



CABINET

Monday, 18 February 2019

10.00 a.m.

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

Cabinet Members:-

Leader of the Council
Deputy Leader of the Council,
Children's Services and Neighbourhood Working Portfolio
Adult Social Care and Health Portfolio
Cleaner, Greener Communities
Corporate Services and Finance Portfolio
Housing Portfolio
Jobs and the Local Economy Portfolio
Waste, Roads and Community Safety Portfolio

Councillor Chris Read
Councillor Gordon Watson

Councillor David Roche
Councillor Sarah Allen
Councillor Saghir Alam
Councillor Dominic Beck
Councillor Denise Lelliott
Councillor Emma Hoddinott

Rotherham
Metropolitan
Borough Council 

CABINET

Venue: Council Chamber - Rotherham Town Hall, Moorgate Street, Rotherham, South Yorkshire S60 2TH

Date and Time: Monday, 18th February, 2019 at 10.00 a.m.

Agenda Contact James McLaughlin, Head of Democratic Services
01709 822477 or james.mclaughlin@rotherham.gov.uk

This meeting will be webcast live and will be available to view via the [Council's website](#). The items which will be discussed are described on the agenda below and there are reports attached which give more details.

Rotherham Council advocates openness and transparency as part of its democratic processes. Anyone wishing to record (film or audio) the public parts of the meeting should inform the Chair or Democratic Services Officer of their intentions prior to the meeting.

A G E N D A

1. Apologies for Absence

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

2. Declarations of Interest

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

3. Questions from Members of the Public

To receive questions from members of the public who wish to ask a general question in respect of matters within the Council's area of responsibility or influence.

Subject to the Chair's discretion, members of the public may ask one question and one supplementary question, which should relate to the original question and answered received.

Councillors may also ask questions under this agenda item.

4. Minutes of Previous Meetings (Pages 1 - 10)

To receive the record of proceedings of the Cabinet meetings held on 21 January and 4 February 2019.

5. Exclusion of the Press and Public

Agenda Items 8 and 11 have exempt appendices. Therefore, if necessary when considering those items, the Chair will move the following resolution:-

That under Section 100(A) 4 of the Local Government Act 1972, the public be excluded from the meeting for the following 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.

LEADER OF THE COUNCIL

6. Budget and Council Tax 2019-20 and Medium Term Financial Strategy (Pages 11 - 217)

Report of the Strategic Director of Finance and Customer Services

Recommendations:-

That Cabinet recommend to Council

1. Approval of the Budget and Financial Strategy for 2019/20 and 2020/21 as set out in the report and appendices, including the £23.536m of savings as set out in Appendix 1 and a basic Council Tax increase of 2.99%.
2. Approval of the updated Medium Term Financial Strategy (MTFS).
3. Approval of the proposed use of reserves as set out in Section 2.7 noting that the final determination will be approved as part of reporting the financial outturn for 2018/19.
4. That Council 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 2.12).
5. That Council 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 Friday 26th October 2018 to 30th November 2018 (Section 4).
6. Approval of the Council Fees and Charges schedules for 2019/20 attached as Appendix 6.

7. Approval of the proposed increases in Adult Social Care provider contracts as set out in Section 2.5
8. That the Council applies the Business Rates Retail Discount for 2019/20 in line with Government guidance.
9. That the Council continues to apply the Business Rates Rural Relief Scheme for 2019/20 in line with Government guidance.
10. Approval that the annual determination of the Council Tax Base is delegated to the Director of Finance and Customer Services (Section 151 Officer) in consultation with the Leader of the Council and the Chief Executive.
11. Approval of the use of in-year Capital Receipts up to 2021/22 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 2019/20 (Appendix 4).
12. Approval of the proposed Capital Strategy and Capital Programme as presented in Section 2.11 and Appendices 2A to 2E.
13. That the approved Capital Programme budget be managed in line with the following key principles:
 - i. Any underspends on the existing approved Capital Programme in respect of 2018/19 be rolled forward into future years, subject to an individual review of each carry forward to be set out within the Financial Outturn 2018/19 report to Cabinet.
 - ii. In line with Financial and Procurement Procedure Rules 6.17 and 13.9, 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. Approval of the Treasury Management Matters for 2019/20 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.

CORPORATE SERVICES AND FINANCE

7. December 2018/19 Financial Monitoring Report (Pages 219 - 235)

Report of the Strategic Director of Finance and Customer Services

Recommendations:-

1. That the forecast General Fund outturn position be noted.
2. That the actions being taken to reduce the forecast overspend be noted
3. That the updated capital programme 2018/19 to 2021/22 be noted.
4. That the capital grant funded budget inclusions and variations, as detailed within the updated Capital Programme, be noted.

8. Annual renewal applications for Business Rates Discretionary Rate Relief (Pages 237 - 251)

Report of the Strategic Director of Finance and Customer Services

Recommendations:-

1. That approval be given to the applications for Discretionary Business Rate Relief for the organisations listed in Appendix 1 of this report and in accordance with the details set out in Section 6 to this report for the 2019/20 financial year.

9. New Application for Business Rates Discretionary Relief for Just Different (Pages 253 - 258)

Report of the Strategic Director of Adult Care, Housing and Public Health

Recommendations:-

1. That 20% top up discretionary relief is awarded to Just Different, Venture House, Spencer Park, Greasbrough Street, Rotherham S60 1RF for the period 1st May 2018 to 31st March 2020.

HOUSING

10. Amendments to the Housing Allocation Policy - February 2019 (Pages 259 - 284)

Report of the Strategic Director of Adult Care, Housing and Public Health

Recommendations:-

1. That the five proposed amendments to the Allocation Policy detailed below be approved:

- (a) Amend the banding related to homelessness households to award a higher band as detailed in section 2.2.6 of the report.
- (b) Amend the downsizing policy to award Band 2 status to Council or Housing Association tenants who are under occupying their home to move to a property with at least one less bedroom (a ground floor flat or a bungalow will require a medical assessment).
- (c) Amend the quota of advertised properties in Band 2 from 50% to 60%, reduce the quota of advertised properties in Band 3 from 40% to 30%, and retain the 10% quota for Transfers.
- (d) Amend the rule for single people who are Council or Housing Association tenants living in a flat who are expecting their first child to be eligible for family accommodation on the production of the MATB1 form.
- (e) Amend the local connection rule to give a person a local connection if their Grandparents or Primary Carer live in Rotherham and have done so for the last three years. There will be a validation process asking the applicant to provide proof of the Grandparent's address and confirmation that they are in regular contact with them.

ADULT SOCIAL CARE AND HEALTH

11. Commissioning and procurement of a new delivery model for Home Care and Support Services (Pages 285 - 298)

Report of the Strategic Director of Adult Care, Housing and Public Health

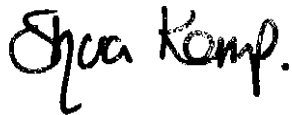
Recommendations:-

1. That approval be given to the commencement of a competitive tender process for the home care and support service from April 2019.
2. That it be noted that the new home care and support delivery model has been defined following the completion of a co-production exercise with a range of stakeholders, which informed the specification for the new contractual arrangements.
3. That a further summary contract report be submitted to Cabinet detailing the outcome of the tender process and the steps required to mobilise the new framework following contract award.

12. Recommendations from Overview and Scrutiny Management Board

To receive a report detailing the recommendations of the Overview and Scrutiny Management Board in respect of the following items that were subject to pre-decision scrutiny on 13 February 2019:

- Budget and Council Tax 2019-20 and Medium Term Financial Strategy
- Commissioning and procurement of a new delivery model for Home Care and Support Services

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

SHARON KEMP,
Chief Executive.

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THE CABINET
21st January, 2019

Present:- Councillor Read (in the Chair); Councillors Alam, Allen, Hoddinott, Lelliott, Roche and Watson.

Also in attendance Councillor Steele (Chairman of the Overview and Scrutiny Management Board)

An apology for absence was received from Councillor Beck.

86. DECLARATIONS OF INTEREST

Councillor Lelliott declared a personal interest in Minute No. 91 (Housing Revenue Account – Rents and Service Charges for 2019/2020) on the grounds of her parents being tenants in a Council bungalow and her own lease of a Council garage. She left the room during the debate and did not observe the vote.

87. QUESTIONS FROM MEMBERS OF THE PUBLIC

A member of the public referred to his own predicament and the difficulties he had faced in his privately rented accommodation with theft of money and personal belongings and his dwelling not being up to a recognised standard. He further elaborated on an issue with the boiler being condemned and the health and safety risks within the property. He asked, therefore, if the Council could look to challenge and hold to account private landlords to maintain properties and under a Freedom of Information request how many other privately rented homes had been condemned.

The Leader confirmed that the member of the public would be contacted by relevant staff and the information provided to him.

88. MINUTES OF THE PREVIOUS MEETING

Resolved:- That the minutes of the Cabinet and Commissioners' Decision Making Meeting held on 17th December, 2018, be agreed as a true and correct record of the proceedings, subject to an alteration to Minute No. 76 on Page 9 of the agenda pack to now read:-

"Councillor Hoddinott, Cabinet Member for Waste, Roads and Community Safety, confirmed hate crime outcomes had fallen significantly, but were now starting to go in the right direction with a small increase in the outcomes.

Staff would continue to talk to Police on how positive outcomes for victims were achieved. Victim satisfaction was very high as a result of the investigations going forward.

One area for improvement and performing well was anti-social behaviour. Officers and the Police were working with repeat victims, which was going down, but anti-social behaviour perception was going up.”

89. 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 for the agenda items 11 and 12 on the grounds that the appendices 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.

90. CALCULATION OF THE COUNCIL TAX BASE FOR 2019/20

Consideration was given to a report which set out the calculation of the Council Tax Base for the 2019/20 financial year. This calculation took into account:-

- the total number of dwellings in the Borough and their banding;
- the Council's own Local Council Tax Support Scheme (CTSS);
- other discounts, exemptions and premiums on second homes and empty properties;
- the projected in-year tax collection rate in 2019/20 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 2019/20 be 70,279.97 Band D Equivalent Properties.

Setting the Tax Base was an integral part of the Budget setting process and the determination of the Council Tax level, of which the Council had no discretion.

The Tax Base must be calculated in accordance with regulations under Section 33(5) of the Local Government Finance Act 1992 and the Local Authorities (Calculation of Council Tax Base) Regulations 2012. The period for the calculation of the tax, between 1st December and 31st January in the financial year preceding that for which the calculation of the Council Tax Base was made, was set by the regulations. The Tax Base was set in Band D equivalent properties that was properties were 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.

Resolved:- (1) That Council be asked to approve:-

- (a) The amount calculated by the Council as its Council Tax Base and those of the Parish Councils shown at Appendix 1 for 2019/20 shall be a total of 70,279.97 Band D Equivalent Properties.
- (b) The creation of a new Parish of Waverley is noted.
- (c) The Local Council Tax Support Scheme for 2019/20 remains unchanged from 2018/19.

91. HOUSING REVENUE ACCOUNT – RENTS AND SERVICE CHARGES FOR 2019/2020

Consideration was given to the report which sought approval for the proposed values for the setting of the housing rents, non-dwelling rents, District Heating and service charges and the draft Housing Revenue Account Budget for 2019/20.

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 rents would be reduced by 1% for a fourth and final year from April, 2019.

In previous years increases to charges for non-dwelling rents have been linked to changes in CPI. As at September, 2018 CPI was 2.4% and, therefore, it was proposed to increase charges for garages and communal facilities including laundry and cooking gas by 2.4%.

During 2017-18 there was an extensive review of district heating pricing to ensure that charges were fair and reasonable to all tenants. However, the latest forecast for 2018/19 was that the scheme would be in deficit by £16k, therefore, it was proposed to leave district heating charges unchanged.

Resolved:- That Council be asked to approve:-

- (a) That dwelling rents are reduced by 1% for 2019/20 in line with the requirements outlined in the Welfare Reform and Work Act 2016.
- (b) That there is a 2.4% increase to charges for garage rents, communal facilities, cooking gas and laundry facilities in 2019/20 in line with the increase in Consumer Price Index (CPI) as at September 2018.
- (c) That the unit charge per Kwh for District Heating Schemes remains at the same level as agreed by the Council in December 2017.
- (d) Agree the draft Housing Revenue Account budget for 2019/20.
- (e) That rents and service charges will be collected over 52 weeks in line with Universal Credit payments.

92. HOUSING REVENUE ACCOUNT – BUSINESS PLAN 2019/20

Consideration was given the report which provided a detailed technical overview of the current position and the reason for changes to the Plan. This report was considered alongside proposed 2019-20 rents, service charges and budgets (Minute No. 91).

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 thirty 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. A number of policies were introduced by Central Government that resulted in a reduction to HRA resources, namely:-

- 1% per annum reduction in Council rents over four years. 2019-20 is the final year of this policy.
- Reinvigoration of the Right to Buy (RTB) (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.

At the time this resulted in the need for significant savings to be made over the life of the business plan.

The key shift in policies that had resulted in changes to underlying assumptions were:-

- Agreed rent formula of CPI + 1% from 2020-21 onward for five years.
- Removal of the HRA Debt Cap.
- Removal of pay to stay which would have meant any household earning over £31,000 would have been required to pay at or near market rent.
- Removing the proposed restriction of Housing Benefit to Local Housing Allowance rate for new tenants from April 2019.
- Removal of the proposed enforced sale of higher value Council Properties.
- Removing the planned restriction of Universal Credit Housing costs to the majority of 18-21 year olds.

Whilst there have been a number of welcomed policy changes, there were still multiple policies which would continue to impact directly or indirectly on the amount of resources available with the HRA Business Plan. These were:-

- Roll out of full service Universal Credit to all remaining working age tenants in Rotherham since July 2018 onwards.
- Ongoing Right to Buy eligibility.

The combined effect of these changes was likely to have a significant impact on the nature of housing provision in Rotherham, not just in terms of Council Housing.

Cabinet Members recognised the ongoing work mitigating the impact of welfare reform and the support being given to tenants for general financial pressures to help with money, benefits and debt advice through the Financial Inclusion Team.

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:- That Council be asked to approve:-

- (a) The proposed 2019-20 Base Case Option 2 for the HRA Business Plan.
- (b) The plan being reviewed annually to provide an updated financial position.

93. AMENDMENTS TO THE HOUSING ALLOCATION POLICY - JANUARY 2019

This item was deferred to an extra meeting of the Cabinet to be held on Monday, 4th February, 2019 at 10.00 a.m.

94. DISPOSAL OF HRA SITES WHINNEY HILL AND CHESTERHILL AVENUE, THRYBERGH

This item was deferred to an extra meeting of the Cabinet to be held on Monday, 4th February, 2019 at 10.00 a.m.

95. DELIVERY OF BUNGALOWS ON HRA SITES USING MODERN METHODS OF CONSTRUCTION

This item was deferred to an extra meeting of the Cabinet to be held on Monday, 4th February, 2019 at 10.00 a.m.

96. DISPOSAL OF SURPLUS PROPERTIES

Consideration was given to the report which sought approval to dispose of the Council's freehold interest of a number of surplus properties, namely:-

- a) 2 Goodwin Crescent, Swinton
- b) 36 Nelson Street, Boston Castle
- c) Netherfield Court, Eldon Road, Eastwood
- d) 20 Percy Street, Boston Castle
- e) 21 Scholes Lane, Scholes Village
- f) 92 Creswick Road, East Herringthorpe

- g) 17 West Close, Kimberworth Park
- h) 60 Studmoor Road, Kimberworth

The subject properties have all been declared surplus to the operational requirements of the service directorates. Some have been held in the Land and Property Bank for a number of years whilst services and external public sector bodies have investigated various potential uses.

The overall condition of the properties was deteriorating and many were suffering from continued acts of vandalism and anti-social behaviour.

Resolved:- (1) That the proposed disposal of the Council's freehold interest in the following properties be approved:-

- (a) Goodwin Crescent, Swinton.
- (b) 36 Nelson Street, Boston Castle.
- (c) Netherfield Court, Eldon Road, Eastwood.
- (d) 20 Percy Street, Boston Castle.
- (e) 21 Scholes Lane, Scholes Village.
- (f) 92 Creswick Road, East Herringthorpe.
- (g) 17 West Close, Kimberworth Park.
- (h) 60 Studmoor Road, Kimberworth.

(2) That the Assistant Director Planning, Regeneration and Transport be authorised to agree and implement the method of disposal of each asset.

(3) That the Assistant Director of Legal Services be authorised to negotiate and complete the necessary legal agreements.

97. 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 item and the details included accordingly.

THE CABINET
Monday, 4th February, 2019

Present:- Councillor Read (in the Chair); Councillors Alam, Allen, Beck, Hoddinott, Lelliott and Roche.

Also in attendance Councillor Steele (Chairman of the Overview and Scrutiny Management Board)

An apology for absence was received from Councillor Watson.

98. DECLARATIONS OF INTEREST

There were no Declarations of Interest to report.

99. QUESTIONS FROM MEMBERS OF THE PUBLIC

A member of the public detailed his own concerns about the availability of accommodation in the borough, the number of people on the Council housing waiting list and the availability of good quality well maintained private landlord properties.

He asked what action could the Council take to ensure appropriate good quality housing was available for tenants across the borough.

Councillor Beck, Cabinet Member for Housing, agreed with the member of the public's sentiment about the number of people on the Council's waiting list for accommodation which was rising year on year. However, there was only so much the Council could do through its own Council housing stock.

The Council did have four Selective Licensing Schemes within the in terms of the private rented sector, which was specifically intended to raise housing conditions in those areas and to work with landlords to raise those standards laid out by the selective licensing scheme.

The Council found some early signs of success, but it remained an ongoing challenge. There would be opportunities to work with the private rented sector to raise standards, but it was more difficult where selective licensing was not in operation.

The Council had been given powers to regulate the private sector and it was doing all it could to raise standards. The Council would take action to prosecute landlords who were not complying and would continue to pursue the best for the residents of the borough.

100. 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 for the agenda item 7 on the grounds that the appendices 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.

101. REVISION TO HOUSING ALLOCATION POLICY

Further to Minute No. 93 this item was deferred to the next meeting of the Cabinet to be held on Monday, 18th February, 2019 at 10.00 a.m.

102. WHINNEY HILL AND CHESTERHILL AVENUE - SITES DISPOSAL

Further to Minute No. 94 of the meeting of the Cabinet held on 21st January, 2019 consideration was given to the report which detailed how the Council undertook a procurement process in 2013 to identify a developer partner to build homes on Whinney Hill and Chesterhill Avenue. A development agreement was signed in 2014. This required a start on site on Whinney Hill before Chesterhill Avenue would be released. A start on site was not achieved within the agreed period and the legal agreement ended in 2017.

The most straightforward route to delivery of these sites was considered to be selling them on the open market, with conditions built in to the sale agreement to ensure an early start on site. It was likely that any purchaser would require their purchase to be conditional upon the grant of planning permission.

The two sites would be marketed separately, but could together deliver approximately 240 homes which would make a significant contribution to Rotherham's housing growth target. It was essential that work started as soon as possible as local communities were understandably frustrated at the lack of visible progress over the past five years, and the anti-social behaviour that had been attracted by these large, vacant sites.

Marketing the sites by informal tender was considered to be the most expedient route to delivery and was, therefore, the recommended approach as this allowed increased flexibility over the terms of the offer and could include the opportunity to share uplifts in the development value through overage and clawback mechanisms.

Resolved:- (1) That disposal on the open market of the Council-owned sites Whinney Hill and Chesterhill Avenue be approved.

(2) That the consideration and acceptance of the offer presenting the best consideration be undertaken by the Assistant Director of Housing and the Acting Assistant Director of Planning, Regeneration and Transport, in consultation with the Strategic Director for Finance and Customer Services and the Cabinet Member for Housing.

(3) That the Assistant Director of Legal Services be authorised to prepare and execute all necessary contractual documentation.

103. DELIVERY OF BUNGALOWS ON HOUSING REVENUE ACCOUNT SITES USING MODERN METHODS OF CONSTRUCTION

Further to Minute No. 95 of the meeting of the Cabinet held on 21st January, 2019, consideration was given to the report which requested the use of Housing Revenue Account (HRA) capital resources to fund the delivery of twelve bungalows for older people and people with support needs, as part of a project to trial modern methods of construction (MMC). Funding contributions would also be made from Homes England's Shared Ownership and Affordable Homes Programme and the Sheffield City Region Housing Fund.

This followed an earlier report to Cabinet and Commissioners in July 2018, that set out the reasons for exploring modern methods of construction, primarily that it could provide an efficient alternative to traditional construction methods due to an increased pace of delivery and high standards of quality and energy efficiency.

Another key benefit of the project was that if successful, this could provide an efficient delivery route for building more bungalows on HRA owned small sites, thus contributing to the borough's housing growth target and meeting the demand for more Council housing that was suitable for older people and people with support needs.

The procurement exercise was now complete and preferred contractors had been identified to build twelve bungalows on the following Housing Revenue Account (HRA) sites:-

- Symonds Avenue, Rawmarsh – eight bungalows.
- Hounsfield Crescent, East Herringthorpe – two bungalows.
- Hounsfield Road, East Herringthorpe – two bungalows.

This project was aligned with the aims of the Improving Places Select Commission review of modern methods of construction.

Resolved:- That the use of Housing Revenue Account capital resources up to a maximum of the amount set out in exempt Appendix 2, to deliver twelve bungalows using modern methods of construction on three Council-owned sites in the Hoover and Valley wards be approved.

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

Consideration was given to the circulated report, the contents of which referred to agenda item 5, which was deferred to the next meeting.

Committee Name and Date of Committee Meeting

Cabinet – 18 February 2019

Report Title

Budget and Council Tax 2019/20 and Medium Term Financial Strategy

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)

Paul Stone, Head of Corporate Finance
01709 822013 or paul.stone@rotherham.gov.uk

Ward(s) Affected

All

Executive Summary

This report proposes the Council's Budget and Council Tax for 2019/20 based on the outcome of the Council's Final Local Government Finance 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 2019/20 budget, Cabinet are asked to recommend to Council an increase of 2.99% in the Council's basic Council Tax.

This report contains proposals to balance the revenue budget for both 2019/20 and 2020/21. The Budget and Council Tax Report 2018/19 highlighted the need to address a £30m financial gap over the period 2019/20 and 2020/21. The Council has identified a number of budget options to address this gap.

Recommendations

That Cabinet recommend to Council

1. Approval of the Budget and Financial Strategy for 2019/20 and 2020/21 as set out in the report and appendices, including the £23.536m of savings as set out in Appendix 1 and a basic Council Tax increase of 2.99%.
2. Approval of the updated Medium Term Financial Strategy (MTFS).

3. Approval of the proposed use of reserves as set out in Section 2.7 noting that the final determination will be approved as part of reporting the financial outturn for 2018/19.
4. That Council 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 2.12).
5. That Council 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 Friday 26th October 2018 to 30th November 2018 (Section 4).
6. Approval of the Council Fees and Charges schedules for 2019/20 attached as Appendix 6.
7. Approval of the proposed increases in Adult Social Care provider contracts as set out in Section 2.5
8. That the Council applies the Business Rates Retail Discount for 2019/20 in line with Government guidance.
9. That the Council continues to apply the Business Rates Rural Relief Scheme for 2019/20 in line with Government guidance.
10. Approval that the annual determination of the Council Tax Base is delegated to the Director of Finance and Customer Services (Section 151 Officer) in consultation with the Leader of the Council and the Chief Executive.
11. Approval of the use of in-year Capital Receipts up to 2021/22 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 2019/20 (Appendix 4).
12. Approval of the proposed Capital Strategy and Capital Programme as presented in Section 2.10 and Appendices 2A to 2E.
13. That the approved Capital Programme budget be managed in line with the following key principles:
 - (i) Any underspends on the existing approved Capital Programme in respect of 2018/19 be rolled forward into future years, subject to an individual review of each carry forward to be set out within the Financial Outturn 2018/19 report to Cabinet.
 - (ii) In line with Financial and Procurement Procedure Rules 6.17 and 13.9, 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) Approval of the Treasury Management Matters for 2019/20 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

Appendix 1 –	Summary of Directorate Budget Savings Proposals 2019/20 – 2020/21
Appendix 1A -	Budget Savings revised following consultation – Sight and Sound and Healthwatch
Appendix 2A –	Proposed additions to the General Fund Capital Programme to 2022/23
Appendix 2B/C –	Detailed General Fund Capital Programme 2018/19 – 2022/23 by Project and funding summary
Appendix 2D/E –	Detailed HRA Capital Programme 2018/19 – 2022/23 by Project and funding summary
Appendix 3 –	Treasury Management and Investment Strategy and Prudential Indicators 2019/20 to 2021/22
Appendix 4 –	Flexible use of Capital Receipts Strategy 2019/20
Appendix 5 –	Statutory Resolution of Council Tax 2019/20. <i>(This information is not available in time for the Cabinet Report but will be included in the Budget Report to Council on 27th February 2019).</i>
Appendix 6 –	Fees and Charges Schedule
Appendix 7 –	Consultation Report
Appendix 8 -	Medium Term Financial Strategy 2019/20 to 2021/22

Background Papers

- Council Tax Base Report 2019/20 – Cabinet 21st January 2019, Council 23rd January 2019
- Housing Rents 2018/19 – Cabinet 21st January 2019, Council 23rd January 2019
- Final Local Government Financial Settlement – 29th January 2019
- Budget and Council Tax 2018/19 Report – Council 28th February 2018
- December Financial Monitoring Report – Cabinet 18th February 2019
- Medium Term Financial Strategy Update – Cabinet 17th December 2018
- Mid-Year Treasury Management and Prudential Indicators Monitoring Report 2018/19 – Audit Committee 27th November 2018
- CIPFA – The Prudential Code for Capital Finance in Local Authorities 2011 (as amended 2012) and related Guidance Notes 2013

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Overview and Scrutiny Management Board (OSMB) meetings – 24th and 26th October 2018, 12th December 2018, 16th January 2019.
Council – 27th February 2019

Council Approval Required

Yes

Exempt from the Press and Public

No

Budget and Council Tax 2019/20

1. Background

- 1.1 This section of the report incorporates the following financial matters related to the budget and financial strategy for 2019/20 and 2020/21, as well as medium term financial projections.

1.2 Local Context

- 1.2.1 The Council has undergone a major improvement journey since May 2015. A Corporate Improvement Plan has been fully implemented and Children's Services have been transformed, now rated "Good" by Ofsted. The Government appointed Commissioners were withdrawn in September 2018 and all decision making powers were returned to the Council. An independent health check will be conducted in February 2019 and submitted to Government before the formal end of the intervention on 31st March 2019.
- 1.2.2 However, it should be remembered that despite positive direction of travel for the Council, the challenges are still significant in the following areas:
- Children's social care continues to overspend over and above of the significant additional resources that have been provided for the service in recent years;
 - More children than anticipated require care and protection by the local authority;
 - Implications for support services as the increase in looked after children numbers has led to additional legal costs;
 - Adult Care budgets continue to be under pressure due to demographic pressures.
- 1.2.3 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 there is an expectation that social care services will, beyond 2018/19, need to be delivered within the financial envelope set within this budget. The recent Government Budget announcement of additional social care resources for 2019/20 is welcome but does not remove the need for the Council to transform these services to identify and deliver new budget savings to meet the budget gap across the medium term.
- 1.2.4 The current Children and Young People's Service (CYPS) budget is £58.591m with a forecast spend in 2018/19 of £74.295m, an overspend of £15.704m. This is predominantly due to the current high number of children in care. The current budget pressures of £15.704m, when added to the proposed budget savings for 2019/20 and 2020/21 of £10.007m and the planned savings of £1.724m which are still to be delivered, equates to cost reductions over the next two financial years of £27.435m to achieve a balanced budget. This is based on a reduction in LAC numbers to 600 by March 2020 and to 541 by March 2021.

- 1.2.5 In order to set a robust budget for 2019/20 and 2020/21 a review of the current CYPS budget has taken place and taking into account the current stabilising position of the numbers of children in care, estimated cost reductions that can be expected to be achieved over and above delivery of the budget savings have been incorporated leaving the need for further investment into children's services of £9.5m in 2019/20 and £7.5m in 2020/21, which is addressed within the balanced budget proposals set out in this report.
- 1.2.6 All of these factors have been taken into consideration in the development of the Budget for 2019/20 and 2020/21 and the setting of the Medium Term Financial Plan to 2021/22. This budget reflects options to deliver social care services within the budget available.
- 1.2.7 Since the introduction of austerity measures in 2010, the Council has made savings of £177m in response to the significant reductions in Central Government funding. The Budget and Council Tax Report 2018/19 considered by Council on 28th February 2018 identified a budget gap of £29.7m over the period 2019/20 to 2020/21. This report sets out proposals to address the budget gap over the next two financial years. Furthermore, it provides details of the estimated financial position for 2021/22.
- 1.2.8 In developing this Budget, much work has been carried out during 2018/19 to target efficiency savings and also to maximise income generation opportunities in order to minimise the impact on front line services to the public. The balanced budget proposals require £23.536m of Directorate budget savings over the next two years which are summarised in Section 2 of this report.
- 1.2.9 The expected financial outturn position for 2018/19 has been taken into account along with the level of reserves and opportunities to manage risk within the budget. The final position however will not be known until after the financial year end.
- 1.2.10 The current financial position (2018/19) highlights the significant financial challenges faced by the Council, largely as a result of demand for social care services. The Council is committed to delivering new ways of working that will deliver efficiencies.

1.3 Revenue Budget Position 2018/19

- 1.3.1 The December revenue financial monitoring position report for the Cabinet agenda on 18th February 2019 shows a forecast outturn of £507k.
- 1.3.2 The overspending against budget in Children's and Young People's Services Directorate is continuing in the current financial year as a result of demand for services outstripping budget capacity. The budget pressure had been increasing month on month due to a steady rise in numbers of Looked After Children but this position is now beginning to stabilise. The forecast outturn for CYPS is £15.7m.

- 1.3.3 The increased number of Looked After Children also places significant pressure on Legal Services within the Finance and Customer Services Directorate. The current forecast overspend for Legal Services is £1.350m. The Finance and Customer Services Directorate overall is forecasting to outturn within budget after putting into place a range of mitigating actions to compensate for the legal services forecast overspend.
- 1.3.4 The Adult Care Directorate are still on track to reduce the overspend from earlier forecasts of £6m+. A combination of increased client numbers, the rising cost of care packages, and delays in delivery of savings plans have led to pressure on budgets across all client groups. A recovery plan has been developed to address previously undelivered savings and project plans with the expectation that further savings will be identified from this activity. The current forecast outturn is £5.647m overspend.
- 1.3.5 Regeneration and Environment Directorate is forecasting a balanced budget, although it is facing challenges from a combination of declining business from the School Meals service and challenges with the delivery of budget savings, including transport and property savings.

1.4 Final Local Government Finance Settlement 2019/20

- 1.4.1 The Government published details of the Provisional Local Government Finance Settlement on 13th December 2018 and the Final Settlement on 29th January 2019. The Final Settlement is scheduled to be debated in the House of Commons on 5th February. The Government has also made a commitment to publish the Provisional Settlement on or around the 5th December each year in future years. The Director of Finance and Customer Services submitted the Council's response to the provisional settlement consultation, ahead of the deadline for responses which was 10 January 2019

1.4.2 The key headlines from the Settlement are:

- The basic council tax referendum principle for 2019/20 is 3% i.e. a maximum increase of 2.99%.
- As previously announced, social care authorities will be able to increase their council tax by up to 2 per cent (over the existing basic referendum threshold of 3 per cent referred to above) as long as precept increases do not exceed 6 per cent over the 3 year period from 2017/18 to 2019/20. That means that if a council has already used up the flexibility, such as Rotherham, in 2017/18 and 2018/19 it cannot increase its social care precept further in 2019/20.
- The additional allocations for Adult Social Care of £240m and £410m for both adults and children's social care announced in the Autumn Budget in October 2018 were confirmed.
- The provisional allocations for the New Homes Bonus have been published for 2019/20. Following changes made in 2018/19, the bonus is now paid for four years. The threshold over which the bonus is paid will remain at 0.4%.

- A Business Rates National Levy Account Balance surplus of £180m will be distributed to authorities. This is a one-off allocation. The Council's provisional allocation is £969k. The Government have confirmed their intention to allocate this funding in 2018/19 with regulations to be put into place during February 2019 to enable the allocation to be made.
- The figures published are in line with the indicative figures for 2019/20 published in February 2018.

1.4.3 The main elements of funding received from Government are in the form of the Settlement Funding Assessment. This is Government Grant in the form of Revenue Support Grant (RSG) and business rates top-up grant. As part of the Assessment, councils retain 49% of locally collected business rates. This local funding is set out later in this report. Details of the Government Grant allocations are set out in the Table 1 below.

Table 1 – Settlement Funding Assessment – Government Grants

	2018/19	2019/20	Difference
	£'000	£'000	%
Revenue Support Grant	21,921	14,857	-32.2
Business Rates Top Up	28,295	28,943	2.3
S31 Grant as compensation for multiplier cap on Top Up	648	943	45.52
Final Settlement – Government Funding	50,864	44,743	-12.0

1.4.4 In 2015, the Government made an offer to local authorities of a four-year funding deal, for the period 2016/17 to 2019/20, to allow them to plan ahead for full local retention of business rates. The intention was that the multi-year settlements would provide funding certainty and stability to enable more proactive planning of service delivery. The allocations for 2019/20 are in line with the indicative allocations announced in 2015. Local authorities now face a period of uncertainty as the allocations for 2019/20 are the final year of the multi-year offer. Therefore, local authorities will have to wait until the announcement of the Government's Comprehensive Spending Review which is not expected until Spring 2019. Whilst the announcement will provide the Government's overall spending envelope beyond 2020/21, it will not provide specific allocations for local authorities. These will not be known until the Provisional Settlement for 2020/21 is announced in December 2019.

1.4.5 A further implication for local authority funding is the current funding review that is being undertaken by Government at present. A period of consultation has been ongoing for some months to examine the way in which local authorities are currently funded ahead of the move to 75% business rates retention in 2020/21. Further consultation documents in respect of the proposed business rates retention scheme, to apply from 2020/21, were issued alongside the Provisional Settlement with a closing date of 21st February 2019.

1.4.6 Dedicated Schools Grant (DSG)

1.4.7 The Council also receives funding which is subsequently allocated to schools, the Dedicated Schools Grant (DSG). The DSG is now split into four blocks and each block is determined by a national funding formula:

- The Schools Block for 2019/20 is based on pupil numbers taken from the October 2018 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 £4,001.11 and the Secondary unit is £5,494.74.
- The hourly rate per pupil for the Early Years Block remains unchanged at £4.30 following the introduction of the 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 comprises of funding for ongoing statutory responsibilities of the local authority.

1.4.8 Schools Pupil Premium

1.4.9 The Schools 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 2018/19. 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 2018/19.
- The Service Child Premium which funds children of Armed Services personnel remains at £300 per pupil.

1.4.10 The Government has also announced additional Special Educational Needs and Disability (SEND) funding of both £0.594m in both 2018/19 and 2019/20, which will partly offset the ongoing pressure on the Council's High Needs Block allocations within DSG, for which there is a recovery plan in place.

1.4.11 Additional capital resources have also been announced. The Council's share of the £100m being allocated nationally over the two financial years 2018/19 and 2019/20 is £116k per annum.

1.5 Approach to the Budget for 2019/20 and the Medium Term Financial Strategy

- 1.5.1 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. During 2018/19, this approach has continued and has helped in the development of budget options for both 2019/20 and 2020/21.
- 1.5.2 The Council continues to face significant financial pressures, particular in respect of social care which are described in section 1.2 above and are further described in the latest financial monitoring report which is for consideration at this meeting.
- 1.5.3 Since 2011, the Council has had to make savings of £177m and has reduced its headcount by approximately 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.
- 1.5.4 The ongoing financial challenges faced by the Council are similar to those of other local authorities. The financial pressures faced by local authorities are largely as a result of reductions to Government funding, increased demand for social care services as a result of a growing population and the impact of inflation.
- 1.5.5 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.
- 1.5.6 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 approach 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.
- 1.5.7 In the last two years, the Council has changed the way in which it works with other agencies in order to implement these changes. Despite the unprecedented financial pressures, the Council will have focus on delivering better services, focussed on the priorities set by the public.

- 1.5.8 It is also important to underline the spending level of the Council despite funding cuts. With a current proposed revenue budget of £221m in 2019/20 together with proposed capital expenditure of £103m, 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 and deliver against the Council's stated priorities. This means making carefully considered investment and savings decisions through to 2022 and in some cases making real cuts and reductions in service provision. The Capital Programme updated within this report includes a total of £407m of capital investment over the 5 years 2018/19 to 2022/23.
- 1.5.9 This budget strategy is set against the particular demand pressures and cost challenges facing Rotherham. 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.
- 1.5.10 The particular challenges factored into the budget strategy for investment and savings are set out in the Medium Term Financial Strategy but can be summarised as follows:
- Rotherham has a proud industrial heritage of coal mining and steel making, the latter still being a large employer in the town. Former industrial areas have been regenerated, creating thousands of new jobs or reclaimed for greenspace. Rotherham has one of the fastest growing local economies and employment has grown rapidly over recent years whilst unemployment has fallen. The Advanced Manufacturing Park and neighbouring Waverley housing development are delivering 3,900 new homes and 3,500 jobs over a 20 year period.
 - Health in Rotherham is generally poorer than average with life expectancy below the English average although it has risen over the last decade. Rates of coronary heart disease have reduced significantly over the last 10 years but the Borough still has high rates of disability and long term sickness.
 - Adult qualification levels are below average, notably degree level skills, but these have improved greatly in recent years and Rotherham College has just opened a university centre in the Town Centre. Most children attending Rotherham's schools have good achievement, above the national average at Foundation Stage whilst attainment and progress between primary (KS2) and secondary (KS4) is just below the national average.

- Rotherham has excellent transport links to the rest of the region and country, being well served by the motorway network. Bus services provide good local transport and there are rail connections to Sheffield, Leeds, Manchester, York and other cities. A new innovation is the Tram Train which connects Parkgate, Rotherham Central, Meadowhall and Sheffield. There are five international airports within 80 km of Rotherham, including Manchester.
- Rotherham offers a good quality of life combined with a relatively low cost of living. House prices have risen over the years and the average house in Rotherham costs £135,000 but this is far below the English average of £235,000. Rotherham people are very proud of their local parks and country parks, particularly Clifton Park which has won national awards.
- Rotherham has numerous visitor attractions, notably the stately home of Wentworth Woodhouse which is now being restored. The Magna Science Adventure Centre is a well-established visitor attraction and a major new development is the £37 million Gulliver's Valley family resort in the south of the Borough. There are also the ruins of Roche Abbey and the award winning Clifton Park Museum which has recently been refurbished. The Borough also has a Civic Theatre, a thriving sports scene and four leisure centres.
- Rotherham has a steadily growing population which reached a record total of 263,400 in 2017. The population is growing as a result of natural increase (more births than deaths), net inward migration and increased life expectancy. Rotherham has 161,400 people of working age (61%), slightly lower than the English average.
- Rotherham has an ageing population whereby the number of older people is increasing fastest, and their health and social care needs place increasing pressure on social care budgets at a time of prolonged financial constraint. There are 51,000 people aged 65 or over including 6,000 people aged 85 or over, whose numbers are projected to increase by a third over the next 10 years. Rates of disability place further pressures on social care budgets, with 11.4% of the population (30,000 people) claiming disability benefits compared with 7.8% nationally.
- There are 50,900 children aged 0-15 in Rotherham and 26,100 young people aged 16-24. Whilst most children get a good start in life, child poverty is polarised across the Borough and life chances vary. Rotherham has a lower proportion of young people aged 18-24 than the national average due to people moving elsewhere to study or work. The number of Looked after Children has increased from 380 in 2012 to a peak of 662 in 2018 and Children in Need increased from 1,423 in 2016 to 1,683 in 2018. These increases have placed significant pressure on the cost of children's social care.

- The Council has undergone a major improvement journey since May 2015. A corporate Improvement Plan has been fully implemented and Children's Services have been transformed, now rated "Good" by Ofsted. The Government appointed Commissioners were withdrawn in September 2018 and all decision making powers were returned to the Council. An independent health check will be conducted in February 2019 and submitted to Government before the formal end of the intervention on 31st March 2019.
- The Council is committed to invest in improvements and this Strategy is critical in setting out our approach over the next 3/5 years.

1.5.11 The Council remains committed to 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.

1.5.12 Whilst these potential beneficial 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. Budget and Medium Term Financial Strategy

This section of the report incorporates the financial matters related to the Budget and Medium Term Financial Strategy which need to be considered by Cabinet for recommendation to Council.

2.1 Budget Principles, Focus, Priorities and Challenges for Services

2.1.1 Last year a set of 6 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. 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***
- 2) ***Drive inclusive growth and ensure Rotherham's residents are connected to local good quality job opportunities***
- 3) ***Protect Rotherham's green spaces and improve the quality of the public realm, ensuring our streets are clean and safe***
- 4) ***Become a smaller, more efficient, more connected organisation, working as one Council with a stronger leadership and influencing role***
- 5) ***Adopt a more commercial, outward facing approach to doing business, generating income and leveraging the resources and assets of our partners in Rotherham***
- 6) ***Work with communities and local neighbourhoods to develop independence, wellbeing and resilience***

2.1.2 Taken together, the above principles and the priorities outlined below 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 over the period 2019/20 and 2020/21.

2.1.3 Some of the budget options proposed for 2019/20 and 2020/21 require a significant shift in the way some services are currently delivered. Plans are in place to ensure that delivery of savings is managed and monitored accordingly with regular reports to elected Members on progress against the agreed saving.

2.1.4 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 Digital Programme is one of the key drivers to this development alongside the specific work being carried out in the Social Care Services.

2.1.5 The Budget outlined in this report 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;
- 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 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.

All of which contribute to the achievement of the Council Plan priorities.

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

Adult Care, Housing

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.

2.1.7 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

2.1.8 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.

2.1.9 The directorate faces increased cost pressures including rising inflation and the implementation of policy decisions such as 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.

2.1.10 These demand and budget pressures have resulted in an over-spend in 2018/19 and the focus for 2019/20 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.

- 2.1.11 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. The integrated rapid response service will continue to deliver short, tailored interventions to support unplanned episodes of care and an improved discharge model will continue to support timely transition from hospital to home and reduce delayed transfers of care.
- 2.1.12 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.
- 2.1.13 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.
- 2.1.14 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.
- 2.1.15 These priorities are designed to deliver a long term, sustainable reduction in demand pressures facing the directorate, and thus better able to manage to deliver services within budget.

Public Health

- 2.1.16 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 NHS health checks, weight management and stop smoking, all encompassed within a holistic wellbeing service and sexual health and drug and alcohol services.
- 2.1.17 Alongside commissioning services Public Health has an important role in providing intelligence, evidence-based 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.

- 2.1.18 The Public Health grant for 2019/20 has been reduced by 2.6% (£431k) to 15.873m. All information at present is that the ring fence will be removed from March 2020 and that funding would be received as part of the allocations received through the business rates retention scheme. The current grant is ring-fenced and supports the delivery of public health functions for residents of all ages.
- 2.1.19 Life expectancy at birth 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 ten-year difference in life expectancy for men, and a seven-year difference for women between the borough's most and least deprived areas. The impact of deprivation contributes to significant health issues, which result in levels of alcohol harm and obesity that are significantly worse than the national average.
- 2.1.20 Public Health is working with colleagues across the council and with partners, to ensure that health is considered in all policies, contributing to a wider impact on health and wellbeing for residents. An example of this is how the Local Integration Board and the Work and Health Programme, are promoting work as a route to improving wellbeing. This year will see the launch of the new workplace award to celebrate the impact workplaces can have on supporting staff health and wellbeing.
- 2.1.21 In response to cuts to the grant, Public Health will also deliver efficiency savings. This includes pathway redesign to reduce cost and improve efficiency and providing support closer to home with more integrated services. This year Public Health will specifically focus on supporting communities through an asset-based approach, whilst considering specifically identified priorities of challenge: the impact of work on health, loneliness and mental wellbeing, alcohol and obesity.

Housing Services

- 2.1.22 Housing Services hold overall landlord responsibility for the management and maintenance of the borough's 20,400 council homes. They provide information advice and guidance on the housing options available to residents and oversee any adaptation 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.
- 2.1.23 Housing Services hold a ring-fenced gross budget of £86.8m. There is currently a forecast underspend of £456k from the Housing General Fund and a balanced budget on the Housing Revenue Account.
- 2.1.24 The primary focus of the service in 2019/20 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 20,400 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.
- 2.1.25 The general fund budget will continue to be used to address homelessness and deliver aids and adaptations to homes.

2.1.26 Efficiencies will continue to be delivered by sustaining tenancies and specific support for tenants on Universal Credit, high performance on void turnaround times; rent recovery and leasehold income collection. Alongside this, savings will be made in the repairs and maintenance service. These measures will both increase income and deliver efficiencies, with no significant impact on residents in the borough.

Children and Young People's Services

2.1.27 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.

2.1.28 Nationally, children's social care services are operating in a tough budget and demand context. 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. Over the last ten-year period, there have been significant increases in initial contacts (+78%), referrals (+22%), section 47s (+159%), children subjects of child protection plans (+87%) and children looked after (+24%). Increases in 2017/18 have been greater than the previous year.

