assurance mapping required development and was an outstanding risk on the Risk Register
- Develop the use of CAATs (Computer Aided Audit Techniques) – software that enabled comparison to be made and directed the user to anomalies for investigation

Resolved:- (1) That the result of the self-assessment against the Public Sector Internal Audit Standards (PSIAS) be noted.

(2) That the progress since the external assessment carried out in 2015/16 be noted.

(3) That an external peer review be completed in 2019.

(4) That the production and ongoing implementation of the Quality Assurance and Improvement Programme based on the internal self-assessment be reported to this Committee.

**56. AUDIT COMMITTEE FORWARD WORK PLAN**

Consideration was given to proposed forward work plan for the Audit Committee covering the period June 2018-February, 2019.

Resolved:- That the forward work plan be supported and any amendments arising actioned in due course.

**57. ITEMS FOR REFERRAL FOR SCRUTINY**

Resolved:- That the Audit Committee Forward Work Plan be forwarded to Caroline Webb, Scrutiny Adviser.

**58. EXCLUSION OF THE PRESS AND PUBLIC**

Resolved:- That under Section 100(A) 4 of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12(A) of such Act indicated, as now amended by the Local Government (Access to Information) (Variation) Order 2006 (information relates to finance and business affairs).

**59. INTERNAL AUDIT PROGRESS REPORT**

Consideration was given to a report presented by the Head of Internal Audit which provided a summary of Internal Audit work completed during 1<sup>st</sup> November 2017 to 31<sup>st</sup> December, 2017, and the key issues that had arisen therefrom.

It was noted that there had been no further changes to the Audit Plan since those reported to the November meeting of the Audit Committee.

Productive time, completion of reviews within planned time and the issue of draft reports had all been hit previously by sickness, annual leave and the introduction of new software during the period impacting upon the completion of the audit plan. An inward secondment was in place but had ended at the end of December 2017 with another due to start on 1<sup>st</sup> February, 2018.

Summary conclusions in all significant audit work concluded during the period were set out in Appendix A of the report submitted. All the reports issued during the period gave Partial, Substantial or Reasonable Assurance (set out as part of Appendix B). In two reports no recommendations were made.

Reference was also made Appendix C which detailed significant responsive work completed since the last Audit Committee. A number of requests had been submitted resulting in Internal Audit currently working on five investigations.

Appendix D listed the outstanding recommendations and their current status and, as requested at a previous Audit Committee, Appendix E showed aged recommendations that were still outstanding with an explanation of progress made for each. These had been reported to the Strategic Leadership Team on 23rd January. As previously reported, this procedure had been expanded to include all recommendations raised that were still outstanding after 6 months.

Appendix F summarised Internal Audit's performance against a number of Indicators. These had been affected by leave over the Christmas period.

Discussion ensued on the report with the following issues raised/clarified:-

- Number of tenant/former tenant rent arrears
- Current situation with regard to the refresh of the Asbestos Management Plan

Resolved:- (1) That the Internal Audit work undertaken since meetings of the Audit Committee, 1<sup>st</sup> November 2017 to 31<sup>st</sup> December, 2017, and the key issues arising therefrom be noted.

(2) That the information contained regarding the performance of Internal Audit and the actions being taken by management in respect of the performance be noted.

## **60. STRATEGIC RISK REGISTER**

The Corporate Risk Manager, presented the current Strategic Risk Register which took account of updates from Directorates, the Strategic Leadership Team and the Audit Committee.

The Register was currently reviewed six weekly by the Strategic Leadership Team (SLT) and reported quarterly to the Committee.

The current Register had been constructed from updates provided by risk owners. There were two new risks with three risks having been removed totalling eighteen risks on the Strategic Risk Register.

It was noted that the format of the Register had been amended to improve the focus and actions that needed to be carried out in order to reduce the level of risk and clarity of the risk scoring. However, it was clarified that the Register was formally reviewed quarterly by the SLT at joint SLT/AD Performance Management meetings as well as the Corporate Risk Manager ensuring updates were obtained from all risk owners, reviewed each update and drew attention to any issues or missing updates.

Discussion ensued with regard to the need for the Audit Committee to have an audit trail of the success, or otherwise, of the mitigating actions taken and the resultant impact upon the risk rating. The report stated the number of risks removed from the Register but not the tracking of any adjustment of the risk rating.

Resolved:- (1) That the updated Strategic Risk Register be noted.

(2) That future updates include a paragraph highlighting any risks whose ratings had decreased.