2.1.29 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, creating further pressure on the system nationally. Within Rotherham, the number of children and young people are receiving additional support via an Education, Health and Care Plan has almost doubled since 2014.

2.1.30 Compounding the national trend, Rotherham's improvement has impacted on the increased number of children in care. This increase in care demand has occurred despite the significant improvements made to early help and investment in programmes including Edge of Care, PAUSE and Multi-Systemic Therapy. Towards the end of 2018/19 numbers in care plateaued and it is anticipated that the new approach will continue to have a positive impact.

2.1.31 In 2019/20 the directorate priorities are to sustain improvements in children's social work, through the development and implementation of a new early help and social care pathway; to focus on building in-borough capacity for both Looked After Children and additional provision for children with learning difficulties and disabilities; and to further develop interventions and services designed to better manage demand earlier. To build capacity in Rotherham to better meet the needs of looked after children, our strategy will incorporate a renewed approach to foster care recruitment and establishing new contractual arrangements with providers to create additional residential capacity.

2.1.32 Proposed changes to service delivery will build on the success of the improvement and on the early successes of the more preventative based approaches. The agreed new early help arrangements will be implemented, focusing 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.

2.1.33 The new education and skills service operating model will be embedded including the Rotherham Education Strategic Partnership. Our school facing services will be reviewed to ensure that they are as efficient and effective as possible, while continuing to improve educational outcomes, particularly at Key Stage 4 and for children with SEND.

2.1.34 Efficiencies will also be achieved through the implementation of agreed to CYPS' business support arrangements, ensuring that front line staff are supported in the most cost-effective way, using technology to streamline business processes.

2.1.35 Alongside efficiency savings, the directorate will also focus on increasing income, maximising the Troubled Families Payment by Results (PBR) funding and through our services to schools and other education settings.

Regeneration and Environment

2.1.36 The Regeneration and Environment Directorate's focus is to develop and promote Rotherham as a good place to live, work and visit through supporting sustained economic and housing growth across the borough and ensuring that the Town Centre is thriving, attractive and vibrant.

2.1.37 The Directorate has a broad portfolio of responsibilities including:

- Community safety
- Environmental protection
- Schools' catering and cleaning
- Waste collection, management and disposal
- Parks, countryside and green spaces
- Leisure, sport and physical activity
- Tourism and events
- Heritage, museums and archives
- Libraries and neighbourhood Hubs
- Registration and bereavement services
- Advocacy and appeals
- Planning
- Regeneration (including business support)
- Transport and highways
- Asset Management and Property

- 2.1.38 The Directorate's budget is focussed on the delivery of frontline services to ensure the Borough's neighbourhoods are clean, safe and inclusive, to create an environment where people want to live, work and play. In addition, it is a priority to grow the economy for Rotherham and build on its recent position as the fastest economy growing in Yorkshire, with 2.3% year on year growth. Employment in Rotherham continues to increase, with 99,000 Rotherham based jobs in 2017 and 119,300 residents in employment. Rotherham has a growing business stock, rising from 6,390 businesses in 2015 to 7,230 in 2017.
- 2.1.39 The adopted Town Centre Masterplan is being implemented including the proposal for a vibrant leisure quarter at Forge Island. 2018 saw the opening of the University Centre Rotherham, securing a partner for development of the Forge Island Scheme and the commencement of the Tram Train service in October 2018. The next step is to progress with Forge Island, the opening of a fully refurbished Transport Interchange and investment in infrastructure to support growth (e.g College Road Roundabout Scheme).
- 2.1.40 The adoption of the Local Plan means that sites are now allocated to deliver on the growth agenda and especially housing delivery. To support this the directorate has a key role in creating and maintaining a rich cultural and leisure offer and delivering a cleaner, greener Rotherham, including an efficient waste and recycling service, along with engaging with and empowering communities to take pride in living in Rotherham.
- 2.1.41 A number of developments are planned for 2019/20 including property at Beighton Link, a commercial waste collection service, new camping and caravan facilities at Rother Valley Country Park. Work is progressing in relation to new operating models for key functions and services. Enforcement and Community Safety functions will be further integrated in order to deliver seamless enforcement services and a new operating model for frontline street cleansing and grounds maintenance will be delivered. These two change programmes will support enhanced neighbourhood working, and deliver financial savings. Colocation of Council Services with South Yorkshire Police has delivered real improvements in partnership working. This approach will develop over the next year to further support residents and communities to feel safe.
- 2.1.42 A new approach to put technology at the forefront of service changes, to expand the number of services which are available online, and to improve workforce management and planning will be developed. This Customer and Digital Programme will deliver an improved customer experience and promote self-service, which will release back office efficiencies and productivity savings.

Corporate Support Services

2.1.43 Two directorates make up the council's corporate services - Finance & Customer Services and Assistant Chief Executives. Their role is to support the delivery of front line council services by promoting the most effective use of resources whilst ensuring services are compliant with council regulation and national legislation. These services provide leadership, influence, advice and a cross-cutting perspective to enable the council to operate safely. They are responsible for providing effective support and advice to all council services to help ensure they function efficiently; and to support elected members in making informed and lawful decisions.

Finance and Customer Services

2.1.44 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
- Customer, Information and Digital Services
 - ICT
 - Customer Services
 - Information Management
 - Print and Post Services
- Internal Audit

2.1.45 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.

2.1.46 To provide the support the Council requires, the directorate must be strong and appropriately resourced, which is why over the last three years it has undergone significant change in key areas in order to strengthen its contribution to supporting the council and its services to residents.

2.1.47 Over the last year especially, the increased demand for legal services in relation to children's social care means that costs have exceeded budget in this area with the need to use locum services to increase capacity. The Finance and Customer Services directorate has had to work hard to contain these additional costs within its overall wider budget and expects to achieve this successfully by the end of the year.

2.1.48 The proposed council budget and medium term financial strategy provides funding for an adequately resourced legal service that can meet the ongoing demand and the service structure has been revised in order to enable this provision going forwards within available resources.

- 2.1.49 The finance service has continued to identify and realise savings, including significant corporate savings without adverse impact on front line services. It has also developed much closer ties with other departments through a strengthened business partnering approach. The service has assisted departments in better understanding their budgets and the drivers of costs and together with those departments, more informative monitoring and reporting mechanisms have been developed understanding and enabling more effective challenge and control alongside innovative solutions where appropriate.
- 2.1.50 The Internal Audit team remains an effective, low cost service and has continued to implement the actions within the Audit Improvement Plan. It will complete the final actions in the coming year.
- 2.1.51 Over the period of this financial strategy there will be an increased focus on the delivery of improved customer service across the Council. The implementation of a new customer services model will improve the experience of residents in their contact with the council, through providing a single point of access for residents and streamlined end to end business processes, optimising digital solutions where this will improve outcomes and response times. It will engage staff and services from across the council and will provide better information both about and for our customers. The Customer and Digital programme will consist of many connected elements and projects prioritising the areas of greatest positive impact for the customer alongside delivering significant financial savings.

Assistant Chief Executive's Office

- 2.1.52 The directorate has six distinct areas of responsibility:
- Human Resources
 - Neighbourhoods
 - Communications
 - Democratic Services
 - Performance, Partnerships and Improvement
 - Change and Innovation
- 2.1.53 The Directorate has continued to support the Council in relation to its improvement journey and progress in coming out of intervention by ensuring that all the key improvement plan actions have been implemented.
- 2.1.54 There have been a number of delivery achievements in 2018, including the launch of a communications and marketing plan, progress against the Rotherham Together Partnership game changers, delivery against the Building Stronger Communities work and the performance framework being fully embedded across the Council.
- 2.1.55 Other key achievements include the implementation of the new neighbourhoods model and the launch of the Neighbourhoods strategy and as a result that the Council is able to work much more closely with neighbourhoods ensuring better engagement and involvement at a neighbourhood level.

2.1.56 A Change and Innovation Team is now firmly established and supporting major change initiatives and overseeing transformational change in the Council. The Council now has a programme office and there is a clear line of sight across the Council on the range of programmes and projects that Directorates are leading on.

2.1.57 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.

2.1.58 Work is underway to develop a new structure for the Performance, Intelligence and Improvement function and also Democratic Services. Both areas will be delivering savings as part of the medium term financial strategy and need to be reviewed based on the challenges the council faces going forward.

2.2 Budget Proposals 2019/20 to 2021/22

2.2.1 The Council's Medium Term Financial Strategy report to Council on 28th February 2018 identified a budget gap £29.7m over the period 2019-20 to 2020/21.

2.2.2 Development of the two-year budget strategy for 2019/20 and 2020/21 identified budget options to meet those budget gaps, alongside a further review of the Medium Term Financial Strategy which took into account continuing demands and costs associated with Social Care and recognised the additional resources that the Council needed to provide to align with the Directorate's service delivery plans. Table 2 overleaf sets out the details by which the Council proposes to deal with the budget gaps and service demands and set a two-year balanced budget for 2019/20 and 2020/21.

Table 2 – Options to balance the Budget Gap 2019/20 and 2020/21

	2019/20	2020/21
	£m	£m
Budget Gaps as per Budget Report 2018/19	15.8	13.9
<u>Social Care Related Cost Increases</u>		
In-house residential care (ASC)	2.0	0.0
Adults transitions and transforming care	1.5	1.9
Children's Services – rebasing linked to current and forecast future LAC activity	9.5	(2.0)
Legal Services Support to Social Care	1.1	0.0
Total Budget Gaps/Overspends to address	29.9	13.8
<u>MTFS Adjustments</u>		
Revenue and Capital Financing decisions	(10.6)	6.5
General Efficiencies	(1.0)	(2.7)
SY Pension Fund – anticipated benefit from 2019 revaluation	0.0	(4.0)
Updated Funding Forecasts	(3.7)	(3.2)
Total Corporate Efficiencies & MTFS Adjustments	(15.3)	(3.4)
Updated Net Budget Gap	14.6	10.4
<u>Future Decisions</u>		
New Budget Options pending final approvals	(7.9)	(16.1)
Increase Council Tax by 2.99%	(1.0)	(1.1)
Council Tax Empty Property Premium increase	0.0	(0.2)
Total Impact of Future Decisions	(8.9)	(17.4)
Net Position before other actions to Balance Budget	5.7	(7.0)
<u>Finalisation of a Balanced Budget</u>		
Remove General Budget Contingency in 2019/20	(2.7)	2.7
Non-contribution to reserves in 2019/20	(3.0)	3.0
Further replenishment of reserves in 2020/21	0.0	1.3
Balanced Budget Position	0.0	0.0

2.2.3 Further details of these proposals are summarised as follows:

- In-house residential care – whilst proposals were made in 2016/17 to review the provision of in-house residential and intermediate care for older people, no decision has been made to change the provision of services. Therefore, the MTFS has been adjusted to reflect this
- Adults transitions and transforming care – reflects the costs associated with young people who are making the transition to adult services from residential schools/colleges who have significant high needs and high costs.
- Children's Services – rebasing linked to current and forecast future Looked After Children (LAC) activity – the Council has undertaken significant work to assess the financial pressures of increased numbers of LAC. The budget will be aligned accordingly to reflect the unprecedented demand of numbers
- Legal Services Support to Social Care – the increased numbers of Looked After Children and continued demand for child protection hearings and court case costs have put significant demand on Legal Services
- Revenue and Capital Financing decisions – the Council's Treasury Management Strategy provides opportunities for further savings through the continued use of short-term borrowing, the use of capital receipts to reduce financing costs and revised estimated staff severance costs.
- General Efficiencies – there are a number of initiatives that will realise savings including third-party spending, postages and recovery of housing benefit overpayments.
- South Yorkshire Pension Fund – anticipated benefit from 2019 revaluation – strategies implemented by the South Yorkshire Pension Authority mean that Council can expect a to make significantly reduced deficit payments over the three year period following the 2019 valuation.
- Updated funding forecasts – the Autumn Budget 2018 announced additional social care funding for 2018/19 and 2019/20. Whilst details of funding beyond 2019/20 will not be known until the announcement of the Comprehensive Spending Review 2019, the Autumn Budget provided some indication that Government departmental funding will grow in real terms from 2019/20. Therefore, it is anticipated that the mainstream funding to local authorities will follow a similar trajectory, however, the increase is netted off by a lower level of New Homes Bonus allocations due to the number of New Homes being lower than originally estimated and confirmation that the Government will review the baseline of new homes before any grant becomes payable.
- New Budget Options pending final approvals – reflects the budget options set out in Table 3 below and Appendix 1, as well as further proposals that will be considered by Cabinet.

- Increase Council Tax by 2.99% - previous MTFS projections assumed that the increase would be 1.99%. This reflects the additional income as a result of the Government's confirmation of the Council Tax referendum principles.
- Council Tax Empty Premium increase – the Government has introduced legislation which provides for local authorities to apply larger premiums to properties which are unoccupied and unfurnished for over five and ten years. Details of the proposals were considered by Cabinet on 17th December 2018.
- Remove General Budget Contingency in 2019/20 – the Council has operated with a budget contingency for a number of years to meet unplanned/unknown financial pressures. This proposal would leave the Council with no contingency budget in 2019/20, however, it is planned to re-provide for the contingency in 2020/21.
- Non-contribution to reserves in 2019/20 – the proposal is reflected in the Reserves Strategy highlighted in section 2.7 below.
- Further replenishment of reserves in 2020/21 – reflects the need to replenish reserves that may be utilised to balance the 2018/19 budget. Again this is reflected in the updated Reserves Strategy.

2.2.4 Details of the new budget saving options for this two-year period were reported to Overview and Scrutiny Management Board on 24th and 26th October 2018. These budget saving proposals are summarised by Directorate in the table below. In December 2018 Cabinet agreed to commence consultation on a further budget option with regard to Adult Services non-residential care charging policy review.

Table 3 - Budget Savings Proposals by Directorate

Directorate	2019/20 £'000	2020/21 £'000	Total £'000
Assistant Chief Executives	184	50	234
Corporate	494	0	494
Finance & Customer Services	815	0	815
Adult Care, Housing and Public Health	3,044	6,029	9,073
Regeneration & Environment	915	1,998	2,913
Children & Young People	2,265	7,742	10,007
Total	7,717	15,819	23,536

2.2.5 The Council consulted with the public, staff and partners on the budget savings proposals for specific services totalling £7.717m for 2019/20 and £15.819m for 2020/21. Two changes have been made to the budget options following consultation :

- The original proposal to reduce the Council contract with Rotherham Healthwatch by £66,000 has been changed to a reduction of £20,000

- The original proposal to end funding for the Rotherham Sight and Sound Service following expiry of the current arrangement in 2019/20 is replaced by a proposal to revise the service specification within a cost reduction of £15,000.
- These changes are reflected in the table above and in Appendix 1. The details of the revised budget options are set out in Appendix 1 A (i) and (ii).

2.2.6 The proposed budget for 2019/20 therefore includes implementation of these savings as adjusted following consultation. More detailed information on the individual proposals is shown at Appendix 1.

2.2.7 In addition there are budget savings approved within the 2018/19 budget which have further savings taking effect in 2019/20. These are listed below by Directorate

Table 4 - Budget Savings Proposals by Directorate – previous year's approvals

Directorate	2019/20 £'000
Assistant Chief Executives	40
Finance & Customer Services	200
Adult Care, Housing and Public Health	56
Regeneration & Environment	1,200
Children & Young People	288
Total	1,784

2.3 Fees and Charges

2.3.1 The Council has a policy to increase fees and charges by the prevailing rate of inflation to ensure that services which the Council provides are kept in line with increases in the cost of providing those services.

2.3.2 All Fees and Charges have been reviewed against the impact of inflation, assessed as 2.4% using the September 2017 to September 2018 increase in the Consumer Price Index (CPI). All Fees and Charges Income Budgets have been uplifted by 2.4% with the exception of school meals income within the catering service, which have been updated to reflect existing agreements with the schools.

2.3.3 Following the reviews, all Services have put forward proposals which meet the required income budgets. Proposals include increasing some Fees and Charges by amounts other than 2.4%.

2.3.4 Details of the proposed charges for each service by Directorate are set out in Appendix 6.

2.4 Financing the Proposed 2019/20 Revenue Budget

- 2.4.1 The table below shows the total available resources to support the proposed net revenue budget of £221m for 2019/20.

Table 5 Resources Funding the Net Revenue Budget

	2019/20 £'000
Final Settlement – RSG and Business Rates Top Up	44,743
Business Rates Retained	37,338
Business Rates Section 31 Grants as compensation for reliefs	4,808
New Homes Bonus	2,126
Public Health Grant	15,873
Housing Benefit Administration Grant and Local Council Tax Support Subsidy	1,270
Social Care Support Grant	2,298
Additional iBCF for 2019/20 *	2,605
EU Exit funding	105
Use of Collection Fund Balance	3,000
Council Tax	106,980
Funding Total	221,146

- 2.4.1 Set out below in Table 6 is the proposed Net Revenue Budget for 2019/20 including the Directorate Cash Limit Budgets utilising the funding resources set out in Table 5 above and based on approval and implementation of the proposed savings included within this report and detailed at Appendix 1

Table 6 Net Revenue Budget by Directorate

Directorate	Proposed Budget 2019/20 £'000
	£'000
Adult Care, Housing & Public Health	77,210
Children & Young People's Service	65,367
Regeneration & Environment Services	40,383
Finance, Customer Services	15,911
Assistant Chief Executive	6,951
Central Services	15,324
TOTAL NET REVENUE BUDGET	221,146

* Note - the iBCF funding allocations up to 2018/19 are included within the Adult Services net budget as grant funding, based on use of the allocations agreed with the CCG

- 2.4.2 The proposed Central Services budget (£15.3m) shown in the table above includes the following key budgets and provisions:
- Levies – Integrated Transport Authority, Coroners, Environment Agency (£11.3m)
 - Capital Financing (£3.3m) which is net of planned use of £3.1m capital receipts for capital financing repayments

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

- 2.5.1 There are a total of 32 independent sector care homes contracted to support older people in Rotherham. They provide a range of care types.
- 2.5.2 The independent sector care home market in Rotherham supplies 1590 beds and accommodates around 1339 older people. The Council is the dominant purchaser.
- 2.5.3 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 by 4.85% to £8.21 in April 2019.
 - Compulsory employers' contribution to pension will rise to 3% by April 2019.
 - Increasing care requirements of residents for acute periods resulting in an intense demand on staff resource.
 - A high degree of staff turnover within the sector results in a significant number of recruitment processes and the costs associated with this.
- 2.5.4 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 health partners require an adequate level of care home capacity.
- 2.5.5 It is proposed that an increase of 2.4% is applied across all fees based on the Consumer Price Index (CPI) as at September 2018. The additional cost would be £395,000 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.

2019/20 Proposed Fees	Residential	Residential EMI	Nursing Care*	Nursing EMI*
Rotherham	£456	£493	£460	£547

*Excluding Funded Nursing Care element at £155.05.

Independent Sector Provision – Home Care

2.5.6 The Community and Home Care Service providers respond flexibly to fluctuating demand and currently deliver around 17,000 hours of home care per week to approximately 1,284 people, with a cost of around £257,000 per week.

2.5.7 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 by 4.85% to £8.21 from 1 April 2019. The price of petrol remains high at circa £1.24 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.
- The compulsory employer's contribution to pension schemes will rise to 3% from 6 April in 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 37% 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.

- 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.

2.5.8 In order to address issues facing the sector, it is proposed that the Council applies a uniform 6% increase for all providers based on the Consumer Price Index rate as at September 2018. This would contribute to the increased staffing costs that providers face in the coming financial year. A 6% increase would equate to an additional cost of £792,000 per annum based on current activity.

2.5.9 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 2019 will increase by 4.85% to £8.21 per hour. It is therefore recommended that the hourly rates for Personal Assistants are increased in line with the NLW increase from 1 April 2019. This will result in an additional cost of £137,000 based on current activity.

Independent sector provision – Learning Disability

2.5.10 The Council currently provides financial support to 769 learning disabled people are accessing 1,303 placements/services with an aging demographic and increased complexity from young people transitioning into the services.

2.5.11 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
- developing more options for Supported Living
- developing alternative Day Opportunities.

2.5.12 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.

2.5.13 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, developing more options for Supported Living and alternative Day Opportunities.

2.5.14 In terms of Residential and Nursing care, and Supported Living providers, there are a total of 32 independent care and support services contracted providers who support people with a Learning Disability in Rotherham. The costs of services reflect bespoke provision to meet individual needs and have arisen incrementally. It is therefore proposed that a 0% increase is applied to residential care and supported living schemes in the Learning Disability sector as currently the cost of care packages are negotiated individually.

2.5.15 However, it is proposed to increase the hourly rate in respect of Sleep-in's for Supported Living Schemes in line with the increase in the National Living Wage. Based on current activity levels, the cost to the Council will be an additional £44,000 per annum.

Summary:

- Residential and Nursing Care Homes – an additional cost of £395,000
- Home care - an additional cost of £792,000
- Personal Assistant - additional cost of £137,000
- Supported Living Sleep in rates – an additional cost of £44,000

Total additional budget required 2019-20 is £1,368,000.

2.6 Council Tax Proposals for 2019/20

2.6.1 The Council is proposing to increase its own Council Tax (i.e. excluding Parish, Fire and Police precepts) by 2.99%.

2.6.2 The Government have confirmed that the basic referendum principle for 2019/20 is 3% i.e a maximum 2.99% increase in the basic rate of council tax. Social care authorities will be able to increase their council tax by up to 2% (over the existing basic referendum threshold of 3%) as long as precept increases do not exceed 6% over the three year period 2017/18 to 2019/20. This means that if a council has already utilised the flexibility in 2017/18 and 2018/19, which is the case for Rotherham, then it cannot increase its social care precept further.

2.6.3 A 2.99% increase on the tax levied in 2018/19 would mean a Band D Council Tax (for the Rotherham Council element only) of £1,522.20. Details of the proposed increases on all Council Tax bandings are set out in Table 7 below.

Table 7 – Council Tax Bands and Amounts

Council Tax Band	2018/19 £	2019/20 £	Number of Properties
A	985.34	1,014.80	63,037
B	1,149.56	1,183.93	22,828
C	1,313.79	1,353.07	15,367
D	1,478.01	1,522.20	9,058
E	1,806.46	1,860.47	4,611
F	2,134.90	2,198.73	1,746
G	2,463.35	2,537.00	720
H	2,956.02	3,044.40	62

- 2.6.4 The budget for 2019/20 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.
- 2.6.5 The proposed increase will help to support the delivery of valuable frontline services, particularly services for vulnerable children and adults at a time when demand for these services continues to increase.
- 2.6.6 Cabinet are asked to note that, as required by legislation (the Local Government Finance Act 1992) and as in previous years, a formal report will be brought to Council on 27th February 2019 setting out details of the proposed Council Tax calculations for the Council, parished areas and including the precepts from the South Yorkshire Police and Fire and Rescue Authorities as advised to the Council.
- 2.6.7 The Council meeting on 23rd January 2019 approved the Council's Tax Base for 2019/20 of 70,279.97 Band D equivalent properties, after adjusting for the anticipated rate of collection, the impact of the Council's Council Tax Support Scheme and discretionary discounts and exemptions for empty properties and second homes. For future years it is recommended that the annual determination of the Council Tax Base, which is a technical based calculation, is delegated to the Strategic Director – Finance & Customer Services (Section 151 Officer) in consultation with the Leader of the Council and the Chief Executive.

Based on the number of properties in the Tax Base and the proposed increase in Council Tax by 2.99%, this will generate a total Council Tax of £106.980m available to support the Council to fund services in 2019/20.

2.7 Reserves and Balances within the Council's Budget Strategy

- 2.7.1 The Council's balance of corporate reserves as at 31st March 2018 was £42.2m. This is £3.2m more than anticipated when the 2018/19 budget report was approved due to the more favourable financial outturn in 2017/18.
- 2.7.2 The Reserves Strategy at that time included a commitment to replenish the reserves being used to support the budget. The replenishing of reserves was proposed at £3m per annum with effect from 2018/19.
- 2.7.3 Since the 2017/18 Budget and Reserves Strategy was approved, the Council's financial outturns for both 2016/17 and 2017/18 have used a total of £5.9m less reserves than anticipated in the 2017/18 Budget and Council Tax Report.
- 2.7.4 In setting the 2018/19 budget, Members agreed that having regard to the more favourable financial outturn for 2016/17, there was not a need to provide £3m replenishment of reserves within the 2018/19 budget.

2.7.5 Given the favourable outturn for 2017/18, it is proposed that there is not a need to provide £3m replenishment of reserves within the 2019/20 budget.

2.7.6 In addition to the financial outturns for 2016/17 and 2017/18 being more favourable than anticipated when the plan to refresh reserves by £3m was agreed, there are a number of factors which need to be considered in setting a reserves strategy over the medium term. These are:

- Agreement to use a further £5.2m of reserves as part of the £10m budget contingency approve to support the 2018/19 revenue budget;
- Any residual overspend for the 2018/19 budget which would have to be covered from reserves. Currently it is anticipated that the Council will outturn within budget for 2018/19.
- A review of all the Council's reserves and balances which has identified that some of the Council's reserves are no longer needed for the purpose that they were originally established;
- A look back at those reserves that were used to support the 2016/17 and 2017/18 budgets and consideration as to whether the need to replenish those reserves still applies within a refreshed reserves strategy.

2.7.7 Following a review of all the Council's reserves and specific commitments against those reserves, a refresh of the Reserves Strategy is proposed which adds those reserves which are no longer required to the Council's Minimum General Fund Balance and retains a smaller number of Corporate Reserves which can be used more flexibly if/as required.

2.7.8 The proposed Reserves Strategy would:

- Increase the Council's General Fund Minimum Balance to £21m by 2020/21. This represents 9.5% of the Council's proposed net budget for 2019/20.
- Retain three Corporate Reserves plus the Insurance Fund Reserve. The Corporate Reserves are proposed to be retained as:
 - Transformation (to support invest to save initiatives)
 - Business Rates (to cover risk on business rates appeals)
 - Pensions (to cover risk on pension fund valuations and provide some further cover for severance costs)

2.7.9 Taken alongside the Council's proposed budget for 2019/20 and 2020/21, this reserves position is considered to be sustainable for the medium term. Future decisions on reserves would then be taken as part of the annual budget setting process.

2.7.10 The table below summarises the reserves balances over the medium term and includes the budget transfer to reserves of £4.3m in 2020/21 thereby increasing the Minimum Balance from £16.8m to £21.1m.

Table 8 – Forecast Balances of Reserves

	Balance at 31st March 2018 £000	Projected Balance at 31st March 2019 £000	Projected Balance at 31st March 2020 £000	Projected Balance at 31st March 2021 £000
Minimum Balance	11,269	16,812	16,812	21,112
<u>Corporate Reserves</u>				
Transformation	2,733	2,733	2,733	2,733
Insurance Fund	350	350	350	350
Business Rates	4,000	4,000	4,000	4,000
Pensions	4,925	4,925	4,925	4,925
Looked After Children	1,000	0	0	0
Other Corporate Reserves	17,108	9,616	2,133	0
Transfer to Minimum Balance	-	- 5,543	-	-
Corporate Reserves Total	30,116	16,081	14,141	12,008
Public Health Grant	850	410	0	0
Total General Fund Minimum Balance and Corporate Reserves	42,235	33,303	30,953	33,120

2.8 Medium Term Financial Strategy 2019/20 to 2021/22

2.8.1 The Council's Medium Term Financial Strategy (MTFS) sets out a framework for understanding the challenges the Council faces and supports corporate planning. It helps the Council to shape its finances over the medium term by examining the projected resources available to meet the priorities as set out in its Council Plan.

2.8.2 The Council has undertaken a complete review of its Medium Term Financial Strategy which was reported to Cabinet on 17th December 2018. The Plan set out details of the financial challenges faced by the Council over the medium term, which are referred to earlier in this report.

- 2.8.3 The MTFS has been updated again to reflect the outcomes of the Final Local Government Finance Settlement 2019/20 and the budget proposals set out in this report. It also includes funding and expenditure projections for the 2021/22 financial year which show an expected balanced budget position based on current service activity. However this does not allow for any further funding to meet escalating social care costs if this issue is not addressed by the Government within the Spending Review.
- 2.8.4 The Council will continue to monitor and review the MTFS accordingly. The outcomes from the announcement of Government's Comprehensive Spending Review will be reflected in a revised MTFS which will be presented to Cabinet/Council later in the year.
- 2.8.5 In setting the budget for 2018/19, the Council identified a budget gap of £29.7m over the period 2019/20 to 2020/21. As the Council has now received details of the Final Local Government Finance Settlement 2019/20 and the Autumn Budget 2019, it is pertinent to update the MTFS in light of this additional information and to also consider funding and expenditure projections for the financial year 2021/22.
- 2.8.6 The Council's current financial position is emphasised in the earlier sections of this report, with the demands on social care largely contributing to the increased costs faced by the Council. Significant work during the current financial year has helped the Council to identify a number of proposed efficiencies. However, the current demand pressures have effectively expanded the funding gap previously reported to Council, therefore a number of further options to balance the budget over the next two financial years were proposed in the MTFS considered by Cabinet in December 2018.
- 2.8.7 The detailed update of the MTFS is attached as Appendix 8. The summary position of the Council's estimated funding and budget position over the next three years is also included below in Table 9.

Table 9 - Budget and MTFS 2019/20 to 2021/22

<u>Resources</u>	2019/20 Budget £000	2020/21 Estimated £000	2021/22 Estimated £000
<u>Government Funding</u>			
Revenue Support Grant	14,857	14,857	14,857
Business Rates Top-Up Grant	28,943	29,580	30,231
S31 Grant as compensation for Multiplier Gap on Top-Up Grant	943	943	943
New Homes Bonus	2,126	1,600	1,450
Public Health Grant	15,873	15,873	15,873
Housing Benefit and Local Council Tax Support Administration	1,270	1,270	1,270
Social Care Support Grant	2,298	0	0
iBCF additional funding 2019/20 *	2,605	2,605	2,605
EU Exit Funding	105	0	0
Total Government Funding	69,020	66,728	67,229
<u>Council Resources</u>			
Retained Business Rates	37,338	38,531	39,761
S31 Grants as compensation for Government determined business rates reliefs	4,808	4,935	5,064
Council Tax Collection Fund – annual review and use of surplus	3,000	3,000	2,500
Council Tax	106,980	111,281	115,754
Total Council Resources	152,126	157,747	163,079

Total Resources	221,146	224,475	230,308
<u>Expenditure</u>	2019/20 Budget £000	2020/21 Estimated £000	2021/22 Estimated £000
Baseline Budget at 2019/20 pay and prices including further investment in Social Care	221,146	221,146	221,146
Impact on future budget of Budget Options and other adjustments within agreed two year budget strategy	-	-15,064	-15,064
Provision for pay, price and fees and charges income inflation 2020/21 and 2021/22	-	7,093	13,244
Adult Care – provision for further costs of transitions and transforming care beyond that included in two year budget strategy	-	-	800
Provision for the cost of staff severances	-	3,000	3,000
Provision for contribution to replenish reserves	-	4,300	-
Impact on treasury management budget of earlier years MRP reprofiling	-	-	3,182
Budget Contingency	-	4,000	4,000
Total Budgets	221,146	224,475	230,308

* Note – the iBCF funding allocations up to 2018/19 are included within the Adult Services net budget as grant funding, based on use of the allocations agreed with the CCG

2.9 Business Rates Reliefs

Business Rates Retail Discount

2.9.1 The Government announced in the Autumn Budget 2018 on 29 October 2018 that it will provide a business rates retail discount scheme for occupied retail properties with a rateable value of less than £51,000 in each of the years 2019-20 and 2020-21. The value of the discount will be one third of the bill applied after other mandatory and discretionary reliefs.

2.9.2 Properties that will benefit from the relief will be those with a rateable value of less than £51,000 that are wholly or mainly being used as shops, restaurants, cafes and drinking establishments. The discount will be administered in line with the guidance provided by Central Government.

2.9.3 Central Government will reimburse billing authorities for the actual cost to them under the rates retention scheme of the relief that falls within the definitions of the Central Government guidance. It is proposed that the Council implements the relief in line with the Government guidance

Business Rates Rural Relief

2.9.4 The doubling of Business Rates Rural Rate Relief was introduced by the Government in 2017/18. However the relevant primary legislation hasn't been changed and councils have been asked to use their local discount powers to grant the reliefs in line with Government guidance. The Council has done this for 2017/18 and 2018/19 and it is proposed to continue the same arrangement for 2019/20.

2.10 Capital Strategy/Capital Programme Update

2.10.1 The Capital Strategy and proposed Capital Programme to 2022/23, 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.

2.10.2 The Council's Capital Strategy and Capital Programme to 2021/22 was approved by Council in February 2018 within the Budget and Council Tax 2018/19 Report.

2.10.3 The Financial Outturn 2017/18 report approved by Cabinet in July 2018 set out an updated capital programme taking into account slippage on capital schemes during 2017/18 which was mostly re-profiled into future years.

2.10.4 Further individual new capital projects already approved during 2018/19 are incorporated into the updated capital programme which are set out in Appendices 2B to 2E.

2.10.5 This report proposes a number of further additions to the capital programme to 2022/23 which are set out in Appendix 2A. It is proposed that these schemes will be added to the Council's capital programme following Council approval. The amendments proposed are summarised as:

- Annual ongoing expenditure commitments to 2022/23
- Capitalisation of expenditure to support the revenue budget
- Priority Capital Investment

2.10.6 These are summarised below:

2.10.7 Annual Ongoing Expenditure Commitments to 2022/23 :

- Capital Investment in Wards £0.210m
- ICT Refresh £1.775m
- Operational Buildings & Commercial Property £0.625m
- Continuation of the Furnished Homes Scheme £1.134m

2.10.8 Capitalisation of expenditure to support the revenue budget :

- Capitalisation options to support the 2018/19 revenue budget £1.490m
- Capitalisation options to support the 2019/20 revenue budget £1.879m
- Capitalisation options to support the 2020/21 revenue budget £0.840m
- Capitalisation options to support the 2021/22 revenue budget £0.840m
- Capitalisation options to support the 2022/23 revenue budget £0.840m
- Capitalisation of Leisure PFI lifecycle costs to 2022/23 £0.461m

2.10.9 Priority Capital Investment – General Fund

- A618 Growth Corridor Phase 2 design (£0.600m)
The scheme includes a major improvement at the staggered junction that forms the intersection of the A618 (Mansfield Road) with the A57 in the south of the borough, together with a small improvement of the A57 at Chesterfield Road. The objectives for the A618 Growth Corridor scheme were improved safety, reduced congestion and to enable economic growth through new and accelerated employment in the A618/A57 area, including the links to the nearby M1 at junction 31.
- Dalben Tower - Clifton Park (£0.053m)
Replacement of major structural parts of the Dalben tower helter skelter in Clifton Park to ensure it remains an iconic play structure within the Park. Clifton Park forms a major part of the emerging Visitor Attraction Model.
- Wellgate Car Park - Retaining Wall (£0.046m)
Stability works to the retaining wall at Wellgate Car Park. The retaining wall at the rear of the car park has been the subject of interim repairs. This is deemed to be a safe situation for the interim period but there are remaining concerns about the long term stability of the wall / embankment. Part of the car park near to the wall has been fenced off to prevent vehicular and pedestrian access.
- Town Centre - Masterplan Flood Alleviation (£3.240m)
To support the Town Centre Development at Forge Island a flood defence scheme has already been approved by the Council to ensure the Town Centre site is not at risk of flooding. However these improvement works will increase pressure on the other sections of the River Don, that will require mitigation to prevent flooding risk. The Council plans to implement 0.5km of new flood defences, located alongside the canal/railway upstream of Rotherham United's FC's football stadium, and carry out improvement works to two small watercourses that flow through the Parkgate area towards the River Don. The works will be funded jointly by a bid for funding from the European Regional Development (ERDF) and

the Council's corporate resources. The Council's contribution towards the project will be met by the existing Town Centre Masterplan budget.

- **Century Phase II (£3.200m)**
Match funding to support a bid to Sheffield City Region for a project which will utilise an area of unused land to construct a new Business Centre at Manvers Way, Wath-Upon-Deane. It would be a second phase of the popular Century Business Park. This phase will create 17,000 sq. ft. of new floor space for office and clean manufacturing "move on" space within B1 planning use class.

This high quality, publicly owned and operated employment space would be made available to businesses within the local area, as well as to the wider Borough and City Region area. Building on the first phase of the Century Business Park this project would allow current occupants and other businesses to move to larger premises as their business grows, alongside providing additional space suitable for new businesses.

- **Microsoft 365 (£4.668m)**
Microsoft has indicated that the current windows desktop products operated by the Council (Microsoft Office 2010) will cease to be supported from January 2020. This includes the Council's email system and office suite such as Word, Excel, Outlook and SharePoint, as well as other important administration tools. From this time [2020] Microsoft will no longer provide security updates and patches which will result in an increased and unacceptable level of risk in relation to our information security - the council has a duty to ensure all the data held in its ICT systems is safe and secure. Microsoft 365 is the direct replacement for these office productivity tools and after extensive research considered to be the only viable option.
- **Foster Care Adaptations (£2.560m)**
Funds are to be made available to provide home extensions and adaptations for foster carers and adopters to minimise the ongoing cost of care impact on the revenue budget. This would be a continuation of the existing programme, that provides funds to support foster carers, of siblings or children with disabilities, to carry out necessary adaptations to their existing property, or to provide support to purchase a new property, in order that they can provide a permanent placement for the looked after children.
- **CCTV (£0.050m)**
The aim of the project is to provide a budget for the updating or installation of CCTV across a number of strategic locations across the borough to prevent anti-social behaviour.

- Allotments (£0.100m)
This proposal is to create a capital allocation of £100k to support the transfer of the management of Allotments to a newly created Allotments Alliance. This supports the decision by Cabinet in July 2018 and mitigates risk of delays to the project due to concerns about taking on site-related liabilities. The Allotments Alliance will be able to use the contribution to support match funding bids to carry out any required site works to ensure the Allotments are fit for purpose.
- Mobile Application (£0.222m)
Productivity of the adults and children's - social care workforce is critical to its future sustainability with a reduced workforce, increasing demand and complexity of vulnerable adults and children and families. Digital solutions to assessment and case management are in their infancy in Childrens and Adult Care and Health, with assessment teams not having access to agile working technology and real time recording. The Liquid Logic mobile application will enable liquid logic users to record and complete assessments in real time providing service users, with the opportunity to view, amend and sign assessment documentation if appropriate, reducing delays and multiple data inputting. The app also enhances data security reducing the need for paper recording. This method is across the social care arena.
- Digital Support - supported living (£0.160m)
The implantation of digital technology with 40 individuals to better understand how digital technology can improve the lives of vulnerable people who are in receipt of traditional care services and contribute to the long term financial sustainability of adult social care and demonstrate a viable alternative to traditional reactive care line provision.
- Bassingthorpe Farm (£0.910m)
This budget will be utilised for key strategic acquisitions, preparatory and infrastructure works to support the Bassingthorpe Farm housing development.
- Grafton and Cranworth Contact Centres (£0.180m)
The Council currently has access to three council houses to support Looked After Children (LAC) to see their families. Improvement works would require £15k - £20k for each house to be brought to a reasonable decorative standard; however, these houses have been deemed to be unsuitable for the future use for facilitation of contact time. This proposal would see these three houses returned to RMBC Key Choices where they would be rented out to families in need of accommodation.

The project would then directly replace the space provided by these houses with Grafton House which is currently an unused site owned and managed by Rotherham MBC. This would provide 6 family contact rooms and enable the movement of the team base from Cranworth to Grafton House, and whilst making additional refurbishments to Cranworth to further increase capacity to 8 – 9 family contact rooms.

This project would increase the capacity for enabling the required contact time for LAC children with their family and friends. The number of looked after children has increased significantly in recent years which has led to an increase in the need for suitable accommodation for the required LAC contact time.

- **Community Aspects of Road Safety (£0.450m)**
This is a project to address local community concerns regarding road safety, with the implementation of engineering interventions and amended speed limits. Due to both limited staff resources and the availability of the Local Transport Plan (LTP) funding to implement schemes, it is currently difficult to meet public and neighbourhood aspirations. Therefore, the proposal is to provide a capital budget for 3 years of £150,000 per annum.

Housing Revenue Account (HRA)

- 2.10.10 The Housing Revenue Account Capital Programme has also been updated to 2022/23 with a further £20.275m investment in improving council housing and £2.000m in adaptations. HRA capital programme information is set out in Appendices 2D and 2E.

Capital Strategy

- 2.10.11 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.
- 2.10.12 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).
- 2.10.13 The revenue impact of the Capital Strategy is reflected in this report and the prudential borrowing requirement arising from the Capital Programme is reflected in the Prudential Indicators and Treasury Management and Investment Strategy.

Proposed Capital Programme 2018/19 to 2022/23

- 2.10.14 Subject to approval of all the proposed additions to the capital programme, the Council's five year capital programme will be set at £406.811m, split between general fund £250.224m and HRA £156.587m. The table below indicates the split of the capital programme across the Council's Directorates.

Table 10 – Proposed Capital Programme 2018/19 to 2022/23

Directorate	2018/19 Budget £m	2019/20 Budget £m	2020/21 Budget £m	2021/22 Budget £m	2022/23 Budget £m	Total Budget £m
General Fund Capital						
Children and Young People's Services	9.288	10.751	10.715	4.220	4.700	39.674
Assistant Chief Executive	1.338	0.210	0.210	0.210	0.210	2.178
Adult Care & Housing	4.069	6.237	11.993	6.066	3.921	32.286
Finance and Customer Services	5.187	3.976	4.828	1.775	1.775	17.541
Regeneration and Environment	39.374	45.693	41.129	18.113	6.238	150.546
Capitalisation Direction	2.000	2.000	2.000	2.000	0.000	8.000
Total General Fund Capital	61.256	68.866	70.874	32.384	16.844	250.225
Total HRA Capital	41.888	42.036	28.113	22.275	22.275	156.587
Total RMBC Capital Programme	103.144	110.902	98.987	54.659	39.119	406.811

Funding the Capital Programme

- 2.10.15 Appendix 2B & 2D 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.
- 2.10.16 The Council held £17.236m of General Fund capital receipts, and £11.566m of HRA Right to Buy / Land receipts as at 31st March 2018. In addition, the Council anticipates a further £10m of capital receipts to be generated across the Capital Programme period 2018/19 to 2022/23. This would provide total available capital receipts of £38.802m to meet total commitments within the current programme of £34.827m. This position allows for the use of £3.1m of capital receipts to support the repayment of debt in 2019/20 to reduce the Council's revenue contribution to the repayment of debt (MRP).
- 2.10.17 The table below shows how each year of the capital programme will be funded:

Table 11 – Funding of the Proposed Capital Programme 2018/19 to 2022/23

Funding Stream	2018/19 Budget £m	2019/20 Budget £m	2020/21 Budget £m	2021/22 Budget £m	2022/23 Budget £m	Total Budget £m
Grants And Contributions	23.583	28.557	38.859	22.126	8.840	121.965
Unsupported Borrowing	28.963	35.190	24.527	5.823	5.569	100.072
Capital Receipts	6.695	3.119	5.488	2.435	2.435	20.172
Capital Receipts – Flexible Use	2.015	2.000	2.000	2.000	0.000	8.015
Total Funding - General Fund	61.256	68.866	70.874	32.384	16.844	250.224
Grants And Contributions	3.325	1.486	1.185	0.000	0.000	5.997
Housing Major Repairs Allowance	12.559	16.005	12.759	22.025	22.025	85.373
Capital Receipts	2.435	4.205	0.000	0.000	0.000	6.640
Revenue Contribution	23.569	20.340	14.168	0.250	0.250	58.577
Total Funding - HRA	41.888	42.036	28.113	22.275	22.275	156.587
Total	103.144	110.902	98.987	54.659	39.119	406.811

2.10.18 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 the period 2018/19 to 2021/22. As a general principle, capital receipts will be earmarked to minimise revenue costs.
- (iii) All decisions on capital financing are delegated to the Council's Section 151 Officer as agreed by Council.

2.11 Treasury Management Issues

- 2.11.11 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.
- 2.11.12 The Treasury Strategy has associated Prudential Indicators (PIs) which have to be approved by Council prior to 1st April each financial year in order to comply with the various statutory frameworks within which the treasury function has to operate.
- 2.11.13 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.

- 2.11.14 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.
- 2.11.15 The Treasury Management Strategy is integral to the overall Budget Strategy and to the management of the Capital Programme.
- 2.11.16 Details of the Treasury Management Matters are contained in Appendix 3.

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

- 2.12.11 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.
- 2.12.12 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.
- 2.12.13 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.
- 2.12.14 The Strategic Director of Finance & Customer Services gives her assurance that the budget estimates for 2019/20 and 2020/21 are robust overall when considered in conjunction with the budget options identified in the report, the reserves strategy and medium term financial projections. The Council continues to face significant financial pressures in respect of social care.
- 2.12.15 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.

- 2.12.16 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 2019/20 and 2020/21 is approved as set out in the report and incorporating the agreement to the delivery of £7.7m and a further £15.8m in 2019/20 and 2020/21 respectively of net budget reductions.
 - 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 2021/22 and agrees to the proposals to manage a balanced budget over 2019/20 and 2020/21.
 - That the revised Reserves Strategy is approved which will see the General Reserves Minimum Balance increased to £21m by 2020/21. However, it is not to be 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.
- 2.12.17 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.
- 2.12.18 The Council continues to operate in a tight financial climate by continuing to exercise the additional spending controls implemented over the last two years 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.
- 2.12.19 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.
- 2.12.20 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.

- 2.12.21 In considering the overall robustness of the budget proposals for 2019/20 and 2020/21, 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.

3. Options considered and recommended proposal

- 3.1 These are set out in Section 3 above.

4. Consultation on proposal

- 4.1 From 26th October 2018 to 30th November 2018, the Council consulted with the public, staff and partners around the Directorate cuts and savings proposed for the 2019/20 and 2020/21 budget. The Council asked the public to provide feedback on budget proposals via: local media, the Council website and social media.
- 4.2 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.
- 4.3 A report setting out the feedback on the consultation is attached at Appendix 7.
- 4.4 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.

5. Timetable and Accountability for Implementing this Decision

- 5.1 The Council is required to set its annual budget by no later than 10th March each year. Strategic Directors are responsible for ensuring the delivery of savings proposals within their Directorate Cash Limit approvals.
- 5.2 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.

6. Financial and Procurement Advice and Implications

- 6.1 The financial implications are set out in detail in Section 2 above.
- 6.2 In summary, the report recommends a 2.99% increase in Council Tax (excludes precepts) and a 2019/20 General Fund Revenue Budget for the Council of £221m.

6.3 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 2.4% increase to income budgets for Council Fees and Charges in line with the September 2018 CPI increase.

6.4 Any revenue implications from the Approved Capital Programme are fully reflected in the Council's 2019/20 Revenue Budget, its Medium Term Financial Strategy and the Prudential Indicators and Treasury Management and Investment Strategy.

6.5 There is a requirement for all projects within the Capital Programme to be procured in line with the Council's Standing Orders and, Financial and Procurement Procedure Rules. 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.

6.6 Treasury Management forms an integral part of the Council's overall financial arrangements. The assumptions supporting the capital financing budget for 2019/20 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.

6.7 The proposed Treasury Management and Investment Strategy is not forecast to have any further revenue consequences other than those identified and planned for in both the Council's 2019/20 Revenue Budget and approved MTFS.

7. Legal Advice and Implications

7.1 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.

- 7.2 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.
- 7.3 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.
- 7.4 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.
- 7.5 It is a requirement that changes to the Council's prudential indicators are approved by Council.
- 7.6 It is also a requirement that the Council's Minimum Revenue Provision Policy Statement for each financial year is approved by Council.

8. Human Resources Advice and Implications

- 8.1 The expected impact of the budget proposals within this report on the number of Full Time Equivalent (FTE) posts to be lost is around 175 FTE's.
- 8.2 Since 2010 the Council has reduced its headcount by over 1,800.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 See sections 2.1.26 to 2.1.34 and sections 2.1.6 to 2.1.14 above.
- 9.2 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. The proposed 2019/20 utilises the additional funding announced in the Government's Autumn Budget 2019/20.

- 9.3 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.

10. Equalities and Human Rights Advice and Implications

- 10.1 All budget savings proposals requiring full, detailed Equalities Assessments will be included in the report to Council on 27th February 2019.
- 10.2 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.

11. Implications for Partners

- 11.1 The implications for Partners and Other Directorates of revenue budget savings proposals at Appendix 1 are in the Equalities Assessments.
- 11.2 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.

12. Risks and Mitigation

- 12.1 The non-achievement of the budget saving options outlined earlier may result in overspends which will require a drawdown on reserves. The reserves strategy shows that there is a sufficient balance of reserves to mitigate overall budget risk, however, a continued call on the reserves over and above that planned over the medium term is financially unsustainable.
- 12.2 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.
- 12.3 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.

12.4 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. The UK leaving the European Union in March 2019 may impact on the financial markets and will therefore require careful consideration of future investments in accordance with the Treasury Management Strategy.

12.5 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.

13. **Accountable Officer(s)**

Judith Badger, Strategic Director of Finance and Customer Services

Graham Saxton, Assistant Director of Financial Services

Approvals obtained on behalf of:-

	Named Officer	Date
Chief Executive	Sharon Kemp	04/02/19
Strategic Director of Finance & Customer Services (S.151 Officer)	Graham Saxton	04/02/19
Assistant Director of Legal Services (Monitoring Officer)	Dermot Pearson	04/02/19
Assistant Director of Human Resources (if appropriate)	N/A	
Head of Procurement (if appropriate)	N/A	

Report Author: Paul Stone – Head of Corporate Finance

This report is published on the Council's [website](#).

Ref Per Template	Directorate / Savings Option	Budget Saving 2019/20 £000	Additional Budget Saving 2020/21 £000	Total Budget Saving £000
Directorate Savings				
Assistant Chief Executive				
ACX 1	Human Resources	50	50	100
ACX 2	Performance, Intelligence & Improvement	45	-	45
ACX 3	Restructure Democratic Services	89	-	89
		184	50	234
Corporate				
CORP1	Riverside House Lease	494	-	494
Finance & Customer Services				
FCS 5	Customer & Digital (FCS & ACX)	815	-	815
RE 1	Regeneration & Environment - Customer & Digital	-	1,650	1,650
		815	1,650	2,465
Adults & Housing AND Public Health				
ACH 1	Review of funding for the Sheffield Royal Society for the Blind Sight & Sound Services	15	-	15
ACH 2	My Front Door	62	290	352
ACH 3	Reduction in "call off" budget provision for Absolute Advocacy Service	95	-	95
ACH 4	New Target Operating Model for Adult Care, Housing and Public Health	1,556	1,556	3,112
ACH 5	Reassessments / Right Size Care Packages Programme	1,023	3,910	4,933
ACH 6	Reduction in the contract value of the Healthwatch Rotherham contract	20	-	20
ACH 7	HRA Contribution to Housing Related Support – Floating Support and Equipment/Adaptations	150	150	300
ACH 9	Adults Strategic Commissioning	123	123	246
		3,044	6,029	9,073
Regeneration & Environment				
RE 2	Street Pride Zonal Working	146	-	146
RE 3	Enforcement and Regulatory Services Integration	146	-	146
RE 4	Transport Fleet Extended Years	12	-	12
RE 5	Capitalise Highways Multi-Hog Patching Works	300	-	300
RE 6	Capitalise Replacement of Obsolete Street Lighting Units	35	-	35
RE 7	Review of Council Depots	7	-	7
RE 8	Heritage Services Community Supported Model	-	17	17
RE 9	Reduction in Library Stock Budget	-	50	50
RE 10	RVCP Introduction of Automatic Car Parking System	-	16	16
RE 11	Reduction of Staffing Resources in Planning Service	17	-	17
RE 12	Increase in Income from Business Centre Licence Fees	35	21	56
RE 13	Riverside House Café Tender Process	15	32	47
RE 14	Asset Management and Property Savings	181	209	390
RE 15	Review of Clinical Waste Operation	10	-	10
RE 16	Bring Site Removal	3	3	6
RE 17	Reduced Public Right of Way Staff Resource	6	-	6
RE 18	Introduction of Pre-Inspection Food Hygiene Inspections	2	-	2
		915	348	1,263
CYPS				
CYPS 1	Demand Management	316	684	1,000
CYPS 2	Early Help & Social Care Pathway	1,435	4,305	5,740
CYPS 3	Performance and Quality	200	-	200
CYPS 4	Market Management	314	2,753	3,067
		2,265	7,742	10,007
Total Directorate Savings		7,717	15,819	23,536
Equality Analysis Forms				
	Customer Access Strategy			
	Proposed reduction in funding for the Sheffield Royal Society for the Blind Sight and Sound service			
	Proposed reduction in the contract value of the Healthwatch Rotherham contract			
	Heritage Services - Increased Volunteers			
	Reduction in library stock budget			
	Riverside House Café			

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Budget Option 2019/20 – 2020/21

Cumulative Net Savings

Reference:	ACH 1

2018/19 £'000	2019/20 £'000	2020/21 £'000
0	15	15

Director Responsible for Delivery	Strategic Director Adult Care, Housing and Public Health

Cabinet Portfolio Holder	Cllr David Roche

Finance Business Partner	Julie Copley

Proposal Description	Proposed reduction in funding for the Sheffield Royal Society for the Blind Sight and Sound service
Details of Proposal (including implications on service delivery)	Following a review of the sensory offer, it was determined that there was a need to develop local services to assist people with sensory disabilities to remain as independent as possible for as long as possible and prevent dependency on statutorily provided services. On the 12 September 2016, Cabinet agreed to fund the development of a sensory impairment service for people with both hearing and sight impairment with a budget of £140,000 per annum. The service called Rotherham Sight and Sound, located at Ship Hill in Rotherham town centre commenced in October 2017. It is delivered by Sheffield Royal Society for Blind. Funding for the project was agreed for a two year period. The original proposal was to end funding for the service at the end of the contract term. £93,000 of the overall £140,000 budget comes from alternative cost centres and these have already been considered within other savings proposals. This left a balance of £47,000 which was proposed to be released from September 2019 and thus delivering a saving of £23,500 in 2019/20 and a further £23,500 in 2020/21. Following consideration of feedback from the Council's budget consultation, there are significant changes to the original proposal for the Rotherham Sight & Sound service. The original proposal was for funding to end following expiration of the original contract period in 2019/20. It is now recommended that the Rotherham Sight & Sound

Appendix 1A (i)

	service is retained on a slightly reduced budget for two years (with the option for a third year extension). This will be with a contract value of £125,000 per annum. The new service specification will incorporate an enhanced offer for advice for the deaf/hearing impaired community. A number of responses pertaining to Sight & Sound were received via social media and through face to face events with the Council Leader/Chief Executive asserting opposition to the ending of funding for the Sight & Sound service. 20% of respondents to the Council's on-line budget consultation cited the Sight & Sound proposal as one they wished to comment on. All responses received opposed the proposed ending of funding, In addition to the on-line content, 24 letters were received from a range of individuals and services supporting people with sensory impairments; all opposing the ending of funding for the service and citing the adverse impact this would have on their lives of those who use the service and their peers. A specific face to face consultation event was undertaken on the 5 December 2018 at Talbot Lane church. This was attended by 64 people using the Sight & Sound service (or affiliated to it) with both visual and hearing impairments. At the event, all attendees voiced their opposition to the proposal and cited the direct impact this would have on them in terms of reducing their specialist support, driving up demand for statutory services, increasing social isolation and breaking up friendship groups. Officers will work closely with the Sheffield Royal Society for the Blind to co-design a revised service specification to support the new contractual arrangements.
Implications on other Services (identify which services and possible impact)	The service supports the Council's Adult Care Directorate with an enhanced sensory offer above the statutory Care Act 2014 requirements. The proposed revisions to the service specification will further enhance the advice needs of deaf/hearing impaired community.
Support required from Corporate Services – Finance, HR, Legal, ICT (please specify)	Support from Legal, Finance and Procurement functions to put a new contract in place.
Reduction in Staffing Posts (FTEs)	The provider will determine – no direct impact for the Council.
Reduction in Head Count	The provider will determine – no direct impact for the Council.
Decision Maker : Either Cabinet or Officer/Management Action	

Budget Option 2019/20 – 2020/21

Cumulative Net Savings

Reference:	ACH 6

2018/19 £'000	2019/20 £'000	2020/21 £'000
0	20	20

Director Responsible for Delivery	Strategic Director Adult Care, Housing and Public Health

Cabinet Portfolio Holder	Cllr David Roche

Finance Business Partner	Julie Copley

Proposal Description	Proposed reduction in the contract value of the Healthwatch Rotherham contract.

Details of Proposal (including implications on service delivery)	The Health and Social Care Act 2012 amended the Local Government and Public Involvement in Health Act 2007 to make provision for a national Healthwatch England and for a local Healthwatch. This is a statutory service. Healthwatch Rotherham is expected to be the local consumer champion for patients, service users and the public, covering both health and social care for all ages. Their statutory activities should include gathering local views and making these known to providers and commissioners, monitoring and scrutinising the quality of provision of local services, and a seat on the local Health and Wellbeing Board. The Healthwatch contract is funded from a previously ring fenced grant allocation: Local Reform and Community Voices Grant of £183,917. The ring fence was removed in 2015/16 There is therefore no mandate as to the value of the contract since the removal of the ring fence. A two year contract was issued following a competitive tender process during 2017/18 with a contract value of £174,150. The contract had a tapered value for year two, with the current value of £156,735 during 2018/19. The contract has an option to extend for one year to 31 March 2020 subject to agreement on a revised contract value. It is proposed that the contract value is further reduced to £137,000 for 2019/20. This will be facilitated through a

Appendix 1A(ii)

	negotiation with the existing provider with the option to extend on a revised contract value/service specification for the one year period. The service specification will be revised to more clearly articulate the requirements of both the Healthwatch and NHS Complaint Advocacy functions. There will also be a commitment to apply the emerging Healthwatch England framework when this is rolled out to ensure that the local offer is in line with the rest of the country. The changes to the original proposal for a £66,000 budget reduction have been recommended following consideration of feedback from the Council's budget consultation. A number of responses pertaining to Healthwatch were received via social media and through face to face events with the Council Leader/Chief Executive asserting opposition to the level of proposed cut to the Healthwatch budget. 45 letters were received (including one with 28 signatures) from a range of individuals and services supporting people of all ages including children and young people. The majority of the adverse impacts cited related to the potential loss of advocacy support and negative consequences that this would have on the wider community requiring support to make an NHS complaint. A detailed response was received from Healthwatch England. This provided constructive feedback with regard to expected Healthwatch functions and outlined challenges to potential organisational delivery within the financial envelope in the original proposal. The benchmarking information provided by Healthwatch England also helped inform the revision to the depth of the proposed reduction in the budget.
Implications on other Services (identify which services and possible impact)	The Healthwatch service is an all age offer and though the majority of activity is focused on adults there are also aspects that cover CYPS such as CAMHS and maternity services. This is reflected in the revised service specification which ensures that the functions for both Healthwatch and NHS Complaints Advocacy retain a commitment to all age support. The provider employs a small number of staff and has recently moved offices in order to reduce overhead costs. The revised level of funding should lessen the adverse impact on the Healthwatch Rotherham staffing deployment.
Support required from Corporate Services – Finance, HR, Legal, ICT (please specify)	None required as the revised proposal can be made within the existing contractual arrangements.
Reduction in Staffing Posts (FTEs)	To be determined by the provider – no direct impact for the Council.
Reduction in Head Count	To be determined by the provider – no direct impact for the Council.

Decision Maker :	

Either Cabinet or Officer/Management Action	

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Proposed Additions to the General Fund Capital Programme to 2022/23								
	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	Total Project £'000	Grant Support £'000	Corporate Resource Required £'000
Annual Ongoing Expenditure Commitments to 2022/23								
Capital Investment In Wards	0	0	0	0	210	210	0	210
ICT Refresh	0	0	0	0	1,775	1,775	0	1,775
Operational Buildings	0	0	0	0	550	550	0	550
Commercial Property	0	0	0	0	75	75	0	75
Furnished Homes	0	0	0	0	1,134	1,134	0	1,134
Capitalisation of expenditure to support the revenue budget								
Carriageways Capitalisation	0	500	500	500	500	2,000	0	2,000
Multi-Hog works capitalisation	300	300	300	300	300	1,500	0	1,500
Street Lighting Capitalisations	40	40	40	40	40	200	0	200
Leisure PFI lifecycle	0	0	0	0	461	461	0	461
Fleet Management System	54	0	0	0	0	54	0	54
Fleet Management - Vehicle purchases rather than lease	1,096	955	0	0	0	2,051	0	2,051
RVCP New leisure equipment and replacement of safety boats	0	84	0	0	0	84	0	84
Priority Capital Investment – General Fund								
A618 Growth Corridor Phase 2 design	0	600	0	0	0	600	0	600
Dalben Tower - Clifton Park	0	53	0	0	0	53	0	53
Wellgate Car Park - Retaining Wall	0	46	0	0	0	46	0	46
Town Centre - Masterplan Flood Alleviation	50	400	2,750	40	0	3,240	1,620	1,620
Century Phase II	0	3,200	0	0	0	3,200	1,600	1,600
Microsoft 365	1,015	600	3,053	0	0	4,668	0	4,668
Foster Care Adaptations	0	640	640	640	640	2,560	0	2,560
CCTV	0	50	0	0	0	50	0	50
Allotments	0	100	0	0	0	100	0	100
Mobile Application	140	82	0	0	0	222	0	222
Digital Support - supported living	160	0	0	0	0	160	0	160
Bassingthorpe Farm	0	910	0	0	0	910	0	910
Grafton and Cranworth Contact Centres	0	180	0	0	0	180	0	180
Community Aspects of Road Safety	0	150	150	150	0	450	0	450
Total Proposed Additions	2,855	8,890	7,433	1,670	5,685	26,533	3,220	23,313

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Capital Programme General Fund 2018/19 to 2022/23

Directorate	Current Year		Future Years		Total Project
	Budget		Budget		Budget
Adult Care & Housing	4,069,110		28,216,623		32,285,733
Children & Young Peoples Serv	9,288,481		30,385,110		39,673,591
Finance & Customer Services	7,186,845		18,353,556		25,540,401
Assistant Chief Executive	1,337,960		840,000		2,177,960
Regeneration & Environment	39,373,744		111,172,475		150,546,219
Total	61,256,140		188,967,764		250,223,904

Funding:

Funding Stream	Current Year		Future Years		Total Project
	Budget		Budget		Budget
Grants And Contributions	23,582,896		98,381,941		121,964,837
Prudential Borrowing	26,713,112		71,108,823		97,821,935
Revenue Contribution	2,014,828		6,000,000		8,014,828
Usable Capital Receipts	8,945,304		13,477,000		22,422,304
Total	61,256,140		188,967,764		250,223,904

Capital Programme General Fund 2018/19 to 2022/23

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2019/20	2020/21	2021/22	2022/23	Full Project Budget
						Budget	Budget	Budget	Budget	Budget	Budget
						£	£	£	£	£	£
Adult Care & Housing	Adult Services	Adult Services	Adults Grants Unallocated	CUZBUN	Adults Grants Unallocated	0	0	0	2,006,206	0	2,006,206
			Adults Grants Unallocated			0	0	0	2,006,206	0	2,006,206
			Assistive Technology	CU0700	Assistive Technology Equipment	680,000	680,000	680,000	680,000	680,000	3,400,000
				CU0502	Digital Support - Supported Living	0	160,000	0	0	0	160,000
				CU0503	Webroster mobile units	16,110	0	16,593	0	17,091	49,794
			Assistive Technology			696,110	840,000	696,593	680,000	697,091	3,609,794
			REWS Equipment	CU0701	REWS Capital	190,000	190,000	190,000	190,000	190,000	950,000
			REWS Equipment			190,000	190,000	190,000	190,000	190,000	950,000
			Adult Services			886,110	1,030,000	886,593	2,876,206	887,091	6,566,000
		Adult Services				886,110	1,030,000	886,593	2,876,206	887,091	6,566,000
	Neighbourhood Capital Programm	Fair Access to All	Aids and Adaptations (Private	CNF101	Adapts - WDP - Private Major	453,546	0	0	0	0	453,546
				CNF102	Adapts - MFS - Private Major	219,379	0	0	0	0	219,379
				CNF103	Adapts - OTHERS - Private Majr	760,635	0	0	0	0	760,635
				CNF201	Adapts - WDP - Private Minor	290,732	0	0	0	0	290,732
				CNF202	Adapts - MFS - Private Minor	175,708	0	0	0	0	175,708
				CNFBUN	Private Adaps Bud Unall	0	1,900,000	1,900,000	1,900,000	1,900,000	7,600,000
			Aids and Adaptations (Private			1,900,000	1,900,000	1,900,000	1,900,000	1,900,000	9,500,000
			Fair Access to All			1,900,000	1,900,000	1,900,000	1,900,000	1,900,000	9,500,000
		Neighbourood Regeneration & Re	Bellows Road	CP0600	Bellows Road	70,000	0	0	0	0	70,000
					Bellows Road	70,000	0	0	0	0	70,000
			Canklow Clearance	CP0100	Canklow Clearance Project	7,000	0	0	0	0	7,000
					Canklow Clearance	7,000	0	0	0	0	7,000
			Extra Care Housing	CPZBUN	Extra Care Housing Scheme	0	2,000,000	8,000,000	0	0	10,000,000
					Extra Care Housing	0	2,000,000	8,000,000	0	0	10,000,000
			Monksbridge Demolition	CP0401	Monksbridge, Dinnington	0	72,000	0	0	0	72,000
					Monksbridge Demolition	0	72,000	0	0	0	72,000
		Neighbourood Regeneration & Re				77,000	2,072,000	8,000,000	0	0	10,149,000
	Neighbourhood Capital Programm					1,977,000	3,972,000	9,900,000	1,900,000	1,900,000	19,649,000
	Neighbourhood Improvements - N	Neighbourhood Improvements Non	Fuel Poverty Vulnerable People	CP0802	Fuel Poverty-Vulnerable People	0	28,733	0	0	0	28,733
			Fuel Poverty Vulnerable People			0	28,733	0	0	0	28,733
			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	0	288,000
			Furnished Homes CPTL			1,206,000	1,206,000	1,206,000	1,206,000	1,134,000	5,958,000
			N'bourhood Grants Unallocated	CPXBUN	N'Hoods Grants Unallocated	0	0	0	84,000	0	84,000
			N'bourhood Grants Unallocated			0	0	0	84,000	0	84,000
		Neighbourhood Improvements Non				1,206,000	1,234,733	1,206,000	1,290,000	1,134,000	6,070,733
		Neighbourhood Improvements - N				1,206,000	1,234,733	1,206,000	1,290,000	1,134,000	6,070,733
	Adult Care & Housing					4,069,110	6,236,733	11,992,593	6,066,206	3,921,091	32,285,733
				CPC003	Rotherham North CPTL	6,699	0	0	0	0	6,699
				CPC004	Rotherham South CPTL	4,951	0	0	0	0	4,951
				CPC005	Wentworth North CPTL	2,742	0	0	0	0	2,742

Capital Programme General Fund 2018/19 to 2022/23

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2019/20	2020/21	2021/22	2022/23	Full Project Budget						
						Budget	Budget	Budget	Budget	Budget	Budget						
						£	£	£	£	£	£						
				CXB100	ACE - Thurcroft Creatives - creation of a piece	13,500	0	0	0	0	13,500						
				CPC008	Capt'l Inv't Ward Anst wdssetts	10,000	10,000	10,000	10,000	10,000	50,000						
				CPC009	Capt'l Inv't-Ward - Dinnington	10,000	10,000	10,000	10,000	10,000	50,000						
				CPC010	Capt'l Inv't-Ward - Wales	10,000	10,000	10,000	10,000	10,000	50,000						
				CPC011	Capt'l Inv't-Wd-Brinwth/catffe	10,966	10,000	10,000	10,000	10,000	50,966						
				CPC012	Capt'l Inv't-Ward - Holderness	15,146	10,000	10,000	10,000	10,000	55,146						
				CPC013	Capt'l Inv't-Ward - RotherVale	13,072	10,000	10,000	10,000	10,000	53,072						
				CPC014	Capt'l Inv't-Ward - Keppel	19,500	10,000	10,000	10,000	10,000	59,500						
				CPC015	Capt'l Inv't-Ward - Roth West	15,745	10,000	10,000	10,000	10,000	55,745						
				CPC016	Capt'l Inv't-Ward - Wingfield	20,000	10,000	10,000	10,000	10,000	60,000						
				CPC017	Capt'l Inv't-Ward - Bostn Ctle	12,598	10,000	10,000	10,000	10,000	52,598						
				CPC018	Capt'l Inv't-Ward - Roth East	16,160	10,000	10,000	10,000	10,000	56,160						
				CPC019	Capt'l Inv't-Ward - Sitwell	19,000	10,000	10,000	10,000	10,000	59,000						
				CPC020	Capt'l Inv't-Ward - Hooper	13,791	10,000	10,000	10,000	10,000	53,791						
				CPC021	Capt'l Inv't-Ward - Swinton	17,590	10,000	10,000	10,000	10,000	57,590						
				CPC022	Capt'l Inv't-Ward - Wath	15,800	10,000	10,000	10,000	10,000	55,800						
				CPC023	Capt'l Inv't-Ward - Rawmarsh	13,467	10,000	10,000	10,000	10,000	53,467						
				CPC024	Capt'l Inv't-Ward - Silverwood	11,485	10,000	10,000	10,000	10,000	51,485						
				CPC025	Capt'l Inv't-Ward - Valley	20,000	10,000	10,000	10,000	10,000	60,000						
				CPC026	Capt'l Inv't-Ward - Maltby	16,130	10,000	10,000	10,000	10,000	56,130						
				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	19,618	10,000	10,000	10,000	10,000	59,618						
				Democratic Services						337,960	210,000	210,000	210,000	210,000	1,177,960		
				Democratic Services						337,960	210,000	210,000	210,000	210,000	1,177,960		
				Democratic Services						337,960	210,000	210,000	210,000	210,000	1,177,960		
				Human Resources	Human Resources	Human Resources	Human Resources	CXA001	Replace HR & Payroll system	1,000,000	0	0	0	0	1,000,000		
								Human Resources					1,000,000	0	0	0	1,000,000
								Human Resources					1,000,000	0	0	0	1,000,000
	Human Resources						1,000,000	0	0	0	1,000,000						
	Assistant Chief Executive						1,337,960	210,000	210,000	210,000	210,000	2,177,960					
	Children & Young Peoples Serv	CYPs - RMBC	Other CYPs	Children & Families	CE1014	Thrybergh CC Satellite CPTL	44,775	0	0	0	0	44,775					
					CE1030	Replacement minibus-LibertyHse	30,000	0	0	0	0	30,000					
CE1031					Harthill Primary School Contribution	52,000	0	0	0	0	52,000						
CE1032					Grafton & Cranworth Contact Centres	0	180,000	0	0	0	180,000						
CED900					Adaptations - Foster Care	606,000	1,119,891	640,000	640,000	640,000	3,645,891						
CEL900					Early Education Place Grant	106,830	0	0	0	0	106,830						
Children & Families					839,605	1,299,891	640,000	640,000	640,000	4,059,496							
Other CYPs					839,605	1,299,891	640,000	640,000	640,000	4,059,496							
					C0056N	Badsley Pri Curtain wall Ph 2	100,000	0	0	0	0	100,000					
					C0060N	Brins Manor Inf Damp Works	169,002	0	0	0	0	169,002					
			C0077N		Thorpe Hes Pri Kitchen Canopy	85,000	0	0	0	0	85,000						

Capital Programme General Fund 2018/19 to 2022/23

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2019/20	2020/21	2021/22	2022/23	Full Project Budget
						Budget	Budget	Budget	Budget	Budget	Budget
						£	£	£	£	£	£
				C0091N	Aston Fence J & I School	11,575	0	0	0	0	11,575
				C0092N	Blackburn PS R'place Windows	32,871	0	0	0	0	32,871
				C0093N	Bramley S'side I.S. H'ting Fea	10,000	0	0	0	0	10,000
				C0094N	Brinsworth Howrth P.S Roofing	112,190	0	0	0	0	112,190
				C0095N	Broom Valley C.P Hot Water Sys	55,064	0	0	0	0	55,064
				C0096N	Fernham P.S Ext'd Toliel area	8,000	0	0	0	0	8,000
				C0097N	Newman Sch Inc NAR Re-roof	300,000	0	0	0	0	300,000
				C0098N	Redscope PS Struct Wall tie	7,000	0	0	0	0	7,000
				C0100N	Sitwell I.S F Alrm, E Light Rm	71,042	0	0	0	0	71,042
				C0101N	St Anns J&I Sch Re-roof	126,166	0	0	0	0	126,166
				C0102N	Stepping Stones CC Em'cy Light	773	0	0	0	0	773
				C0103N	Swallownest P.S F&T, Re-roof	2,000	0	0	0	0	2,000
				C0104N	Wales P.S Rep Fascia & Soffit	20,000	0	0	0	0	20,000
				C0105N	The Willows Valleys & Gutters	20,000	0	0	0	0	20,000
				C0106N	The Willows Compliant Ramp	5,000	0	0	0	0	5,000
				C0107N	St Ann's J&I Kit- Ext Fan	3,976	0	0	0	0	3,976
				C0108N	Badsley Pri Kit/Din New Flr	12,927	0	0	0	0	12,927
				C0109N	East Dene Pr - Asbestos Remove	7,224	0	0	0	0	7,224
				C0110N	Thurcroft Infant	875	0	0	0	0	875
				C0111N	Thrybergh Academy	3,075	0	0	0	0	3,075
				C0112N	Clifton Community School - Academy	14,305	0	0	0	0	14,305
				C0113N	West Melton	47,935	0	0	0	0	47,935
				C0114N	Thrybergh Academy Asbestos Removal	950	0	0	0	0	950
				CE7006	Newman Special School - 10 additional place	200,000	0	0	0	0	200,000
				CENBUN	Capitalised Enhancements Unall	50,000	1,036,325	900,000	0	0	1,986,325
				CENF02	CEN FWT Remedials CNTL CPTL	50,054	0	0	0	0	50,054
				Schools - Capitalised Enh		1,527,004	1,036,325	900,000	0	0	3,463,329
				CE1021	Wath CofE Primary Classroom Pr	839,989	0	0	0	0	839,989
				CE1022	R'marsh Sandhill Pri add class	50,000	500,000	0	0	0	550,000
				CE1028	Waverley New Primary School	410,000	3,930,000	1,260,000	64,564	0	5,664,564
				CE1029	Bramley S'side Jnr mod classrm	58,666	0	0	0	0	58,666
				Schools - Prims - Major		1,358,655	4,430,000	1,260,000	64,564	0	7,113,219
			Schools - PRUs	CE8902	Riverside (Catcliffe) PRU CPTL	49,530	0	0	0	0	49,530
				CE8904	Rowan Centre PRU adaptations	270,299	0	0	0	0	270,299
			Schools - PRUs			319,829	0	0	0	0	319,829
				CE5002	Wales School add. classrooms	900,344	0	0	0	0	900,344
				CE5003	Wath Comp add. classrooms	1,223,126	0	0	0	0	1,223,126
				CE5004	Aston Acad replace classrooms	200,000	2,000,000	1,800,000	0	0	4,000,000
				CE5005	Wickersley Remedial Cladding Works	179,433	0	0	0	0	179,433
				CE5BUN	Secondary BUDGET UNALLOC	0	0	4,466,590	2,000,000	2,000,000	8,466,590
			Schools - Secs - Major			2,502,903	2,000,000	6,266,590	2,000,000	2,000,000	14,769,493

Capital Programme General Fund 2018/19 to 2022/23

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2019/20	2020/21	2021/22	2022/23	Full Project Budget			
						Budget	Budget	Budget	Budget	Budget	Budget			
						£	£	£	£	£	£			
				CE7002	Newman School swimming pool	1,121,652	200,000	0	0	0	1,321,652			
				CE7004	Cherry Tree Hse- Refurb (SEND)	104,146	0	0	0	0	104,146			
				CE7005	Abbey School SEND 2 add C/Room	324,667	0	0	0	0	324,667			
				CE7BUN	Special BUDGET UNALLOC	90,000	646,651	200,666	0	0	937,317			
			Schools - Spcls - Major		1,640,465	846,651	200,666	0	0	2,687,782				
			Schools PFI Life Cycle Program	CE5900	Schools PFI Life Cycle Program	625,712	773,383	808,994	1,173,564	1,718,023	5,099,676			
			Schools PFI Life Cycle Program		625,712	773,383	808,994	1,173,564	1,718,023	5,099,676				
			Schools		7,974,568	9,086,359	9,436,250	3,238,128	3,718,023	33,453,328				
	CYP5 - RMBC						8,814,173	10,386,250	10,076,250	3,878,128	4,358,023	37,512,824		
	DFC	DFC - RMBC	DFC - RMBC all	CEXBUN	DFCG Unallocated	474,308	364,590	638,261	341,804	341,804	2,160,767			
			DFC - RMBC all		474,308	364,590	638,261	341,804	341,804	2,160,767				
			DFC - RMBC						474,308	364,590	638,261	341,804	341,804	2,160,767
	DFC							474,308	364,590	638,261	341,804	341,804	2,160,767	
	Children & Young Peoples Serv						9,288,481	10,750,840	10,714,511	4,219,932	4,699,827	39,673,591		
Finance & Customer Services	F&CS (DUMMY)	F&CS	F&CS - REFCUS	CTR805	Transformation Projects	2,000,000	2,000,000	2,000,000	2,000,000	0	8,000,000			
			F&CS - REFCUS		2,000,000	2,000,000	2,000,000	2,000,000	0	8,000,000				
		F&CS		2,000,000	2,000,000	2,000,000	2,000,000	0	8,000,000					
	F&CS (DUMMY)							2,000,000	2,000,000	2,000,000	2,000,000	0	8,000,000	
					CTT211	RMBCWebsite Enhncmnt-ICT2	2,949	0	0	0	0	2,949		
					CTT213	Customer Access-hard ICT2	12,314	0	0	0	0	12,314		
					CTT283	Spend Analytics (BI) - ICT2	5,725	0	0	0	0	5,725		
					CTT286	Iken Upgrade	10,000	0	0	0	0	10,000		
					CTT287	Planned print leased machines	10,000	0	0	0	0	10,000		
					CTT294	ICT RESILIENCE	9,341	0	0	0	0	9,341		
					ICT 2		50,329	0	0	0	0	0	50,329	
					ICT 2		50,329	0	0	0	0	0	50,329	
				ICT Refresh	ICT Refresh	CTT218	ICT Digital Strategy	753,000	772,278	0	0	0	1,525,278	
						CTT219	Computer Refresh	529,184	760,000	910,000	910,000	910,000	4,019,184	
						CTT220	Network Equipment Refresh Proj	137,000	832,000	630,000	630,000	630,000	2,859,000	
						CTT221	Replacement of server equip	68,000	267,000	235,000	235,000	235,000	1,040,000	
						CTT222	Telephony System Replacement	1,242,000	0	0	0	0	1,242,000	
						CTT223	Storage area network replace	1,052,332	0	0	0	0	1,052,332	
						CTT224	Mobile Applications - Liquid Logic	140,000	82,000	0	0	0	222,000	
	CTT226	E5 Development	200,000	0	0	0	0	200,000						
	CTT227	South Yorkshire Superfast Broadband	0	662,278	0	0	0	662,278						
	CTT225	Microsoft 365	1,015,000	600,000	3,053,000	0	0	4,668,000						
	ICT Refresh		5,136,516	3,975,556	4,828,000	1,775,000	1,775,000	17,490,072						
	ICT Refresh		5,136,516	3,975,556	4,828,000	1,775,000	1,775,000	17,490,072						
	ICT		5,186,845	3,975,556	4,828,000	1,775,000	1,775,000	17,540,401						
	Finance & Customer Services						7,186,845	5,975,556	6,828,000	3,775,000	1,775,000	25,540,401		
Regeneration & Environment	Community Safety &Street Scene	Network Management	Drainage	CGF005	Wath Flood Alleviation	41,425	0	0	0	0	41,425			

Capital Programme General Fund 2018/19 to 2022/23

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2019/20	2020/21	2021/22	2022/23	Full Project Budget		
						Budget	Budget	Budget	Budget	Budget	Budget		
						£	£	£	£	£	£		
				CGF009	Herringthorpe V Flood Defence	701	0	0	270,000	0	270,701		
				CGF010	Whiston Brook Flood Storage	10,000	0	0	0	0	10,000		
				CGF011	Parkgate FAS	48,275	0	0	0	0	48,275		
				CGF012	Rotherham to Kilnhurst FAS	180,000	200,000	0	0	0	380,000		
				CGF013	Maltby Surface Water FAS	30,000	0	0	0	0	30,000		
				CGF014	Eel Mires Dike FAS	30,000	0	0	0	0	30,000		
			Drainage		340,401	200,000	0	270,000	0	810,401			
			Highways Delivery	CGR001	Carriageway Resurfacing	3,285,134	2,485,850	2,485,850	2,485,850	2,485,850	13,228,534		
				CGR005	Highway Maintenance	1,650,000	0	0	0	0	1,650,000		
				CGR007	DFT Pothole Grant 1718	204,268	0	0	0	0	204,268		
				CGR008	Unclassified Rds 17/18 ? 19/20	2,102,180	5,000,000	0	0	0	7,102,180		
				CGR010	Capitalisation Carriageways	508,752	500,000	500,000	500,000	500,000	2,508,752		
				CGR011	Multi Hog vehicle	300,000	300,000	300,000	300,000	300,000	1,500,000		
				CGR013	Cap Rights of way	34,000	0	0	0	0	34,000		
				CGR014	Pavement Improvements	1,000,000	0	0	0	0	1,000,000		
				CGR015	Winter Damage Pothole/Flood	410,314	0	0	0	0	410,314		
				Highways Delivery		9,494,648	8,285,850	3,285,850	3,285,850	3,285,850	27,638,048		
				Street Lighting	CGL002	Replacemnt/Upgrade Street Lght	650,000	92,537	0	0	0	742,537	
					CGL005	St Lighting LTP 15/16 - 19/20	266,268	179,700	179,700	179,700	179,700	985,068	
			CGL006		Upgrade PLL lighting to LED	600,000	494,310	0	0	0	1,094,310		
			CGL007		Capitalisation Lighting	157,637	150,000	150,000	150,000	0	607,637		
			CGL009		Replace Obsolete Strt Lighting	40,000	40,000	40,000	40,000	40,000	200,000		
			CGL008		Cap benches signs bollards	75,000	0	0	0	0	75,000		
			Street Lighting		1,788,905	956,547	369,700	369,700	219,700	3,704,552			
			Network Management		11,623,954	9,442,397	3,655,550	3,925,550	3,505,550	32,153,001			
			Safer Neighbourhoods	Safer Neighbourhoods	CN0100	Carhill Landfill Site	45,000	0	0	0	0	45,000	
					CN0105	Wath Landfilll Site	17,275	0	0	0	0	17,275	
					CN0106	CCTV Investment	0	50,000	0	0	0	50,000	
			Safer Neighbourhoods		62,275	50,000	0	0	0	112,275			
			Safer Neighbourhoods		62,275	50,000	0	0	0	112,275			
						CGY004	Bins	150,775	150,775	150,775	150,775	150,775	753,875
						CGY005	Bin Wagons	5,540,000	0	0	0	0	5,540,000
						CLC011	Cap damaged litter bins	8,000	0	0	0	0	8,000
						CLC012	Equipment & Bins	610,000	0	0	0	0	610,000
						CGC014	Fleet Mgt Vehicle Purchase	1,150,000	955,000	0	0	0	2,105,000
						CLC013	Replacement mobile CCTV cams	60,000	0	0	0	0	60,000
					Waste Management		7,518,775	1,105,775	150,775	150,775	150,775	9,076,875	
					Street Scene Services		7,518,775	1,105,775	150,775	150,775	150,775	9,076,875	
					Community Safety &Street Scene		19,205,004	10,598,172	3,806,325	4,076,325	3,656,325	41,342,151	
							Libraries	CLL001	Brinsworth Library	230,000	0	0	0
			CLL002	Strat Review of Libraries				77,954	0	0	0	0	77,954

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Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2019/20	2020/21	2021/22	2022/23	Full Project Budget
						Budget	Budget	Budget	Budget	Budget	Budget
						£	£	£	£	£	£
			Libraries			307,954	0	0	0	0	307,954
			Cultural Heritage & Sports			307,954	0	0	0	0	307,954
				CLC008	RVCP Caravan Park	4,374,286	62,000	0	0	0	4,436,286
				CLC009	Clifton Car Park & Tennis Crts	120,600	0	0	0	0	120,600
				CLC010	Grounds Maint Eq Purchase	1,045,000	0	0	0	0	1,045,000
				CLC014	Clifton park Slide	0	53,000	0	0	0	53,000
				CLC015	RVCP Automated Parking	0	91,000	0	0	0	91,000
				CLC016	RVCP Safety Boats	0	84,000	0	0	0	84,000
				CLC017	Allotments	0	100,000	0	0	0	100,000
				CLD001	Treeton St Helen Church Yard	0	450,000	0	0	0	450,000
				CLS004	Leisure PFI lifecycle	383,000	247,000	482,000	848,000	461,000	2,421,000
				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
				CLU015	S106 Packman Way for play prov	0	20,000	0	0	0	20,000
				CLU018	Barkers Park Changing Rooms Re	10,888	0	0	0	0	10,888
				CLU019	The Wickets MUGA	18,500	68,461	0	0	0	86,961
			Green Spaces			5,964,305	1,175,461	482,000	848,000	461,000	8,930,766
			Leisure & Community Service			5,964,305	1,175,461	482,000	848,000	461,000	8,930,766
			Culture, Sport & Tourism			6,272,259	1,175,461	482,000	848,000	461,000	9,238,720
				CSD006	Greasbrough TH Demo	13,651	0	0	0	0	13,651
				CSD007	St Johns Green CC Demo	27,751	0	0	0	0	27,751
				CSD008	Psalters Lane Demo	62,723	0	0	0	0	62,723
				CSD009	Maltby Library Demo	64,078	0	0	0	0	64,078
				CSD010	Copeland Lodge Demo	122,253	0	0	0	0	122,253
				CSR003	Bailey House Condition+	73,625	0	0	0	0	73,625
				CSR019	Kiveton YC - Alterations	18,709	0	0	0	0	18,709
				CSR023	The Place - Alterations	84,514	0	0	0	0	84,514
				CSR024	Winterhill Early Help - ICT Up	3,524	0	0	0	0	3,524
				CSR025	Catcliffe Primary Early Help	8,557	0	0	0	0	8,557
				CSR030	RotherValley CP-Heating	168,929	0	0	0	0	168,929
				CSR031	Maltby Library Relocation	291,814	0	0	0	0	291,814
				CSR032	Barbers Depot-Shutters	5,835	0	0	0	0	5,835
				CSR033	Wath Library -Concrete	20,027	0	0	0	0	20,027
				CSR036	Markets Imps -O16	31,239	0	0	0	0	31,239
				CSR040	Civic Theatre-refurb	17,000	0	0	0	0	17,000
				CSR041	Vic Park-Drainage	0	20,000	0	0	0	20,000
				CSR047	Relocation Visitor's Centre	40,000	0	0	0	0	40,000
				CSR048	Greasbrough Library Project	34,330	0	0	0	0	34,330
				CSR052	Crowden OPC lift/fire	32,000	0	0	0	0	32,000
				CSR053	Ops Buildings Cap Inv - Co Location	31,471	0	0	0	0	31,471
				CSR054	Rain Building -Upgrade Fire Alarm Panel	14,514	0	0	0	0	14,514

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Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2019/20	2020/21	2021/22	2022/23	Full Project Budget
						Budget	Budget	Budget	Budget	Budget	Budget
						£	£	£	£	£	£
				CSR055	Hellaby Depot CCTV	97,000	0	0	0	0	97,000
				CSR056	Herrington Stadium	34,521	0	0	0	0	34,521
				CSR057	All Saints Fountain - Legionella works	4,000	0	0	0	0	4,000
				CSR058	Various Resurfacing Works	100,000	0	0	0	0	100,000
				CSR059	Bailey Hse Extnl Wrks & Lights	129,775	0	0	0	0	129,775
				CSRBUN	Ops Buildings Cap Inv	507,823	976,000	549,000	550,000	550,000	3,132,823
				CSXBUN	Corps CYPS BUN	239,433	0	0	0	0	239,433
				CSY001	Commercial Property Cap	56,398	387,000	75,000	75,000	75,000	668,398
				CSY002	Riverside House part lease	0	400,000	0	0	0	400,000
				Corporate Property Cap Proj		2,335,494	1,783,000	624,000	625,000	625,000	5,992,494
				Corp Property Unit		2,335,494	1,783,000	624,000	625,000	625,000	5,992,494
		RIDO	Business Growth	CS5001	Private-Twn Ctr Business Vit	0	58,579	0	0	0	58,579
				CS5002	RMBC-Town Ctr Business Vit	0	12,768	0	0	0	12,768
			Business Growth			0	71,347	0	0	0	71,347
				CSA006	Acq. of Riverside Precinct	184,726	440,000	0	0	0	624,726
				CSA007	Magistrates Court Demo	1,100	0	0	0	0	1,100
				CSA010	NHS Land Acquisition Swinton TC	80,000	0	0	0	0	80,000
				CSA011	Land Aqu Millfold Hse&Henley G	0	370,000	0	0	0	370,000
				CSA012	Town Centre Masterplan Imp	250,000	250,000	0	0	0	500,000
				CSA013	Forge Island Flood Defence	460,000	3,640,000	0	0	0	4,100,000
				CSA014	Flood Alleviation (ERDF supported)	50,000	400,000	2,750,000	40,000	0	3,240,000
				CSABUN	Town Centre Investment	0	0	9,341,399	0	0	9,341,399
				CSC006	Bassingthorpe Farm	70,000	177,812	100,000	0	0	347,812
				CSC007	Pithouse West Investigations	0	11,117	0	0	0	11,117
				CSC008	Beighton Link Growth Fund	1,187,015	4,312,985	0	0	0	5,500,000
				CSC009	Century Phase II	0	3,200,000	0	0	0	3,200,000
				CSC010	Bassingthorpe Farm Land Acq	0	910,000	0	0	0	910,000
			Inv & Economic Initiatives			2,282,841	13,711,914	12,191,399	40,000	0	28,226,154
		RIDO				2,282,841	13,783,261	12,191,399	40,000	0	28,297,501
				CGBBUN	Bridges unallocated	356,000	618,036	329,450	329,450	329,450	1,962,386
			Bridges			356,000	618,036	329,450	329,450	329,450	1,962,386
			Connectivity	CGCBUN	Unallocated Connectivity	380,000	0	0	0	0	380,000
			Connectivity			380,000	0	0	0	0	380,000
			Local Safety Schemes	CGLBUN	Unallocated Local Safety S	1,401,000	375,000	375,000	375,000	375,000	2,901,000
			Local Safety Schemes			1,401,000	375,000	375,000	375,000	375,000	2,901,000
			LSTF & Smarter Choices	CGSBUN	Unallocated Smarter Choices	96,657	341,000	341,000	341,000	341,000	1,460,657
			LSTF & Smarter Choices			96,657	341,000	341,000	341,000	341,000	1,460,657
				CGA013	Parkway Widening ph2	1,500,000	8,522,000	21,960,000	10,878,000	0	42,860,000
				CGA015	College Road NPIF	1,065,000	3,565,000	0	0	0	4,630,000
				CGA016	Community Aspects of Road Safety	0	150,000	150,000	150,000	0	450,000
				CGA017	A618 Growth Corridor Phase 2 design	0	600,000	0	0	0	600,000