## **61. RISK REGISTER - CHILDREN AND YOUNG PEOPLES' SERVICES**

The Strategic Director of Children and Young People's Services presented the Directorate Risk Register and risk management activity in particular highlighting:-

- How the Register was maintained/monitored and at what frequency
- Cabinet Member involvement
- How risks were included on/removed from the Register
- Anti-fraud activity in the Directorate

Discussion ensued with the following issues raised/clarified:-

- The risks contained within the Risk Register would need to be recalibrated in light of the results of the recent Ofsted inspection
- Each outcome had a number of risks – the SLT decided which ones they wanted to monitor and score the risk level
- The Service was facing unprecedented budgetary pressures in the next financial year with massive increases in the numbers of children in care
- Complex Abuse Inquiry
- Document completed for the consultation “Enabling School Improvement”
- Preparation underway for the forthcoming SEND inspection
- Working partnership with Academies
- Recruitment and retention
- Number of conversions from Statement of Special Educational Need to Education Health Care Plan which was a requirement of the Children and Families Act
- Development of the SEND Excellence Strategy for children in Rotherham

Resolved:- That the progress and current position in relation to risk management activity in the Children and Young People's Directorate be noted.

**62. DATE AND TIME OF NEXT MEETING**

Resolved:- That a further meeting be held on Tuesday, 12<sup>th</sup> June, 2018, commencing at 4.00 p.m.

**HEALTH AND WELLBEING BOARD**  
**10th January, 2018**

**Present:-**

Councillor D. Roche	Cabinet Member, Adult Social Care and Health <b>(in the Chair)</b>
Nathan Atkinson	Assistant Director Strategic Commissioning, RMBC (representing Anne Marie Lubanski)
Dominic Blaydon	Associate Director of Transformation, TRFT (representing Louise Barnett)
Tony Clabby	Healthwatch Rotherham
Dr. Richard Cullen	Strategic Clinical Executive Rotherham CCG
Chris Edwards	Chief Operating Officer, Rotherham CCG
Carole Lavelle	NHS England
Rob Odell	District Commander, South Yorkshire Police
Terri Roche	Director of Public Health
Kathryn Singh	Chief Executive, RDaSH
Ian Thomas	Strategic Director, Children and Young People's Services
Janet Wheatley	Chief Executive, Voluntary Action Rotherham

**Report Presenters:-**

Sandi Keene	Independent Chair, Rotherham Safeguarding Adults Board
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**Also Present:-**

Sam Barstow	Head of Service, Community Safety, Resilience and Emergency Planning, RMBC
Ruth Fletcher-Brown	Public Health, RMBC
Lydia George	Rotherham RCCG
Kate Green	Policy and Partnership Officer, RMBC
Bronwen Knight	Planning, Regeneration and Transport, RMBC
Gordon Laidlaw	Communications Lead, RCCG
Councillor P. Short	Vice-Chairman, Health Select Commission
Chris Siddall	Culture, Sport and Tourism, RMBC
Janet Spurling	Scrutiny Officer, RMBC
Sarah Watts	Strategic Housing, RMBC

Apologies for absence were received from Councillors Evans, Mallinder and Watson, Anne Marie Lubanski and Dr. Jason Page (RCCG).

**52. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at the meeting.

**53. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS**

There were no members of the public or press present at the meeting.



**54. MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting of the Health and Wellbeing Board held on 15<sup>th</sup> November, 2017, were considered.

Resolved:- That the minutes of the previous meeting held on 15<sup>th</sup> November, 2017, be approved as a correct record.

Further to Minute No. 41(1) the visit of the Shadow Secretary of State for Health, Jon Ashworth, had taken place on 1<sup>st</sup> December, 2017 and had shown a genuine interest in the Social Prescribing taking place in Rotherham.

Further to Minute No. 43(3) (Local Safeguarding Children Board Annual Report), it was reported that a response had been submitted on behalf of the Health and Wellbeing Board with regard to the proposed abolition of LSCBs.

It had also been clarified that the comments made at the last meeting with regard to a joint Partnership response had been included in the LSCB consultation response (Minute No. 43(5) refers).

Further to Minute No. 45 (Delayed Transfer of Care), it was noted that Rotherham's recent performance on Delayed Transfers of Care had been 1.5% - good practice was 3%. It was also noted that Winter Pressures was not having an effect at the present time.

**55. COMMUNICATIONS**

The Chairman reported receipt of an email from the Local Government Association stating that Rotherham's Health and Wellbeing Board was regarded as a leader nationally.

They had asked the Chair to give a presentation at a meeting in York about the journey, where the Board had come from, the barriers it had faced and how it was moving forward.

**56. HEALTH AND WELLBEING STRATEGY REFRESH**

Further to Minute No. 42 of the previous meeting, Terri Roche, Director of Public Health, presented an update on the progress being made in relation to the refresh of the Health and Wellbeing Strategy together with the full draft of the new 2018-2025 Strategy.

The 4 aims had been agreed at the November Board meeting with a number of minor suggestions made in terms of language and focus. It had also been agreed that the new Strategy became a longer term document, in line with the Rotherham Together Partnership Plan, and set the strategic vision and direction for the Board over the next 7 years. The Strategy's main purpose was to strengthen the Board's role in relation to

high level assurance and holding partners to account as well as influencing commissioning across the health and social care system and wider determinants of health.