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Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2019/20	2020/21	2021/22	2022/23	Full Project Budget				
						Budget	Budget	Budget	Budget	Budget	Budget				
						£	£	£	£	£	£				
				CGB023	Crinoline Bridge Repairs	1,312,000	0	0	0	0	1,312,000				
				CGC047	A630 Pool Green Roundabout	62,656	0	0	0	0	62,656				
				CGF007	Holmes Tail Goit Pumping Str	502,076	1,089,000	0	0	0	1,591,076				
				CGN020	SYITS infrastructure	4,096	0	0	0	0	4,096				
				CGN055	A630 Sheffield Parkway widenin	0	1,976,821	0	0	0	1,976,821				
				CGN078	Bawtry Rd Bramley mor to ch In	425,000	0	0	0	0	425,000				
				CGN079	Wellgate Carpark Retaining Wall	0	46,000	0	0	0	46,000				
				CGU003	Chantry Bridge Bus Priority	164,096	0	0	0	0	164,096				
				CGS005	Traffic Signal Refurb Prog	35,727	0	0	0	0	35,727				
				CGS006	Traff Signal renewal Prog	200,000	500,000	300,000	0	0	1,000,000				
				CGS007	Trafsig redlight cam digi upgra	247,573	0	0	0	0	247,573				
				CGW060	Cont pedxings job1 Fenton Rd	120,000	0	0	0	0	120,000				
				CGW061	Cont pedxings job2 A631 Bawtry	0	120,000	0	0	0	120,000				
				CGW062	Cont pedxings job3 A633 High S	0	0	120,000	0	0	120,000				
				CGX021	Clean Air Zones - Early Measures	40,000	0	0	0	0	40,000				
				CGY012	Clean Air Zones Elec Chrg Pts	665,000	0	0	0	0	665,000				
				Major Schemes						6,343,224	16,568,821	22,530,000	11,028,000	0	56,470,045
				Network Management				CGNBUN	Unallocated Network Man	641,265	450,000	450,000	450,000	450,000	2,441,265
				Network Management						641,265	450,000	450,000	450,000	450,000	2,441,265
				Sustainable Tran Exemplar Prog				CGTBUN	Unallocated Step 2	60,000	0	0	0	0	60,000
				Sustainable Tran Exemplar Prog						60,000	0	0	0	0	60,000
				Transportation & Highways						9,278,146	18,352,857	24,025,450	12,523,450	1,495,450	65,675,353
				Planning, Regen & Transport						13,896,481	33,919,118	36,840,849	13,188,450	2,120,450	99,965,348
				Regeneration & Environment						39,373,744	45,692,751	41,129,174	18,112,775	6,237,775	150,546,219
				Summary						61,256,140	68,865,880	70,874,278	32,383,913	16,843,693	250,223,904

Capital Programme HRA 2018/19 to 2022/23

Directorate	Current Year		Future Years		Total Project
	Budget		Budget		Budget
HRA	41,888,046		114,698,732		156,586,778
Total	41,888,046		114,698,732		156,586,778

Funding:

Funding Stream	Current Year		Future Years		Total Project
	Budget		Budget		Budget
Grants And Contributions	3,325,282		2,671,338		5,996,620
Major Repairs Allowance	12,558,850		72,814,000		85,372,850
Revenue Contribution	23,569,344		35,007,987		58,577,331
Usable Capital Receipts	2,434,570		4,205,407		6,639,977
Total	41,888,046		114,698,732		156,586,778

Capital Programme HRA 2018/19 to 2022/23

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2019/20	2020/21	2021/22	2022/23	Full Project Budget
						Budget	Budget	Budget	Budget	Budget	Budget
						£	£	£	£	£	£
HRA	Neighbourhood Capital Programm	Fair Access to All	Aids and Adaptations (Public S	CJF301	Adapts - WDP - Public Major	906,524	0	0	0	0	906,524
				CJF302	Adapts - MFS - Public Major	600,798	0	0	0	0	600,798
				CJF303	Adapts - OTHERS - Public Major	456,479	0	0	0	0	456,479
				CJF401	Adapts - WDP - Public Minor	178,558	0	0	0	0	178,558
				CJF402	Adapts - MFS - Public Minor	107,641	0	0	0	0	107,641
				CJFBUN	Public Adaps Bud Unall	0	2,250,000	2,000,000	2,000,000	2,000,000	8,250,000
			Aids and Adaptations (Public S			2,250,000	2,250,000	2,000,000	2,000,000	2,000,000	10,500,000
			Fair Access to All			2,250,000	2,250,000	2,000,000	2,000,000	2,000,000	10,500,000
		Improving Council Housing & Ho	Asbestos	CJQ101	Asbestos-Testing & Removal	400,000	400,000	400,000	400,000	400,000	2,000,000
			Asbestos			400,000	400,000	400,000	400,000	400,000	2,000,000
			District Heating	CJO602	District Heating Conversions	50,000	0	0	0	0	50,000
				CJJ519	Vale Road	400,000	0	0	0	0	400,000
				CJTBUN	District Heating Bud Unall	0	450,000	450,000	450,000	450,000	1,800,000
			District Heating			450,000	450,000	450,000	450,000	450,000	2,250,000
			Electrical Board & Bond	CJJ301	WDP - Board and Bond	130,000	0	0	0	0	130,000
			Electrical Board & Bond			130,000	0	0	0	0	130,000
				CJE226	Woodlands Close	40,000	0	0	0	0	40,000
				CJE227	Wingfield Road Phase 2 Enviro	1,400	0	0	0	0	1,400
				CJE229	Albert Street Phase 2 Enviro	467,000	0	0	0	0	467,000
				CJE233	Warwick St Access.bin storage.	50,000	0	0	0	0	50,000
				CJE234	Fleming Way Park Impts	12,000	0	0	0	0	12,000
				CJE237	Pike Rd Bin store imp	12,000	0	0	0	0	12,000
				CJE238	St Philips Access improvements	150,000	0	0	0	0	150,000
				CJE243	High Nook Pk, Dinn'ton Impts	17,000	0	0	0	0	17,000
				CJE244	Lyme tree Play Area design	500	0	0	0	0	500
				CJE248	School Close Wales Enviro	41,000	0	0	0	0	41,000
				CJE249	Hawksworth Road Enviro	10,000	0	0	0	0	10,000
				CJE250	Church Close Enviro	69,000	0	0	0	0	69,000
				CJEBUN	Environmental Bud Unall	1,100	800,000	800,000	800,000	800,000	3,201,100
			Environmental Programme			871,000	800,000	800,000	800,000	800,000	4,071,000
			External Insulation	CJN401	Thermal Improvments	500,000	500,000	500,000	500,000	500,000	2,500,000
			External Insulation			500,000	500,000	500,000	500,000	500,000	2,500,000
			Garage Site Investment	CJO806	Unsustainable Garage Sites	250,000	250,000	250,000	250,000	250,000	1,250,000
			Garage Site Investment			250,000	250,000	250,000	250,000	250,000	1,250,000
			General Structures	CJM301	Capital Structural Work	975,000	0	0	0	0	975,000
			General Structures			975,000	0	0	0	0	975,000
			IHMS (IT System)	CJ1003	HIMS Computer System	114,000	700,000	500,000	0	0	1,314,000
			IHMS (IT System)			114,000	700,000	500,000	0	0	1,314,000
			Major Voids Capital Prog	CJC101	WDP - Major Voids	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000	7,000,000
				CJC102	MFS - Major Voids	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000	7,000,000
			Major Voids Capital Prog			2,800,000	2,800,000	2,800,000	2,800,000	2,800,000	14,000,000

Capital Programme HRA 2018/19 to 2022/23

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2019/20	2020/21	2021/22	2022/23	Full Project Budget
						Budget	Budget	Budget	Budget	Budget	Budget
						£	£	£	£	£	£
			Refurbishments	CJA102	MFS - Site Prelims	200,000	0	0	0	0	200,000
				CJA117	Kimberworth Roofing	1,500,000	0	0	0	0	1,500,000
				CJA119	Aston/Org/Swall Extnals Ph 1	1,500,000	0	0	0	0	1,500,000
				CJA120	Thrybergh Externals Phase 1	2,000,000	0	0	0	0	2,000,000
				CJA121	Dawsons Croft Communals	375,000	0	0	0	0	375,000
				CJA122	Soil Stacks	60,000	0	0	0	0	60,000
				CJA123	Beeversleigh Concrete Repairs	345,000	0	0	0	0	345,000
				CJA401	MFS - Internal-MFS C5 1A	1,080,000	0	0	0	0	1,080,000
				CJA721	Lapwater Drive Est Communals	1,000,000	0	0	0	0	1,000,000
				CJA722	Hampstead Green Communals	457,000	0	0	0	0	457,000
				CJA723	Maltby all Hallows Communals	1,000,000	0	0	0	0	1,000,000
				CJA801	Design & Appraisal	75,000	0	0	0	0	75,000
				CJABUN	Refurb Bud Unall	403,000	13,500,000	13,500,000	13,575,000	13,575,000	54,553,000
				CJB101	Replacement Windows	500,000	0	0	0	0	500,000
			Refurbishments			10,495,000	13,500,000	13,500,000	13,575,000	13,575,000	64,645,000
			Replacement of Central Heating	CJJ101	WDP - Ad Hoc Boiler Repl'ts	1,600,000	1,500,000	1,500,000	1,500,000	1,500,000	7,600,000
				CJJ102	WDP-Fires(gas2elec/elec2elec)	45,000	0	0	0	0	45,000
				CJJ103	WDP - Magna Cleans	30,000	0	0	0	0	30,000
				CJJ104	WDP - Hard Wire Stats	60,000	0	0	0	0	60,000
				CJJ105	WDP-Boilers Scheme 1	525,000	0	0	0	0	525,000
				CJJ108	MFS - Boiler Swaps on Voids	10,000	0	0	0	0	10,000
			Replacement of Central Heating			2,270,000	1,500,000	1,500,000	1,500,000	1,500,000	8,270,000
			Replacement of Communal Doors	CJD101	Communal Doors (High Security)	144,000	0	0	0	0	144,000
			Replacement of Communal Doors			144,000	0	0	0	0	144,000
			Sheltered Housing Communal Are	CJR101	Community Centre Improvements	7,500	0	0	0	0	7,500
				CJR107	Comm Centre Conv-Ash Grove	11,500	0	0	0	0	11,500
				CJR108	Comm Centre Conv-Dorothy Tayl	145,000	0	0	0	0	145,000
				CJR109	Comm Centre Conv-Caperns Rd	43,000	0	0	0	0	43,000
				CJR110	Comm Centre Conv-Normanville	185,000	0	0	0	0	185,000
				CJR111	Comm C'tre Conv-Victoria Court	63,000	0	0	0	0	63,000
				CJR112	Robert Street, Com cent conv	110,000	0	0	0	0	110,000
				CJR113	Station Rd, T'ton Comcent conv	170,000	0	0	0	0	170,000
				CJR114	Ann Rhodes Com cent conv	145,000	0	0	0	0	145,000
			Sheltered Housing Communal Are			880,000	0	0	0	0	880,000
			Improving Council Housing & Ho			20,279,000	20,900,000	20,700,000	20,275,000	20,275,000	102,429,000
			New Housing Provision	Site Clusters	CJP001	Site Cluster Braithwell	6,293,666	4,919,974	296,094	0	11,509,734
					CJP002	Site Cluster Rotherview Road 1	1,177,775	1,511,752	132,274	0	2,821,801
					CJP003	Site Cluster Rotherview Road 2	2,779,570	3,547,396	310,387	0	6,637,353
					CJP004	Site Cluster Conway	1,876,585	0	0	0	1,876,585
					CJP005	Site Cluster Farnworth	1,338,482	0	0	0	1,338,482
					CJP006	Site Cluster Gaitskell	277,388	0	0	0	277,388

Capital Programme HRA 2018/19 to 2022/23

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2019/20	2020/21	2021/22	2022/23	Full Project Budget
						Budget	Budget	Budget	Budget	Budget	Budget
						£	£	£	£	£	£
				CJP007	Site Cluster Shakespear	309,482	467,619	0	0	0	777,101
			Site Clusters		14,052,948	10,446,741	738,755	0	0	25,238,444	
			SOAHP delivery	CJP008	Bellows Road SOAHP	3,053,484	3,329,030	1,664,516	0	0	8,047,030
				CJP009	Rothwell Grange SOAHP units	526,162	2,256,970	3,009,292	0	0	5,792,424
				CJP010	Braithwell Rd SOAHP Bungalows	50,000	678,164	0	0	0	728,164
				CJP011	Arundel Ave Bungws SOAHP	30,000	698,735	0	0	0	728,735
				CJP012	SOAHP Bungalows - 4 units	30,000	572,430	0	0	0	602,430
			SOAHP delivery		3,689,646	7,535,329	4,673,808	0	0	15,898,783	
			Strategic Acquisitions	CJ0117	SA Waverley	96,743	0	0	0	0	96,743
				CJ0120	Catherine Ave & St Marys Drive	387,294	0	0	0	0	387,294
				CJ0122	Waverley HCS Avant	515,540	0	0	0	0	515,540
				CJ0123	Queens Ave KivetonPk 12 units	616,875	312,099	0	0	0	928,974
				CJ0124	Pennypiece Lane	0	592,000	0	0	0	592,000
			Strategic Acquisitions		1,616,452	904,099	0	0	0	2,520,551	
			New Housing Provision		19,359,046	18,886,169	5,412,563	0	0	43,657,778	
	Neighbourhood Capital Programm						41,888,046	42,036,169	28,112,563	22,275,000	22,275,000
HRA						41,888,046	42,036,169	28,112,563	22,275,000	22,275,000	156,586,778
Summary						41,888,046	42,036,169	28,112,563	22,275,000	22,275,000	156,586,778

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Appendix 3

**Treasury Management and Investment Strategy and Prudential Indicators 2019/20
– 2021/22**

1. Purpose of the Report

To seek approval of 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 Council is required to operate a balanced budget, which broadly means that cash raised during the year will meet cash expenditure. Part of the treasury management operation is to ensure that this cash flow is adequately planned, with cash being available when it is needed. Surplus monies are invested in low risk counterparties or instruments commensurate with the Council's low risk appetite, providing adequate liquidity initially before considering investment return. The Council is required 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 guidance, including;

- CIPFA Treasury Management Code
- CIPFA Prudential Code
- MHCLG Investment Guidance
- MHCLG Minimum Revenue Provision (MRP) Guidance

2.4 The Council's Constitution (via Financial and Procurement Procedure Rules) 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 2018/19 Prudential Indicators and Treasury Management Strategy was approved by Council on 28th February 2018, whilst a Mid-Year report which updated the 2018/19 approved indicators was considered by Audit Committee on the 27th November 2018. This report provides an update for the period 2018/19 to 2021/22.

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 taking account of advice from the Council's treasury management advisors, Link 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 increase year on year 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.
- Governance – strategies and risk are reviewed by the Audit Committee with continuous monitoring which includes the Mid-Year and Year End reporting.
- Brexit – in the event of a 'no deal' Brexit, it is likely that the Bank of England Base Rate will be reduced initially. However, as sterling falls, price pressures will increase in the economy, potentially leading the Monetary Policy Committee (MPC) to impose a series of rate hikes over the medium term. In the event that the Brexit Deal is agreed, it is expected that the MPC will commence a series of modest Base Rate increases, beginning in May 2019. The Council's borrowing strategy will be closely monitored over the coming months to ensure it can react accordingly to any banking rate changes.
- The accounting code IFRS 9 Financial Instruments has been updated to provide greater focus on valuation of investments, including the inclusion of an expected credit loss model. Although in the main these updates will have limited impact on the Council, due to its low risk investment policy, any loans provided to third parties will need their valuations reviewed.
- In October 2018, the Government announced a policy change of abolition of the HRA debt cap. The Chancellor announced in the Autumn Budget 2018 that the applicable date was 29th October 2018. Although this removes the restriction on HRA borrowing, the current HRA business plan requires no additional borrowing.
- The Chartered Institute of Public Finance and Accountancy has recommended to the Government that implementation of IFRS 16 – Leases, should be delayed by one year until 2020/21 in the public sector. This will

ensure that public sector accounts will be aligned to the Whole of Government Accounts.

- The CIPFA revised 2017 Prudential and Treasury Management Codes require, for 2019-20, all local authorities to prepare an additional report, a capital strategy report, which will provide the following:
 - a high-level long term overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services
 - an overview of how the associated risk is managed
 - the implications for future financial sustainability

The aim of the capital strategy is to ensure that all elected members fully understand the overall long-term policy objectives and resulting capital strategy requirements, governance procedures and risk appetite.

3.2 **CAPITAL EXPENDITURE PLANS & PRUDENTIAL INDICATORS 2018/19 TO 2021/22**

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 Capital Programme).

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 the 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 presented to Council on 27th February 2019, 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.

	2018/19 Estimated £m	2019/20 Estimated £m	2020/21 Estimated £m	2021/22 Estimated £m
Children and Young People's Services	9.288	10.751	10.715	4.220
Assistant Chief Executive	1.338	0.210	0.210	0.210
Adult Care & Housing	4.069	6.237	11.993	6.066
Finance and Customer Services	5.187	3.976	4.828	1.775
Regeneration and Environment	39.374	45.693	41.129	18.113
Capitalisation Direction	2.000	2.000	2.000	2.000
Total Non HRA	61.256	68.866	70.874	32.384
HRA	41.888	42.036	28.113	22.275
Total HRA	41.888	42.036	28.113	22.275
Total expenditure	103.144	110.902	98.987	54.659
Capital receipts	9.130	7.324	5.488	4.435
Capital grants, capital contributions & sources other capital funding	65.051	68.388	68.972	44.401
Total financing	74.181	75.712	74.460	48.836
Prudential borrowing requirement for the year	28.963	35.190	24.527	5.823

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 2018/19 to 2021/22 based on the updated Capital Strategy and Capital Programme is £94.503m. This will be reflected in the year on year change to the 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 Private Finance Initiative (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:

	2018/19 Estimated £m	2019/20 Estimated £m	2020/21 Estimated £m	2021/22 Estimated £m
CFR – General Fund	519.089	546.017	557.392	551.764
CFR – HRA	304.125	304.125	304.125	304.125
Total CFR	823.214	850.142	861.517	855.889
Movement in CFR	22.921	26.928	11.375	-5.628
Of which:				
CFR – capital investment	693.588	723.366	738.266	735.737
OLTL	129.626	126.776	123.251	120.152
Movement in CFR represented by:				
Prudential borrowing requirement for the year (table at 3.2.3 above)	28.963	35.190	24.527	5.823
Net financing need for the year for OLTL	-3.163	-2.850	-3.525	-3.098
Less Minimum Revenue Provision and other financing movements	-0.629	-5.411	-9.647	-8.375
Movement in CFR	25.171	26.929	11.355	-5.650

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.

- 3.2.5.2 MHCLG Regulations require Council to approve an MRP Policy 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 are asked to recommend that Council 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 2019/20 Revenue Budget and updated future years' capital expenditure plans.

Ratio of financing costs to Net Revenue Stream				
	2018/19 Estimated %	2019/20 Estimated %	2020/21 Estimated %	2021/22 Estimated %
Non-HRA	5.36	6.85	8.63	10.07
HRA	15.93	15.75	15.64	15.10

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 2019/20 and the Council's Medium Term Financial Strategy, and does not indicate additional requirements for Rotherham council tax payers.

Incremental impact of capital expenditure plans on the Band D Council Tax				
	Estimated 2018/19 £	Estimated 2019/20 £	Estimated 2020/21 £	Estimated 2021/22 £
Council Tax – Band D	37.28	51.47	54.52	56.24

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.

Incremental impact of capital expenditure plans on the Housing Rent levels				
	Revised 2018/19 £	Proposed Budget 2019/20 £	Estimated 2020/21 £	Estimated 2021/22 £
Weekly Housing Rent levels	£0.00	£0.00	£0.00	£0.00

3.3 TREASURY MANAGEMENT STRATEGY 2019/20 – 2021/22

The Treasury Management Strategy covers:

- The Council's borrowing and investment projections (para. 3.3.1);
- The Council's estimates and limits to borrowing activity (para. 3.3.2 to 3.3.5);
- The expected movement in interest rates (para. 3.3.6);
- The Council's borrowing and debt strategy (para. 3.3.7);
- The Council's investment strategy (para. 3.3.8);
- Treasury Management prudential indicators and limits on activity (para. 3.3.9);
- Treasury performance indicators (para. 3.3.10); and
- Policy on the use of external service advisers (para. 3.3.12).

3.3.1 **Borrowing and Investment Projections 2019/20 – 2021/22**

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 (2018/19) 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.

RMBC	2018/19 Estimated £m	2019/20 Estimated £m	2020/21 Estimated £m	2021/22 Estimated £m
CFR – excl. OLTL	693.588	723.366	738.266	735.737
CFR – OLTL	129.626	126.776	123.251	120.152
Total CFR	823.214	850.142	861.517	855.889
Borrowing (loans outstanding)	602.148	681.524	723.419	728.915
Borrowing - OLTL	129.626	126.776	123.251	120.152
Total Borrowing	731.774	808.3	846.67	849.067
CFR less Borrowing (underborrowed)	91.44	41.842	14.847	6.822

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 councils 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, set at 5% above the Council's CFR:

Authorised Limit for External Debt (RMBC)	2018/19 Estimated £m	2019/20 Estimated £m	2020/21 Estimated £m	2021/22 Estimated £m
Borrowing	728.267	759.534	775.179	772.524
OLTL	132.219	129.312	125.716	122.555
Total	860.486	888.846	900.895	895.079

Cabinet is also asked to recommend approval to Council of the following Authorised Limit for the former SYCC:

Authorised Limit for External Debt (Former SYCC)	2018/19 Estimated £m	2019/20 Estimated £m	2020/21 Estimated £m	2021/22 Estimated £m
Borrowing	36.189	19.689	19.689	0.000
OLTL	0.000	0.000	0.000	0.000
Total	36.189	19.689	19.689	0.000

3.3.3.2 Separately, the Council was limited to a maximum HRA CFR through the HRA self-financing regime debt cap. This cap was removed in the Government's Autumn Budget 2018. The latest iteration of the HRA Business Plan requires no additional borrowing, and therefore no increase in the HRA CFR. However the Council will need to consider an appropriate restriction to apply to the level of HRA borrowing and therefore the CFR to use as a prudential indicator moving forwards, to ensure HRA borrowing never exceeds affordability.

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 to breach the limit. Temporary breaches are not a cause for concern but sustained breaches may be an indication that the Council is acting imprudently or experiencing major financial difficulty.

The Operational Boundary for which Council approval is being sought is set out in the table below.

Operational Boundary for External Debt (RMBC)	2018/19 Estimated £m	2019/20 Estimated £m	2020/21 Estimated £m	2021/22 Estimated £m
Borrowing	713.588	743.366	758.266	755.737
Other long term liabilities	129.626	126.776	123.251	120.152
Total	843.214	870.142	881.517	875.889

Cabinet is asked to recommend to Council that it approves the following Operational Boundary for the former SYCC:

Operational Boundary for External Debt (Former SYCC)	2018/19 Estimated £m	2019/20 Estimated £m	2020/21 Estimated £m	2021/22 Estimated £m
Borrowing	36.189	19.689	19.689	0.000
Other long term liabilities	0.000	0.000	0.000	0.000
Total	36.189	19.689	19.689	0.000

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 Base Rate, currently 0.75%, 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 Base 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 has 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, in the event of a no deal Brexit it is considered likely that the Bank of England Base Rate will be reduced initially, however as sterling falls, price pressures increase in the economy, potentially leading the Bank of England's Monetary Policy Committee (MPC) to impose a series of rate hikes over the medium term. In the event that the Brexit Deal is agreed, it is expected that the MPC will commence a series of modest Base Rate increases, beginning in May 2019. As a result, short-term borrowing rates are expected to remain at favourably low levels over the short-term. 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 2% by December 2020. Whilst the Council will continue to generate savings through a short-term borrowing strategy, it will need to remain flexible and vigilant to react to any increases in the Base Rate, where it may need to begin to enter into long-term borrowing.

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 0.65%;
- 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 2019/20 – 2021/22**

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 2019/20 – 2021/22**

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 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 (CNAV or LVNAV) – 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	2019/20	2020/21	2021/22
Interest rate Exposures			
	Upper	Upper	Upper
Limits on fixed interest rate debt based on fixed net debt	100%	100%	100%
Limits on variable interest rate debt based on variable net debt	45%	45%	45%

RMBC Maturity Structure of fixed interest rate borrowing 2018/19		
	Lower	Upper
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%

RMBC Maximum Funds invested > 364 days			
	1 to 2 years	2 to 3 years	3 to 5 years
Funds invested > 364 days	£m 10	£m 8	£m 6

Former SYCC	2019/20	2020/21	2021/22
Interest Rate Exposures			
	Upper	Upper	Upper
Limits on fixed interest rates based on total debt	100%	100%	100%
Limits on variable interest rates based on total debt	30%	30%	30%

Former SYCC Maturity Structure of fixed interest rate borrowing 2017/18		
	Lower	Upper
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 2019/20:

- 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 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 2019/20 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 affected 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

In order to meet the requirement to make an annual, prudent repayment of debt, the Council plans to use prior year capital receipts to pay down debt, reducing the level of MRP charged to revenue. This policy has been factored into the planned capital programme and management of capital programme resources.

Borrowing and Investment Projections 2018/19 to 2021/22

RMBC	2018/19 Estimated £m	2019/20 Estimated £m	2020/21 Estimated £m	2021/22 Estimated £m
External Debt				
Borrowing at 1 April - Short Term	97.672	182.516	88.678	94.502
Borrowing at 1 April - Long Term	447.007	419.702	592.846	628.917
Total Borrowing at 1 April	544.679	602.148	681.524	723.419
Expected change in debt	57.469	79.376	41.895	5.496
Borrowing at 31 March	602.148	681.524	723.419	728.915
Other long-term liabilities (OLTL) at 1 April	132.789	129.626	126.776	123.251
Expected change in OLTL	-3.163	-2.850	-3.525	-3.099
Other long-term liabilities (OLTL) at 31 March	129.626	126.776	123.251	120.152
Total Borrowing & OLTL at 31 March	731.774	808.300	846.670	849.067
Investments				
Total Investments at 1 April	17.650	0.000	20.000	20.000
Investment change	-17.650	30.000	40.000	70.000
Total Investments at 31 March	0.000	30.000	60.000	90.000
Net borrowing at 31 March	731.774	778.300	786.670	759.067
Ex SYCC	2018/19 Estimated £m	2019/20 Estimated £m	2020/21 Estimated £m	2021/22 Estimated £m
External Debt				
Borrowing at 1 April	37.000	36.189	19.689	19.689
Expected change in debt	-0.811	-16.500	0.000	-19.689
Borrowing at 31 March	36.189	19.689	19.689	0.000
Investments				
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
Net borrowing at 31 March	37.000	36.189	19.689	0.000

Treasury Management Practice (TMP) 1 (5) – Credit and Counterparty Risk Management**1. Overview**

- 1.1 The Office of the Deputy Prime Minister (now MHCLG) 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 and 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 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.

Credit Rating	1 year	2 years	3 years	4 years	5 years
AAA	0.04%	0.10%	0.18%	0.27%	0.37%
AA	0.02%	0.04%	0.10%	0.18%	0.25%
A	0.06%	0.16%	0.29%	0.44%	0.62%
BBB	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 0.16% (e.g. for a £1m investment the average loss would be £1,600).

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 2019/20 is 0.069% which means that for every £1m invested the average potential loss would be £690. This position remains largely unchanged from 2018/19 (benchmark was 0.072% or £725).

- 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 2019/20 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

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Flexible use of Capital Receipts Strategy 2019/20

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 1st 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 2019/20. The Final Local Government Finance Settlement 2018/19 announced on 6th February 2018 extended 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 a further two financial years up to 2021/22 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 for 2019/20, 2020/21 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. **2019/20 Revenue Budget**

The above priorities have been recognised in the Council's 2019/20 Revenue Budget and Medium Term Financial Strategy (MTFS) to 2021/22. 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 175 full time equivalent posts in 2019/20 and 2020/21. The budget options presented in the Budget and Council Tax Report 2019/20 will affect workforce numbers. It is therefore proposed that the costs associated with staff leaving the Council through service

reconfiguration in 2019/20 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 this 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 2019/20 Council's Statement of Accounts.

13. Monitoring the Strategy

Implementation of this Strategy will be monitored as part of regular financial reporting arrangements.

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Statutory Resolution of Council Tax 2019/20

(This information is not available in time for the Cabinet Report but will be included in the Budget Report to Council on 27th February 2019)

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ASSISTANT CHIEF EXECUTIVE DIRECTORATE - PROPOSED FEES & CHARGES FOR 2019/20

Service	Description of Fee or Charge	Unit of Charge		Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
Democratic Service	Room Hire - Town Hall - before 5.30	Per hour		25.00	75.00	1-Apr-19	200.00
Democratic Service	Room Hire - Town Hall - after 5.30	Per hour		35.00	75.00	1-Apr-19	114.29
Democratic Service	Catering - various rates ranging from £1.25 - £3.70	Per person		£1.25 - £3.70	£1.30 - £3.80	1-Apr-19	2.40
Democratic Service	Schools Appeals	Per appeal		128.00			
HR&Payroll	Accomodation charge to South Yorkshire Pension for use of office space at Riverside House	Annual		6,731.00	6,933.00	1-Apr-19	3.00
HR&Payroll	Fees relating to DMBC Shared Service	Annual		1,468,411.22	TBC	1-Apr-19	TBC
HR&Payroll	HR & Payroll SLA Fee charged to Academies and External Companies	Annual		390 - 20,650	399.50 - 21,145.60	1-Apr-19	2.40
HR&Payroll	HR & Payroll SLA Fee charged to LA maintained schools	Annual		130 - 13,450	133 - 13,773	1-Apr-19	2.40
HR&Payroll	Fees charged for External Recruitment Adverts on RMBC website	Per Advert		100.00	104.00	1-Apr-19	4.00
HR&Payroll	Fee's charged for Elections payroll (DMBC, SCC)	Annual		8,690.65	8,899.23	1-Apr-19	2.40
HR&Payroll	Fee charged for HR Consultancy Service SLA to schools and academies	Annual		546 - 22,000.00	559 - 22,528	1-Apr-19	2.40
HR&Payroll	DBS Checks	Per Check		0 - 44	0 - 44	1-Apr-19	0.00

Service	Description of Fee or Charge	Unit of Charge		Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase

FINANCE & CUSTOMER SERVICES DIRECTORATE - PROPOSED FEES & CHARGES FOR 2019/20

Service	Description of Fee or Charge	Unit of Charge		Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
Electoral Services	Sale of Electoral registers	Per register		Various	Various	1-Apr-19	2.40
Internal Audit	Internal Audit work for academies	Daily rate		257.80	264.00	1-Apr-19	2.40
Revenues & Benefits	Free school meals administration	Per child		5.12	5.24	1-Sep-18	2.34
Customer Services	Blue Badge applications (this to be confirmed when new provider contract agreed)	Per Badge		10.00	10.00		0.00
Legal Services	External legal work	Hourly rate		62.00	63.50		2.42
Legal Services	Work for academies	Hourly rate		62.00	63.50		2.42
Schools Finance	Finance Support - Early Years						
	L.A.	Annual		£3,053.00	£3,145.00		3.01
	Termly	Annual		£3,230.00	£3,327.00		3.00
	1/2 Termly	Annual		£3,402.00	£3,504.00		3.00
	Monthly	Annual		£3,662.00	£3,772.00		3.00
	Fortnightly	Annual		£4,442.00	£4,576.00		3.02
	Weekly	Annual		£5,998.00	£6,178.00		3.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
Schools Finance	Finance Support - Primary					
	L.A.	Annual	£1617.00-£2449.00	£1666.00-£2523.00		3.00
	Termly	Annual	£1789.00-£2621.00	£1843.00-£2700.00		3.00
	1/2 Termly	Annual	£1961.00-£2793.00	£2020.00-£2877.00		3.00
	Monthly	Annual	£2221.00-£3053.00	£2287.00-£3145.00		3.00
	Fortnightly	Annual	£3001.00-£3834.00	£3091.00-£3949.00		3.00
	Weekly	Annual	£4562.00-£5394.00	£4699.00-£5556.00		3.00
Schools Finance	Finance Support - Special					
	L.A.	Annual	£2210.00-£3761.00	£2277.00-£3873.00		3.00
	Termly	Annual	£2382.00-£2903.00	£2454.00-£2990.00		3.00
	1/2 Termly	Annual	£2560.00-£4105.00	£2636.00-£4228.00		3.00
	Monthly	Annual	£2819.00-£4364.00	£2904.00-£4495.00		3.00
	Fortnightly	Annual	£3595.00-£5145.00	£3703.00-£5299.00		3.00
	Weekly	Annual	£5155.00-£6704.00	£5310.00-£6905.00		3.00
Schools Finance	Finance Support - Secondary					
	Core	Annual	£2,393.00	£2,464.00		3.00
	Core + Visits (6)	Annual	£2,705.00	£2,786.00		3.00
	Additional Visit - Early Years/Primary/Special	Per Visit	£99.00	£102.00		3.00
	Sickness Cover - Early Years/Primary/Special	Per Visit	£198.00	£204.00		3.00
	Additional Visit - Secondary	Per Visit	£119.00	£123.00		3.00
	Sickness Cover -Secondary	Per Visit	£198.00	£198.00		3.00
Schools Finance	Finance Support - Academies					
	Service retainer - including Helpdesk and Online support	Annual	£1,340.00	£1,380.00		3.00
	FMS chart of accounts/coding structure set up	Per Set-up	£680.00	£700.00		3.00
	Financial Support onsite visit - ad hoc	Annual	£195.00	£201.00		3.00
	Financial Support onsite visit - termly	Annual	£400.00	£412.00		3.00
	Financial Support onsite visit - half termly	Annual	£800.00	£824.00		3.00
	Financial Support onsite visit - monthly	Annual	£1,325.00	£1,365.00		3.00
	Provision of financial management training session	Per Session	£195.00	£201.00		3.00
	Assistance with recruitment of finance staff		£195.00	£201.00		3.00
	Attendance at Governing Body meetings	Per Meeting	£195.00	£201.00		3.00
	Provision of cover in the event of staff absence	Per Visit	£195.00	£201.00		3.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
Schools ICT Connect	Filtered Broadband connectivity	Annual	£980-£10,290	£1,000-£10,538		2.40
	Dedicated ICT support	Annual	£686-£6,370	£700-£6,523		2.40
	ICT SLA	Annual	£1,000-£3,139	£1,020-£3,214		2.40

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase

ADULT SERVICES, HOUSING AND PUBLIC HEALTH - PROPOSED FEES & CHARGES FOR 2019/20

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
Adult Services	Domiciliary Care	hourly	15.89	16.27	1-Apr-19	2.40
	Day Care	session	30.00	30.72	1-Apr-19	2.40
	Day Care Meal	meal	4.84	4.96	1-Apr-19	2.40
	Transport to day centre	return journey	5.15	5.27	1-Apr-19	2.40
	Community Alarms (Rothercare)	weekly	2.85	2.92	1-Apr-19	2.40
	Residential Care - Older People	weekly	580.00	594.00	1-Apr-19	2.41
	Residential Care - Learning Disabilities	weekly	656.00	667.00	1-Apr-19	1.68
	Respite Care - Learning Disabilities	weekly	1,368.00	1,400.00	1-Apr-19	2.34
	Extra Care Housing	weekly	28.90	29.59	1-Apr-19	2.39
	Deferred Payments - Set up fee	one -off	117.00	119.81	1-Apr-19	2.40
	Deferred Payments - Property Valuation (initial)	one -off	200.00	204.80	1-Apr-19	2.40
	Deferred Payments - Property Valuation (Full)	one -off	500.00	512.00	1-Apr-19	2.40
	Deferred Payments - Annual Management fee	annual	25.00	25.60	1-Apr-19	2.40
	Deferred Payments - Closure Fee	one -off	60.00	61.44	1-Apr-19	2.40
Housing	HRA Standard Rent (average)	weekly	72.87	72.27	1-Apr-19	-1.00
	Garage Rent - Council tenant	weekly	4.89	5.01	1-Apr-19	2.40
	Garage Rent - Non Council tenant	weekly	5.87	6.01	1-Apr-19	2.40
	Surface Garage plot	annual fee	58.85	60.26	1-Apr-19	2.40
	Non-surface garage plot	annual fee	52.97	54.24	1-Apr-19	2.40
	Warncliffe Flats car park space	weekly	6.42	6.57	1-Apr-19	2.40
	Cooking Gas	weekly	0.83	0.85	1-Apr-19	2.40
	Community Facility	weekly	4.64	4.75	1-Apr-19	2.40
	Laundry Facility	weekly	1.55	1.59	1-Apr-19	2.40
	District Heating Unit Charge	unit of heat	0.06	0.06	1-Apr-19	0.00
	District Heating - Bedsit	weekly	9.66	9.66	1-Apr-19	0.00
	District Heating - 1 bed	weekly	11.25	11.25	1-Apr-19	0.00
	District Heating - 2 bed	weekly	12.90	12.90	1-Apr-19	0.00
	District Heating - 3-4 bed	weekly	14.93	14.93	1-Apr-19	0.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase

CHILDREN & YOUNG PEOPLE - PROPOSED FEES & CHARGES FOR 2019/20

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19 £	Proposed Charge 2019/20 £	Effective Date	%age increase
	Educational Psychology					
Education Psychology	Option 1 Annual Contract (5 days -10 sessions per year)	Per option	1,800.00	1,845.00	1-Apr-19	2.50
Education Psychology	Option 2 Annual Contract (7.5 days -15 sessions per year)	Per option	2,700.00	2,765.00	1-Apr-19	2.41
Education Psychology	Option 3 Annual Contract (10 days -20 sessions per year)	Per option	3,600.00	3,690.00	1-Apr-19	2.50
Education Psychology	Option 4 Annual Contract (20 days -40 sessions per year)	Per option	7,100.00	7,260.00	1-Apr-19	2.25
Education Psychology	Option 5 Annual Contract (40 days -80 sessions per year)	Per option	14,000.00	14,320.00	1-Apr-19	2.29
Education Psychology	Option 6 Annual Contract (60 days -120 sessions per year)	Per option	21,000.00	21,480.00	1-Apr-19	2.29
Education Psychology	Option 7 Sessional costs per day (2 sessions) for requests received after 31st March 2019.	per day (2 sessions)	440.00	450.00	1-Apr-19	2.27
	Moving and Handling					
Moving and Handling	Option 1 Consultancy Service - Children's Centres, MLD Special Schools and Primary Schools up to 20 PAN	PAN	110.00	old charge	1-Apr-19	
Moving and Handling	Option 1 Consultancy Service - Primary Schools 21 -30 PAN	PAN	160.00	old charge	1-Apr-19	
Moving and Handling	Option 1 Consultancy Service - Primary Schools 31 -45 PAN	PAN	210.00	old charge	1-Apr-19	
Moving and Handling	Option 1 Consultancy Service - Primary Schools 46 -60 PAN	PAN	260.00	old charge	1-Apr-19	
Moving and Handling	Option 1 Consultancy Service - Primary Schools 61 -75 PAN	PAN	310.00	old charge	1-Apr-19	
Moving and Handling	Option 1 Consultancy Service - Primary Schools 76 -90 PAN	PAN	360.00	old charge	1-Apr-19	
Moving and Handling	Option 1 Consultancy Service - Secondary Schools up to 150 PAN	PAN	620.00	old charge	1-Apr-19	
Moving and Handling	Option 1 Consultancy Service - Secondary Schools 151 - 200 PAN	PAN	760.00	old charge	1-Apr-19	
Moving and Handling	Option 1 Consultancy Service - Secondary Schools 201 - 250 PAN	PAN	810.00	old charge	1-Apr-19	
Moving and Handling	Option 1 Consultancy Service - Secondary Schools 251 and above PAN	PAN	860.00	old charge	1-Apr-19	
Moving and Handling	Annual Contract 1 - Consultancy, Advisory, Guidance and Support (1 Day per Year)	Annual		360.00	1-Apr-19	new charge
Moving and Handling	Annual Contract 2 - Consultancy, Advisory, Guidance and Support (6 Days per Year £355 per Day)	Annual		2,130.00	1-Apr-19	new charge
Moving and Handling	Annual Contract 3 - Consultancy, Advisory, Guidance and Support (9 Days per Year £350 per Day)	Annual		3,150.00	1-Apr-19	new charge

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
Moving and Handling	Bespoke Package - Consultancy Service - Special Schools Newman, Hilltop and Kelford and settings with Ongoing Complex Needs (Consultancy and Training 0.5 days per week per term)	Annual	4,500.00	4,800.00	1-Apr-19	6.67
Moving and Handling	Option 2 Consultancy Service - Pay as You Go (Minimum 2 hours)	Per Hour	95.00	old charge	1-Apr-19	
Moving and Handling	Training - Induction Course (Full Day (Minimum Charge £360)	Per Delegate	50.00	60.00	1-Apr-19	20.00
Moving and Handling	Training - Induction Course (6 Hour Course - delivered in 2 x3 Hour Modules) (Greater than 20 Delegates)	Per Delegate	42.00	old charge	1-Apr-19	
Moving and Handling	Training - Induction Course (6 Hour Course - delivered in 2x 3 Hour Modules) (Greater than 40 Delegates)	Per Delegate	37.00	old charge	1-Apr-19	
Moving and Handling	Training - Induction Course (6 Hour Course - delivered in 2x 3 Hour Modules) (Greater than 60 Delegates)	Per Delegate	31.00	old charge	1-Apr-19	
Moving and Handling	Training - Induction Course (Half Day) Training (Minimum Charge £252)	Per Delegate	40.00	42.00	1-Apr-19	5.00
Moving and Handling	Training - Induction Course (Half Day) or Update Training (Greater than 20 Delegates)	Per Delegate	35.00	old charge	1-Apr-19	
Moving and Handling	Training - Induction Course (Half Day) or Update Training (Greater than 40 Delegates)	Per Delegate	30.00	old charge	1-Apr-19	
Moving and Handling	Training - Induction Course (Half Day) or Update Training (Greater than 60 Delegates)	Per Delegate	25.00	old charge	1-Apr-19	
	School Admissions & Appeals					
School Admissions & Appeals	£32.50 X PAN (the Published Admission Number of the school / academy	PAN	28.32	32.50	1-Apr-19	14.76
Schools Traded	Appeals Service	Per appeal	128.00		1-Apr-19	
	Learning Support Service					
Learning Support Service	week for 37 weeks of the Year)	Per package	6,600.00	6,760.00	1-Apr-19	2.42
Learning Support Service	Option 2 - Package B - 62 Hours (Half Day Support per fortnight for 37 weeks of the Year)	Per package	3,410.00	3,495.00	1-Apr-19	2.49
Learning Support Service	visit per month)	Per package	1,980.00	2,030.00	1-Apr-19	2.53
Learning Support Service	Year)	Per package	1,100.00	1,130.00	1-Apr-19	2.73
Learning Support Service	package)	Per hour	55.00	57.00	1-Apr-19	3.64
Learning Support Service	the school year in addition to options 1 to 5 above, these	Per hour	60.00	62.00	1-Apr-19	3.33
	Outdoor Education					
Outdoor Education	Outdoor Learning and Educational Visits Service	Per pupil	1.53	1.57	1-Sep-19	2.61
Outdoor Education	Duke of Edinburgh Award - Secondary school/college		385.00	395.00	1-Sep-19	2.60
Outdoor Education	Duke of Edinburgh Award - Special school		55.00	60.00	1-Sep-19	9.09
Outdoor Education	Outdoor Learning Facilities (Crowden Outdoor Educational Centre)					#DIV/0!
	Risk Management and CLEAPSS Service					
Risk Management and CLEAPSS Service	Children Centres, Special Schools and Primary schools up to a PAN of 30		450.00	460.00	1-Sep-19	2.22
Risk Management and CLEAPSS Service	Primary Schools up to a PAN of 45		620.00	630.00	1-Sep-19	1.61

Service	Description of Fee or Charge	Unit of Charge
Risk Management and CLEAPSS Service	Primary Schools up to a PAN of 60	
Risk Management and CLEAPSS Service	Primary Schools up to a PAN of 90	
Risk Management and CLEAPSS Service	Secondary Schools up to a PAN of 140 (incl. £300 CLEAPPS)	
Risk Management and CLEAPSS Service	Secondary Schools up to a PAN of 210 (incl. £300 CLEAPPS)	
Risk Management and CLEAPSS Service	Secondary Schools up to a PAN of 260 (incl. £300 CLEAPPS)	
Risk Management and CLEAPSS Service	Secondary Schools with a PAN above 261 (incl. £300 CLEAPS)	
	Rockingham PDC	
Rockingham PDC	Rockingham Hall (Capacity 107) per day (Monday to Friday)	
Rockingham PDC	Rockingham Hall (Capacity 107) per day (Saturday to Sunday)	
Rockingham PDC	Rockingham Hall (Capacity 107) per Half day/Twilight Session (Monday to Friday)	
Rockingham PDC	Rockingham Hall (Capacity 107) Evening Session (Monday to Friday)	
Rockingham PDC	Meeting rooms (Fitzwilliam, Wharnccliffe, Wentworth, Fullerton) (capacity 30- 36) per day (Monday to Friday)	
Rockingham PDC	Meeting rooms (Fitzwilliam, Wharnccliffe, Wentworth, Fullerton) (capacity 30-36) per day (Saturday to Sunday)	
Rockingham PDC	Meeting rooms (Fitzwilliam, Wharnccliffe, Wentworth, Fullerton) (capacity 30-36) per Half day /Twilight Session	
Rockingham PDC	Meeting rooms (Fitzwillaim, Wharnccliffe, Wentworth, Fullerton) (capacity 30-36) per Evening Session	
Rockingham PDC	Meeting rooms (Sitwell and Keppel) per day (Monday to Friday)	
Rockingham PDC	Meeting rooms (Sitwell and Keppel) per day (Saturday to Sunday)	
Rockingham PDC	Meeting rooms (Sitwell and Keppel) per Half day/Twilight Session	
Rockingham PDC	Meeting rooms (Sitwell and Keppel) per evening Session	
Rockingham PDC	Meeting room (Milton) per day (Monday to Friday)	
Rockingham PDC	Meeting room (Milton) per day (Saturday to Sunday)	
Rockingham PDC	Meeting room (Milton) per Half day/Twilight Session	
Rockingham PDC	Meeting room (Milton) per Hour	
Rockingham PDC	Meeting rooms per hour (Fitzwilliam, Wharnccliffe, Wentworth, Fullerton, Sitwell and Keppel)	
Rockingham PDC	Additional cost of Buffet per person	
	Rotherham School Improvement Service	
Rotherham School Improvement Service	School improvement visits	Per hour
Rotherham School Improvement Service	Subscription service	Per pupil
Rotherham School Improvement Service	Active Rotherham and Yorkshire Sport Foundation (non-subscription)	Per package
Rotherham School Improvement Service	Anti bullying in subscription 2 days, additional days	Per day
Rotherham School Improvement Service	Anti bullying non-subscription	Per day

Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
700.00	720.00	1-Sep-19	2.86
800.00	820.00	1-Sep-19	2.50
1,500.00	1,540.00	1-Sep-19	2.67
1,900.00	1,950.00	1-Sep-19	2.63
2,500.00	2,560.00	1-Sep-19	2.40
2,800.00	2,870.00	1-Sep-19	2.50
250.00	256.00	1-Apr-19	2.40
275.00	281.00	1-Apr-19	2.18
120.00	122.00	1-Apr-19	1.67
125.00	128.00	1-Apr-19	2.40
185.00	189.00	1-Apr-19	2.16
200.00	204.00	1-Apr-19	2.00
90.00	92.00	1-Apr-19	2.22
95.00	97.00	1-Apr-19	2.11
150.00	153.00	1-Apr-19	2.00
200.00	204.00	1-Apr-19	2.00
80.00	81.00	1-Apr-19	1.25
85.00	87.00	1-Apr-19	2.35
90.00	92.00	1-Apr-19	2.22
200.00	205.00	1-Apr-19	2.50
50.00	51.00	1-Apr-19	2.00
15.00	15.40	1-Apr-19	2.67
25.00	26.00	1-Apr-19	4.00
6.95	7.10	1-Apr-19	2.16
25.00	26.00	1-Sep-19	4.00
27.00	28.00	1-Sep-19	3.70
500.00	510.00	1-Sep-19	2.00
160.00	164.00	1-Sep-19	2.50
200.00	205.00	1-Sep-19	2.50

Service	Description of Fee or Charge	Unit of Charge
Rotherham School Improvement Service	National Literacy membership - non subscription	Per school
Rotherham School Improvement Service	National Literacy CPD - non subscription	Per person
Rotherham School Improvement Service	National Literacy EWT programme - non subscription	Per school
Rotherham School Improvement Service	Outstanding Teaching Assistant Programme (non subscription)	Per delegate
Rotherham School Improvement Service	Partnership work with The Kyra Research School - Autumn conference for non-subscribers first delegate	Per delegate
Rotherham School Improvement Service	Partnership work with The Kyra Research School - Autumn conference for non subscribers	Per delegate
Rotherham School Improvement Service	Partnership work with The Kyra Research School - Autumn conference for subscribers	Per delegate
Rotherham School Improvement Service	Power of coaching - non subscription	Per delegate
Rotherham School Improvement Service	Roadmap to Teaching for Mastery in Mathematics – Phase 2 The 5 Big Ideas (4 x half day programme) - non subscription	Per delegate
Rotherham School Improvement Service	Rotherham Youth Enterprise - non subscription	Per school
Rotherham School Improvement Service	South Yorkshire School Business Leaders Group (SYSBL)	Per school
Rotherham School Improvement Service	Make £5 Blossom programme - non subscription	Access to programme
Rotherham School Improvement Service	Assessment Matters and Data Support Service	Per school
Rotherham School Improvement Service	Assessment leader network	Per delegate
Rotherham School Improvement Service	Basic skills quality mark - subscribers	Per assessment
Rotherham School Improvement Service	Basic skills quality mark - non subscribers	Per assessment
Rotherham School Improvement Service	Bloodhound SSC	Per day
Rotherham School Improvement Service	Early Years Foundation Stage Leaders in Schools	Per day
Rotherham School Improvement Service	Leadership Events - for subscribers	Per delegate
Rotherham School Improvement Service	Leadership Events - non subscribers	Per delegate
Rotherham School Improvement Service	Leadership matters	Per delegate
Rotherham School Improvement Service	Newly qualified teacher - subscriber	Per NQT per term
Rotherham School Improvement Service	Newly qualified teacher - non subscriber	Per NQT per term
Rotherham School Improvement Service	Outstanding Teacher Programme (OTP) Cohorts 3 and 4	Per delegate
Rotherham School Improvement Service	Picture this - non subscriber	Per school
Rotherham School Improvement Service	Primary Science - non subscriber	Per day
Rotherham School Improvement Service	Primary Teaching & Learning - non subscriber	Per day
Rotherham School Improvement Service	Rotherham Children's Festival - non subscriber	Per project
Rotherham School Improvement Service	Rotherham Children's Festival - non subscriber	Per event
Rotherham School Improvement Service	RQT Development Programme – Leading Learning in your own Classroom (6 x half day) non subscriber	Per delegate
Rotherham School Improvement Service	Services for governors - Governance package, Option 1	
Rotherham School Improvement Service	Services for governors - Governance package, Option 2	
Rotherham School Improvement Service	Services for governors - Head teacher recruitment - subscribers	Per school
Rotherham School Improvement Service	Services for governors - Head teacher recruitment - non subscribers	Per school
Rotherham School Improvement Service	Services for governors - Head teacher appraisal - subscribers	Per school
Rotherham School Improvement Service	Services for governors - Head teacher appraisal - non subscribers	Per school
Rotherham School Improvement Service	Services for governors - Modern Governor - subscribers	Per school
Rotherham School Improvement Service	Services for governors - Modern Governor - non subscribers	Per school
Rotherham School Improvement Service	Services for teachers - Termly 1:1 sessions focussing on school improvement - non subscribers	Per school

Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
100.00	102.00	1-Sep-19	2.00
650.00	670.00	1-Sep-19	3.08
2,000.00	2,050.00	1-Sep-19	2.50
522.00	530.00	1-Sep-19	1.53
50.00	51.00	1-Sep-19	2.00
130.00	133.00	1-Sep-19	2.31
100.00	102.00	1-Sep-19	2.00
522.00	530.00	1-Sep-19	1.53
360.00	370.00	1-Sep-19	2.78
150.00	154.00	1-Sep-19	2.67
50.00	51.00	1-Sep-19	2.00
150.00	154.00	1-Sep-19	2.67
1,750.00	1,790.00	1-Sep-19	2.29
300.00	310.00	1-Sep-19	3.33
100.00	102.00	1-Sep-19	2.00
300.00	310.00	1-Sep-19	3.33
500.00	510.00	1-Sep-19	2.00
350.00	360.00	1-Sep-19	2.86
50.00	51.00	1-Sep-19	2.00
300.00	310.00	1-Sep-19	3.33
300.00	310.00	1-Sep-19	3.33
50.00	51.00	1-Sep-19	2.00
120.00	123.00	1-Sep-19	2.50
780.00	800.00	1-Sep-19	2.56
300.00	310.00	1-Sep-19	3.33
350.00	360.00	1-Sep-19	2.86
350.00	360.00	1-Sep-19	2.86
300.00	310.00	1-Sep-19	3.33
150.00	154.00	1-Sep-19	2.67
540.00	550.00	1-Sep-19	1.85
1,250.00	1,280.00	1-Sep-19	2.40
850.00	870.00	1-Sep-19	2.35
2,000.00	2,050.00	1-Sep-19	2.50
3,000.00	3,070.00	1-Sep-19	2.33
200.00	205.00	1-Sep-19	2.50
450.00	460.00	1-Sep-19	2.22
129.00	132.00	1-Sep-19	2.33
349.00	360.00	1-Sep-19	3.15
2,000.00	2,050.00	1-Sep-19	2.50

Service	Description of Fee or Charge	Unit of Charge
Rotherham School Improvement Service	Services for teachers - Peer Challenge supported activity - non subscribers	Per activity
Rotherham School Improvement Service	Services for teachers - Preparation for Ofsted - non subscribers	Per school
Rotherham School Improvement Service	Services for teachers - Testing the Rotherham Mission – Getting to Good/Outstanding days - non subscribers	Per school
Rotherham School Improvement Service	Services for teachers - Teacher & Support Staff Appraisal and Pay Progression - non subscribers	Per day
Rotherham School Improvement Service	South Yorkshire Maths Hub and the NCETM – The Roadmap to Mastery (4 x full day including launch event) - non subscriber	Per delegate
Rotherham School Improvement Service	South Yorkshire Maths Hub and the NCETM – EYFS programme (3 x half day including launch event) - non subscriber	Per delegate
Rotherham School Improvement Service	Statutory assessment - subscribing academies	Per academy
Rotherham School Improvement Service	Statutory assessment - non subscribing academies	Per academy
	Autism Communication	
Autism Communication	Autism Communication team - option 1 package A (120 hours)	Per package
Autism Communication	Autism Communication team - option 2 package B (62 hours)	Per package
Autism Communication	Autism Communication team - option 3 package C (36 hours)	Per package
Autism Communication	Autism Communication team - option 4 package D (20 hours)	Per package
Autism Communication	Autism Communication team - option 5 package E (5 hours)	Per package
Autism Communication	Autism Communication team - option 6 package F (arranged hours if support packages A-E do not match School needs)	Per hour
Autism Communication	Autism Communication team - option 6 package F (additional hours requested through the School Year)	Per hour
	Early Help Services	
Early Help Services	Children Missing from Education	Per FPN
	Early Years Services	
Early Years Services	Childcare workforce	Per person (Half Day)
Early Years Services	Childcare workforce	Per person (Full Day)

Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
300.00	310.00	1-Sep-19	3.33
600.00	610.00	1-Sep-19	1.67
1,800.00	1,840.00	1-Sep-19	2.22
350.00	360.00	1-Sep-19	2.86
580.00	590.00	1-Sep-19	1.72
270.00	280.00	1-Sep-19	3.70
250.00	260.00	1-Sep-19	4.00
500.00	510.00	1-Sep-19	2.00
6,600.00	6,760.00	1-Apr-19	2.42
3,410.00	3,495.00	1-Apr-19	2.49
1,980.00	2,030.00	1-Apr-19	2.53
1,100.00	1,130.00	1-Apr-19	2.73
n/a	285.00	1-Apr-19	new charge
55.00	57.00	1-Apr-19	3.64
60.00	62.00	1-Apr-19	3.33
60.00	60.00		0.00
30.00	31.00	1-Sep-19	3.33
50.00	52.00	1-Sep-19	4.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase

REGENERATION & ENVIRONMENT - PROPOSED FEES & CHARGES FOR 2019/20

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19 £	Proposed Charge 2019/20 £	Effective Date	%age increase
Dog Warden	Retrieval of Stray Dogs Fees and Kennels Charge	First Night Subsequent Night	55.00 8.50	56.32 10.00	1-Apr-19 1-Apr-19	2.40 17.65
Pest Control	Treatment of Pests					
	Rates Inside Property	Treatment upto 3 visits	30.90	31.64	1-Apr-19	2.39
	Rates Outside Property	Treatment upto 3 visits	30.90	31.64	1-Apr-19	2.39
	Mice	Treatment upto 4 visits	84.00	86.02	1-Apr-19	2.40
	Moles	Treatment upto 3 visits	86.52	88.60	1-Apr-19	2.40
	Squirrels	Treatment upto 3 visits	86.52	88.60	1-Apr-19	2.40
	Feral Pigeons	Quote				
	Fleas	Per Visit	86.52	88.60	1-Apr-19	2.40
	Bed Bugs	Treatment upto 4 visits	197.76	202.51	1-Apr-19	2.40
	Cockroaches	Treatment upto 4 visits	197.76	202.51	1-Apr-19	2.40
	Wasps Nest	Per Visit	86.52	88.60	1-Apr-19	2.40
	Flies	Per Visit	86.52	88.60	1-Apr-19	2.40
	Wild Bees / Bumble Bees (Outside Property)	Per Visit	86.52	88.60	1-Apr-19	2.40
	Stored Product Insects (Beetles Etc.)	Per Visit	86.52	88.60	1-Apr-19	2.40
	Garden Ants	Per Visit	86.52	88.60	1-Apr-19	2.40
Waste	Garden Waste					
	Subscription Garden Waste 19 collections per annum	Annual	39.00	39.00		0.00
	Subscription Garden Waste 19 collections per annum - additional bin	Annual	30.00	30.00		0.00
	Bulky Item Collection Service					
	CAT A Waste Household Garden and Recreational Maximum 9 Items	1-3 items 4-6 items 7-9 items	27.00 54.00 81.00	27.65 55.30 82.95	1-Apr-19 1-Apr-19 1-Apr-19	2.41 2.41 2.41
	CAT A Waste Household Garden and Recreational Maximum 9 Items with Rothercard 50% Discount	1-3 items 4-6 items 7-9 items	13.50 27.00 40.50	13.82 27.65 41.48	1-Apr-19 1-Apr-19 1-Apr-19	2.37 2.41 2.42
	CAT B Waste DIY Items Maximum 9 items, No Rothercard Discount for this section	1-3 items	51.00	52.23	1-Apr-19	2.41

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
		4-6 items 7-9 items	102.00 153.00	104.45 156.65	1-Apr-19 1-Apr-19	2.40 2.39
	Waste Containers Replacements (Costs applicable are bin plus delivery Charge) 240L Black Bin (Recycling) 240L Green Bin (Recycling) 180L Pink Lid Black Bin 140L Pink Lid Black Bin 240L Brown Bin (Subscription Service) Delivery	Bin Bin Bin Bin Bin Upto 4 Bins	- - - - - 8.61	0.00 0.00 22.13 20.86 23.40 8.61	1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19	- - - - - 0.00
	Waste Containers New Developments (Costs applicable are bin plus delivery Charge) 240L Black Bin (Recycling) 240L Green Bin (Recycling) 180L Pink Lid Black Bin 140L Pink Lid Black Bin Delivery	Bin Bin Bin Bin Upto 4 Bins	24.10 24.10 - - 8.61	24.10 24.10 22.13 21.48 8.61	1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19	0.00 0.00 - - 0.00
	Commercial Waste Collections Business Once per Week Collection A1 2 Black Sacks Kerbside 240A First Bin Kerbside 240A Additional Bin Kerbside 240B First Bin Premise / Bin Store 240B Additional Bin Premise / Bin Store 360A First Bin Kerbside 360A Additional Bin Kerbside 360B First Bin Premise / Bin Store 360B Additional Bin Premise / Bin Store 660 First Bin Premise / Bin Store 660 Additional Bin Premise / Bin Store 1100 First Bin Premise / Bin Store 1100 Additional Bin Premise / Bin Store Commercial Waste Collections Charitable Once per Week Collection A1 2 Black Sacks Kerbside 240A First Bin Kerbside 240A Additional Bin Kerbside 240B First Bin Premise / Bin Store 240B Additional Bin Premise / Bin Store 360A First Bin Kerbside	Annum Annum Annum Annum Annum Annum Annum Annum Annum Annum Annum Annum Annum Annum Annum Annum Annum Annum Annum	249.66 367.98 246.94 423.09 302.18 436.39 315.23 491.21 370.51 961.68 840.94 1,095.19 975.20 174.19 185.49 74.67 235.92 125.25 205.40	258.15 380.49 255.34 437.47 312.45 451.23 325.95 507.91 383.11 994.38 869.53 1,132.43 1,008.36 180.11 191.80 77.21 243.94 129.51 212.38	1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19	3.40 3.40 3.40 3.40 3.40 3.40 3.40 3.40 3.40 3.40 3.40 3.40 3.40 3.40

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	360A Additional Bin Kerbside	Annum	94.48	97.69	1-Apr-19	3.40
	360B First Bin Premise / Bin Store	Annum	255.56	264.25	1-Apr-19	3.40
	360B Additional Bin Premise / Bin Store	Annum	145.10	150.03	1-Apr-19	3.40
	660 First Bin Premise / Bin Store	Annum	534.83	553.01	1-Apr-19	3.40
	660 Additional Bin Premise / Bin Store	Annum	424.33	438.76	1-Apr-19	3.40
	1100 First Bin Premise / Bin Store	Annum	536.76	555.01	1-Apr-19	3.40
	1100 Additional Bin Premise / Bin Store	Annum	426.94	441.46	1-Apr-19	3.40
Transport	Training Service					
	Standard Mini Bus Driver Assessment	Per Person	50.00	50.00	1-Apr-19	0.00
	Accessible Mini Bus Driver Assessment	Per Person	100.00	100.00	1-Apr-19	0.00
	Driver Certificate of Professional Competence	Per Person	50.00	50.00	1-Apr-19	0.00
	Passenger Assistant Training	Per Person	50.00	50.00	1-Apr-19	0.00
	Taxi Driving Test	Per Person	85.00	85.00	1-Apr-19	0.00
Planning Service						
	Charge relates to carrying out responses to Environmental Information Regulations (EIR requests) - specifically relating to CON29 enquiries only	£30 per hour including VAT	0.00	30.00	1-Apr-19	100.00
Leisure, Tourism and Green Spaces						
	Urban Parks					
	<u>Room Hire (non-VAT unless hired for sporting activity)</u>					
	Clifton Bowls Pavilion (per hour)	Per Hour	14.00	14.50	01/04/2019	3.57
	Clifton Bowls Pavilion outside normal building operating hours (per hour)	Per Hour	daytime rate (as above) + caretaking cost	daytime rate (as above) + caretaking cost	01/04/2019	
	Clifton Garden Room (per hour) RMBC Internal bookings 9am to 5pm	Per Hour	21.00	21.50	01/04/2019	2.38
	Clifton Garden Room (per hour)	Per Hour	30.00	31.00	01/04/2019	3.33
	Clifton Garden Room and Sunspace (per hour)	Per Hour	36.00	37.00	01/04/2019	2.78
	Clifton Garden Room and Sunspace (per hour - bookings over 6 hours per day)	Per Hour	30.00	31.00	01/04/2019	3.33
	Clifton Garden Room outside normal operating hours (per hour)	Per Hour	daytime rate (as above) + caretaking cost	daytime rate (as above) + caretaking cost	01/04/2019	
	Clifton Garden Room & Sunspace outside normal operating hours	Per Hour	daytime rate (as above) + caretaking cost	daytime rate (as above) + caretaking cost	01/04/2019	
	Clifton Garden House Courtyard (per hour - when additional to room booking)	Per Hour	26.00	27.00	01/04/2019	3.85
	Clifton Garden House Courtyard (per hour - when hired without indoor space)	Per Hour	39.00	40.00	01/04/2019	2.56
	Children's Parties (under 14 years) (3 hour booking)	Three Hours	130.00	150.00	01/04/2019	15.38
	Pre-Wedding Henna Celebration (3 hour booking)	Three Hours	130.00	150.00	01/04/2019	15.38
	Excess charge for off-site catering	Per Event/Booking	25.00	30.00	01/04/2019	20.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Clifton Garden House Courtyard Marquee (per day)	Per Day	400.00	410.00	01/04/2019	2.50
	Clifton Garden House Courtyard Marquee (per day - extra consecutive days)	Per Day	56.00	58.00	01/04/2019	3.57
	Outdoor Electricity (per day)	Per Day	10.00	10.50	01/04/2019	5.00
	Caretaking costs outside normal building operation times (per hour)	Per Hour	17.00	17.50	01/04/2019	2.94
	Celebratory room hire excess (not Children's Parties)	Per Event/Booking	250.00	255.00	01/04/2019	2.00
	Hire of outdoor chairs and tables (6 tables & 24 chairs) for courtyard (per day)	Per Day	50.00	52.00	01/04/2019	4.00
	Hire of 3m x 3m Gazebo (per day)	Per Day	35.00	36.00	01/04/2019	2.86
	Hire of 3m x 6m Gazebo (per day)	Per Day	55.00	57.00	01/04/2019	3.64
	Tea/Coffee per person (with room hire) (INTERNAL HIRE)	Per Person	0.80	0.82	01/04/2019	2.50
	Tea/Coffee per person (with room hire)	Per Person	1.10	1.15	01/04/2019	4.55
	Toddler Splash Sessions	Per Person	2.00	2.00	01/04/2019	0.00
	Outdoor Games					
	Giant Chess (per hour)* Full Adult Price	Per Person Per Hour	1.50	2.00	01/04/2019	33.33
	Giant Chess (per hour)* Concessionary Price	Per Person Per Hour	1.00	1.50	01/04/2019	50.00
	Giant Chess (per hour)* Junior Rothercard Price	Per Person Per Hour	0.85	1.00	01/04/2019	17.65
	Petanque/Bowls/Tennis Racquet/Chess Deposit (non-VAT)	Deposit	5.00	10.00	01/04/2019	100.00
	Water Play exclusive use outside normal operation (per hour)*	Per Hour	110.00	113.00	01/04/2019	2.73
	Bowls*					
	Season Ticket (April-September) Full Price	Per Person	77.00	77.00	01/04/2019	0.00
	Season Ticket (April-September) Concessionary Price	Per Person	50.00	50.00	01/04/2019	0.00
	Season Ticket (April-September) Junior Rothercard Price	Per Person	42.35	42.35	01/04/2019	0.00
	Opponents fee - matches (per match)	Per Team Per Match	14.00	14.00	01/04/2019	0.00
	Day ticket / Match ticket Full Price	Per Person Day Ticket	5.65	5.65	01/04/2019	0.00
	Day ticket / Match ticket Concessionary Price	Per Person Day Ticket	3.70	3.70	01/04/2019	0.00
	Day ticket / Match ticket Junior Rothercard Price	Per Person Day Ticket	3.10	3.10	01/04/2019	0.00
Herringthorpe Park	<u>Car Parking* (1st April to 14th July and 9th September to 31st March)</u>					
	Up to 1 hour	Per Vehicle	0.80	0.80	01/04/2019	0.00
	Up to 2 hours	Per Vehicle	1.60	1.60	01/04/2019	0.00
	Up to 3 hours	Per Vehicle	2.40	2.40	01/04/2019	0.00
	Up to 4 hours	Per Vehicle	4.10	4.10	01/04/2019	0.00
	Up to 5 hours	Per Vehicle	6.00	6.00	01/04/2019	0.00
	All Day	Per Vehicle	8.30	8.30	01/04/2019	0.00
	<u>Car Parking* (15th July to 8th September)</u>					
	Up to 1 hour	Per Vehicle	1.00	1.00	01/04/2019	0.00
	Up to 2 hours	Per Vehicle	2.00	2.00	01/04/2019	0.00
	Up to 3 hours	Per Vehicle	3.00	3.00	01/04/2019	0.00
	Up to 4 hours	Per Vehicle	4.50	4.50	01/04/2019	0.00
	Up to 5 hours	Per Vehicle	6.50	6.50	01/04/2019	0.00
	All Day	Per Vehicle	8.50	8.50	01/04/2019	0.00
	Rosehill Park - Novelty Golf					

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Novelty Golf	Per Person	2.00	2.20	01/04/2019	10.00
	Pavilion Hire					
	Commercial Hire	Per Booking	On application	POA	01/04/2019	
	Canklow/Greenlands Park/Barkers Park/Wath Pavilion Room (community groups) per hour	Per Hour	14.00	14.35	01/04/2019	2.50
	Playing Pitches					
	Regular bookings that meet criteria - exempt VAT					
	Class "A"					
	Football/Rugby/Cricket (incl. Changing & Showering facilities) Senior	Per Team Per Fixture	70.00	71.70	01/04/2019	2.43
	Official "Under 18 Leagues"	Per Team Per Fixture	46.20	47.30	01/04/2019	2.38
	Class "B"					
	Football/Rugby (incl. Changing Facilities but no services) Senior	Per Team Per Fixture	59.70	61.10	01/04/2019	2.35
	Official "Under 18 Leagues"	Per Team Per Fixture	38.80	40.30	01/04/2019	3.87
	Class "C"					
	Football/Rugby/Cricket Wicket (without Changing & Showering facilities) Senior	Per Team Per Fixture	53.50	54.80	01/04/2019	2.43
	Official "Under 18 Leagues"	Per Team Per Fixture	34.80	36.00	01/04/2019	3.45
	Administration Fee (Use of unbooked pitch)	Per Team Per Fixture	Pitch Fee + £60	Pitch+ £70	01/04/2019	
	Administration Fee (Use of unbooked pitch) Under 18's	Per Team Per Fixture	Pitch Fee + £40	Pitch + £50	01/04/2019	
	Urban Parks Outdoor Events					
	Clifton Park Hire-Community/Voluntary Grps per hour (per 0.5 Ha or part thereof)	Per Hour	30.00	30.75	01/04/2019	2.50
	Park Hire-Community/Voluntary Grps per hour (per 0.5 Ha or part thereof) (Excluding Clifton Park)	Per Hour	11.30	11.60	01/04/2019	2.65
	Park Hire - Commercial Events	Per Event	On application	POA	01/04/2019	
	Urban Parks School Visits					
	Guided school visits (per pupil per half day)	Per Pupil Per Half Day	On application	POA	01/04/2019	
	Ranger/Officer educational visits to schools (per half day)	Per Half Day	80.00	82.00	01/04/2019	2.50
	Miscellaneous					
	Organised Outdoor Fitness Classes (per class)	Per Class	11.00	11.25	01/04/2019	2.27
	Scattering of Ashes	Per Unit	45.00	47.00	01/04/2019	4.44
	Memorial Benches	Per Unit	920.00	940.00	01/04/2019	2.17
	Memorial Trees	Per Unit	200.00	205.00	01/04/2019	2.50
	Film Location Fee (Commercial)		On application	POA	01/04/2019	
	Lighting rig (per day/eve)	Per Day/Evening	20.00	20.50	01/04/2019	2.50
	PA System (per day/eve)	Per Day/Evening	30.00	31.00	01/04/2019	3.33
Clifton Park Wedding Packages	Garden Room, Sun Space & Courtyard (9am to 12.30am)					
	<u>April - October</u>					
	Friday to Sunday room hire	Per Booking	1,300.00	1,330.00	01/04/2020	2.31
	Monday to Thursday room hire	Per Booking	1,180.00	1,210.00	01/04/2020	2.54
	Day before set up	Per Booking	495.00	510.00	01/04/2020	3.03
	<u>November - March</u>					
	Friday to Sunday room hire	Per Booking	1,180.00	1,210.00	01/04/2020	2.54
	Monday to Thursday room hire	Per Booking	1,050.00	1,075.00	01/04/2020	2.38
	Day before set up	Per Booking	395.00	405.00	01/04/2020	2.53
	Christmas Eve & New Years Eve	Per Booking	3,000.00	3,080.00	01/04/2020	2.67
	Day before set up	Per Booking	500.00	515.00	01/04/2020	3.00
Allotment Rental	Commercial Growers – per square metre		0.4	0.409	01/04/2020	2.25

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Site per sqm (allotment societies) Class A		0.247	0.253	01/04/2020	2.43
	Site per sqm (allotment societies) Class B		0.224	0.229	01/04/2020	2.23
	Plot (plus water rates) per square metre- Class A		0.278	0.285	01/04/2020	2.52
	Plot (plus water rates) per square metre- Class B		0.25	0.256	01/04/2020	2.40
Herringthorpe Athletics Stadium	Arena Hire full day (7 hours)	Per booking	370.00	379.00	01/04/2019	2.43
	Arena hire half day (3.5 hours)	Per booking	185.00	190.00	01/04/2019	2.70
	Arena Hire (per hour)	Per booking	64.00	65.50	01/04/2019	2.34
	Athletics Full Price	Per person	4.00	4.10	01/04/2019	2.50
	Athletics Concessionary Price	Per person	3.20	3.30	01/04/2019	3.12
	Athletics - Junior Rothercard Price	Per person	2.50	2.60	01/04/2019	4.00
	Season Ticket - Monthly (Full Price)	Per person	22.50	23.50	01/04/2019	4.44
	Season Ticket - Monthly Concessionary Price)	Per person	17.50	18.00	01/04/2019	2.86
	Season Ticket - Monthly (Junior Rothercard Price)	Per person	11.50	11.80	01/04/2019	2.61
	Season Ticket - Family Monthly Full	Per person	38.00	39.00	01/04/2019	2.63
	Season Ticket - Family Monthly - Concessionary/Rothercard	Per person	28.00	29.00	01/04/2019	3.57
	Regular bookings that meet criteria - exempt VAT:					
	Track Centre Pitch	Per match	93.00	95.50	01/04/2019	2.69
	Track Centre Pitch with lights	Per match	118.50	121.50	01/04/2019	2.53
	Single 5-a-side Pitch	Per booking	38.00	39.00	01/04/2019	2.63
	Single 5-a-side Pitch with lights	Per booking	49.00	50.20	01/04/2019	2.45
	Multi-sports - Full Price	Per person	4.00	4.10	01/04/2019	2.50
	Multi-sports - Concessionary/Rothercard Price	Per person	3.20	3.30	01/04/2019	3.12
	Multi-sports - Junior Rothercard Price	Per person	2.50	2.60	01/04/2019	4.00
	In2Athletics - Concessionary/Rothercard Price	Per person	3.50	3.60	01/04/2019	2.86
	In2Athletics - Junior Rothercard Price	Per person	3.00	3.10	01/04/2019	3.33
	School Visits (per pupil)	Per person	3.20	3.30	01/04/2019	3.12
	Birthday Party (max. 15 kids, 1.5 hours)	Per party	55.00	60.00	01/04/2019	9.09
	One to one Athletics coaching (max. 3 people, per 45 minutes) Full Price	Per person	16.00	25.00	01/04/2019	56.25
	Training/Meeting Room (per hour)	Per booking	11.00	15.00	01/04/2019	36.36
	Training/Meeting Room (per hour) with refreshments	Per booking	23.00	28.00	01/04/2019	21.74
	Training/Meeting Room (per hour) commercial rate	Per booking	23.00	28.00	01/04/2019	21.74
	Training/Meeting Room (per hour) commercial rate with refreshments	Per booking	28.00	34.00	01/04/2019	21.43
	Cancellation of Room/Hall bookings:					
	Charge for room booking cancelled on day		100.00%	100.00%	01/04/2019	0.00
	Charge for booking cancelled within the week		80.00%	80.00%	01/04/2019	0.00
	Charge for booking cancelled within the month		50.00%	50.00%	01/04/2019	0.00
	Cancellation of Track and centre pitch bookings:					
	Charge for booking cancelled on day		100%	100%	01/04/2019	0.00
	Charge for booking cancelled within the week		50%	50%	01/04/2019	0.00
Thrybergh Country Park	Fly Fishing* (includes car parking fee)					
	4 hours (2 fish) Full Price	Half day	13.50	14.00	01/04/2019	3.70
	4 hours (2 fish) Concessionary/Rothercard Price	Half day	11.50	12.00	01/04/2019	4.35
	Full day (2 fish) Full Price	Half day ticket	15.00	15.50	01/04/2019	3.33
	Full day (2 fish) Concessionary/Rothercard Price	Half day ticket	13.00	13.50	01/04/2019	3.85
	Season Permit unlimited visits 2 fish per visit	Season ticket	200.00	210.00	01/04/2019	5.00
	Float Tubing*					
	Season Permit Float Tube Launch	Permit	42.00	43.00	01/04/2019	2.38

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Day Ticket Float Tube Launch	Day ticket	4.50	5.00	01/04/2019	11.11
	Boat Day	Day ticket	11.00	11.00	01/04/2019	0.00
	Boat 5 visits	Day ticket	44.00	44.00	01/04/2019	0.00
	<u>Caravan/Camping*</u>					
	Family Tent (per night)	Pitch	17.00	17.50	01/04/2019	2.94
	Caravans, trailer tents & motorhomes (per unit per night)	Pitch	20.00	21.00	01/04/2019	5.00
	Awning	Pitch	3.00	3.50	01/04/2019	16.67
	Rally Rate (per night)	Pitch	16.00	16.50	01/04/2019	3.13
	Seasonal Pitch (rate per night for six months)	Pitch	17.00	18.00	01/04/2019	5.88
	<u>Other Activities</u>					
	School Visits (per pupil)	Day visit	3.50	4.00	01/04/2019	14.29
	Soft Play* (per child)	Visit	2.25	2.25	01/04/2019	0.00
	<u>Car Parking - Thrybergh Country Park</u>					
	All Year Round (per day)	Ticket	1.70	1.80	01/04/2019	5.88
	Disabled Parking	Ticket	1.00	1.00	01/04/2019	0.00
	Minibus Day Rate	Ticket	4.50	4.50	01/04/2019	0.00
	Car Parking - Season Ticket	Ticket	80.00	80.00	01/04/2019	0.00
	car parking season ticket disabled	Ticket	32.00	32.00	01/04/2019	0.00
	Scooter hire (2hrs)	2 hr hire	2.50	2.50	01/04/2019	0.00
Ulley Country Park	<u>Coarse Fishing*</u>					
	Season Ticket Full Price	Ticket	70.00	73.00	01/04/2019	4.29
	Season Ticket Concessionary/Rothercard Price	Ticket	50.00	51.00	01/04/2019	2.00
	Day Ticket Full Price		5.50	6.00	01/04/2019	9.09
	Day Ticket Concessionary/Rothercard Price		4.50	4.50	01/04/2019	0.00
	<u>Other Activities</u>					
	Hire of Multi-purpose Room (1 Hour) (non-VAT unless hired for a sporting activity)	Per Hour	20.00	20.00	01/04/2019	0.00
	<u>Car Parking*</u>					
	Car Parking - per day	Per Day	1.20	1.20	01/04/2019	0.00
	Car Parking - Season Ticket (per car)	Per Car	47.00	47.00	01/04/2019	0.00
Rother Valley Country Park	<u>Watersports Includes VAT unless used for education/training</u>					
	Double Handed Dinghies (per 90 minutes) Full Price	Per 90 minutes	17.00	17.50	01/02/2019	2.94
	Double Handed Dinghies (per 90 minutes) Concessionary/Rothercard Price	Per 90 minutes	11.50	12.00	01/02/2019	4.35
	Double Handed Dinghies (per 90 minutes) Junior Rothercard Price	Per 90 minutes	10.00	10.50	01/02/2019	5.00
	Single Handed Dinghies (per 90 minutes) Full Price	Per 90 minutes	13.00	13.50	01/02/2019	3.85
	Single Handed Dinghies (per 90 minutes) Concessionary/ Rothercard Price	Per 90 minutes	9.00	9.50	01/02/2019	5.56
	Single Handed Dinghies (per 90 minutes) Junior Rothercard Price	Per 90 minutes	7.30	7.50	01/02/2019	2.74
	Windsurfer (per 90 minutes) Full Price	Per 90 minutes	12.50	12.50	01/02/2019	0.00
	Windsurfer (per 90 minutes) Concessionary/Rothercard Price	Per 90 minutes	8.50	8.50	01/02/2019	0.00
	Windsurfer (per 90 minutes) Junior Rothercard Price	Per 90 minutes	6.50	6.50	01/02/2019	0.00
	Canadian Canoe (per 60 minutes) Full Price	Per Hour	12.50	13.00	01/02/2019	4.00
	Canadian Canoe (per 60 minutes) Concessionary/Rothercard Price	Per Hour	10.00	10.50	01/02/2019	5.00
	Canadian Canoe (per 60 minutes) Junior Rothercard Price	Per Hour	8.00	8.00	01/02/2019	0.00
	Kayak Canoe (per 60 minutes) Full Price	Per Hour	10.50	11.00	01/02/2019	4.76
	Kayak Canoe (per 60 minutes) Concessionary/Rothercard Price	Per Hour	8.00	8.50	01/02/2019	6.25
	Kayak Canoe (per 60 minutes) Junior Rothercard Price	Per Hour	6.50	6.50	01/02/2019	0.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Open Canoe (per 60 minutes) Full Price	Per Hour	10.50	11.00	01/02/2019	4.76
	Open Canoe (per 60 minutes) Concessionary/Rothercard Price	Per Hour	8.00	8.50	01/02/2019	6.25
	Open Canoe (per 60 minutes) Junior Rothercard Price	Per Hour	6.50	6.50	01/02/2019	0.00
	Topo Due Canoe (per 60 minutes) Full Price	Per Hour	11.50	12.00	01/02/2019	4.35
	Topo Due Canoe (per 60 minutes) Concessionary/Rothercard Price	Per Hour	9.50	10.00	01/02/2019	5.26
	Topo Due Canoe (per 60 minutes) Junior Rothercard Price	Per Hour	7.00	7.00	01/02/2019	0.00
	Rowing Boat (per 30 minutes)	Per 30 minutes	12.00	12.50	01/02/2019	4.17
	Pedal Boat (per 30 minutes)	Per 30 minutes	12.00	12.50	01/02/2019	4.17
	Electric Boats		15.00	15.50	01/02/2019	3.33
	Wet Suit (session) Full Price	Per Person	7.00	7.00	01/02/2019	0.00
	Wet Suit (session) Concessionary/Rothercard Price	Per Person	5.00	5.00	01/02/2019	0.00
	Wet Suit (per day) Full Price	Per Person	14.00	14.00	01/02/2019	0.00
	Wet Suit (per day) Concessionary/Rothercard Price	Per Person	7.00	7.00	01/02/2019	0.00
	Buoyancy Aid (per day) Full Price	Per Person	10.00	10.00	01/02/2019	0.00
	Buoyancy Aid (per day) Concessionary/Rothercard Price	Per Person	6.50	6.50	01/02/2019	0.00
	Instructor /Supervisor (1:1 90 min lesson in any activity, cost now includes equipment) VAT exempt	Per Person	75.00	80.00	01/02/2019	6.67
	Locker Tokens	Per Locker	0.50	0.50	01/02/2019	0.00
	<u>Powerboat Hire *</u>					
	Powerboat including Driver 0 - 4 hours	Per Boat	560.00	560.00	01/02/2019	0.00
	Powerboat including Driver 0 - 8 hours	Per Boat	690.00	690.00	01/02/2019	0.00
	<u>Launch Fees</u>					
	Private Launch - (Per Day) Full Price	Per Unit Per Day	10.00	10.00	01/02/2019	0.00
	Private Launch - (Per Day) Concessionary/Rothercard Price	Per Unit Per Day	7.00	7.00	01/02/2019	0.00
	Private Launch (within 3 hours of closure) Full Price	Per Unit	6.50	6.50	01/02/2019	0.00
	Private Launch (within 3 hours of closure) Concessionary/Rothercard Price	Per Unit	5.00	5.00	01/02/2019	0.00
	6 Month Private Launch Saver - Incl. Car Parking Fee Full Price	Per Unit	190.00	195.00	01/02/2019	2.63
	6 Month Private Launch Saver - Incl. Car Parking Fee Concessionary/Rothercard Price	Per Unit	145.00	150.00	01/02/2019	3.45
	Storage & Launch Saver (launch1/3/10 to 19/12/10, 12 month storage)inc C/P	Per Unit	350.00	360.00	01/02/2019	2.86
	6 Months Jet Ski Launch Pass	Per Person Per Unit	210.00	215.00	01/02/2019	2.38
	1 Month Jet Ski Launch Pass (min. of 6 months to be purchased first)	Per Person Per Unit	60.00	62.50	01/02/2019	4.17
	<u>Craft Storage</u>					
	Boats per year - to include car parking fee	Per Boat	230.00	235.00	01/02/2019	2.17
	<u>Cycle Hire</u>					
	Cycle Hire Deposit (per cycle)	Per Cycle	5.00	5.00	01/02/2019	0.00
	Cycle Hire Deposit (per group of over 6 people)	Per Cycle	30.00	30.00	01/02/2019	0.00
	Cycle Hire (per hour)	Per Cycle Per Hour	7.00	7.00	01/02/2019	0.00
	Cycle Hire 2 hour	Per Cycle Per 2 Hours	12.00	12.50	01/02/2019	4.17
	Cycle Trailers (per hour)	Per Trailer Per Hour	5.50	5.50	01/02/2019	0.00
	Cycle Trailers 2 hours	Per Trailer Per 2 Hours	9.00	9.50	01/02/2019	5.56
	Dino Cycle	Per Cycle	18.00	18.50	01/02/2019	2.78
	Dino Cycle Trailer	Per Cycle Trailer	12.00	12.50	01/02/2019	4.17

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	<u>Lake Hire</u>					
	<u>Summer (March - Sept) - All Day Lake Hire *</u>					
	Sole use of Main Lake	Per Day	3,780.00	3,900.00	01/02/2019	3.17
	Partial use of Main Lake	Per Day	1,785.00	1,850.00	01/02/2019	3.64
	Hire of Northern Lake	Per Day	1,155.00	1,200.00	01/02/2019	3.90
	<u>Lake charges do not include equipment</u>					
	<u>Winter (October - February) - All Day Lake Hire *</u>					
	Sole use of Main Lake	Per Day	1,780.00	1,780.00	01/02/2019	0.00
	Partial use of Main Lake	Per Day	890.00	890.00	01/02/2019	0.00
	Hire of Northern Lake	Per Day	600.00	600.00	01/02/2019	0.00
	<u>Lake charges do not include equipment</u>					
	<u>Model Boating *</u>					
	Model Boating (per craft per day) * Full Price	Per Craft Per Day	4.30	4.50	01/02/2019	4.65
	Model Boating (per craft per day) * Concessionary/Rothercard Price	Per Craft Per Day	3.10	3.20	01/02/2019	3.23
	<u>Miscellaneous</u>					
	Powercraft Engine Test	Per Craft	45.00	45.00	01/02/2019	0.00
	Windsurf Harness Hire	Per Person	8.00	8.00	01/02/2019	0.00
	Spraydeck hire	Per Unit	8.00	8.00	01/02/2019	0.00
	Locker Tokens	Per Locker	0.50	0.50	01/02/2019	0.00
	Small meeting room hire (half day)	Per Half Day	60.00	61.50	01/02/2019	2.50
	Small meeting room hire (full day)	Per Day	100.00	102.50	01/02/2019	2.50
	Large meeting room hire (full day)	Per Day	200.00	205.00	01/02/2019	2.50
	Flip Chart Hire (on site only) per day*	Per Day	20.00	25.00	01/02/2019	25.00
	P.A. Caravan (per day (on site only)*)	Per Day	70.00	75.00	01/02/2019	7.14
	Rotherham School Visits	Per Pupil	4.00	4.00	01/02/2019	0.00
	School Visits (per pupil)	Per Pupil	4.00	4.00	01/02/2019	0.00
	Lecture (by Ranger Staff on site) per hour (non-vat)	Per Hour	100.00	100.00	01/02/2019	0.00
	Events Fee *	Per Event	475.00	499.00	01/02/2019	5.05
	Orienteering Maps *	Per Unit	2.80	3.00	01/02/2019	7.14
	<u>Caravan and Camping *(not Caravan Site - event operator only)</u>					
	Caravan - Overnight (Organised events only)	Per Unit	10.00	10.50	01/02/2019	5.00
	Tents - Overnight (Organised events only)	Per Unit	8.50	9.00	01/02/2019	5.88
	Caravans (Daytime only)	Per Unit	5.00	5.00	01/02/2019	0.00
	<u>Coarse Fishing</u>					
	Season ticket (ticket to expire at end of March)	Per Person	75.00	75.00	01/02/2019	0.00
	Per Day	Per Person	5.00	5.00	01/02/2019	0.00
	<u>Car Parking - Rother Valley Country Park</u>					
	Car Parking (over 3 hours)	Per Car	5.00	5.00	01/02/2019	0.00
	Car Parking (within 3 hours of closure)	Per Car	3.50	3.50	01/02/2019	0.00
	Car Parking - Orange / Blue Disabled Badge Holders	Per Car	2.50	2.50	01/02/2019	0.00
	<u>Car Parking - Season Ticket:*</u>					
	Purchased in April to June	Per Car	80.00	80.00	01/02/2019	0.00
	Purchased in July to September	Per Car	60.00	60.00	01/02/2019	0.00
	Purchased in October to December	Per Car	30.00	30.00	01/02/2019	0.00
Walewood Caravan and Camping Site	Note that this is a new business, and all rates may be subject to amendment as dictated by demand and business efficiency.					