The aims contained within the Strategy were ambitious and would require a continued and dedicated focus on improving health and wellbeing outcomes across the Partnership. Results would not be seen overnight but would ensure work at Board level could be focussed on the activity required to deliver the aims in an appropriate timescale.

It was the intention to develop an annual plan demonstrating what activity would be undertaken during that year, what success would look like and, following the first year, also include a progress report in relation to the activity undertaken in the previous year.

It was noted that the Strategy had been discussed at VCS 'An Audience With' session the previous day, copies of the questions/points raised were circulated for consideration.

To ensure proper alignment with the Strategy, it was noted that the refreshed Integrated Health and Social Care Place Plan would now be submitted to the Place Plan Board in April and the Health and Wellbeing Board in May.

Discussion ensued with the following issues raised/clarified:-

#### **Aim 1**

- Raised at the Health Select Commission and VCS that loneliness could affect all age groups and not just the elderly - should loneliness be in Aim 3 with a reference in Aim 1?
- Focus on transition – make sure that transition from childhood to adulthood was referenced
- Consideration to be given to loneliness and isolation with regard to children and internet/cyber bullying
- Development work taking place on a Journey to Excellence Strategy for SEND children in Rotherham. Clarity was still required as to what would sit within the HWB Strategy and the discreet Strategy for SEND children
- Did the Aim focus too much on the child and not enough on the family?
- What actions would be available to strengthen perinatal health and supporting young people into work?
  - Perinatal – multi-agency response required with effective anti-natal pathways, peer buddying. Discuss at 0-19 Healthy Children Commissioning
  - Supporting young people into work – Bids within the Troubled Families Programme, NEETS in line with national average but need to increase the number of apprenticeships. The Skills and Employment Sub-Group was working with the University looking at skills and employment strategies

- The Strategy had been updated to emphasis the Voice of the Child as expressed by the Health Select Commission
- Not enough work done to prepare those who were reaching the age of retirement for their journey out of work

### **Aim 2**

- Need to be more explicit with regard to suicide prevention?
- Recognising the numbers of new mothers potentially at risk of perinatal mental health issues?
- The number of young men who committed suicide who had not had any contact with any health services/GP
- Change of language particularly with regard to Learning Disabled
- Need for an explicit link with Primary Care with regard to physical care needs of people with several and enduring mental illness
- Recently issued Prevention Concordat for Mental Health. It was thought that there would be a direction from Public Health England that would look to Health and Wellbeing Boards to state how it was delivering on the Concordat
- Inclusion of alcohol intake during pregnancy and links to Foetal Alcohol Spectrum Disorders

### **Aim 3**

- Need to include Safeguarding
- Promote independence
- Very medically focussed
- People needed to live in high quality housing accommodation (Aim 4)
- Relating to both Aims 3 and 4, frontline staff needed to know what they could do to influence people's housing – holistic assessments with housing considered as part of them and the housing duty captured within
- Preparation for giving up work and living as well as you can
- How to manage life transition points
- End of life care – how to manage death in the most holistic way
- Ageing well and what could be done to improve and influence the services available that could be accessed both short and long term
- Ageing Well should be a separate Priority within the Aim

### **Aim 4**

- That Loneliness be included in Aim 4
- No Theme leader as yet nor as detailed as the others due to the focus of the Aim having changed
- This Aim cut across a number of strategies including the soon to be refreshed Housing Strategy and links to the Local Plan
- Was this Aim just assurance that the strategies were maximising the work of the Health and Wellbeing Board?
- Risk of duplication
- Neighbourhood and building stronger communities was missing
- Loneliness and isolation should be kept separate

- Importance of physical activity
- Inclusion of discrimination in the introduction?
- Resilience should be addressed within the Priorities

Resolved:- (1) That the consultation responses and revised document be noted.

(2) That with regard to Aim 2, the language in relation to “Learning Disabled” be updated to “people with learning disabilities”.

(3) That with regard to Aim 3, Ageing Well become a focus across the Priority.

(4) That with regard to Aim 4, Loneliness be included as a Priority within the Aim.

(5) That Board Members receive a copy of the final report as soon as possible for consideration and endorsement by their respective organisations.

(6) That Sara Watts, Bronwen Knight, Chris Siddall and Sam Barstow ensure that the priorities in Aim 4 were correct and the activity required picked up by the relevant strategies and plans identified.

## **57. ROTHERHAM SAFEGUARDING ADULTS BOARD ANNUAL REPORT**

Sandi Keene, Independent Chair of Rotherham Safeguard Adults Board, presented the Rotherham Safeguarding Adults Board 2016/17 Annual Report.

During 2016/17 all the agencies in Rotherham had continued their commitment to improve Adult Safeguarding in the Borough and to build on previous progress. It was still the Board’s aim to engage better with the public and make it easy to report concerns about safeguarding and ensure that where there were safeguarding concerns were identified, that a personal response was provided.