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Standard hard-standing 8m x 8m, with shared electric hook-up point - Peak Season (April - October 2019, and March 2020)	Per pitch. Incl 2 people and electricity, per night	n/a	28.00	01/04/2019	100.00
	Standard hard-standing 8m x 8m, with shared electric hook-up point - Off Peak Season (November 2019 - Feb 2020)	Per pitch. Incl 2 people and electricity, per night	n/a	25.00	01/04/2019	100.00
	Standard hard-standing 8m x 8m, with shared electric hook-up point -Peak Season (April - October 2019, and March 2020)	Per pitch. Incl 2 people and electricity, per night	n/a	25.00	01/04/2019	100.00
	Super Pitch 10m x 10m, with own static waste and tap water - Peak Season (April - October 2019, and March 2020)	Per pitch. Incl 2 people and electricity, per night	n/a	33.00	01/04/2019	100.00
	Super Pitch 10m x 10m, with own static waste and tap water - Off Peak Season (November 2019 - Feb 2020)	Per pitch. Incl 2 people and electricity, per night	n/a	27.00	01/04/2019	100.00
	Large Motorhome / caravan pitch - Peak Season Super Pitch with own waste, water, and electric point (April - October 2019, and March 2020)	Per pitch. Incl 2 people and electricity, per night	n/a	36.00	01/04/2019	100.00
	Large Motorhome / Caravan pitch - Off Peak Season Super Pitch with own waste, water, and electric point (November 2019 - Feb 2020)	Per pitch. Incl 2 people and electricity, per night	n/a	30.00	01/04/2019	100.00
	Extra Large Motorhome / caravan pitch - Peak Season (April - October 2019, and March 2020)	Per pitch. Incl 2 people and electricity, per night	n/a	39.00	01/04/2019	100.00
	Extra Large Motorhome / Caravan pitch - Off Peak Season (November 2019 - Feb 2020)	Per pitch. Incl 2 people and electricity, per night	n/a	33.00	01/04/2019	100.00
	Tent Pitch 7.5m x 8m (shared electric hook up point)	Per pitch. Incl 2 people and electricity, per night	n/a	24.00	01/04/2019	100.00
	Large Tent Pitch 10m x 10m (shared electric hook up point)	Per pitch. Incl 2 people and electricity, per night	n/a	27.00	01/04/2019	100.00
	Infant aged 0 - 2 years, as part of a larger booking including adults	per person per night	£0.00	0.00	01/04/2019	
	Awning or Pup Tent (only on caravan and motorhome pitches, max one per pitch)	per night	n/a	3.00	01/04/2019	100.00
	Pet as part of a larger boeing including adults	per pet per night	n/a	2.00	01/04/2019	100.00
	Child aged 3 to 16 years old as part of a larger booking including adults	per person per night	n/a	3.00	01/04/2019	100.00
	Additional person over 16 years old	per person per night	n/a	4.00	01/04/2019	100.00
	Additional car (note one car allowed free of charge on motorhome pitches, motorhome classed as a caravan)	per car per night	n/a	5.00	01/04/2019	100.00
	Visitor car (must be pre-booked)	per car per day	n/a	5.00	01/04/2019	100.00
Events Team	Car Parking fee at Herringthorpe Playing Fields for Rotherham Show	Per Car Per Day	5.00/3.50	3.00	01/04/2019	0.00
	Event Application Form Administration Charge	Per Event	16.00	25.00	01/04/2019	56.25
	Event Application Form Administration Charge (Registered Charity Rate)	Per Event	16.00	17.50	01/04/2019	9.38
Music Service	CPD and other offers to schools	Per Hour	100.00	100.00	01/04/2019	0.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Group lessons of 3 or more pupils	Per Pupil Per Term	55.00	55.00	01/04/2019	0.00
	Shared lesson (2 pupils in the lesson)	Per Pupil Per Term	92.40	92.40	01/04/2019	0.00
	Individual 15 minute lesson (only available if a suitable share cannot be found)	Per Pupil Per Term	92.40	92.40	01/04/2019	0.00
	Individual 1:1 20 minutes	Per Term	132.00	132.00	01/04/2019	0.00
	Individual 1:1 30 minutes grade 5+	Per Term	165.00	165.00	01/04/2019	0.00
	Hourly charge for instrument lessons. Whole class teaching, after school clubs	Per Hour	40.00	40.00	01/04/2019	0.00
Library Service	Library Service Books (non-VAT)					
	Overdue Charges per day open (Under 18s and over 60s exempt)	Per Day	0.20	0.25	# 01/04/2019	25.00
	Overdue Charges maximum (Under 18s and over 60s exempt)	N/A	6.00	6.00	# 01/04/2019	0.00
	Talking Books (non-VAT)					
	Overdue Charges per day per title (Under 18s and over 60s exempt)	Per Day	0.20	0.25	# 01/04/2019	25.00
	Overdue Charges maximum (Under 18s and over 60s exempt)	Per Day	6.00	6.00	# 01/04/2019	0.00
	Compact Discs					
	Hire Charges per week or part	Per Week/Part	1.20	1.20	# 01/04/2019	0.00
	Overdue Charges per day open	Per Day	0.90	0.90	# 01/04/2019	0.00
	Overdue Charges maximum	N/A	7.50	7.50	# 01/04/2019	0.00
	Video & DVDs:					
	Feature Films hire per week	Per Week	3.00	3.00	# 01/04/2019	0.00
	Feature Films Overdue per day	Per Day	1.50	1.50	# 01/04/2019	0.00
	Overdue Charges maximum	N/A	15.00	15.00	# 01/04/2019	0.00
	Riverside Library Intermediate Band hire per week	Per Week	1.85	1.85	# 01/04/2019	0.00
	Community Lib. Intermediate Band hire per week	Per Week	1.85	1.85	# 01/04/2019	0.00
	Intermediate Band Overdue per day	Per Day	0.65	0.65	# 01/04/2019	0.00
	Overdue Charges maximum	N/A	12.00	12.00	# 01/04/2019	0.00
	Reservations					
	Non-books per item	Per Item	0.60	0.60	# 01/04/2019	0.00
	Inter-Library Loans	Per Item	7.00	7.00	# 01/04/2019	0.00
	Lost & Irreparably Damaged Books, etc.					

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Lost books/non-books - a suitable replacement copy provided by the borrower may be accepted as a replacement, If no replacement following charges apply	Per Item	0.00	0.00	# 01/04/2019	0.00
	Adult Fiction Paperback	Per Item	6.00	7.00	# 01/04/2019	16.67
	Adult Fiction Hardback	Per Item	10.00	11.00	# 01/04/2019	10.00
	Adult Non-Fiction	Per Item	10.00	11.00	# 01/04/2019	10.00
	Children's Fiction	Per Item	4.00	5.00	# 01/04/2019	25.00
	Children's Non-Fiction	Per Item	6.00	7.00	# 01/04/2019	16.67
	Microbit kit	Per Item	N/A	15.00	# 01/04/2019	0.00
	Lost/Irreparably Damaged Talking Books (non-VAT)					
	Abridged Version	Per Item	6.00	7.00	# 01/04/2019	16.67
	Unabridged Version	Per Item	20.00	21.00	# 01/04/2019	5.00
	Lost/Irreparably Damaged CD-Roms & Compact Discs:					
	Compact Discs	Per Item	6.00	6.00	# 01/04/2019	0.00
	DVDs	Per Item	12.00	12.00	# 01/04/2019	0.00
	Library Tickets					
	Lost Library Tickets: (non-VAT)	Per Item	1.50	1.50	# 01/04/2019	0.00
	Discarded Library Books/CDs/Videos					
	Children's Hardback & Paperback (or 15% original price whichever is greatest)	Per Item	0.50	0.50	# 01/04/2019	0.00
	Adult Fiction hardback (or 15% original price whichever is greatest)	Per Item	0.65	1.00	# 01/04/2019	53.85
	Adult non-fiction hardback & paperback (or 15% original price whichever is greatest)	Per Item	1.05	1.05	# 01/04/2019	0.00
	Adult Fiction paperbacks	Per Item	0.30	0.50	# 01/04/2019	66.67
	Discarded Compact Discs	Per Item	2.10	1.00	# 01/04/2019	-52.38
	Discarded DVD's	Per Item	3.15	2.50	# 01/04/2019	-20.63
	Photocopying Black & White					
	A4	Per Page	0.15	0.20	# 01/04/2019	33.33
	A3	Per Page	1.00	1.05	# 01/04/2019	5.00
	Photocopying Colour					
	A4	Per Page	0.60	0.65	# 01/04/2019	8.33
	A3	Per Page	2.00	2.05	# 01/04/2019	2.50
	Hire of Rooms (Greasbrough, Maltby, Mowbray, Swinton, Wath)					
	In opening hours per hour	Per Hour	9.00	10.00	# 01/04/2019	11.11
	Outside opening hours per hour + Caretaking Costs	Per Hour	£9.00 + caretaker cost	£10.00 + caretaker cost	# 01/04/2019	11.11
	Promotional Displays per month (insurance)	Per Month	12.00	12.30	# 01/04/2019	2.50
	Promotional Displays per week	Per Week	3.10	4.00	# 01/04/2019	29.03
	Commercial	N/A	Negotiable	Negotiable	# 01/04/2019	
	IT Facilities					
	Printing Black & White per copy A4	Per Page	0.15	0.20	# 01/04/2019	33.33
	Printing Colour per copy A4	Per Page	0.60	0.65	# 01/04/2019	8.33
	Printing Black & White per copy A3	Per Page	1.00	1.05	# 01/04/2019	5.00
	Printing Colour per copy A3	Per Page	2.00	2.10	# 01/04/2019	5.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Internet user Library Member	Per Hour	0.00	0.00	# 01/04/2019	
	Internet User Non-Library member	Per Hour	0.00	1.00	# 01/04/2019	
	Use of ICT Centres					
	Band A (libraries that can accommodate 12+ learners)	Various	25.50	26.00	# 01/04/2019	1.96
	Band B (libraries that can accommodate 6-11 learners)	Various	13.00	13.50	# 01/04/2019	3.85
	Band C libraries that can accommodate up to 6 learners)	Various	7.00	7.50	# 01/04/2019	7.14
	Commission on sales					
	Any sales (art/accessories/books/craft)	% of sales	20.00%	25.00%	# 01/04/2019	25.00
	Workshops/Holiday Activities (other than Summer Reading Challenge)					
	Storystop/Activities/Events/Author Events	Per Child	Variable	Variable	01/04/2019	
	Riverside House Library, Heritage and Arts Space					
	Gallery Hire (minimum 3 week hire for approved exhibitions)	Various	Negotiable	Negotiable	01/04/2019	
	Publicity & Promotion of Booked Events at request of hirer per advert minimum (Inc. design, advert space)	Various	Negotiable	Negotiable	01/04/2019	
	Projector	Various	Negotiable	Negotiable	01/04/2019	
	Display cases	Various	Negotiable	Negotiable	01/04/2019	
	Hire of Steinway piano (on site)	Various	Negotiable	Negotiable	01/04/2019	
	Commission on sales	Various	20.00%	25.00%	# 01/04/2019	25.00
	ICT Equipment Hire					
	Micro-Bits kits	Per Unit	0.00	0.00	# 01/04/2019	
	Overdue Charges per day per microbit kit (Under 18s and over 60s exempt)	Per Day	0.20	0.25	# 01/04/2019	25.00
	Overdue Charges maximum per microbit kit (Under 18s and over 60s exempt)	N/A	6.00	6.00	# 01/04/2019	0.00
	Visa and Immigration Services					
	We Are Digital Online Visa Support (fee minus 2% SCL levy for administration and support)	Per Hour	40.00	40.00	# 01/04/2019	0.00
	Visa Biometric Support	Per Transaction	15.68	15.68	# 01/04/2019	0.00
Registration Service	Ceremony Booking Fee		25.00	30.00	01.04.2019	20.00
	Ceremony Administration Fee		25.00	30.00	01.04.2019	20.00
	Statutory Marriage Civil Partnership Clifton Park Museum		50.00	57.00	01.04.2019	14.00
	Enhanced Marriage Civil Partnership Clifton Park Museum		215.00	235.00	01.04.2019	9.30
	Premium Marriage Civil Partnership Ceremony Clifton Park Museum		250.00	280.00	01.04.2019	12.00
	Premium Marriage Civil Partnership Ceremony Clifton Park Museum		260.00	280.00	01.04.2019	7.69
	Naming Renewal of Vows Clifton Park Museum		250.00	260.00	01.04.2019	4.00
	Naming Renewal of Vows Clifton Park Museum		295.00	305.00	01.04.2019	3.39
	Naming Renewal of Vows Clifton Park Museum		305.00	310.00	01.04.2019	1.64
	Private Citizenship Clifton Park Museum		150.00	150.00	01.04.2019	0.00
	Marriage Civil Partnership Approved Venue		305.00	315.00	01.04.2019	3.28
	Marriage Civil Partnership Approved Venue		355.00	355.00	01.04.2018	0.00
	Marriage Civil Partnership Approved Venue		370.00	370.00	01.04.2018	0.00
	Marriage Civil Partnership Approved Venue		475.00	475.00	01.04.2019	0.00
	Naming Renewal of Vows Approved Venue		275.00	285.00	01.04.2018	3.64

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Naming Renewal of Vows Approved Venue		345.00	345.00	01.04.2019	0.00
	Naming Renewal of Vows Approved Venue		375.00	375.00	01.04.2019	0.00
	Naming Renewal of Vows Approved Venue		500.00	500.00	01.04.2019	0.00
	Priority Certificate		35.00	35.00	16.02.2018	0.00
	Closed register certificate		10.00	11.00	16.02.2018	10.00
	Open register certificate		7.00	11.00	16.02.2018	57.14
	Time of registration certificate		4.00	11.00	16.02.2018	175.00
	Signed for postage		0.67	1.77	01.04.2018	164.18
Heritage Services:						
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Room Bookings					
	Hire of Museum (Special Conditions apply)	Each	on application	on application	1-Apr-19	0.00
	Gallery Hire during normal Museum public opening hours (Mon-Fri) per hour	Each	30.00	30.00	1-Apr-19	0.00
	Gallery Hire during normal Museum public opening hours (Mon-Fri) per hour over 6 hours	Each	25.00	25.00	1-Apr-19	0.00
	Ceremony Room for ceremonies to include photos in the room and maintenance	Each	32.00	32.00	1-Apr-19	0.00
	Gallery Hire Saturday and Sunday	Each	on application	on application	1-Apr-19	0.00
	Caretaking cost per hour CPM/BC	Each	15.00	min £15.50	1-Apr-19	0.00
	Use of Gallery in Museum for background wedding/ceremony photos	Each	55.00	55.00	1-Apr-19	0.00
	Hire of Boston Castle (Special Conditions apply)	Each	on application	on application	1-Apr-19	0.00
	Boston Castle Earl's Room during normal opening hours	Each	25.00	25.00	1-Apr-19	0.00
	Boston Castle Earl's Room Saturday and Sunday and outside normal opening hours	Each	30.00	30.00	1-Apr-19	0.00
	Use of Gallery/roof at Boston Castle for background wedding/ceremony photos	Each	55.00	55.00	1-Apr-19	0.00
	Note room hire/photography outside normal opening hours incur a caretaking charge on top of the rates listed above - per hour					
	Cancellation of Room Bookings at Clifton Park Museum or Boston Castle					
	Charge for room booking cancelled on day	Each	100%	100%	1-Apr-19	0.00
	Charge for room booking cancelled within the week	Each	80%	80%	1-Apr-19	0.00
	Charge for room booking cancelled within the month	Each	50%	50%	1-Apr-19	0.00
	Hospitality/Refreshments	Each	on application	on application	1-Apr-19	0.00
	Licensing applications	Each	cost plus 20%	cost plus 20%	1-Apr-19	0.00
	Overhead Projector per hour	Each	0.00	0.00	1-Apr-19	0.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Overhead Projector full day (9 a.m.-5 p.m.)	Each	9.00	9.00	1-Apr-19	0.00
	Flip Chart Stand (including pad) per session	Each	9.00	9.00	1-Apr-19	0.00
	Powerpoint Projector per hour	Each	0.00	0.00	1-Apr-19	0.00
	Powerpoint Projector full day 9 am - 5 pm	Each	9.00	9.00	1-Apr-19	0.00
	Laptop per hour	Each	0.00	0.00	1-Apr-19	0.00
	Laptop full day 9 am - 5 pm	Each	9.00	9.00	1-Apr-19	0.00
	Display Cases	Each	Price on application	Price on application	1-Apr-19	0.00
	Transport of Display Cases	Each	cover costs + 20%	cover costs + min. of 20%	1-Apr-19	0.00
	Installation of Display Cases	Each	cover costs + 20%	cover costs + min. of 20%	1-Apr-19	0.00
	Display Boards	Each	minimum £15 per day	minimum £15 per day	1-Apr-19	0.00
	School/Learning Sessions/Workshops/Adult Sessions/Tours/Talks **Schools - non Vat if Rotherham LEA, Vatable for schools outside Rotherham LEA ** Each session is a maximum of 2 hours. The maximum class size is 30. Prices are the same for all schools, with VAT being charged for schools outside Rotherham LEA and academies **School Sessions delivered at the Heritage Service venues for a full day visit (this includes all materials and resources) **School Sessions delivered at the Heritage Service venues for a half day (this includes all materials and resources) **School Sessions delivered at the Heritage Service venues for a half day using the kitchen Range (this includes all materials and resources) **School based sessions inclusive of travel expenses Minimum charge for school session at Heritage Service venues for 27 pupils or less for full day Minimum charge for school session at Heritage Service venues including the Kitchen Range for 27 pupils or less for half day sessions Minimum for standard school sessions at Heritage Service Venues for Half day for 27 pupils or less	Each Each Each Each Each Each Each	£6.50 per child 4.25 5.50 4.75 175.00 145.00 115.00	£6.50 per child 4.25 5.50 4.75 175.00 148.50 115.00	1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19	0.00 0.00 0.00 0.00 0.00 2.41 0.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Minimum charge for SEN school session (max. 12 pupils)	Each	60.00	60.00	1-Apr-19	0.00
	Minimum charge for school in School/Outreach venue for 27 pupils or less	Each	150.00	150.00	1-Apr-19	0.00
	Activity Box hire for self guided sessions (Museum or Park use only)	Each	15.00	20.00	1-Apr-19	33.33
	Activity Cart (resources for schools)	Each	Price on application	Price on application	1-Apr-19	0.00
	Adult Workshops/event tours/courses	Each	Variable at least to cover all delivery costs + 20%	Variable at least to cover all delivery costs + min of 20%	1-Apr-19	0.00
	Childrens activities (family fun days, craft activities, toddler sessions etc.)	Each	Variable at least to cover all delivery costs + 20%	Variable at least to cover all delivery costs + min of 20%	1-Apr-19	0.00
	Adult Reminiscence Sessions (max of 10 adults)	Each	Minimum charge of £55	Minimum charge of £55	1-Apr-19	0.00
	Adult Care Home sessions (outreach venues)	Each	Minimum charge of £60	Minimum charge of £60	1-Apr-19	0.00
	Hire of memory boxes for Care Homes (to be collected and returned by hirer)	Each	£20 per for two weeks	£20 per for two weeks	1-Apr-19	0.00
	General Museum and Gallery Tour (minimum of 10 adults)	Each	Minimum charge of £4.20	Min. charge of £4.50 per person	1-Apr-19	7.14
	Talk by staff (non-VAT) (up to 2 hours including preparation) at Heritage Service Venue	Each	Minimum of £55	Minimum of £55	1-Apr-19	0.00
	Talk by staff (non-VAT) (up to 2 hours including preparation) at outreach Venue	Each	Minimum of £60	Minimum of £55 + travel at RMBC rates	1-Apr-19	-8.33
	Object Identification/Research Enquiries*:					
	In person up to 1 hour	Each	Free	Free	1-Apr-19	0.00
	Over 1 hour in person	Each	Free	Free	1-Apr-19	0.00
	Research enquiries by post, e-mail or fax per 1/2 hour	Each	7.65	£7.65 per 15 minutes, minimum charge 30 minutes	1-Apr-19	100.00
	A&LS Enquiries and research service*					
	Basic initial enquiry and advice	Each	Free	Free	1-Apr-19	0.00
	Use of computers, internet and microfilm readers in searchroom	Each	Free	Free	1-Apr-19	0.00
	Staff time for carrying out research service enquiries (research, transcription, photocopying, printing, digital image retrieval, scanning) per 15 mins	Each	7.65	7.65	1-Apr-19	0.00
	Staff time for Electoral Register search and providing a letter confirming addresses if required (customer must be present for Registers under 10 years old) per 15 mins	Each	£7.65 per 15 minutes, minimum charge 30 minutes	£7.65 per 15 minutes, minimum charge 30 minutes	1-Apr-19	0.00
	A&LS Packing and postage charges (based on Royal Mail) *					
	UK Standard					
	Small letter up to 100g 1st class	Each	0.80	0.85	1-Apr-19	6.25
	Small letter up to 100g 2nd class	Each	0.70	0.75	1-Apr-19	7.14
	Large letter (A4 sheets) up to 100g, max thickness 2.5cm 2nd class	Each	1.15	1.20	1-Apr-19	4.35
	Large letter (A4 sheets) up to 250g, max thickness 2.5cm 2nd class	Each	1.70	1.75	1-Apr-19	2.94
	Large letter (A4 sheets) up to 500g, max thickness 2.5cm 2nd class	Each	1.95	2.00	1-Apr-19	2.56
	Large letter (A4 sheets) up to 750g, max thickness 2.5cm 2nd class	Each	2.70	2.80	1-Apr-19	3.70
	International Standard - Europe					
	Small letter up to 100g	Each	1.90	1.95	1-Apr-19	2.63

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Large letter (A4 sheets) up to 100g, max thickness 2.5cm	Each	2.80	2.90	1-Apr-19	3.57
	Large letter (A4 sheets) up to 250g, max thickness 2.5cm	Each	4.10	4.20	1-Apr-19	2.44
	Parcels	Each	Cost on request	Cost on request	1-Apr-19	0.00
	International Standard - World zone 1					
	Small letter up to 100g	Each	2.80	2.90	1-Apr-19	3.57
	Large letter (A4 sheets) up to 100g, max thickness 2.5cm	Each	3.60	3.70	1-Apr-19	2.78
	Large letter (A4 sheets) up to 250g, max thickness 2.5cm	Each	5.20	5.35	1-Apr-19	2.88
	Parcels	Each	Cost on request	Cost on request	1-Apr-19	0.00
	International Standard - World zone 2	Each				
	Small letter up to 100g	Each	2.80	2.90	1-Apr-19	3.57
	Large letter (A4 sheets) up to 100g, max thickness 2.5cm	Each	3.80	3.90	1-Apr-19	2.63
	Large letter (A4 sheets) up to 250g, max thickness 2.5cm	Each	5.60	5.75	1-Apr-19	2.68
	Parcels	Each	Cost on request	Cost on request	1-Apr-19	
	A&LS Photocopying per page* (add on staff time and postage costs for orders placed via distance enquiry service)					
	A4 black and white	Each	0.45	0.45	1-Apr-19	0.00
	A4 colour	Each	2.00	2.00	1-Apr-19	0.00
	A3 black and white	Each	0.65	0.65	1-Apr-19	0.00
	A3 colour	Each	2.90	2.90	1-Apr-19	0.00
	A&LS Printing per page* (add on staff time and postage costs for orders placed via distance enquiry service)					
	From microfilm/fiche A4 black and white print	Each	0.65	0.65	1-Apr-19	0.00
	From microfilm/fiche A3 black and white print	Each	0.80	1.05	1-Apr-19	31.25
	From RLN computers A4 black and white print	Each	0.20	0.20	1-Apr-19	0.00
	From RLN computers A4 colour print	Each	0.60	0.65	1-Apr-19	8.33
	From Viewfinder A4 black and white print	Each	0.65	0.65	1-Apr-19	0.00
	From Viewfinder A4 colour print	Each	2.10	2.10	1-Apr-19	0.00
	From Mapper A4 black and white print	Each	0.65	0.65	1-Apr-19	0.00
	Digital image (A&LS/Collections)* (add on staff time costs, plus CD-Rom and postage if applicable)					
	Supply of single digital image	Each	2.50	2.00	1-Apr-19	-20.00
	Supply of multiple digital images	Each	10+ - 20%; 100 - 30%	Remove this discount	1-Apr-19	0.00
	One CD-Rom	Each	1.50	1.50	1-Apr-19	0.00
	A&LS Photography by customer*					
	Digital photograph using own camera, per image taken	Each	0.50	0.50	1-Apr-19	0.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Permit to take a larger quantity of photographs on a single day (conditions apply)	Each	11.00	11.00	1-Apr-19	0.00
	Advanced permit, as above but with photographer bringing in own additional equipment e.g. tripod (conditions apply; pre-booking essential)	Each	30.00	30.00	1-Apr-19	0.00
	A&LS/Collections reproduction fee per image (not including cost of obtaining the image)* <i>NB: an acknowledgement must be made to Rotherham Archives and Local Studies where the images</i>					
	Uses by educational or non-profit making institution or person:	Each				
	Single use in one book, e-book, journal, CD-Rom, film, exhibition or display	Each	13.00	13.00	1-Apr-19	0.00
	Unlimited use in one book, e-book, journal, CD-Rom, film, exhibition or display	Each	26.00	26.00	1-Apr-19	0.00
	Use on a website	Each	31.00	31.00	1-Apr-19	0.00
	Uses by a commercial or profit-making institution or person:	Each				
	Single use in one book, e-book, journal, CD-Rom, film, exhibition or display	Each	26.00	26.00	1-Apr-19	0.00
	Unlimited use in one book, e-book, journal, CD-Rom, film, exhibition or display	Each	52.00	52.00	1-Apr-19	0.00
	Use on a website (non-VAT)	Each	62.00	62.00	1-Apr-19	0.00
	Commission:					
	Conservation Lab hire	Each	Min of £50 per full day/£25 per half day	Min of £50 per full day/£25 per half day	1-Apr-19	0.00
	Hired Equipment	Each	Price on application	Price on application	1-Apr-19	0.00
	Use of Hired Van	Each	Price on application	Price on application	1-Apr-19	0.00
	Commission on Sales (Art/Craft/Exhibits)	Each	minimum 10% prof/amateur	minimum 10% prof/amateur	1-Apr-19	
	Use of Gallery in Museum for background photos	Each	55.00	30.00	1-Apr-19	-45.45
	Fees for Consultancy Work*:					
	Unskilled staff per day	Each	Min £90	Min £90	1-Apr-19	0.00
	Skilled staff per day	Each	Min £210	Min £210	1-Apr-19	0.00
	Professional staff per day	Each	Min £450	Min £450	1-Apr-19	0.00
	Conservation - fee per hour	Each	£35 (£210 per day)	min. of £35 (£210 per day)	1-Apr-19	0.00
	Publicity & Promotion of Booked Events at request of hirer per advert minimum (Inc. design, advert space and handling charge)	Each	Price on application	Price on application	1-Apr-19	0.00
	Storage Charge (for equipment, scenery, costumes, materials, etc.) per day per 10m²	Each	Price on application	Price on application	1-Apr-19	0.00
	Box fees for deposition of Archaeological Archives at Clifton Park Museum	Each	Price on application	No change	1-Apr-19	0.00
Civic Theatre	<u>Theatre Hire</u>					
	<u>Performance for Professional Company</u> - one day hire for one performance for 8 hours total (2 tech staff, 1 duty Manager and box office for performance)(Additional performances negotiable with Theatre Manager)	per performance	1,100.00	1,150.00	01/09/2019	4.55
	Per hour daytime	per hour	200.00	205.00	01/09/2019	2.50
	All professional performances incur per ticket booking fee	per ticket	1.00	1.05	01/09/2019	5.00
	<u>Local Businesses and Dance Schools</u>					

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Off Peak Weekday Performance Evenings - (6pm -10.30pm Mon-Thurs)(2 crew, 1 duty Manager, 1 box office)	per performance	675.00	675.00	01/09/2019	0.00
	On Peak Weekend Performance Evenings - Where % occupancy exceeds 70% - (6pm -10.30pm Fri - Sun)(2 crew, 1 duty Manager, 1 box office)	per performance	675.00	675.00	01/09/2019	0.00
	On Peak Weekend Performance Evenings - Where % occupancy is less than 70% - (6pm -10.30pm Fri - Sun)(2 crew, 1 duty Manager, 1 box office)	per performance	725.00	725.00	01/09/2019	0.00
	Matinee Performances - Underplaying an Evening (2 crew, 1 duty Manager, 1 box office)(access 1.5 hrs prior to curtain up)	per performance	600.00	600.00	01/09/2019	0.00
	Bank Holiday performance - (6pm -10.30pm)(2 crew, 1 duty Manager, 1 box office)	per performance		800.00	01/09/2019	
	10% commission of ticket sales on all tickets (an average of 6 complimentary tickets per performance are exempt from commission)	% total sales	0.10	0.10	01/09/2019	0.00
	<u>Pre Production</u>					
	Pre- production Technical Meetings - To discuss all technical elements of production		FOC	FOC	01/09/2019	
	Saturday / Sunday Get In and Rehearsal - First eight hours or part thereof -	per session	675.00	675.00	01/09/2019	0.00
	Saturday / Sunday Get In and Rehearsal - Hour and part hour after the first eight hours - Price Per Hour	per hour	75.00	75.00	01/09/2019	0.00
	Weekday Get In and Rehearsal - First eight hours or part thereof	per session	675.00	675.00	01/09/2019	0.00
	Weekday Get In and Rehearsal - Hour and part hour after the first eight hours - Price Per Hour	per hour	70.00	70.00	01/09/2019	0.00
	Rehearsal Evenings - When part of a longer hire - Maximum 5 hours	per session	675.00	675.00	01/09/2019	0.00
	Bank Holiday Rehearsal - When part of a longer hire - Maximum 5 hours	per session		800.00	01/09/2019	
	Blank Night Retainer - When theatre is unoperational due to hirer occupancy	per session	675.00	675.00	01/09/2019	0.00
	<u>Amateur and Charitable Organisations</u>					
	Off Peak Weekday Performance Evenings - (6pm -10.30pm Mon-Thurs)(2 crew, 1 duty Manager, 1 box office)	per performance	472.50	472.50	01/09/2019	0.00
	On Peak Weekend Performance Evenings - Where % occupancy exceeds 70% - (6pm -10.30pm Fri - Sun)(2 crew, 1 duty Manager, 1 box office)	per performance	472.50	472.50	01/09/2019	0.00
	On Peak Weekend Performance Evenings - Where % occupancy is less than 70% - (6pm -10.30pm Fri - Sun)(2 crew, 1 duty Manager, 1 box office)	per performance	507.50	507.50	01/09/2019	0.00
	Matinee Performances - Underplaying an Evening (2 crew, 1 duty Manager, 1 box office)	per performance	420.00	420.00	01/09/2019	0.00
	Bank Holiday performance - (6pm -10.30pm)(2 crew, 1 duty Manager, 1 box office)	per performance	0.00	560.00	01/09/2019	100.00
	6% Commission of ticket sales (an average of 6 complimentary tickets per performance are exempt from commission)	% total sales	6%	6%	01/09/2019	0.00
	<u>Pre Production</u>					
	Pre- production Technical Meetings - To discuss all technical elements of production		FOC	FOC	01/09/2019	

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Saturday / Sunday Get In and Rehearsal - First eight hours or part thereof -	per session	472.50	472.50	01/09/2019	0.00
	Saturday / Sunday Get In and Rehearsal - Hour and part hour after the first eight hours - Price Per Hour	per hour	75.00	75.00	01/09/2019	0.00
	Weekday Get In and Rehearsal - First eight hours or part thereof	per session	472.50	472.50	01/09/2019	0.00
	Weekday Get In and Rehearsal - Hour and part hour after the first eight hours - Price Per Hour	per hour	70.00	70.00	01/09/2019	0.00
	Rehearsal Evenings - When part of a longer hire - Maximum 5 hours	per session	472.50	472.50	01/09/2019	0.00
	Bank Holiday Rehearsal - When part of a longer hire - Maximum 5 hours	per session		560.00	01/09/2019	100.00
	Blank Night Retainer - When theatre is unoperational due to hirer occupancy	per session	472.50	472.50	01/09/2019	0.00
	Additional Staffing					
	Follow Spot Operator / Additional Stage Hand	per hour	18.00	20.00	01/09/2019	11.11
	Additional Specialist Technician / Staff Member <i>Sound Operator/ AV tech (Subject to availability)</i>	per hour	POA	POA	01/09/2019	
	Theatre staff as Specialist Speakers	per hour	POA	POA	01/09/2019	
	Additional Rooms					
	Annexe Lister Hall <i>External hire none show related</i>	per session		POA	01/09/2019	
	The Lister Hall <i>Subject to availability price per hour or part of</i>	per hour	16.50	17.00	01/09/2019	3.03
	The White Room	per hour	12.40	12.50	01/09/2019	0.81
	Equipment/Extras <i>subject to availability</i>					
	The Orchestra Pit <i>(when installed prior to hire)</i>	per use	55.00	56.50	01/09/2019	2.73
	Projector Hire (Single Performance) <i>(Includes rigging and de-rigging)</i>	per day	35.00	36.00	01/09/2019	2.86
	Projector Hire (Week long run of performances) <i>(Includes rigging and de-rigging)</i>	per week	96.00	98.50	01/09/2019	2.60
	Yamaha Baby Grand Concert Piano	per use	60.00	61.50	01/09/2019	2.50
	Piano Tuning	per use	cost + 20%	Cost + 25%	01/09/2019	
	Follow spot <i>Operator costs see above(per day)</i>	per day	20.00	20.50	01/09/2019	2.50
	Follow spot <i>Operator costs see above(per week)</i>	per week	45.00	50.00	01/09/2019	11.11
	Mirror Ball	per use	20.00	20.50	01/09/2019	2.50
	UV Lamps	per day	20.00	20.50	01/09/2019	2.50
	UV Lamps	per week	30.00	35.00	01/09/2019	16.67
	Strobe	per day	25.00	25.75	01/09/2019	3.00
	Strobe	per week	35.00	65.00	01/09/2019	85.71
	Hire of Intelligent Lighting system x 4 <i>intelligent lights (subject to availability)</i>	per day	125.00	130.00	01/09/2019	4.00
	Hire of Intelligent Lighting system x 4 <i>intelligent lights (subject to availability)</i>	per week	300.00	310.00	01/09/2019	3.33
	Drape Hire <i>When not as part of standard black box set up.</i>	per day	20.00	20.50	01/09/2019	2.50
	Drape Hire <i>When not as part of standard black box set up.</i>	per week	45.00	50.00	01/09/2019	11.11
	Repair of Drapes <i>(when repairable)</i>		cost + 25%	cost + 25%	01/09/2019	
	Replacement Drapes <i>(when irreparable)</i>		cost + 25%	cost + 25%	01/09/2019	
	Star Cloth	per day	25.00	25.75	01/09/2019	3.00
	Star Cloth	per week	60.00	65.00	01/09/2019	8.33
	Smoke Machine	per day	15.00	15.50	01/09/2019	3.33
	Smoke Machine	per week	40.00	41.00	01/09/2019	2.50
	Smoke Fluid per 0.5ml <i>(consumption monitored)</i>	per 0.5ml	10.00	12.50	01/04/2019	25.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Haze Machine	per day	20.00	20.50	01/09/2019	2.50
	Haze Machine	per week	50.00	51.50	01/09/2019	3.00
	Haze Fluid per 0.5ml (<i>consumption monitored</i>)	per 0.5ml	10.00	12.50	01/04/2019	25.00
	Mini Mist smoke machine	per day	0.00	15.00	01/09/2019	100.00
	Mini Mist smoke machine	per week	0.00	40.00	01/09/2019	100.00
	Mini mist canister	per canister		Cost + 25%	01/09/2019	
	Radio Mic	per use	35.00	36.00	01/09/2019	2.86
	Generic mic	per use	0.00	7.50	01/09/2019	
	Pyrotechnic Detonation System	per day	15.00	15.50	01/09/2019	3.33
	Pyrotechnic Detonation System	per week	40.00	41.00	01/09/2019	2.50
	Gaffer Tape	per roll	cost + 25%	cost + 25%	01/09/2019	
	PAT test	per item	4.75	5.00	01/09/2019	5.26
	<u>Miscellaneous</u>					
	set up costs for external events	per event		POA	01/09/2019	
	Ticket printing (<i>For non theatre events</i>)	per ticket	£0.25	0.30	01/09/2019	20.00
	External Advertising	per event	cost + 25%	cost + 25%	01/09/2019	
	<u>Commissions</u>					
	Programme Sales	per item	15%	15%	01/09/2019	0.00
	Merchandise	per item	15%	15%	01/09/2019	0.00
	<u>Deposits / Cancellations FOR HIRERS</u>					
	Deposit for Hirers (<i>Payable on confirmation of dates</i>)	Per booking	20%	20%	01/09/2019	0.00
	Cancellation Fee within 4 months (<i>of core charges</i>)	Per booking	50%	50%	01/09/2019	0.00
	Cancellation Fee within a month (<i>of core charges</i>)	Per booking	80%	80%	01/09/2019	0.00
	Cancellation Fee within a week (<i>of core charges</i>)	Per booking	100%	100%	01/09/2019	0.00
Highways (Inspection and Street Works)	License for placement of a builder's skip /container on the highway	1 license	21.00	22.00		4.76
	Retrospective license for skip /container if placed without permission following site investigation / inspection	1 license	50.00	69.00		38.00
	License for the making of an excavation in the highway for the installation and maintenance of apparatus	1 license	560.00	573.00		2.32
	Licence for a trial hole in the highway	1 license	460.00	471.00		2.39
	License for the construction of permanent vehicle access crossings in the highway	1 license	65.00	115.00		76.92
	License for the construction of temporary vehicle access crossings in the highway	1 license	140.00	188.00		34.29
	License for the installation of scaffolding and hoarding in the highway	1 license	180.00	184.00		2.22

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	The making of a temporary traffic regulation order to lawfully regulate traffic during planned activities on or near the highway. There are a small number of applications made each year from Parish Council for community events. It is proposed not to increase the charges made to Parish Council's when organising these events. For new Parish Council community events the fee will remain at £525. For repeat Parish Council community events, if the Traffic Management requirements have not changed then the fee will remain at £400 as officer time would be minimal.	1 order	960.00	983.00		2.40
	The making of an emergency traffic regulation order to lawfully regulate traffic during unplanned activities on or near the highway	1 order	740.00	758.00		2.43
Highway Asset & Drainage - Adoptions	Charges are for Highways act 1980 s38 agreements and adoptions done under section 220	1 order	Variable	Variable		2.40
	Charges are for Highways act 1980 s38 agreements and adoptions done under section 228	1 order	Variable	Variable		2.40
	Adoption Searches	1 order	40.00	41.00		2.50
Highway Asset & Drainage - Drainage	Charges for emptying Cesspool & Septic Tanks	1 order	Variable	Variable		0.00
Highway Asset & Drainage - Drainage	Charges for cleansing works	1 order	Variable	Variable		2.40
Highway Asset & Drainage - Public Rights of Way	The making of a temporary traffic regulation order to lawfully regulate traffic during planned activities on or near the highway	1 order	960.00	983.00		2.40
	The making of an emergency traffic regulation order to lawfully regulate traffic during unplanned activities on or near the highway	1 order	740.00	758.00		2.43
Highway Network Management - Street Lighting	Design of street lighting for external developers	per design	250.00	256.00		2.40
	Admin and supervision of street lighting installation on developments	% on cost of quotation	0.20	0.22		12.00
Parking Services	Release fee for untaxed/abandoned vehicle within 24 hrs	£	100.00	100.00	#	0.00
	Release fee for untaxed/abandoned vehicle after 24 hrs	£	200.00	200.00	#	0.00
	Penalty Charge Notices (higher level)	£	70.00	70.00		0.00
	Penalty Charge Notices (lower level)	£	50.00	50.00		0.00
	Off street parking charges An increase of 3.42% in total car parking income is expected via the proposal to increase charges from £3.00 to £3.50 for all day parking on Forge Island and The Statutes. In addition free car parking is proposed on a Saturday in the following car parks; Wellgate Multi-storey, Drummond Street, Forge Island extended area and Forge Island main car park (already free). This will provide over 1,000 free parking spaces on Saturday in the town centre.	£	various	various		3.42
	On street parking charges - No increase in 19/20 as per agreement to support economic growth in the Town Centre	£	various	various		0.00
	Staff parking permits (Sheffield Road car park)	£	24.00	25.00		4.17

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Staff parking permits	£	34.00	35.00		2.94
	Parking dispensations and suspension fee - on street	£	15.00	16.00		6.67
	Parking dispensations and suspension fee - off street	£	15.00	16.00		6.67
Catering & Facilities Services Riverside Café	4% increase on all items	Each	0.00	0.00	01.04.19	4.00
Catering & Facilities Services School meals	The price of the meal to the child is set by the school The price charges by the school meals service is commercial confidential however it should be noted that the service is unable to increase the PFI contract charge due to the terms of the contract and the current charge is .30p above commercial catering charges which is resulting in significant loss of schools contract.			Increase of at least .5p		
Transportation Infrastructure Service	Provision of Traffic survey data	each	150.00	153.60	1.4.19	2.40
	Provision of Road Safety - Collision Data	each	150.00	153.60	1.4.19	2.40
	Switch off / Switch on traffic signals or similar	each	350.00	358.40	1.4.19	2.40
	Provision of Traffic Signal drawings	each	150.00	153.60	1.4.19	2.40
Regulation and Enforcement	Animal Health Animal Boarding is now providing boarding in kennels for dogs, and providing boarding for cats Home Boarding is now providing home boarding Riding Establishments is now hiring out of horses Dog Breeding is now breeding of dogs Pet Shop Licences is now selling of pets Performing Animals is now keeping or training animals for exhibition Dangerous Wild Animals Zoos First Licence Zoos Renewal		249.00 174.00 249.00 153.00 153.00 153.00 153.00 1,093.00 1,616.00	300.00 300.00 300.00 300.00 300.00 300.00 157.00 1,119.00 1,655.00	1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19	20.48 72.41 20.48 96.08 96.08 96.08 2.61 2.38 2.41
	Health and Safety Ear-piercing – PREMISES Ear piercing - person carrying on the business Total for ear-piercing with one applicant Tattooing – PREMISES Tattooing - person carrying on the business Total for tattooing with one applicant Acupuncture – PREMISES Acupuncture – person carrying on the practice Electrolysis – PREMISES Electrolysis – person carrying on the business		129.00 28.00 152.00 188.00 28.00 216.00 159.00 28.00 159.00 28.00	132.00 29.00 161.00 221.00 29.00 250.00 163.00 29.00 163.00 29.00	1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19	2.33 3.57 5.92 17.55 3.57 15.74 2.52 3.57 2.52 3.57
	Food Hygiene Food Hygiene Revisit		150.00	160.00	1-Apr-19	6.67