Sandie highlighted:-

### **Achievements**

- The Board had developed its Constitution with all partner agreement
- More public awareness, a website, leaflets and posters
- Partner self-assessment and challenge with key partner buy-in
- Performance framework with partner contribution
- Revise and refresh RSAB training plan and strategy
- Increased Board membership

Common Themes

- Mental Health – RDaSH Board and Sub-Group members
- Self-Neglect – regional and local work planned
- Domestic Abuse
- CSE – close partnership working and monitoring
- Users and carers – Board priority to increase customer involvement
- Learning Disability – working to embed the Making Safeguarding Principle in all Learning Disability Service

Future

- Case file audits/quality assurance
- Multi-agency training approaches
- Practice issues (self-neglect, trafficking/modern day slavery, Deprivation of Liberty Safeguards (DoLS – all ages, MCA consistency)
- Assurance (Safeguarding and Learning Disability, Safeguarding Adult Reviews action plans and dissemination, advocacy take-up)
- Campaigns (Safeguarding is everyone's business, Legal Power of Attorney)
- Development (joint work with Community Safety and Children's Boards)

Sandi also drew attention to the following:-

- Due to the profile and complexity of cases it was important that a refresh of the Health and Wellbeing Strategy included a focus on Safeguarding for Adults as well as Children
- An independent person was undertaking the first independent case file audit
- There was to be a Safeguarding Week in Rotherham 9-13<sup>th</sup> July in collaboration with Children's Services and other South Yorkshire authorities
- Work was taking place with the RSAB's Legal Team updating the literature regarding Lasting Power of Attorney. It was the aim to have a publicity campaign around the issue which would hopefully have a positive impact on the number of DoLS
- Trafficking and modern slavery was seen as a potential growing need and the Board's expertise needed to be built on the issue
- There was a gap in written policy, practice and procedures between all agencies ensuring there was a "golden thread" from a referral to an outcome, the ability to identify the appropriate practice/procedure that delivered the outcome. Sandie suggested the Safeguarding Adults board did not have the capacity to do it

With regard to the last bullet point, Kathryn Singh reported that it had been a common theme for all the Chairs at the Safeguarding Partnership Protocol Joint Chairs meeting that the capacity to ensure an effective safeguarding board was really important. However, it applied to all the organisations as well as the Adults and Children's Boards. If workforces were expected to be consistent with policy and procedures but were not clear of the strategic level there was a disconnection. It was important for Chief Officers to ensure they were supportive of the approach.

It was proposed that practitioners across all agencies be brought together to look at Safeguarding and discuss the same family approach to safeguarding the most vulnerable people. The involvement of Elected Members would also be useful for identifying of those at risk in their Wards. Such an event could be held during the July Safeguarding Week.

Resolved:- (1) That the report be noted.

(2) That consideration be given to an event being held during Safeguarding Week of all practitioners across the agencies, Elected Members and the voluntary sector, to discuss policy, practice and procedures with regard to Safeguarding.

(3) That an agenda item be included at the next meeting of the Chief Executives Group of the Rotherham Together Partnership with regard to policy and procedures for Safeguarding.

**58. ENGAGING THE PUBLIC IN THE WORK OF THE HEALTH AND WELLBEING BOARD**

The Chairman presented a report on how Durham had successfully engaged with the public through a range of events and public attendance at their Health and Wellbeing Board meetings. Durham annually had over 200 members of the public asking questions at their Board events.

Discussion ensued on the issue of public engagement. It was felt that there were other ways that the Board could engage with the public including the use of social media. However, the Board was more than likely engaging with the public in a number of areas that was not currently being captured.

It was felt that the refreshed Health and Wellbeing Strategy would be engaging communities in developing the various actions. However, there was a need to capture the work that was taking place.

Resolved:- That the report be noted.

**59. DATE AND TIME OF NEXT MEETING**

Resolved:- That the next meeting of the Board be held on Wednesday, 14<sup>th</sup> March, 2018, commencing at 9.00 a.m. to be held at Oak House, Bramley.

**PLANNING BOARD**  
**25th January, 2018**

Present:- Councillor Atkin (in the Chair); Councillors Andrews, Bird, D. Cutts, M. S. Elliott, Jarvis, Price, Taylor, Tweed, Vjestica, Walsh and Whysall.

Apologies for absence were received from Councillors Fenwick-Green, Ireland and J. Turner.

The webcast of the Council Meeting can be viewed at:-  
<https://rotherham.public-i.tv/core/portal/home>

**55. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at this meeting.

**56. MINUTES OF THE PREVIOUS MEETING HELD ON 11TH JANUARY, 2018**

Resolved:- That the minutes of the previous meeting of the Planning Regulatory Board held on Thursday, 11th January, 2018, be approved as a correct record for signature by the Chairman, with the inclusion of a clerical correction to Minute No. 49 (Declarations of Interest), with Councillor Walsh being a corporate member of the Corporate Energy Institute.