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
Licensing	Provide pre-inspection advice to food businesses		0.00	195.00	1-Apr-19	100.00
	Taxi and Private Hire					
	Private Hire Operator (1-3 vehicles)		142.00	142.00	1-Apr-19	0.00
	Private Hire Operator (4-20 vehicles)		190.00	190.00	1-Apr-19	0.00
	Private Hire Operator (21-40 vehicles)		449.00	449.00	1-Apr-19	0.00
	Private Hire Operator (over 40 vehicles)		661.00	661.00	1-Apr-19	0.00
	Licensed vehicle application fee		112.00	112.00	1-Apr-19	0.00
	Licensed vehicle compliance test		45.00	45.00	1-Apr-19	0.00
	Licence vehicle compliance test (retest)		25.00	25.00	1-Apr-19	0.00
	Licensed vehicle compliance test missed appointment fee		45.00	45.00	1-Apr-19	0.00
	Licensed vehicle licence plate		19.00	19.00	1-Apr-19	0.00
	Licensed vehicle licence plate bracket		16.00	16.00	1-Apr-19	0.00
	Licensed vehicle licence transfer fee		42.00	42.00	1-Apr-19	0.00
	Driver Licence (1 year grant) -includes DBS cost		165.50	165.50	1-Apr-19	0.00
	Driver Licence (3 year grant) - includes DBS cost		235.50	235.50	1-Apr-19	0.00
	Driver Licence (1 year renewal)		94.50	94.50	1-Apr-19	0.00
	Driver Licence (3 year renewal)		164.50	164.50	1-Apr-19	0.00
	Disclosure and Barring Service Enhanced check		44.00	44.00	1-Apr-19	0.00
	Replacement licence		18.50	18.50	1-Apr-19	0.00
	Replacement ID badge		19.00	19.00	1-Apr-19	0.00
	Approval of advertisement		38.00	38.00	1-Apr-19	0.00
	Approval of trailer for attachment to licensed vehicle		37.00	37.00	1-Apr-19	0.00
	Replacement Hackney Carriage door signs (each)		7.00	7.00	1-Apr-19	0.00
	Licensing Act 2003					
	<u>Premises Licence and Club Premises Certificate Application Fee:</u>					
	Band A		100.00	100.00	1-Apr-19	0.00
	Band B		190.00	190.00	1-Apr-19	0.00
	Band C		315.00	315.00	1-Apr-19	0.00
	Band D		450.00	450.00	1-Apr-19	0.00
	Band E		635.00	635.00	1-Apr-19	0.00
	<u>Premises Licence and Club Premises Certificate Application additional fee based on capacity:</u>					
	5000 - 9999		1,000.00	1,000.00	1-Apr-19	0.00
	10000 - 14999		2,000.00	2,000.00	1-Apr-19	0.00
	15000 - 19999		4,000.00	4,000.00	1-Apr-19	0.00
	20000 - 29999		8,000.00	8,000.00	1-Apr-19	0.00
	30000 - 39999		16,000.00	16,000.00	1-Apr-19	0.00
	40000 - 49999		24,000.00	24,000.00	1-Apr-19	0.00
	50000 - 59999		32,000.00	32,000.00	1-Apr-19	0.00
	60000 - 69999		40,000.00	40,000.00	1-Apr-19	0.00
	70000 - 79999		48,000.00	48,000.00	1-Apr-19	0.00
	80000 - 89999		56,000.00	56,000.00	1-Apr-19	0.00
	90000 and over		64,000.00	64,000.00	1-Apr-19	0.00
	<u>Variation fee in transition:</u>					
	Band A		20.00	20.00	1-Apr-19	0.00
	Band B		60.00	60.00	1-Apr-19	0.00
	Band C		80.00	80.00	1-Apr-19	0.00
	Band D		100.00	100.00	1-Apr-19	0.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Band E		120.00	120.00	1-Apr-19	0.00
	Premise Licence and Club Premises Certificate Annual Fee					
	Band A		70.00	70.00	1-Apr-19	0.00
	Band B		180.00	180.00	1-Apr-19	0.00
	Band C		295.00	295.00	1-Apr-19	0.00
	Band D		320.00	320.00	1-Apr-19	0.00
	Band E		350.00	350.00	1-Apr-19	0.00
	Premises Licence and Club Premises Certificate annual fee additional fee based on capacity:					
	5000 - 9999		500.00	500.00	1-Apr-19	0.00
	10000 - 14999		1,000.00	1,000.00	1-Apr-19	0.00
	15000 - 19999		2,000.00	2,000.00	1-Apr-19	0.00
	20000 - 29999		4,000.00	4,000.00	1-Apr-19	0.00
	30000 - 39999		8,000.00	8,000.00	1-Apr-19	0.00
	40000 - 49999		12,000.00	12,000.00	1-Apr-19	0.00
	50000 - 59999		16,000.00	16,000.00	1-Apr-19	0.00
	60000 - 69999		20,000.00	20,000.00	1-Apr-19	0.00
	70000 - 79999		24,000.00	24,000.00	1-Apr-19	0.00
	80000 - 89999		28,000.00	28,000.00	1-Apr-19	0.00
	90000 and over		32,000.00	32,000.00	1-Apr-19	0.00
	Miscellaneous fees:					
	Replacement licence		10.50	10.50	1-Apr-19	0.00
	Application for provisional statement		315.00	315.00	1-Apr-19	0.00
	Notification of change		10.50	10.50	1-Apr-19	0.00
	Application to vary DPS		23.00	23.00	1-Apr-19	0.00
	Application to transfer premises licence		23.00	23.00	1-Apr-19	0.00
	Interim authority notice		23.00	23.00	1-Apr-19	0.00
	Temporary Event Notice		21.00	21.00	1-Apr-19	0.00
	Grant of personal licence		37.00	37.00	1-Apr-19	0.00
	Fee for right to be notified		21.00	21.00	1-Apr-19	0.00
	Gambling Act 2005					
	Premises Licence Application Fee:					
	New Small Casinos		6,637.00	6,637.00	1-Apr-19	0.00
	New Large Casino		8,296.00	8,296.00	1-Apr-19	0.00
	Regional Casino		12,443.00	12,443.00	1-Apr-19	0.00
	Bingo Club		2,766.00	2,766.00	1-Apr-19	0.00
	Betting premises (excluding Tracks)		2,212.00	2,212.00	1-Apr-19	0.00
	Tracks		2,212.00	2,212.00	1-Apr-19	0.00
	Family Entertainment Centres		1,660.00	1,660.00	1-Apr-19	0.00
	Adult Gaming Centre		1,660.00	1,660.00	1-Apr-19	0.00
	Premises Licence Annual Fee:					
	New Small Casinos		8,296.00	8,296.00	1-Apr-19	0.00
	New Large Casino		8,132.00	8,132.00	1-Apr-19	0.00
	Regional Casino		12,443.00	12,443.00	1-Apr-19	0.00
	Bingo Club		821.00	821.00	1-Apr-19	0.00
	Betting premises (excluding Tracks)		499.00	499.00	1-Apr-19	0.00
	Tracks		831.00	831.00	1-Apr-19	0.00
	Family Entertainment Centres		554.00	554.00	1-Apr-19	0.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Adult Gaming Centre		831.00	831.00	1-Apr-19	0.00
	<u>Application to vary:</u>					
	New Small Casinos		3,318.00	3,318.00	1-Apr-19	0.00
	New Large Casino		4,148.00	4,148.00	1-Apr-19	0.00
	Bingo Club		1,440.00	1,440.00	1-Apr-19	0.00
	Betting premises (excluding Tracks)		1,232.00	1,232.00	1-Apr-19	0.00
	Tracks		1,031.00	1,031.00	1-Apr-19	0.00
	Family Entertainment Centres		831.00	831.00	1-Apr-19	0.00
	Adult Gaming Centre		831.00	831.00	1-Apr-19	0.00
	<u>Application to transfer:</u>					
	New Small Casinos		1,492.00	1,492.00	1-Apr-19	0.00
	New Large Casino		1,770.00	1,770.00	1-Apr-19	0.00
	Bingo Club		997.00	997.00	1-Apr-19	0.00
	Betting premises (excluding Tracks)		997.00	997.00	1-Apr-19	0.00
	Tracks		788.00	788.00	1-Apr-19	0.00
	Family Entertainment Centres		777.00	777.00	1-Apr-19	0.00
	Adult Gaming Centre		997.00	997.00	1-Apr-19	0.00
	<u>Application for Reinstatement</u>					
	New Small Casinos		1,492.00	1,492.00	1-Apr-19	0.00
	New Large Casino		1,770.00	1,770.00	1-Apr-19	0.00
	Bingo Club		997.00	997.00	1-Apr-19	0.00
	Betting premises (excluding Tracks)		997.00	997.00	1-Apr-19	0.00
	Tracks		788.00	788.00	1-Apr-19	0.00
	Family Entertainment Centres		777.00	777.00	1-Apr-19	0.00
	Adult Gaming Centre		997.00	997.00	1-Apr-19	0.00
	<u>Application for Provisional Statement</u>					
	New Small Casinos		6,636.00	6,636.00	1-Apr-19	0.00
	New Large Casino		8,296.00	8,296.00	1-Apr-19	0.00
	Bingo Club		2,877.00	2,877.00	1-Apr-19	0.00
	Betting premises (excluding Tracks)		2,877.00	2,877.00	1-Apr-19	0.00
	Tracks		2,059.00	2,059.00	1-Apr-19	0.00
	Family Entertainment Centres		1,660.00	1,660.00	1-Apr-19	0.00
	Adult Gaming Centre		1,660.00	1,660.00	1-Apr-19	0.00
	<u>Licence Application (Provisional Statement Holders):</u>					
	New Small Casinos		2,490.00	2,490.00	1-Apr-19	0.00
	New Large Casino		4,148.00	4,148.00	1-Apr-19	0.00
	Bingo Club		997.00	997.00	1-Apr-19	0.00
	Betting premises (excluding Tracks)		997.00	997.00	1-Apr-19	0.00
	Tracks		788.00	788.00	1-Apr-19	0.00
	Family Entertainment Centres		777.00	777.00	1-Apr-19	0.00
	Adult Gaming Centre		997.00	997.00	1-Apr-19	0.00
	Copy Licence		25.00	25.00	1-Apr-19	0.00
	Notification of Change		50.00	50.00	1-Apr-19	0.00
	<u>Unlicensed Family Entertainment Centre Gaming Machine Permit:</u>					
	Application fee		300.00	300.00	1-Apr-19	0.00
	Renewal fee		300.00	300.00	1-Apr-19	0.00
	Change of name		25.00	25.00	1-Apr-19	0.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Copy of document		12.00	12.00	1-Apr-19	0.00
	<u>Prize Gaming Permit:</u>					
	Application fee		300.00	300.00	1-Apr-19	0.00
	Renewal fee		300.00	300.00	1-Apr-19	0.00
	Change of name		25.00	25.00	1-Apr-19	0.00
	Copy of document		15.00	15.00	1-Apr-19	0.00
	<u>Alcohol licensed premises gaming machine notification (less than 3 machines):</u>					
	Application fee		50.00	50.00	1-Apr-19	0.00
	<u>Alcohol licensed premises gaming machine notification (more than 2 machines):</u>					
	Application fee		150.00	150.00	1-Apr-19	0.00
	Renewal fee		50.00	50.00	1-Apr-19	0.00
	Variation fee		100.00	100.00	1-Apr-19	0.00
	Transfer fee		25.00	25.00	1-Apr-19	0.00
	Annual fee		50.00	50.00	1-Apr-19	0.00
	Change of name		25.00	25.00	1-Apr-19	0.00
	Copy of document		15.00	15.00	1-Apr-19	0.00
	<u>Club Gaming Machine Permit:</u>					
	Application fee		200.00	200.00	1-Apr-19	0.00
	Renewal fee		200.00	200.00	1-Apr-19	0.00
	Variation fee		100.00	100.00	1-Apr-19	0.00
	Annual fee		50.00	50.00	1-Apr-19	0.00
	Copy of document		15.00	15.00	1-Apr-19	0.00
	<u>Club Gaming Machine Permit (club premises certificate holder)</u>					
	Application fee		100.00	100.00	1-Apr-19	0.00
	Renewal fee		100.00	100.00	1-Apr-19	0.00
	Variation fee		100.00	100.00	1-Apr-19	0.00
	Annual fee		50.00	50.00	1-Apr-19	0.00
	Copy of document		15.00	15.00	1-Apr-19	0.00
	<u>Club Gaming Permit:</u>					
	Application fee		200.00	200.00	1-Apr-19	0.00
	Renewal fee		200.00	200.00	1-Apr-19	0.00
	Variation fee		100.00	100.00	1-Apr-19	0.00
	Annual fee		50.00	50.00	1-Apr-19	0.00
	Copy of document		15.00	15.00	1-Apr-19	0.00
	<u>Club Gaming Permit (club premises certificate holder)</u>					
	Application fee		100.00	100.00	1-Apr-19	0.00
	Renewal fee		100.00	100.00	1-Apr-19	0.00
	Variation fee		100.00	100.00	1-Apr-19	0.00
	Annual fee		50.00	50.00	1-Apr-19	0.00
	Copy of document		15.00	15.00	1-Apr-19	0.00
	<u>Registration of Small Lotteries:</u>					
	Application fee		40.00	40.00	1-Apr-19	0.00
	Renewal fee		20.00	20.00	1-Apr-19	0.00
	<u>Temporary Use Notice</u>					
	Application fee		375.00	375.00	1-Apr-19	0.00
	Copy of document		15.00	15.00	1-Apr-19	0.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Miscellaneous Licence Fees					
	Sex shop licence		7,635.00	7,635.00	1-Apr-19	0.00
	Scrap Metal Dealer Collectors Licence (3 years)		200.00	200.00	1-Apr-19	0.00
	Scrap Metal Dealer Site Licence (3 years)		400.00	400.00	1-Apr-19	0.00
	Marriage Act Approved Premises Application Fee		1,539.00	1,539.00	1-Apr-19	0.00
	Marriage Act Approved Premises Transfer Fee		31.00	31.00	1-Apr-19	0.00
	Marriage Act Approved Premises Variation Fee		286.00	286.00	1-Apr-19	0.00
	Water Samples					
	Private Water Supply Samples		500.00	500.00	1-Apr-19	0.00
	Risk assessment (for each assessment)		100.00	100.00	1-Apr-19	0.00
	Sampling (for each visit) Investigation (for each investigation)		100.00	100.00	1-Apr-19	0.00
	Granting an authorisation (for each authorisation)		100.00	100.00	1-Apr-19	
	Analysing a sample					
	taken under reg 10		25.00	25.00	1-Apr-19	0.00
	taken during check monitoring		100.00	100.00	1-Apr-19	0.00
	taken during audit monitoring		500.00	500.00	1-Apr-19	0.00
	Water Samples:					
	Standard Microbiological sample		34.00	93.00	1-Apr-19	173.53
	Legionella water sample		60.00	123.00	1-Apr-19	105.00
	Export Certificates					
	Export Certificates		28.00	91.00	1-Apr-19	225.00
	Trading Standards					
	Weights and Measures Inspector (hourly rate)		62.00	64.00	1-Apr-19	3.23
	Weights and Measures Technical Assistant (hourly rate)		38.00	39.00	1-Apr-19	2.63
	Environmental Health General					
	Works in default	n/a	variable	variable	1-Apr-19	
	Consultation or business advice Enquiry	Hr	20.48	20.97	1-Apr-19	2.39
	High Hedges investigation	Investigation	412.00	422.00	1-Apr-19	2.43
	Private Sector Housing Enforcement Trading Account fees					
	House in Multiple Occupation (HMO) - Application	House	177.00	251.00	1-Apr-19	41.81
	House in Multiple Occupation (HMO) Licence maintenance fee	House	639.00	625.00	1-Apr-19	-2.19
	HMO License renewal application fee (available for renewing applications which have not expired)	House	41.00	223.00	1-Apr-19	443.90

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	HMO License renewal Licence maintenance fee (available for renewing applications which have not expired)	Letting Unit Letting Unit	528.00	535.00	1-Apr-19	1.33
	HMO Late application fee (Operating 12 weeks unlicensed)		177.00	387.00	1-Apr-19	118.64
	Selective Licence of other houses in designated areas - application fee		154.00	154.00	1-Apr-19	0.00
	Selective Licence of other houses in designated areas - Licence maintenance fee		438.00	438.00	1-Apr-19	0.00
	Selective Licence late application fee (operating unlicensed for 12 weeks)		177.00	292.00	1-Apr-19	64.97
	Housing enforcement - General	Notice	400.00	400.00	1-Apr-19	0.00
	Charge for the service of Enforcement Notices under the Housing Act 2004					
	Fixed Penalty Notices	Offence Offence Offence Offence Offence Offence Offence Offence	150 (reduced to £80 if paid early) 100.00 80.00 100.00 100.00 300.00 300.00 400 (reduced to £300 if paid early)	150 (reduced to £100 if paid early) 100.00 80.00 100.00 100.00 300.00 300.00 400 (reduced to £300 if paid early)	1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19	0.00 0.00 0.00 0.00 0.00 0.00 0.00
	Leaving Litter					
	Failing to Comply with a Public Space Protection Order (Including the Dog Control Order)					
	Graffiti and Fly Posting					
	Failure to comply with a Community Protection Notice					
	Failure to comply with non--domestic waste receptacles notice					
	Failure to produce authority to transport controlled waste					
	Failure to produce waste disposal documentation					
	Illegal disposal of waste (Fly Tipping). The FPN level is set at the statutory maximum. Reduced to £300 if paid early					
	Housing Monetary/Civil penalties		£1500 (£1000 reduced charge if paid within 14 days) 3,000.00 5,000.00 5,000.00 30,000.00	1,500.00 3,000.00 5,000.00 5,000.00 30,000.00	1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19	0.00 0.00 0.00 0.00 0.00
	Non-compliance with the Smoke and Carbon Monoxide Alarm (England) Regulations 2015					
	First Offence					
	Second Offence					
	Further Offences PER OFFENCE					
	Non-compliance with section 46 Environmental Protection Act 1990 (domestic waste receptacles)					
	Civil Penalty for Housing offences under the Housing and Planning Act 2016					
	Pollution Control - Permitted Processes		1,650.00 1,188.00 155.00 257.00 362.00	1,650.00 1,188.00 155.00 257.00 362.00	1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19 1-Apr-19	0.00 0.00 0.00 0.00 0.00
	Application Fee					
	Standard process					
	Additional fee for operating without a permit					
	PVR I, Dry Cleaners and Reduced fee activities (1)					
	PVR I & II Combined					
	Vehicle Refinishers (VRs) and other Reduced Fee activities (2)					

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Reduced fee activities additional fee for operating without a permit		71.00	71.00	1-Apr-19	0.00
	Mobile screening and crushing plant		1,650.00	1,650.00	1-Apr-19	0.00
	for the third to seventh applications		985.00	985.00	1-Apr-19	0.00
	for the eighth and subsequent applications		498.00	498.00	1-Apr-19	0.00
	Annual Subsistence Charge					
	Standard process LOW		£772 (+104)*	£772 (+104)*	1-Apr-19	0.00
	Standard process MEDIUM		£1,161(+156)*	£1,161(+156)*	1-Apr-19	0.00
	Standard process HIGH		£1,747 (+207)*	£1,747 (+207)*	1-Apr-19	0.00
	Reduced fee activities Low/Medium/High		£79 £158 £237	£79 £158 £237	1-Apr-19	0.00
	PVR I & II Combined Medium Component		£113 £226 £341	£113 £226 £341	1-Apr-19	0.00
	Vehicle Refinishers Low/Medium/High		£288 £365 £548	£288 £365 £548	1-Apr-19	0.00
	Odourising of natural gas Low/Medium/High		£79 £158 £237	£79 £158 £237	1-Apr-19	0.00
	Mobile screening and crushing plant Low/Medium/High		£626 £1034 £1,551	£626 £1034 £1,551	1-Apr-19	0.00
	for the third to seventh authorisations Low/Medium/High		£385 £617 £924	£385 £617 £924	1-Apr-19	0.00
	for the eighth and subsequent authorisations Low/Medium/High		£198 £316 £473	£198 £316 £473	1-Apr-19	0.00
	Late Payment Fee		52.00	52.00	1-Apr-19	0.00
	Transfer and Surrender					
	Standard process transfer		169.00	169.00	1-Apr-19	0.00
	Standard process partial transfer		497.00	497.00	1-Apr-19	0.00
	New operator at low risk reduced fee activity		78.00	78.00	1-Apr-19	0.00
	Surrender: all Part B activities		0.00	0.00	1-Apr-19	0.00
	Reduced fee activities*: transfer		0.00	0.00	1-Apr-19	0.00
	Reduced fee activities*: partial transfer		47.00	47.00	1-Apr-19	0.00
	Temporary Transfer for Mobiles					
	First Transfer		53.00	53.00	1-Apr-19	0.00
	Repeat Transfer		10.00	10.00	1-Apr-19	0.00
	Repeat Following enforcement or warning		53.00	53.00	1-Apr-19	0.00
	Substantial change s10 and s11					
	Standard process		1,050.00	1,050.00	1-Apr-19	0.00
	Standard process where the substantial change results in a new PPC activity		1,650.00	1,650.00	1-Apr-19	0.00
	Reduced fee activities*		102.00	102.00	1-Apr-19	0.00
	Part A2					
	Application		3,363.00	3,363.00	1-Apr-19	0.00
	Additional fee for operating without a permit		1,188.00	1,188.00	1-Apr-19	0.00
	Annual Subsistence LOW		1,447.00	1,447.00	1-Apr-19	0.00
	Annual Subsistence MEDIUM		1,611.00	1,611.00	1-Apr-19	0.00
	Annual Subsistence HIGH		2,334.00	2,334.00	1-Apr-19	0.00
	Late Payment Fee		52.00	52.00	1-Apr-19	0.00
	Substantial Variation		1,368.00	1,368.00	1-Apr-19	0.00
	Transfer		235.00	235.00	1-Apr-19	0.00
	Partial Transfer		698.00	698.00	1-Apr-19	0.00
	Surrender		698.00	698.00	1-Apr-19	0.00
Asset Management	All Commercial Fees, Leases and Time charges	Negotiated	Varies	Varies	NA	0.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
Planning Service	Charge relates to carrying out responses to Environmental Information Regulations (EIR requests) - specifically relating to CON29 enquiries only		£30 per hour inc VAT	£30 per hour inc VAT	1-Apr-19	0.00
	Provide listed building advice		£60 per hour	£100 per hour	1-Apr-19	66.67
	Statutory planning application fees - set nationally cannot be changed locally https://ecab.planningportal.co.uk/uploads/english_application_fees.pdf	per application	as per statute	as per statute	1-Apr-19	0.00
	Complete Local Authority Search (LLC1 & Con29	per application	115.60	115.60	1-Apr-19	0.00
	Compiled, covering all required property enquiries)					
	Con29 Compiled Search	per application	93.60	93.60	1-Apr-19	0.00
	Local Land Charges Register Search (LLC1 only)	per application	22.00	22.00	1-Apr-19	0.00
	New street naming	per application	75.00	76.80	1-Apr-19	2.40
	New properties on new street or new	1	60.00	61.44	1-Apr-19	2.40
	property addresses on an existing street	2 to 5	90.00	92.16	1-Apr-19	2.40
	and	6 to 10	120.00	122.88	1-Apr-19	2.40
	Readdressing after notification (i.e. change	more than 10	250.00	256.00	1-Apr-19	2.40
	subsequent to initial application)		plus £5 per property	5.12	1-Apr-19	
	Change to house name	per request	50.00	51.20	1-Apr-19	2.40
	and					
	Letter of confirmation of address					
<u>Building Control</u>	Additional Fee: Where a Completion Cert is requested, where works have been completed historically and no completion inspection has been undertaken		0.00	£90-£180	1-Apr-19	100.00
	Re-issue of Completion Certificates		35.00	50.00	1-Apr-19	42.86
	Standard fee's for Domestic Work. Category 1 - Erection or extension of a detached/attached domestic garage or car port up to 50m2		300.00	330.00	1-Apr-19	10.00
	Standard fee's for Domestic Work. Category 1 - REGULARISATION Erection or extension of a detached/attached domestic garage or car port up to 50m2		500.00	550.00	1-Apr-19	10.00
	Standard fee's for Domestic Work. Category 2 - Any extension with a total floor area which does not exceed 40m2		540.00	570.00	1-Apr-19	5.56
	Standard fee's for Domestic Work. Category 2 - REGULARISATION Any extension with a total floor area which does not exceed 40m2		900.00	950.00	1-Apr-19	5.56

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Standard fee's for Domestic Work. Category 3 - Any extension with a total floor area exceeding 40m ² but not exceeding 60m ²		630.00	660.00	1-Apr-19	4.76
	Standard fee's for Domestic Work. Category 3 - REGULARISATION Any extension with a total floor area exceeding 40m ² but not exceeding 60m ²		1,050.00	1,100.00	1-Apr-19	4.76
	Standard fee's for Domestic Work. Category 4 - Any extension with a total floor area exceeding 60m ² but not exceeding 100m ²		720.00	750.00	1-Apr-19	4.17
	Standard fee's for Domestic Work. Category 4 - REGULARISATION Any extension with a total floor area exceeding 60m ² but not exceeding 100m ²		1,200.00	1,250.00	1-Apr-19	4.17
	Standard fee's for Other Domestic Work. Category 5 - The provision of one or more rooms in a roof space		540.00	570.00	1-Apr-19	5.56
	Standard fee's for Other Domestic Work. Category 5 - REGULARISATION The provision of one or more rooms in a roof space		900.00	950.00	1-Apr-19	5.56
	Standard fee's for Other Domestic Work. Category 6 - Conversion of a garage to a habitable room		300.00	330.00	1-Apr-19	10.00
	Standard fee's for Other Domestic Work. Category 6 - REGULARISATION - Conversion of a garage to a habitable room		500.00	550.00	1-Apr-19	10.00
	Standard fee's for Other Domestic Work. Category 7 -The replacement of windows, roof lights, roof windows and external doors in an existing dwelling.		120.00	120.00	1-Apr-19	0.00
	Standard fee's for Other Domestic Work. Category 7 - REGULARISATION The replacement of windows, roof lights, roof windows and external doors in an existing dwelling.		200.00	200.00	1-Apr-19	0.00
	Standard fee's for Other Domestic Work. Category 8 - Re-roof of a domestic dwelling or external wall insulation cladding		180.00	180.00	1-Apr-19	0.00
	Standard fee's for Other Domestic Work. Category 8 - REGULARISATION Re-roof of a domestic dwelling or external wall insulation cladding		300.00	300.00	1-Apr-19	0.00
	Standard fee's for Other Domestic Work. Category 9 - Installation of Solid Fuel Burning appliance		360.00	360.00	1-Apr-19	0.00
	Standard fee's for Other Domestic Work. Category 9 - REGULARISATION Installation of Solid Fuel Burning appliance		600.00	650.00	1-Apr-19	8.33
	Standard fee's for Other Domestic Work. Category 10 -Installation of controlled domestic electrical installation (by non-competent person scheme)		POA	POA		
	Standard Charge for new dwellings for Other Category 1 - Number of dwellings-1		720.00	720.00	1-Apr-19	0.00
	Standard Charge for new dwellings for Other Category 1 - REGULARISATION - Number of dwellings-1		1,200.00	1,200.00	1-Apr-19	0.00

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Standard Charges for all other work Category 1 - Charge based on estimated cost of work £0 - £1000		180.00	180.00	1-Apr-19	0.00
	Standard Charges for all other work Category 1 - REGULARISATION Charge based on estimated cost of work £0 - £1000		300.00	300.00	1-Apr-19	0.00
	Standard Charges for all other work Category 2 -Charge based on estimated cost of work £1001 - £10 000		360.00	390.00	1-Apr-19	8.33
	Standard Charges for all other work Category 2 - REGULARISATION Charge based on estimated cost of work £1001 - £10 000		600.00	650.00	1-Apr-19	8.33
	Standard Charges for all other work Category 3 - Charge based on estimated cost of work £10 001 - £25 000		600.00	660.00	1-Apr-19	10.00
	Standard Charges for all other work Category 3 - REGULARISATION Charge based on estimated cost of work £10 001 - £25 000		1,000.00	1,000.00	1-Apr-19	0.00
	Standard Charges for all other work Category 4 - Charge based on estimated cost of work £25 001 - £50 000		720.00	780.00	1-Apr-19	8.33
	Standard Charges for all other work Category 4 - REGULARISATION Charge based on estimated cost of work £25 001 - £50 000		1,200.00	1,300.00	1-Apr-19	8.33
Market Service	Perimeter Stall (10% Reduction 2018/2019)					
	1 - 5	Monthly	446.76	446.76	1-Apr-19	0.00
	6 & 10	Monthly	284.13	284.13	1-Apr-19	0.00
	7 - 9, 12 - 14, 16 - 18, 68 - 76	Monthly	446.76	446.76	1-Apr-19	0.00
	11	Monthly	365.45	365.45	1-Apr-19	0.00
	15	Monthly	290.97	290.97	1-Apr-19	0.00
	19	Monthly	405.54	405.54	1-Apr-19	0.00
	88 + Electricity Standing Charges	Monthly	534.36	534.36	1-Apr-19	0.00
	Island stall					
	20 & 21	Monthly	446.76	446.76	1-Apr-19	0.00
	22 - 67, 78, 80 - 87	Monthly	386.06	386.06	1-Apr-19	0.00
	77 & 79	Monthly	405.54	405.54	1-Apr-19	0.00
	Stock Room					
	A1	Monthly	56.00	57.50	1-Apr-19	2.68
	A2, A3, C2,E2,F2, G2, J2, M2, P1, Q2, Q3	Monthly	68.20	70.00	1-Apr-19	2.64
	A4, B5	Monthly	34.85	36.00	1-Apr-19	3.30
	B1		20.05	21.00	1-Apr-19	4.74
	B2, B3	Monthly	22.80	23.50	1-Apr-19	3.07
	B4	Monthly	30.60	31.50	1-Apr-19	2.94
	C1, E1, F1, J1, K1,	Monthly	45.50	47.00	1-Apr-19	3.30
	G1,H1, H2A, H2B, K2A, K2B, L1, L2A, M1	Monthly	34.15	35.00	1-Apr-19	2.49
	Q1A, Q1B	Monthly	34.15	35.00	1-Apr-19	2.49

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Stock Room Lights Per Quarter	Quarter	10.00	10.00	1-Apr-19	0.00
	Car Parking - Per Quarter (Inc CCTV Upgrades & Additional Security)	Quarter	130.00	133.00	1-Apr-19	2.31
	<u>Outdoor Daily Charges inc. VAT</u> <u>(10% Reduction 2018/2019)</u>					
	Monday					
	Small Stall 1 & 2	Daily	10.00	10.00	1-Apr-19	0.00
	Standard Stall 8 - 85 & 129 - 131	Daily	10.00	10.00	1-Apr-19	0.00
	Large Stall 3 - 7 & 86 - 128	Daily	10.00	10.00	1-Apr-19	0.00
	<u>Tuesday to Saturday (10% Reduction 2018/2019)</u>					
	Standard Stall	Daily	9.60	9.60	1-Apr-19	0.00
	Wednesday					
	Standard Stall	Daily	12.95	12.95	1-Apr-19	0.00
	Friday & Saturday					
	Small Stall 1 & 2	Daily	12.25	12.25	1-Apr-19	0.00
	Standard Stall 8 - 85 & 129 - 131	Daily	14.35	14.35	1-Apr-19	0.00
	Large Stall 3 - 7 & 86 - 128	Daily	16.05	16.05	1-Apr-19	0.00
	Storage Charges					
	Storage Boxes	Daily	3.50	4.00	1-Apr-19	14.29
	OMT Large	Weekly	22.65	23.00	1-Apr-19	1.55
	OMT Small	Weekly	18.40	19.00	1-Apr-19	3.26
	Fruiters Storage	Weekly	8.50	9.00	1-Apr-19	5.88
	<u>Outdoor Daily Charges exc. VAT</u>					
	Street Market					
	RMBC Casual Traders/ Multiple Trading Days	Daily	23.00	23.50	1-Apr-19	2.17
	Regular Traders	Daily	33.75	33.75	1-Apr-19	0.00
	Town Centre Farmers Market	Daily	£15/£20/£25	£15/£20/£25	1-Apr-19	0.00
	Wath District (Per foot)	Daily	1.30	1.30	1-Apr-19	0.00
	Miscellaneous Charges					
	Rotherham Crafters Inc Vat	Daily	6.00	7.00	1-Apr-19	16.67
	Car Boot Charity Admin Fee Plus Vat	Each Document	20.00	22.00	1-Apr-19	10.00
	Farmers Market Licence Fee Plus Vat	Daily	30.00	33.00	1-Apr-19	10.00
	Document Completion Fee Plus Vat	Each Document	10.00	10.50	1-Apr-19	5.00
	Out of Hours access charge plus Vat	Each Access	20.00	20.50	1-Apr-19	2.50
	Lease Assignment Fee Plus Vat	Each Assignment	£100/£250	£105.00/£260.00	1-Apr-19	
	Lease Renewal Fee Plus Vat	Each Lease	200.00	205.00	1-Apr-19	2.50
	Town Centre Pitch Stall Hire inc Vat	Each Hire	25.00	30.00	1-Apr-19	
	Rotherham Advertiser Pitch inc Vat	Weekly	25.00	25.00	1-Apr-19	0.00
	Water Admin. Charge Plus Vat	Monthly	18.00	20.00	1-Apr-19	11.11
	Concession Management Pitch Inc Vat	Each pitch	10.00	10.00	1-Apr-19	0.00
	Rival Market Licence Fee	Each Document	£125/£225/£275	£130.00/ £235.00/ £285.00	1-Apr-19	
	New Trader Incentive Exe Vat	Three months rent free incentive	Three months	Three months	1-Apr-19	
	Equipment Hire Concession Rate (Per Gazebo)	Each Gazebo	10.00	10.50	1-Apr-19	5.00
	Equipment Hire Normal Rate (Per Gazebo)	Each Gazebo	30.00	32.00	1-Apr-19	6.67
	Late Open/Early Close Fee - Market Hall Plus Vat	Each Offence	10.00	10.00	1-Apr-19	0.00
	Borough Fairs					

Service	Description of Fee or Charge	Unit of Charge	Current Charge 2018/19	Proposed Charge 2019/20	Effective Date	%age increase
	Bonfire Ground Wath	Annually	999.60	1,030.00	1-Apr-19	3.04
	Victoria Park	Annually	840.00	865.00	1-Apr-19	2.98
	Spring Fair Herringthorpe	Annually	2,100.00	2,155.00	1-Apr-19	2.62
	St Pauls Kimberworth	Annually	493.50	510.00	1-Apr-19	3.34
	Clifton Park	Annually	1,747.20	1,800.00	1-Apr-19	3.02
	Clifton Park	Annually	1,747.20	1,800.00	1-Apr-19	3.02
	Greasborough RC	Annually	861.00	885.00	1-Apr-19	2.79
	Wood Lea Common	Annually	535.50	550.00	1-Apr-19	2.71
Visa and Immigration Services	We Are Digital Online Visa Support (fee minus 2% SCL levy for administration and support)	Per Hour	40.00	40.00	# 01/04/2019	0.00
	Visa Biometric Support	Per Transaction	15.68	15.68	# 01/04/2019	0.00
Asset Management - Estates Team	Assignments (under £10k p.a)		575.00	600.00	01/04/2019	4.35
	Assignments (over £10k p.a)		750.00	800.00	01/04/2019	6.67
	Underlettings		300.00	325.00	01/04/2019	8.33
	Compound Licence		450.00	500.00	01/04/2019	11.11
	Retrospective Consents (Commercial)		750.00	800.00	01/04/2019	6.67
	Retrospective Consents (Residential)		350.00	400.00	01/04/2019	14.29
	Negotiation of early termination		350.00	400.00	01/04/2019	14.29
	Enfranchisement		750.00	800.00	01/04/2019	6.67
	Landlords Consent		500.00	550.00	01/04/2019	10.00
	Landlords Consent (Short Notice)		750.00	800.00	01/04/2019	6.67
	Restrictive Covenants		550.00	600.00	01/04/2019	9.09
	External Asset Valuation - Minimum Fee		500.00	550.00	01/04/2019	10.00
	Asset Transfer Lease (Surveyors Fees)		1,000.00	1,100.00	01/04/2019	10.00

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BRIEFING	TO:	Overview and Scrutiny Management Board
	DATE:	16.01.2018
	LEAD OFFICER <i>(Full name, title and Directorate)</i>	Shokat Lal, Assistant Chief Executive Assistant Chief Executive's Directorate
	TITLE:	Budget Consultation 2019-20 & 2020-21

Background

- The scale and breadth of the budget proposals for 2019-2021 will impact the whole of Rotherham and its residents. For the first time, Rotherham Council intends to set a two-year budget in order to help deal with a further £30 million of required savings.

A number of proposals (ASRs) have been put forward from all services in order to help achieve these savings. A public consultation on the specific proposals took place from October 26th and closed on November 30th 2018.

As part of this consultation process, there was also a need to inform the public about the necessity of working in a different way and the scale of the challenges faced due to ongoing Government reductions, particularly, the cost of social care (one of the most expensive aspects of the budget) which helped to explain some of the difficult decisions faced by councils like Rotherham.

After reviewing budget consultation approaches from other areas, digital channels and social media proved more effective than public consultation events. Therefore a reduced number of face-to-face sessions were held, with the main focus on online engagement through the following channels:

 - Online questionnaire
 - Social media engagement – Facebook and Twitter
 - Short videos of the Leader answering budget related questions
 - Web content on Council website

A total of 1,181 people participated in the consultation overall, through online engagement, face-to-face sessions, letters and emails. The majority of the comments were made on social media. A breakdown of the responses follows.

Online Consultation

- The online consultation was open for 4 weeks from the 26th October to 30th November and consisted of 5 questions relating to the budget proposals and the proposed rise in Council Tax. A total of 76 people completed the online consultation, the main responses to the questions are as follows:

Q1. What Council services do you think are most important to the borough?

Adult Social Care – 43%
 Children's Services – 41%
 Disability Services – 20%
 Transport and Highways – 16%
 Waste Management – 16%
 Rotherham Sight and Sound – 16%

Q2. Are there any particular savings proposals for 2019-20 and 2020-21 that you would like to comment on?

Not to cut funding to the following:

- Sight and Sound – 20%
- Adult Social Care – 13%
- Learning Disability Services – 12%
- Children's Services – 12%

Q3. After reading our proposals are there other areas you want to see further reductions to?

Reduce Councillor Allowances – 20%
 Reduce Mayor's Expenses – 7%

Q4. What do you think would most improve the quality of life in your local community?

Community Hubs and services – 22%
 Reduced ASB and Crime – 20%
 Rotherham Sight and Sound – 17%
 Improved waste management – 17%

Q5. Given we are getting less funding from Government, would you prefer a Council Tax increase of:

Three per cent and protect £3 million of services – 26%
 Five per cent and protect £5 million of services – 18%
 A different increase – 26%
 No response – 29%

At what level would you prefer to set any increase of Council Tax?

Nil/none – 30%
 One per cent – 7%
 Any increase as long as public can see the benefit – 10%

Overall, 44% would agree to some increase in Council Tax, provided they could see the benefit.

Social Media Engagement

3. Social media posts on the budget have included information, promotion of the drop-in sessions and online questionnaire and short video interviews with the Leader in which he answered pre-submitted questions from the public. The videos were hosted on the Council website and shared on social media. The number of people engaged are as follows:

No. of	Comments	Likes/	Shares/	Video	Total

	Posts		Reactions	Retweets	Views	Reach
Facebook	17	809	134	142	1,928	51,992
Twitter	42	195	47	62	4,698	100,046
YouTube	20				177	
Totals	79	1,004	181	204	6,803	152,038

Comments on the posts have generally been about:

- Councillor's allowances
- 'Free lunches' / 'free trips'
- The cost of the Mayor
- Number of councillors
- Leader's wages
- Senior Management wages
- Management/ staff wages
- Number of Managers/ staff
- Free car parking
- Road resurfacing
- Cost of recent waste changes
- Cost of interpreters
- Increases to Council Tax
- That decisions on the budget have already been made and the Council won't listen

The funding of Healthwatch, and cost of social care and children's services have been mentioned by one or two users, but they aren't common themes of the comments received on social media.

Face-to-face Consultation Sessions

4. In addition to the online engagement, three informal drop-in sessions were held in north, south and central locations in the borough. These sessions provided an opportunity for people that may not have been able to engage online to ask questions about how the Council is funded and how we will work in future.

- Monday 12th November, 4pm-6pm, Wickersley Library
Cllr Chris Read and Sharon Kemp attended
- Wednesday 21st November, 4pm-6pm, Rawmarsh CSC
Cllr Chris Read and Sharon Kemp attended
- Wednesday 28th November, 3pm-5pm, Riverside House Café,
Cllr Chris Read and Shokat Lal attended

A total of 32 people attended the 3 sessions in Wickersley, Rawmarsh and Riverside House, with 21 attending the session at Riverside House. The consultations in the other two areas were not well attended, with only 4 people attending at Rawmarsh and 7 people at Wickersley.

The main themes from the discussions were as follows:

- Adult Social Care
- Council Tax (willing to pay more for better services)
- Services need to be more joined up, move to digital services (but vulnerable people still need face-to-face assistance)
- Litter/fly tipping
- Grounds maintenance
- Concerns regarding the proposed cuts to Healthwatch
- Effect this will have on the deaf community who rely on Healthwatch for translators
- Need to look at the turnover of apprentices (and how the Council needs to do more to keep them)

Letters and emails:

A number of letters and emails were received from community organisations, prominent figures and service users opposing the proposed cuts to the following services:

- Healthwatch – 45 letters (including one with 28 signatures in support)
- Rotherham Sight and Sound – 24 letters

The letters regarding Healthwatch were all about how valuable people found the service and how much they had helped individuals in terms of advocacy, advice and support for vulnerable adults and families.

The letters in support of Rotherham Sight and Sound also mentioned how invaluable the service was in providing information, peer support and social activities for people with sight and hearing loss to enable them to remain independent and prevent loneliness and isolation.

Of particular concern for both organisations was the number of people they currently support and the impact on service users (particularly the deaf community in Rotherham) if there was nothing to replace them.

Recommendations

5.	1. To note and consider the findings as part of the overall budget discussions

Appendix A – Letters from Organisations

Dear Anne-Marie

Cuts to prevention services for blind and partially sighted people in Rotherham:

We write concerning the decision taken by the Council to end a range of prevention services including the service supporting blind and partially sighted residents of Rotherham.

About RNIB:

We are the largest organisation of blind and partially sighted people in the UK. RNIB's Connect network is a growing community that brings together over 27,000 people across the UK affected by sight loss, including blind and partially sighted people, their friends, families and carers. More than 80 per cent of our Board of Trustees are blind or partially sighted. We support, empower and involve thousands of people affected by sight loss to improve lives and challenge inequalities.

As a campaigning organisation, we defend the rights of blind and partially sighted people to receive the vision rehabilitation/prevention services that they are entitled to and that meets their needs. We also campaign to ensure that those responsible for commissioning prevention/rehabilitation services adequately resource these services to ensure that they meet the needs of blind and partially sighted people and those at risk of sight loss.

The issue:

The proposal to not renew the funding for sight loss provision (page 21 of the Budget Options 2019/20 and 2020/21 paper presented to the Overview & Scrutiny Management Board on 24th October).

Living with Sight Loss:

There are an estimated 8,330 people living with some degree of sight loss in Rotherham. Of this total, 5,360 are living with mild sight loss, 1,870 are living with moderate sight loss and 1,100 are living with severe sight loss.

Cost of Sight Loss:

There are a number of different costs associated with the provision of eye health services, such as direct costs which includes inpatient procedures, outpatient procedures, residential and community care services and the ongoing treatment of eye conditions. There are also indirect costs caused by sight loss, including the provision of unpaid care by family and friends to those with sight loss, lower employment and absenteeism.

In NHS programme budgets, the combined spend on problems of vision in NHS Rotherham is £10.7 million pounds, or £39 per person in the general population. The proportion of overall programme budget spent on problems of vision is 3.3%.

The total indirect cost of sight loss is estimated to be £22,760,000. million pounds.

The indirect cost of sight loss per person is £90 in the general population.

Support:

The provision of emotional and practical support at the right time can help people who are experiencing sight loss to retain their independence and access the support they need. Patient experience in the eye clinic is crucial. It is here that people receive their diagnosis, undergo treatment and potentially go through the process of receiving a Certificate of Vision Impairment (CVI). Equally, when someone experiences sight loss it is vital for them to have support in their homes and communities. This could include social care paid for and provided by local authorities.

Falls are more common, and also more likely to have serious outcomes, amongst older people. In some cases, falls can lead to serious medical problems and a range of adverse outcomes for health and wellbeing. In Rotherham, as of 2015, it is estimated that:

1,045 people with sight loss aged over 65 experience a fall per year.

Of these falls, 494 are directly attributable to sight loss.

80 people aged over 65 with sight loss experience a severe fall per year (here, a severe fall is defined as a fall that results in hospital admission through A&E).

Proposal:

Whilst RNIB appreciates the very severe budgetary pressures on the Council at the present time, it is still under an obligation to ensure that spending decisions affecting vulnerable customers are made in a lawful manner.

We would like to appeal to the council to take the following steps:

Undertake a full assessment of the Council's obligations in respect of the Care Act and the impact that any proposed cuts to preventative services provided by voluntary organisations are likely to have on the discharge of these obligations.

Ensure that any decision taken by the Council in respect of preventative services is taken lawfully including a full Equality Impact Assessment.

RNIB would welcome further conversations with RMBC around support for people living with sight loss across the area, as we have had (successfully) in the past.

With thanks

Scott

Scott Jobson
Network Manager Yorkshire & Humber
RNIB (Royal National Institute of Blind People) Fairfax House Merrion Street Leeds
LS2 8JU

t: 0113 386 2844

i: (552) 2844

m: 07908 473 051

e: scott.jobson@rnib.org.uk

w: www.rnib.org.uk

tw: www.twitter.com/RNIBYorks

30 November 2018

Mrs S J Keene
Independent Chair
Rotherham Safeguarding Board,
Riverside House,
Rotherham

Dear Sharon,

Budget 2019/20 - consultation response.

Many thanks for the opportunity to contribute to the consultation in respect of Rotherham Metropolitan Borough Councils budget proposals, for your letter and the helpful meeting this week.