**57. DEFERMENTS/SITE VISITS**

There were no site visits nor deferments recommended.

**58. DEVELOPMENT PROPOSALS**

Resolved:- (1) That, on the development proposals now considered, the requisite notices be issued and be made available on the Council's website and that the time limits specified in Sections 91 and 92 of the Town and Country Planning Act 1990 apply.

In accordance with the right to speak procedure, the following people attended the meeting and spoke about the application shown below:-

- Outline application for residential development (Use Class C3) including details of access at land at Whitehill Lane, Catcliffe for Junction 33 Development (Holdings) Ltd. (RB2016/1711)

Mr. A. Astin (on behalf of the applicant Company)



- Reserved matters application (details of scale, access, external appearance and layout) for the erection of 220 residential dwellings (reserved by outline RB2015/1460) at Waverley New Community Phase 2a, High Field Spring, Catcliffe for Avant Homes and Harworth Estates (RB2017/1591)

Mrs. J. Beckett (on behalf of the applicant Company)

(2) That application RB2017/1591 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the submitted report.

(3) That application RB2016/1711 be refused for the reasons contained within the submitted report.

## **59. UPDATES**

Members discussed the proposed order of proceedings for the meeting of the Planning Board, scheduled to be held on 8<sup>th</sup> March, 2018, which would include consideration of the application for planning permission for the construction of a well site and mobilisation of drilling on land adjacent Dinnington Road, Woodsetts (RB2017/1577).

**PLANNING BOARD**  
**25th January, 2018**

Present:- Councillor Atkin (in the Chair); Councillors Andrews, Bird, D. Cutts, M. Elliott, Ireland, Jarvis, Price, Taylor, Tweed, Vjestica, Walsh and Whysall.

An apology for absence was received from Councillor Fenwick-Green.

The webcast of the Council Meeting can be viewed at:-

<https://rotherham.public-i.tv/core/portal/home>

**60. DECLARATIONS OF INTEREST**

There were no Declarations of Interest to report.

**61. DEVELOPMENT PROPOSAL - CONSTRUCTION OF A WELL SITE INCLUDING THE CREATION OF A NEW ACCESS TRACK, MOBILISATION OF DRILLING, ANCILLARY EQUIPMENT AND CONTRACTOR WELFARE FACILITIES TO DRILL AND PRESSURE TRANSIENT TEST A VERTICAL HYDROCARBON EXPLORATORY CORE WELL AND MOBILISATION OF WORKOVER RIG, LISTENING WELL OPERATIONS, AND RETENTION OF THE SITE AND WELLHEAD ASSEMBLY GEAR FOR A TEMPORARY PERIOD OF 5 YEARS ON LAND ADJACENT TO COMMON ROAD, HARTHILL, ROTHERHAM AT LAND ADJACENT COMMON ROAD HARTHILL FOR INEOS UPSTREAM LIMITED (RB2017/0805)**

In accordance with the right to speak procedure, the following people attended the meeting and spoke about the application:-

Mr. M. Sheppard, INEOS (Applicant)  
Mr. L. Marston Harthill Against Fracking (Objector)  
Ms. D. Gibson, Harthill Against Fracking (Objector)  
Mr. R. Dyer, Friends of the Earth (Objector)  
Mr. I. Lloyd, Harthill with Woodall Parish Council (Objector)  
Mr. I. Daines, Thorpe Salvin Parish Council (Objector)  
Mr. A. Tickle, Campaign to Protect Rural England (Objector)  
Councillor D. Beck, Ward Member – Wales (Objector)  
Mr. K. Goodall, Harthill Resident (Objector)

Resolved:- (1) That the Planning Board declares that it is not in favour of this application and that the application would be refused for the following two reasons:-

1. The Council considers that vehicular access to/egress from the site is intended to be via country lanes which are considered to be unsuitable to cater for the significant increase in commercial vehicular traffic to be generated by the proposal in terms of their limited width, restricted visibility, adverse alignment and lack of separate pedestrian facilities. The

development, if implemented, would therefore increase the risk of vehicular conflict with vulnerable road users and other vehicles to the detriment of road safety, contrary to the National Planning Policy Framework which expects developments to include safe and suitable access for all people.

2. The Council also considers that the supporting ecological information is deficient with no breeding bird survey details submitted, insufficient bat survey details, and a substandard Phase 1 Habitat Survey carried out in January. Accordingly the applicant has not sufficiently demonstrated that the development can satisfactorily mitigate the potential for harm to the ecology of the surrounding rural environment, contrary to paragraph 118 of the National Planning Policy Framework which indicates that if significant harm resulting from a development cannot be avoided then planning permission should be refused.

(2) That the above reasons form the basis of the Council's Statement of Case in respect of the appeal against non-determination of planning application RB2017/0805.

**PLANNING BOARD**  
**15th February, 2018**

Present:- Councillor Atkin (in the Chair); Councillors Andrews, Bird, D. Cutts, M. Elliott, Fenwick-Green, Ireland, Jarvis, Price, Taylor, John Turner, Tweed, Vjestica, Walsh and Whysall.

The webcast of the Council Meeting can be viewed at:-  
<https://rotherham.public-i.tv/core/portal/home>

**62.       DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at this meeting.

**63.       MINUTES OF THE TWO PREVIOUS MEETINGS HELD ON 25TH JANUARY, 2018**

Resolved:- That the minutes of the previous meetings of the Planning Regulatory Board held on 25<sup>th</sup> January, 2018, be approved as a correct record for signature by the Chairman.

**64.       DEFERMENTS/SITE VISITS**

There were no site visits nor deferments recommended.

**65.       DEVELOPMENT PROPOSALS**

Resolved:- (1) That, on the development proposals now considered, the requisite notices be issued and be made available on the Council's website and that the time limits specified in Sections 91 and 92 of the Town and Country Planning Act 1990 apply.

In accordance with the right to speak procedure, the following people attended the meeting and spoke about the following applications:-

- Erection of Church and formation of 211 car parking spaces, formation of football facilities including 6 No. pitches, clubhouse, groundsman shed, 120 car parking spaces with means of access, 16 x 18 m floodlights to car parks and landscaping including earth bund and 2.4 m high security fence at land at Common Road, North Anston for Elsworth Acres Ltd. (RB2017/1192)

Mr. R. Percy (Applicant)  
Mr. G. Hughes (Supporter)  
Mr. J. McDonald (Supporter)  
Mr. R. Ball (Supporter)  
Mr. J. Leaver (Supporter)  
Councillor Watson (Supporter)  
Mr. G. Rusling (Supporter)

Councillor Jepson (Objector)  
Parish Councillor S. Thornton (Objector)

- Reinstatement of 25 metres of vehicular access at Walkworth Farm, Droppingwell Road, Kimberworth, for Advance Chain Technologies (RB2017/1448)

Ms. U. J. Russell (Applicant)

- Demolition of existing dwellinghouse and erection of 5 No. detached dwellinghouses and 2 No. detached dormer bungalows at 9 and land to rear of Fairleigh Drive, Moorgate for Eton Homes Ltd. (RB2017/1529)

Mr. P. Harris (Applicant)  
Mr. M. Halder (Objector)  
Mr. R. Edwards (Objector)  
Mr. K. Hussain (Objector)  
Mr. A. Knowles (Objector)  
Ms. R. Alit (Objector)  
Councillor Yasseen (Objector)

- Creation of access at Kiveton Hall Farm, Kiveton Lane, Kiveton Park, for Hague Farming Ltd. (RB2017/1559)

Mr. W. Hague (Applicant)  
Mr. B. Bowling (Objector)  
Parish Councillor Wright (Objector)

(2) That application RB2017/1192 be refused for the reasons adopted by Members at the meeting.

(3) That applications RB2017/1448, RB2017/1529, RB2017/1559 and RB2017/1564 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the submitted report.

## **66. UPDATES**

It was reported that Rotherham had been shortlisted for the Royal Town Planning Institute's national award of Local Authority Planning Team of the Year. The award winner would be announced in May.

**LICENSING BOARD-SUB-COMMITTEE**  
**5th February, 2018**

Present:- Councillor Ellis (in the Chair); Councillors Beaumont, McNeely, Napper and Vjestica.

**50. EXCLUSION OF THE PRESS AND PUBLIC**

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the Police Act 1997 and Paragraphs 3 and 7 of Part I of Schedule 12A to the Local Government Act 1972 (business affairs and prevention of crime).

**51. APPLICATIONS FOR THE GRANT/RENEWAL/REVIEW OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS' LICENCES**

The Sub-Committee of the Licensing Board considered a report, presented by the Licensing Manager, relating to applications for the grant, renewal and review of hackney carriage/private hire drivers' licences in respect of Messrs. M.U., J. F., O.F. and M.R.

Messrs. M.U. (accompanied by his solicitor), J.F. and O.F. attended the meeting and were interviewed by the Sub-Committee.

Resolved:- (1) That, further to Minute No. C34(4) of the Commissioner's Case Hearing meeting held on 25th January, 2016, the application from Mr. M.U. for the grant of a hackney carriage/private hire driver's licence be refused.

(2) That, further to Minute No. 38(4) of the meeting of the Licensing Board held on 7th November, 2007, the application for the renewal of a hackney carriage/private hire driver's licence in respect of Mr. J.F. be approved and his driver's licence be renewed as per the application submitted.

(3) That the hackney carriage/private hire driver's licence in respect of Mr. O.F. be revoked with immediate effect, in the interests of public safety.

(4) That, further to Minute No. C10(2) of the Commissioner's Case Hearing meeting held on 3rd June, 2015, consideration of the application for the grant of a hackney carriage/private hire driver's licence in respect of Mr. M.R. be deferred and he be afforded the opportunity of attending a future meeting of the Licensing Board Sub-Committee.

**LICENSING SUB-COMMITTEE**  
**12th February, 2018**

Present:- Councillor Ellis (in the Chair); Councillors Beaumont and Taylor.

**14. LICENSING ACT 2003 - REVIEW OF A PREMISES LICENCE - THE BUNGALOW COMMUNITY CENTRE, TENTER STREET, ROTHERHAM**

(1) The Sub-Committee hearing representations about the premises licence review

Consideration was given to an application for the review of a premises licence made under Section 51 of the Licensing Act 2003, in respect of the premises known as the Bungalow Community Centre, Tenter Street, Rotherham.

The Licensing Authority received representations made by the Local Authority's Enforcement Unit and by the South Yorkshire Police, which had not been withdrawn, and the Sub-Committee considered those representations.

At the beginning of the hearing, the premises' licence holder and her representative referred to the short period of time available for them to consider and assimilate the bundle of documents under consideration at the hearing. After discussion, the Sub-Committee offered the premises' licence holder and her representative the opportunity to adjourn the hearing and to reconvene on a future date, thereby affording them a longer time to prepare for the hearing. In response, the premises' licence holder and her representative stated that they had spent many hours during the weekend studying the bundle of documents and preparing for this hearing and were therefore content to proceed with the hearing as scheduled.

The Sub-Committee heard representations from Mr. C. Burnett (Principal Officer of the Local Authority Licensing Enforcement and the applicant for the premises licence review), Licensing Officer Mrs. Helen Cooper (on behalf of South Yorkshire Police) and from Ms. T. Munetsi (Premises Licence holder and Designated Premises Supervisor) who was represented by Mr. M. Mazorodze (a corporate lawyer and member of the community centre). In addition, both Ms. Munetsi's partner Francis Lungha and another member of the community centre, Mr. N. Sirong, were also present at this hearing.

The subject premises were a bungalow situated within an industrial area a short distance away from the Rotherham town centre. The premises licence permitted the sale by retail of alcohol, from 1000 hours to midnight (Sunday to Thursday) and from 1000 hours to 0300 hours (Friday and Saturday), for consumption only on the premises. Although situated within a predominantly industrial area, immediately adjacent to the subject

premises at Tenter Street was a building now used as a day and play centre for young children and that building also included a residential apartment situated on the first floor.

Members were informed of the details of the specific concerns in respect of the management of these premises:-

(a) The premises was effectively licensed as a public house (pub) but appeared to operating instead as a community centre and/or a private members' club.

(b) The premises did not appear to be managed and operated in accordance with the conditions of the premises licence, particularly : the prolonged absences of the Designated Premises Supervisor leaving the premises without effective management control; noise nuisance from the premises at unsocial hours after the time when the premises should have been closed; instances of anti-social behaviour and public disorder outside and in the immediate vicinity of the premises requiring the attendance of the South Yorkshire Police; and the failure to install and operate a correctly-working Closed Circuit Television (CCTV) system within the premises.

(c) The persons responsible for the operation of the premises have sometimes not co-operated properly with officials of the Licensing Authority and of the South Yorkshire Police; in on example explained by the South Yorkshire Police representative, Police officers inspecting the premises had felt intimidated by the reactions of the person within the premises (some of whom had been intoxicated at the time of the inspection).

(d) The absence of a CCTV system was a specific breach of the conditions of the premises licence and there had been no response to the Licensing Authority's repeated requests, made over a prolonged period of time, for such a system to be installed. When, eventually, a CCTV system was installed, no-one at the premises was able to operate the system correctly and consequently there was no recording of film ever made; furthermore, there was a burglary at the premises soon after installation of the CCTV system, when the computer hard-drive of the system had been stolen.

(e) The premises had been the subject of a temporary closure in May, 2017, pending refurbishment after a Food Hygiene inspection by the Local Authority.

(f) The Authorities had deemed it necessary, during the Summer 2017, to serve a Closure Notice on the premises in accordance with the provisions of Section 19 of the Criminal Justice and Police Act 2001.



(g) Evidence in support of residents' complaints about noise nuisance emanating from the premises and disturbance outside the premises was available on film (and such film viewed by the Sub-Committee and by all other persons present at the hearing).

(h) The premises were shown to be operating outside the permitted hours, including the sale of alcohol

(i) Empty bottles and cans, containing alcoholic drink, had littered the garden area outside the bungalow for a number of days and the Designated Premises Supervisor had been unable to provide a satisfactory explanation as to why these containers had been left there and not cleared away.

(j) The Challenge 25 scheme (relating to the sale of alcohol) was not being operated at these premises; there were no signs displayed about this scheme, no refusals log, nor maintenance of staff training records.

(k) The overall standard of record-keeping and book-keeping at the premises was considered to be unacceptable.

(l) The drawing/plan of the interior of the premises showed the location of the kitchen; this room was in fact used as the bar area of the licensed premises.

The Sub-Committee also considered written representations from the person living in the apartment within the neighbouring building, which related to noise nuisance and also to open bottles and cans containing alcoholic drinks being left unattended around the garden area of the bungalow, sometimes for several days. This latter issue caused particular concern because of the very young children attending the day and play centre, next-door to the bungalow.

During the hearing, filmed footage (with sound audible) was viewed by everyone present, showing activity within the premises (including the sale of alcohol outside permitted hours) and also the extent of the noise nuisance and an example of public disorder outside the premises.

The premises licence holder and her representative explained that Ms. Munetsi had initially obtained a Personal Licence (per the Licensing Act 2003) in 2013 and since that time had gained experience in the operation of licensed premises in Sheffield. The Afro-Caribbean community had decided to establish the bungalow at Tenter Street as a place where people from this minority ethnic community could meet socially and in safety. Ms. Munetsi had been recruited as a person with experience as a Designated Premises Supervisor. Later, during 2016, Ms. Munetsi's partner had suffered an accident abroad and Ms. Munetsi had become pregnant. These factors led to the decision to employ another person to manage the premises whenever Ms. Munetsi could not be present. Ultimately, most of the issues being reported by the Licensing Authority

and by the South Yorkshire Police had occurred when this other person had been in charge of the premises.

Both the premises licence holder and her representative explained that the premises were used as a community base, sometimes in the evenings and mostly at weekends and that the actual hours of opening and operation did not coincide with the opening hours of the adjacent day and play centre for children. The centre would sometimes host private parties (eg: for christenings) when there would be no sales of alcohol, although it was clarified that anyone attending such events who had not been invited would be expected to pay for any alcoholic drinks they consumed.

It was also explained that the bungalow was endeavouring to raise funds for the installation of a CCTV system and that there had been an apparent misunderstanding about the possibility of the Local Authority itself offering to install a CCTV system. The community had no-one with the requisite knowledge to operate a CCTV system and there had also been the theft of the computer hard-drive. These factors meant that it had not been possible to record any film of activities within the centre. The premises licence holder and her representative did also challenge the authenticity of some of the footage viewed by the Sub-Committee, which had been taken from the property adjoining the bungalow.

It was also confirmed that the persons alleged to have intimidated the Police officers during an attempted inspection of the bungalow had now been debarred from attending the premises.

The bungalow was a valuable meeting place for members of this minority ethnic community and most of the clientele were respectable, family-oriented people largely within the 35 years to 50 years age group. The premises tended to open at around 8 o'clock in the evening, long after the adjoining day and play centre for children had closed. There had been no complaints received about the operation of the premises during the early years of operation from late 2013 until 2016. The complaints seemed to escalate from 2016 onwards and it was conceded by the premises licence holder that this would have coincided with the engagement of another person to manage the premises when the premises licence holder herself had important other commitments.

Because of the value of the premises to the community, it was important that the bungalow should continue in operation and the suggested conditions now submitted by the Licensing Authority and the South Yorkshire Police were acceptable. Increased efforts are now being made to comply with all of the licence conditions and to ensure the correct level of record-keeping and staff training. Therefore, the premises licence holder and her representative asked the Sub-Committee to make a decision in favour of the premises licence continuing.

(2) The reconvened Sub-Committee decision-making stage

After hearing all representations and all persons making those representations had departed, the Sub-Committee adjourned the decision-making part of the meeting and reconvened at 3.30 pm on Tuesday, 13th February, 2018 (with only the Elected Members and support staff present) for determination of this premises' licence review.

Consideration was given to a list of suggested additional conditions to be attached to the premises licence, as submitted by the Licensing Authority and the South Yorkshire Police during the hearing, in the event that the decision of the Sub-Committee would permit the premises licence to continue.

Members concluded that the premises' licence holder did not appear to be appraised of the full extent of her role as Designated Premises Supervisor and would often leaving the premises under the control of person(s) who did not have the necessary expertise nor understanding to manage licensed premises. There had been the failure to comply with the conditions of the premises licence, most notably by not installing a correctly-working CCTV system and by allowing the premises to continue in operation outside the permitted hours. Furthermore, there had been instances of responsible personnel at the premises being non-co-operative with officials of both the Licensing Authority and the South Yorkshire Police, as well as noise nuisance and disturbance caused by people using the premises.

The Sub-Committee considered the application for this review of the premises licence and the representations made specifically in the light of the following Licensing objectives (as defined in the 2003 Act):-

- The prevention of crime and disorder;
- Public safety;
- The prevention of public nuisance;
- The protection of children from harm.

Resolved:- That the premises licence in respect of the premises known as the Bungalow Community Centre, Tenter Street, Rotherham, be revoked with immediate effect.