The proposal to achieve a two year budget is very positive and will assist in providing for stability and certainty, especially with those services most influenced and affected by demand management pressures. The work to benchmark expenditure and service outcomes will inform service transformation to achieve budget balance in the future. The commitment to Adult Services stability and sustainability in this and previous year's budget process is recognised.

In the context of the near impossible demands from Central Government for budget reductions in Local Authorities, the approach set out in Rotherham is welcomed. The Adult Safeguarding Board has seen at first hand the consequences of limited budget provision and has been only been able to develop in the last three years as a result of the determination, dedication and commitment of staff in Rotherham Metropolitan Borough Council and partner agencies.

As with other services, progress has been limited by the resource envelope. You are aware from our ongoing, regular and valued discussions that the absence of dedicated policy, performance and administrative support has meant that developments in the Adult Safeguarding Board have been slower than anticipated, slower than officers would want and arguably slower than should be the case.

As Independent Chair, my perception is that staff from Adult Services have endeavored to deliver the change necessary within the resources available and in the context of significant staffing change in the service. Their commitment and support has been appreciated. Thanks are also due to wider RMBC staff and partners in other agencies, particularly the Health Service, who have enabled specific developments to take place.

In the next two years it is crucial to build on existing developments and create additional momentum in order to keep pace with the requirements and standards of a modern Adult Safeguarding Service.

The Board has identified significant areas for development which include:

- Service user and carer engagement
- Prevention and early help
- Policy and procedure development
- Quality and assurance
- Multiagency training

The pace of change and ability to deliver on these priorities will be influenced by the resources available. Ongoing review will be required in order to be satisfied that the work of the Board and multiagency responses remain appropriate and safe.

It is fully recognised that financial responsibility for safeguarding is not the sole responsibility of RMBC and other Statutory Agencies have a part to play. I look forward to ongoing discussion and engagement as the detailed prioritisation of budget, partnership and service development takes place.

With Best Wishes

Yours sincerely,

Sandie Keene CBE
Independent Chair
Rotherham Safeguarding Adult Board.



RECEIVED

21 NOV 2018

Rotherham MBC

Ms Sharon Kemp
Chief Executive
Rotherham Metropolitan Borough Council
Riverside House
Main Street
Rotherham
S60 1AE

Our Ref: SC5580

16 November 2018

Dear Sharon

I am writing to you regarding the proposal to withdraw funding from Rotherham Sight and Sound, which is contained within RMBC's recently published budget proposals.

As you will be aware, I have expressed concern for several years about the support for and services made available to Rotherham's sensory disabled community.

It is therefore of significant concern that the very service RMBC has frequently pointed to as an example of the support it does provide is itself facing being defunded, only a relatively short time after its initial commissioning.

Sight and Sound provides a variety of services to the community, many of which had previously been provided by the council directly, but which are no longer viable to be performed in house. Services such as helping sensory disabled people to read and understand letters, assisting with arranging medical appointments and ordering repeat prescriptions are absolutely essential for many with sensory disabilities.

Furthermore, sensory disabled people are particularly vulnerable to isolation, loneliness and marginalisation. Social and support groups

Sarah Champion

Member of Parliament for Rotherham

Moorgate Crofts Business Centre, South Grove, Rotherham, S60 2DH

T: 01709 331035

sarah.champion.mp@parliament.uk

www.sarahchampionmp.com



facilitated by the Sight and Sound Service provide a vital link for the community. Should they be ended, I am troubled that deeper marginalisation may be the inevitable result.

I am aware that the proposals within the budget suggest that the service will transition to being self financing. However, I also know that media reports quoting sources from the service suggest this approach was not previously discussed with them, nor is it deemed viable.

I therefore consider it likely that the withdrawal of local authority funding may result in the ending of the service altogether. Given the paucity of alternative services for the sensory disabled community in Rotherham, the effects of this could be devastating.

Whilst I of course recognise the extremely challenging financial situation the council faces as a consequence of massive cuts in central government funding, I would urge RMBC to consider all options to ensure the Sight and Sound Service remains viable and that the Rotherham's sensory disabled community continue to be able to access the services and support on which they depend.

I would be grateful if you could ensure my comments are considered as part of the public consultation on the budget proposals and for any reassurance you may be able to provide.

I look forward to hearing from you.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'Sarah Champion', written over a faint horizontal line.

Sarah Champion MP
Member of Parliament for Rotherham

Direct Dial: 01709 302702
Our ref: CE/JR
Email: Christopher.edwards7@nhs.net
Date: 28th November 2018

**Oak House
Moorhead Way
Bramley
Rotherham
S66 1YY**

By email to: Sharon.kemp@rotherham.gov.uk

Sharon Kemp
Chief Executive
RMBC
Riverside House
Main Street
Rotherham
S60 1AE

Dear Sharon

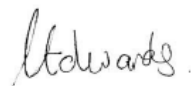
Thank you for your letter dated 17th October 2018.

NHS Rotherham CCG understands the significant budget pressures you face and welcomes the chance to respond to your consultation.

We will need to work closely with you on your plans for Adult and Children's services to ensure we maximise the benefit of the Rotherham Pound. We also need to ensure that we fully understand any changes to services that will impact on the services commissioned by NHS Rotherham CCG.

We have already started to work even closer together with our joint Rotherham Health and Social Care Place Plan and our joint Better Care Fund. It is important that we continue to implement our plans as the budget reductions are implemented. We look forward to continue working closely with you over the coming years to jointly meet this significant challenge.

Yours sincerely



Chris Edwards
Chief Officer NHS RCCG



Dr Richard Cullen
Chair of NHS RCCG

Nathan Atkinson
Assistant Director Strategic Commissioning
Adult Care, Housing and Public Health
Rotherham Metropolitan Borough Council

24 November 2018

Dear Nathan,

Many thanks for the opportunity to discuss the funding and contract situation regarding Healthwatch Rotherham services.

Among its duties under the Health and Social Care Act 2012, Healthwatch England has a legal requirement to provide general advice and support to local authorities and have an opinion on the effectiveness of Healthwatch services.

The main points of our discussion and issues we covered are summarised below:

Proposed level of funding for Healthwatch Rotherham

The proposal document presented to Rotherham Borough Council is to reduce the budget from £156,735 to £90,000 i.e. a 40% reduction in funding. This will be the second reduction in two years for Healthwatch Rotherham and appears disproportionately high relative to the overall cuts Rotherham Borough Council has to make.

Central Government provides funding for local Healthwatch through two routes: 1) the Local Government settlement and 2) the Local Reform and Community Voices section 31 Grant (LRCV). The Local Authority Social Services letter (LASSL) sets this out and also explains that the LRCV grant is in fact the smaller element of these two Healthwatch funding streams with the larger element having been rolled into the Local Government Settlement.

An indication of the balance of funding between these three different activities can be gauged from Annex A of the LASSL, which sets out a national LRCV grant of £33m with £13.8m (41%) allocated for local Healthwatch. Using this as a guide it would suggest that the funding for Healthwatch activity in Rotherham would fall in the region of £80,000, with an additional higher amount allocated for Independent NHS Complaints Advocacy. Comparing this with the £90,000 budget proposed for Healthwatch Rotherham (which would be funding both the Healthwatch Rotherham service and the Independent NHS Complaints Advocacy service) this indicates that in reality Rotherham Borough Council is making around £45,000 available for the Healthwatch activity which is significantly lower than the indicative LRCV allocation of around £80,000 (and even lower when taking into account the additional funding for Healthwatch activity that is allocated in the Local Government Settlement).

Healthwatch Viability

Healthwatch England has serious concerns that an effective Healthwatch can be delivered on the proposed budget. This would place Rotherham as possibly the lowest funded

Healthwatch in England and a significant outlier compared to Healthwatch serving a similar population size. The concern is that this level of funding would not allow sufficient staffing to deliver a full time and effective service, including advice and information which is one of the statutory activities of Healthwatch. It could also result in reduced leadership function which is a key ingredient in Healthwatch being able to convert evidence into insight for the health and care system. Furthermore, the National Committee of Healthwatch England would need to consider very carefully if such a proposal jeopardised the reputation of Healthwatch before issuing the brand licence.

Prospective market

With the proposed level of funding we question whether there is a market to deliver an effective Healthwatch service. This could jeopardise continuity of service, lose the knowledge and expertise built up through the current staff and volunteers and could result in further costs incurred through the procurement process itself.

Healthwatch England recognise the financial pressures and difficult decisions facing local authorities in the current climate. However, the vast majority of councils have chosen to recognise the importance of giving their community a voice by maintaining their investment in their local Healthwatch in the context of other, very difficult decisions.

We are working closely with commissioners and providers of Healthwatch across England to develop a new quality framework to help commission and deliver an effective Healthwatch which we very much hope will assist local authorities going forward.

Healthwatch England are committed to working with Rotherham MBC to support the commissioning and delivery of an effective Healthwatch. We will await the results of the consultation on the current proposals to see how we can best support Rotherham MBC and Healthwatch Rotherham.

Kind regards

Gavin Macgregor
Head of Network Development

Submission to Rotherham MBC relating to the proposal not to renew the current contract funding Rotherham Sight & Sound

Background

We were originally approached in late summer 2016 by RMBC to partner with them to provide a range of services to support people with a sensory impairment in Rotherham. Initially this was offered as contract until 31st March 2018 but SRSB stated that it would not be practical for in effect a 1 year contract and eventually a 2 year contract to 31st March 2019 was agreed, the variation to 2 years being done under “officers delegated powers”.

The proposal to not renew the funding (page 21 of the Budget Options 2019/20 and 2020/21 paper presented to the Overview & Scrutiny Management Board on 24th October) states “The new service called Rotherham Sight and Sound, located at Ship Hill in Rotherham town centre commenced in October 2017. It is delivered by Sheffield Royal Society for Blind. Funding for the project was agreed for a two year period and the provider agreed that it would be a time limited investment to pump prime their Rotherham offer, with a view to the service being self-financing from there on in.”

There are 2 errors in this statement which we want to highlight and should be corrected:

- The service actually commenced in April 2017 with the Ship Hill Centre opening on 1st August 2017
- More importantly, SRSB were never made aware that the service was intended to be self-financing at the end of the initial 2 year term. The original proposal agreed at the Cabinet & Commissioners Decision Making Meeting on 12th September 2016 (page 173) states “The new service will be monitored for outcomes/outputs and value for money tested throughout the pilot period and a new service specified based on the findings of the review. A tender on the open market would ensue commencing September 2017 to secure services beyond the end of March 2018 – on conclusion of the pilot period.

Had SRSB been made aware that the service was to be self-financing after the initial 2 year term we would not have entered into the contract.

We know how difficult it is to raise sustainable funding – SRSB was established 158 years ago and throughout that period has been helped by numerous substantial legacies. The people that left us that money expected it to be used for the benefit of people in Sheffield so it is not available for Rotherham. It will be many years before we can expect to generate sufficient income in Rotherham to fully fund the service. The annual operating costs for Rotherham for the year ended 30th June 2018 were £194,707 as per our audited accounts, so even with £140,000 of income from RMBC we have invested heavily ourselves. We did not incur this level of costs through poor management; it was a conscious decision to develop a service for the long term, confident that the quality of our services would secure a further contract when it went out for tender.

Impact of the decision to not renew the funding

1. Rotherham Sight & Sound (RSS) will cease to exist and RMBC will be letting down almost 700 service users.
2. The number of people not receiving support with their disability will increase.
3. The number of people referred by RSS to social services for support will decline to nothing - This is a very big negative in terms of the council's responsibilities under the Social Care Act 2014.
4. RSS currently issues equipment on behalf of RMBC, with a home demonstration/training in the safe use of the equipment if required. Without RSS, RMBC staff will have an increased workload **OR** service users will go without equipment or training in the safe use of the equipment. Single Point of Access (SPA) were delighted when we took over from them the issuing of equipment as they felt they were not giving the service users a good level of service.
5. Without RSS some 700 service users will not have a hub for social and leisure activities. This will result in social isolation which impacts upon wellbeing in terms of both their mental and physical health.
6. The Eye Clinic Liaison Officer (we understand that you fund this service) has benefitted greatly from our service, being able to refer people to us confident in the knowledge that they will receive a good service from us. Without RSS there will be no organisation for the ECLO to refer patients to, which is the unenviable situation she was in prior to us operating in Rotherham.
7. A decline in mental and physical health will result in much more costly interventions in the future in terms of both health (hospital admissions) and social care. It is difficult to evidence what doesn't happen in the future as a result of early intervention but there is a lot of national evidence to support this.
8. Without RSS the service users will not receive any welfare benefits service, thereby reducing the "Rotherham pound" which will have a negative impact upon the general economy of Rotherham.
9. Without RSS the service users will struggle to access services from statutory organisations e.g. Disabled Parking Permits (Blue Badge), disabled mobility passes (bus pass) amongst many other services.
10. Without RSS there will not be any awareness raising of good eye health, thereby increasing the likelihood of sight loss in the future.
11. Without RSS there will not be any promotion to statutory and commercial businesses around accessibility of information or training for the staff of those organisations in visual and hearing impairment awareness. This will result in more isolation for service users with all the associated negative impacts.
12. Without RSS the "Living with Sight Loss Course" will not happen. This introduces people who have started to lose their sight to the various support services they can expect to receive, technology etc., enabling them to live as independently as possible.

13. Many local sight/hearing impairment support groups meet at our Ship Hill Centre (free of charge) and without that facility they will struggle to exist. These groups include the Rotherham Hard of Hearing Group, Rotherham Macular Group, Cochlear Implant Group and Tinnitus Support Group.
14. RSS operates the “Hear to Help” scheme on behalf of Action on Hearing Loss providing a drop in service for hearing aid battery, tubes and minor repairs. Without RSS the town centre drop in, Monday to Friday 9:30am to 3:30pm, will no longer be available for people who are hard of hearing.

The above points are endorsed by a statement from Visionary -

“Visionary is the membership organisation for local sight loss charities throughout the UK. We are concerned that the proposed changes to the services provided by Sheffield Royal Society for Blind will have a significant negative impact on blind and partially sighted people. People living with visual impairment are at risk of isolation and loneliness which can have a long term detrimental impact on mental and physical well-being; therefore it is crucial that these factors are considered in any decisions taken which will increase risk factors already present for blind and partially sighted people.”

Fiona Sandford, CEO, Visionary, November 2018”

Reference Documents

Living with Sight Loss: Updating the National Picture – RNIB/NatCen Social Research 2015 (Copy attached)

This covers many aspects of a visually impaired person’s life but a few points worth picking out:

- Wellbeing - The latest figures show that USoc respondents with sight loss are nearly three times as likely as people with no impairment to report feeling depressed.
- Health - Respondents with sight loss are 24 times more likely than respondents with no impairment to report bad or very bad general health than those without any impairment.
- Work - Respondents with sight loss are less likely to be in work than respondents with no impairments.
- Finance - Respondents with sight loss are less likely to be high earners and more likely to be on a low income.
- Welfare Benefits - Respondents with sight loss are more likely than those without impairments to have had difficulties accessing benefits services.

Depression and anxiety in visually impaired older people. - Ophthalmology. 2007 Feb;114(2):283-8. Evans JR, Fletcher AE, Wormald RP.

Visually impaired people had a higher prevalence of depression compared with people with good vision. Of visually impaired older people, 13.5% were depressed (GDS-15 score of 6 or more) compared with 4.6% of people with good vision.

Questions

Have RMBC carried out an Equalities Impact Assessment on the withdrawal of this service as a consequence of not renewing the funding?

Have RMBC considered the potential for increased workload on a reducing RMBC staff with the resultant impact this will have on both service users and RMBC staff?

Have RMBC considered how much potential unidentified need there will be as a result of no referrals being generated by RSS?

Have RMBC considered how this will have a negative impact upon their prevention agenda?

Have RMBC considered that they are storing up an enormous cost for the future as a result of all the issues highlighted under the preceding Impact section? This cost will significantly outweigh the short term savings through not renewing the RSS contract.

Have RMBC considered the impact on British Sign Language users and their user-led representative organisation, Deaf Futures?

Have RMBC considered the impact of the loss of service provision in Rotherham resulting from the added value contributed by SRSB (£54k year ended 30th June 2018).

From: Short, Peter-Cllr
Sent: 23 October 2018 09:39
To: Lal, Shokat
Cc: Cowles, Allen-Cllr; Kemp, Sharon
Subject: Budget Savings Option/Restructure of Democratic Services

Dear Shokat,

As deputy leader of the UKIP opposition group and also a member of the OSMB I wish to register my concerns over the proposal of the reduction of the scrutiny support team by one officer, my reasons are outlined below.

Scrutiny Officers provide vital support to Councillor Members who sit on Committees, BOARDS and Commissions, I have found their involvement and commitment to be so important and I do not wish to see this good work diminished in any way in the future.

The past has shown that good scrutiny work must be “seen to be done”, in order to ensure historical mistakes are not made again. Indeed the people of Rotherham will be looking at the work that scrutiny committees do, and at this moment of our Towns progress when Commissioners have now left it will be seen as a negative move.

I do understand that budget savings must be made, however the proposed restructure of Democratic Services to include the reduction scrutiny of one officer will send the wrong message at this time. Therefore I cannot support this action and ask we think again of other ways to save money within the department.

Yours sincerely
Cllr Peter Short Sitwell Ward

Tony Clabby

From: phil.turner22@BTInternet.com
Sent: 28 November 2018 12:00
To: chris.read@rotherham.gov.uk
Cc: Tony Clabby
Subject: Proposed cuts to Rotherham Healthwatch budget

Sent from my Huawei Mobile

Dear Cllr Read,

Proposed cuts to Rotherham Healthwatch's budget:

Rotherham TUC was shocked and appalled by the savage cuts proposed to Rotherham Healthwatch's budget by Rotherham Council, which will have a huge impact on its advocacy service. TUC members were unanimously opposed to the planned cuts.

Representing thousands of trade unionists across the borough, trade unions see the severe daily damage to people's lives being done by Tory government cuts to health and social care. We believe a Labour council should be fighting such cuts, not implementing them.

We can see no justification for these cuts other than to weaken or remove entirely the vital voice that Healthwatch gives to the most vulnerable.

We urge the council to reconsider so that support can continue for adults and families when they need it most.

Yours sincerely,
Phil Turner secretary
Andy Searson, chair

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Medium Term Financial Strategy 2018 to 2021

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Foreword by Leader

Rotherham Council is entering the next stage of our journey. In the last two years we have redefined what we stand for, through a clear vision for the borough and organisation. We've changed how we make decisions, so we're more open and accountable than ever before. We've redesigned how we work with other agencies, to drive forward some of the key changes we want to see. And even as we face unprecedented financial pressures, we're working hard to deliver better services, focussed on the priorities set for us by the public.

We have some of the best performing schools in the region, and we have invested heavily in the improvement of our Children's Services to ensure we offer the best support to our most vulnerable children, in order to give them the best start in life.

We are transforming our adult social care, to empower every adult. We are working alongside communities to keep our neighbourhoods looking their best, and we're cracking down on those who would litter and damage the local environment.

And we continue to work alongside the private sector and our partners in the Sheffield City Region to create jobs, opportunities and new businesses.

As we move to the next stage with this, our updated Medium Term Financial Strategy, two themes stand out that will be necessary to deliver our Council Plan Priorities; working closely with our partners - in all sectors - so we can deliver seamless services to residents in the most efficient way; and working more closely with our neighbourhoods so that we're meeting residents' needs more effectively and helping people to live healthier, happier lives in their own communities.

In achieving our priorities, it is important that the Council has robust procedures in place to ensure that it is aligning its budget with the stated priorities and managing its finances effectively. Financial planning is a key aspect of setting a balanced budget each year. The Medium Term Financial Strategy helps us to focus on the financial challenges, risks and uncertainties ahead, in the delivery of value for money services.

It is a measure of the progress that we've made over the last two years that all decision making powers were returned to the Council in September 2018 with the Council now having full democratic control of all its services. We will continue to see that journey through, to ensure that government and residents alike can be assured of strong and effective governance into the future.

Councillor Chris Read

Leader of Rotherham Council

Shaping our Financial Future

Rotherham – A great place to live, work and invest

Rotherham covers 110 square miles encompassing a wide variety of urban, suburban and rural environments, with 70% of the area being open countryside, nearly all green belt. Rotherham lies close to the city of Sheffield and enjoys easy access to the Peak District National Park. The Borough has a growing population of 263,400 which is becoming increasingly diverse, with around one person in 10 from a minority ethnic group.

Rotherham has a proud industrial heritage of coal mining and steel making, the latter still being a large employer in the town. Former industrial areas have been regenerated, creating thousands of new jobs or reclaimed for greenspace. Rotherham has one of the fastest growing local economies and employment has grown rapidly over recent years whilst unemployment has fallen. The Advanced Manufacturing Park and neighbouring Waverley housing development are delivering 3,900 new homes and 3,500 jobs over a 20 year period.

Health in Rotherham is generally poorer than average with life expectancy below the English average although it has risen over the last decade. Rates of coronary heart disease have reduced significantly over the last 10 years but the Borough still has high rates of disability and long term sickness.

Adult qualification levels are below average, notably degree level skills, but these have improved greatly in recent years and Rotherham College has just opened a university centre in the Town Centre. Most children attending Rotherham's schools have good achievement, above the national average at Foundation Stage whilst attainment and progress between primary (KS2) and secondary (KS4) is just below the national average.

Rotherham has excellent transport links to the rest of the region and country, being well served by the motorway network. Bus services provide good local transport and there are rail connections to Sheffield, Leeds, Manchester, York and other cities. A new innovation is the Tram Train which connects Parkgate, Rotherham Central, Meadowhall and Sheffield. There are five international airports within 80 km of Rotherham, including Manchester.

Rotherham offers a good quality of life combined with a relatively low cost of living. House prices have risen over the years and the average house in Rotherham costs £135,000 but this is far below the English average of £235,000. Rotherham people are very proud of their local parks and country parks, particularly Clifton Park which has won national awards.

Rotherham has numerous visitor attractions, notably the stately home of Wentworth Woodhouse which is now being restored. The Magna Science Adventure Centre is a well-established visitor attraction and a major new development is the £37 million Gulliver's Valley family resort in the south of the Borough. There are also the ruins of Roche Abbey and the award winning Clifton Park Museum which has recently been refurbished. The Borough also has a Civic Theatre, a thriving sports scene and four leisure centres.



Rotherham has a steadily growing population which reached a record total of 263,400 in 2017. The population is growing as a result of natural increase (more births than deaths), net inward migration and increased life expectancy. Rotherham has 161,400 people of working age (61%), slightly lower than the English average.

Rotherham has an ageing population whereby the number of older people is increasing fastest, and their health and social care needs place increasing pressure on social care budgets at a time of prolonged financial constraint. There are 51,000 people aged 65 or over including 6,000 people aged 85 or over, whose numbers are projected to increase by a third over the next 10 years. Rates of disability place further pressures on social care budgets, with 11.4% of the population (30,000 people) claiming disability benefits compared with 7.8% nationally.

There are 50,900 children aged 0-15 in Rotherham and 26,100 young people aged 16-24. Whilst most children get a good start in life, child poverty is polarised across the Borough and life chances vary. Rotherham has a lower proportion of young people aged 18-24 than the national average due to people moving elsewhere to study or work. The number of Looked after Children has increased from 380 in 2012 to 662 in 2018 and Children in Need increased from 1,423 in 2016 to 1,683 in 2018. These increases have placed significant pressure on the cost of children's social care.

The Council has undergone a major improvement journey since May 2015. A corporate Improvement Plan has been fully implemented and Children's Services have been transformed, now rated "Good" by Ofsted. The Government appointed Commissioners departed in September 2018 and all decision making powers were returned to the Council. An independent health check will be conducted in February 2019 and submitted to Government before the formal end of the intervention in March 2019.

The Council is committed to invest in improvements and this Strategy is critical in setting out our approach over the next 3/5 years.

Shaping our financial future to deliver our priorities

The Council's vision is:

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

To achieve this as a Council we must work in a modern, efficient way, to deliver sustainable services in partnership with other local agencies and our communities, looking outwards but focused relentlessly on the needs of our residents. To this end we set out four priorities:

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

The Council values and prioritises collaboration with its partners and the Rotherham Plan provides a framework for partners' collective efforts to create a borough that is better for everyone who wants to live, work, invest or visit here.

The Rotherham Plan sets out the significant initiatives or "game changers" that partners will be focusing on until 2025. Development of the Plan drew on the extensive consultation programme carried out in 2015 and the subsequent engagement. The Plan builds on the themes of the Rotherham Together Partnership which were:

- Bringing people together to create a stronger sense of community spirit;
- Promoting opportunity and equality to help everyone benefit from a growing economy and;
- Creating welcoming places where people feel safe and encouraged to lead active lives.

Our resources are aligned to the delivering of these priorities in a more transparent and effective way with a clear focus on value for money.

Sheffield City Region

Rotherham lies at the centre of the Sheffield City Region and its Combined Authority. Further powers and resources may be devolved to the Mayor and Combined Authority if agreement can be reached in the future. This could include the powers from the 2015 Devolution Deal with Government, such as the £900m of funding to help grow the city region economy and improve adult skills and training.

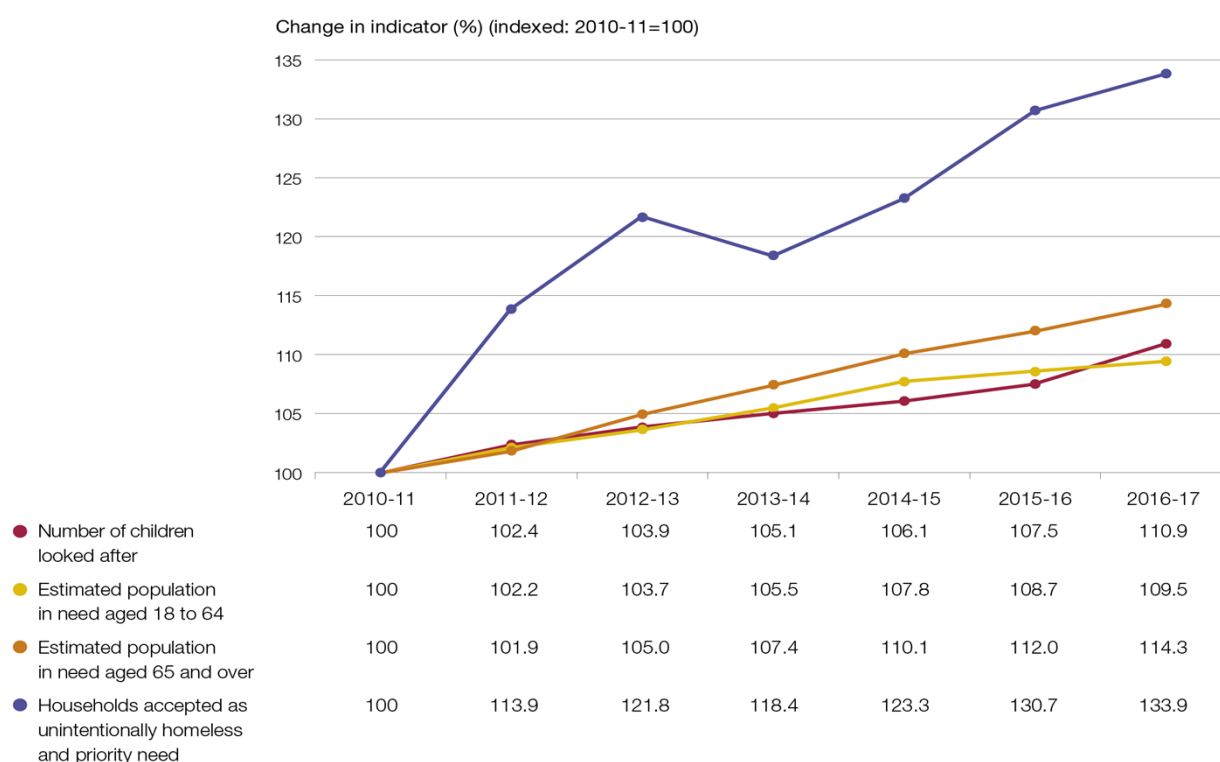
2019 and beyond

National and Financial and Economic Context

Local authorities in the UK are under continued pressure for demand for services, particularly regarding social care. The Local Government Association estimates an £8bn funding gap for local government services by 2025. This is coupled with a period of funding uncertainty as the move to 75% business rates is not expected until 2020/21, the Adult Social Care Green Paper has not yet been published and the next Comprehensive Spending Review not being announced until Spring 2019.

Change in demand in key local authority service areas in England

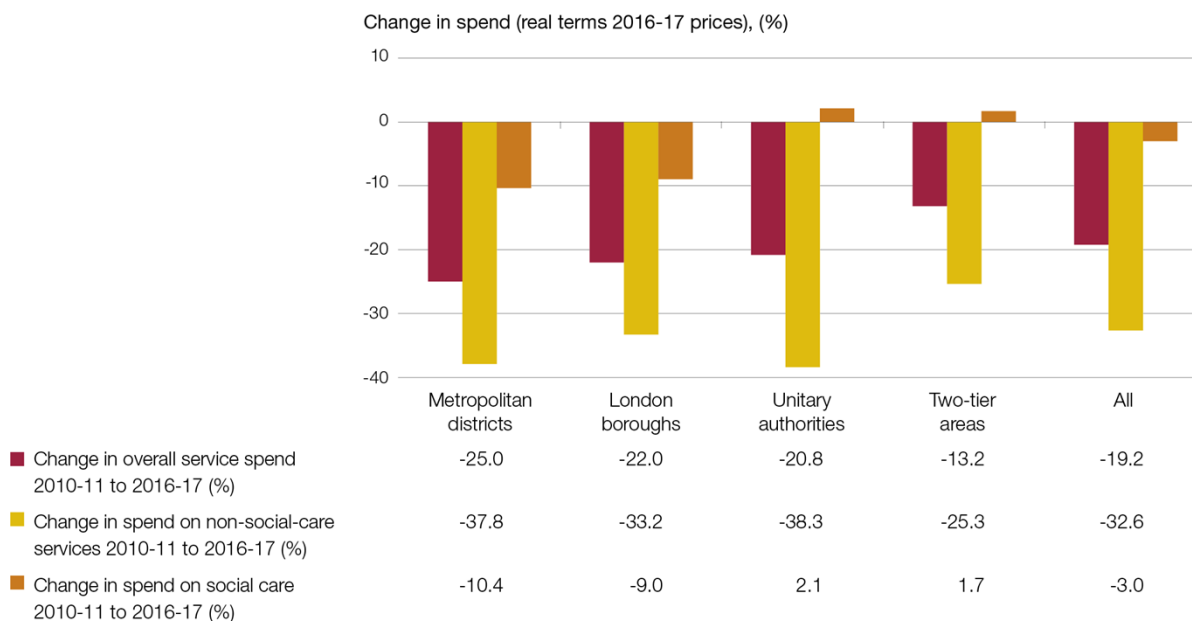
There has been growth in actual or potential demand in a range of core service areas



Source: National Audit Office analysis of departmental data. See standalone methodology

Change in overall service spending by type of local authority in England, 2010-11 to 2016-17

The reduction in overall service spend in different authority types is the net outcome of limited falls or even growth in social care spend offset by large falls in other service spending



Notes

1 'Non-social-care services' includes non-schools education services.

2 The 'Two-tier areas' data series combines the data from the shire districts and county councils.

Source: National Audit Office analysis of Ministry of Housing, Communities & Local Government data. See standalone methodology

Funding

In October 2015, the Chancellor of the Exchequer announced that the Government was committed to allowing local authorities to retain 100% of locally collected business rates, with a planned implementation date of 2019/20. However, following the General Election in May 2017, the implementation was paused. Notwithstanding, the Government announced alongside the Local Government Finance Settlement 2018/19, that it will look to move to 75% business rates retention in 2020/21. The intention is that local authorities will keep the same share of growth on their baseline levels from 2020/21, when the system is reset. Details of the new system are still awaited, however it will be based on a needs assessment which is subject to the ongoing 'Fair Funding Review'. This Review is aimed to examine the existing finance formula with a view of moving to a 'foundation formula' based on common cost drivers to all services.

Further consultation documents were issued alongside the Provisional Local Government Finance Settlement 2019/20. Local authorities have set out their concerns through the Local Government Association and SIGOMA and will continue to seek to work with Government to ensure that the sector is properly funded to ensure that social care services, in particular, can be delivered within budget whilst facing continued increase in demand for these services. The Council will monitor the progress of the Government's Fair Funding Review and continue to lobby for a fair funding distribution.

More recently, the Government has implemented measures to address some of the social care pressures, which have included the option for local authorities to raise

additional income for adult social care by increasing Council Tax above the previously imposed referendum limit. In addition, there has been further support through the Adult Social Care Support Grant for both 2017/18 and 2018/19. Whilst this additional funding is welcome to support the delivery of services, these are only short-term measures and do little to support the long term sustainability of the service.

It is also worth noting that the ability to increase Council Tax does little to help those authorities, such as Rotherham, who have a higher proportion of properties in the Council Tax bands A-C, and are therefore unable to raise additional income to the same levels as other more affluent areas of the country.

The government continues to place limits on the amount that can be raised through Council Tax by continuing to implement a set of principles alongside the Local Government Finance Settlement which restricts the amount of annual increases. Prior to 2018/19, the limit was set at 2% annually since 2013/14, however, after calls from local authorities for additional funding support to address demand pressures, the Government increased the core principle up to 3% stating that it was 'minded to' set the same limit for 2019/20.

The Final Local Government Finance Settlement 2019/20 confirmed details of additional funding for social care which was announced at the time of the Autumn Budget 2018. In addition, there were allocations to local authorities for the surplus on the Business Rates Account Levy which subject to legislation will be returned to councils in 2018/19.

Comprehensive Spending Review 2019

During the Spring Statement in March 2018, the Government announced that it would set out the total public spending quantum for the years beyond 2020, with a Spending Review in 2019 that would set out the departmental allocations. Local authorities have called for indicative funding allocations to be announced up to at least 2020/21 alongside the Local Government Finance Settlement 2019/20, as this will help local authorities to plan their finances over the short-term.

Adult Social Care Green Paper

In 2017, the Government announced that it would publish its Green Paper on care and support for older people by summer 2018. However, the publication date was put back firstly to Autumn 2018 and is now expected in Spring 2019. The paper will set out plans for how Government proposes to improve care and support for older people and tackle the challenge of an ageing population.

Whilst the Government has provided some short-term funding support i.e. the additional £2bn Improved Better Care Fund and the Adult Social Care Support Grant, this funding effectively gives local authorities a 'financial cliff edge' if funding is not provided beyond 2020. The Council will actively lobby Government to ensure that any proposals are properly funded.

In October 2018, the Government announced details of additional funding of £240m in 2018/19 to support winter pressures for adult social care. Whilst this funding is welcome, local authorities are calling for a sustained level of funding over the medium term to meet the demands of an ageing population.

Welfare Reform

Welfare changes are an ongoing process as part of the Government's changes to welfare policy. The Government believes that the changes increase incentives to return to work, improve fairness and will save £20bn in national expenditure by 2020. However there are continuing concerns that many households will continue to see real decreases in income which are likely to further limit life opportunities, increase debt (including Council rent and Council Tax debt) and have other social implications. The Council will need to continue to understand the ongoing welfare changes and their effects on both residents and families and demand for Council services as the next phase of these (reduction in Tax Credits, implementation of Universal Credits) are implemented. The move to Universal Credit is a significant move in benefit payments as it replaces six working age benefits.

The Council's Revenue Spending Plans

The Council completed significant work during summer 2018 to identify budget saving proposals. These proposals, alongside other efficiencies and savings identified, which are outlined later in the Strategy will help the Council to set a balanced budget over the next two years.

The tables below sets out the proposed directorate cash-limited budgets for 2019/20 and details of how the budget will be funded.

Directorate Net Revenue Budgets 2019/20

	2019/20 £'000
Adult Care, Housing and Public Health	77.210
Children and Young People's Service	65.367
Regeneration and Environment Service	40.383
Finance and Customer Services	15.911
Assistant Chief Executive	6.951
Central Services	15.324
Total Net Budget	221.146

	2019/20 £'000
How the Council is Funded 2019/20	
Final Settlement – RSG and Business Rates Top Up Grant	44.743
Business Rates Retained	37.338
Business Rates Section 31 Grants as compensation for reliefs	4.808
New Homes Bonus	2.126
Public Health Grant	15.873
Housing Benefit Administration Grant and Local Council Tax Support Subsidy	1.270
Social Care Support Grant	2.298
Additional iBCF for 2019/20 *	2.605
EU Exit funding	105
Use of Collection Fund Balance	3.000
Council Tax	106.980
Funding Total	221.146

* Note – the iBCF funding allocations up to 2018/19 are included within the Adult Services net budget as grant funding, based on use of the allocations agreed with the CCG

Social Care

Demand for both adults and children's social care continues to rise.

With regard to children's social care, demand continues to increase across all key areas of the service which include children in need of help, protection and children requiring care. The budget for 2018/19 is forecast to overspend significantly due to a continued increase in the number of children admitted into care. The number of Looked After Children was 628 as at January 2019.

Whilst savings and cost reductions implemented by the Council over this time period have had a positive impact, they have not delivered the net savings required due to continued high demand for statutory services. LAC numbers increased significantly in 2017/18 from 485 at the start of the year to a peak of 662 in 2018.

The Council has implemented further demand management strategies and actions to mitigate the impact of rising demand. These actions will help to drive efficiencies and realise substantial budget savings over the medium term whilst continuing to prioritise safe and effective practice to keep our most vulnerable children and young people safe.

In order to set a robust budget for 2019/20 and 2020/21 the estimated cost reductions that can be expected to be achieved over and above delivery of the budget savings have been established, leaving a net additional budget requirement of £9.5m in 2019/20 reducing to £7.5m in 2020/21.

There continue to be pressures for adult social care services namely residential and domiciliary care and the provision of direct payments/managed accounts across all client groups.

Adult Care recognises that the primary pressures centre on previously undelivered savings. As a result, a suite of high level project plans were developed during 2018 which focused on the review of learning disability services, right sizing care packages and developing effective operating models.

The aim of care and support is for people to live the best life that they can, meaning living independently, in their own home when possible, utilising the assets and the people around them to do the things that make them happy and fulfilled.

Rotherham is implementing a new way of providing care and support to people that utilises personal, social, neighbourhood and community assets along with social care. This requires thinking differently about what people can do for themselves, about how the council communicates with people and also how people can communicate back into the council, how planning is done for support and what people need to understand about what is available to them. The scale of this change will require a fundamental shift in how care is delivered, one that is financially sustainable and puts the person at the centre of their own care.

In partnership with the Clinical Commissioning Group, Rotherham Foundation Trust Hospital, Rotherham, Doncaster and South Humber NHS Foundation Trust (RDASH) and Voluntary Action Rotherham, the Council has a shared Integrated Health and Social Care Plan. The shared vision is:

“Supporting people and families to live independently in the community, with prevention and self-management at the heart of our delivery”.

Digital Transformation, Work Force Development and the Intermediate Care and Reablement Pathways are enablers that support the implementation of this plan and the Adult Social Care transformation.

Government Grant Reductions

It is worth noting the significant reductions in Revenue Support Grant following the introduction of austerity measures. The table below shows the reduction in Revenue Support Grant since 2013/14, this being the point at which changes to the local government finance system were made, namely the Business Rates Retention Scheme. The table shows the significant reduction in central government funding up until 2018/19 with a further reduction of £7.066m to be made in 2019/20 as the final year of the Government’s four year Finance Settlement.

		<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>
RSG	£m	84.302	70.112	50.925	39.405	28.943	21.923	14.857
Change year on year	£m		-14.190	-19.187	-11.520	-10.462	-7.020	-7.066
	%		-16.8%	-27.4%	-22.6%	-26.5%	-24.3%	-32.2%
Cumulative	£m		-14.190	-33.377	-44.897	-55.359	-62.379	-69.445
Cumulative	%		-16.8%	-39.6%	-53.3%	-65.7%	-74.0%	-81.0%

Further reductions to other funding streams have been made in addition to the Revenue Support Grant including New Homes Bonus, Education Services and Public Health Grants.

Setting a Balanced, Sustainable Budget

Rotherham Council has had to make savings of £177 million since 2010, leading to more than 1,800 fewer jobs in the organisation. By the end of our two year budget the level of savings that the Council has had to make will have increased to over £200m.

The Council reviewed its medium term financial planning assumptions as part of setting the 2018/19 Budget in February 2018. This review identified that to set a balanced budget in 2019/20 and 2020/21, overall budget savings of £15.8m in 2019/20 and £13.9m in 2020/21 (a total of £29.7m) would be required.

The Budget and Council Tax Report 2019/20 outlines the Council’s proposals to set a balanced budget over the two-year period 2019/20 and 2020/21, which included

budget saving proposals totalling £24m, as well as further efficiencies which will help in setting a balanced budget. It also addresses the significant social care demand pressures currently faced by the Council by investing a further £14m per year in associated costs over the two years.

The theme of the budget proposals is to modernise and streamline services making them more cost effective, whilst seeking to enhance the customer experience.

Further savings from corporate efficiencies and strategic financing decisions as part of finalising balanced budget proposals for the next two years are shown in the table on Balancing the Budget on Page 20.

These include maximising flexibility in the use of capital receipts to support revenue budget transformation, in line with the Council's Flexible Use of Capital Receipts Policy, and maintaining a Treasury Management Strategy which maintains the Council's cash-flow and capital loans requirements through taking advantage of the availability of short-term loans which are currently at low interest rates, and delays the take-up of longer term, more expensive loans.

There are a number of factors influencing the final position of the budget for the next two financial years and the medium term:

- The Council's current budgetary position for 2018/19 as set out within the Financial Monitoring Report on the Cabinet agenda of 18th February 2019 and the impact of that on the 2019/20 and 2020/21 budgets, particularly with regard to demand and cost for Children's Social Care.
- The Chancellor's Autumn Budget 2018 released on 29th October which announced some additional funding for 2019/20 and provided updated outline indications of how Public Sector funding from 2020/21 onwards might be reflected in Spending Review 2019.
- The Final Local Government Finance Settlement announced on 29 January 2019.

The Final Settlement confirmed the Government funding to be received and alongside feedback from public consultation and Overview and Scrutiny Management Board, together with consideration of the other items above, will enable the budget to be finalised.

The Settlement confirms details of the final year of the four-year offer made to Local Government in 2015. Beyond 2020 there is uncertainty in the level of funding available to Local Government pending the outcomes of the Government's Spending Review, expected in 2019, and the Fair Funding Review which will examine and revise how Local Authorities are funded from April 2020 onwards.

However, within the Autumn Budget 2018, the Government has provided aggregate departmental resource budgets up to 2023/24, split between NHS England and all other departmental spending.

Whilst the Autumn Budget states that the figures provided do not represent the final envelope for Spending Review 2019, they provide some basis for the Council to

utilise within financial planning assumptions across the medium term in finalising the Medium Term Financial Strategy.

Autumn Budget 2018

The Government's Autumn Budget 2018 announced details of additional funding to support social care. Whilst this funding is welcome it does not provide the sustainable level of social care funding that is required to support budget planning beyond 2019/20.

The main announcements from the Statement were:

- £240m nationally in both 2018/19 and 2019/20 for adult social care
- £410m nationally in 2019/20 for adults and children's social care
- An additional £55m nationally for Disabled Facilities Grant
- £84m over 5 years for up to 20 local authorities to help more children to stay at home safely with their families
- Business rates cut by a third for business with a rateable value below £51,000
- 100% business rates relief for all public lavatories will be introduced from 2020/21
- Continuation of £1,500 business rates discount for office space occupied by local newspapers in 2019/20
- Local authorities to be fully compensated for loss of income as a result of the above business rates measures
- £675m Future High Streets Fund to be launched to support local areas to develop and fund plans to make their high streets and town centres fit for the future.
- £400m this year for schools in England to spend on their equipment and facilities.
- £420m to local authorities in 2018/19 to tackle pothole repairs

The allocations for winter pressures announced in the Autumn Budget 2018 equates to £1.34m in each of 2018/19 and 2019/20 for the Council. However, the funding can only be utilised for:

- Improvement of Delayed Transfer of Care
- Focused enablement services to facilitate smooth discharge and prevent admission
- Maximising the use of equipment and assistive technology to facilitate hospital discharge

Therefore, this funding cannot be used to support the current base position i.e. it does not alleviate the current in-year overspend on adult social care budgets.

The £410m national allocation for adults and children's social care equates to an allocation of £2.3m for the Council. This grant has no conditions and decisions on its use are included in the Budget and Council Tax 2019/20 report.

Additionally on 28th January 2019 the Government announced some upfront funding for EU Exit costs, for which the Council is allocated £105k in 2018/19 and a further £105k in 2019/20.

The Council's funding assumptions have been updated following announcements in the Autumn Budget and assume that funding from Government from 2020/21 onwards will be provided on a "flat cash" basis, consistent with the level of funding to be provided in 2019/20. Funding provided on this basis would still be a cut in real-terms. The MTFS will be refreshed again when Spending Review 2019 is issued, expected to be Spring 2019.

Assumptions

In determining the funding gap over the medium term, a number of key assumptions are or will be made. These are set out below.

Expenditure

Pay Awards

Provision for Pay Awards is made based on the pay agreement for 2018/19 and 2019/20 and incorporating the impact of the Living Wage. Provision for 2020/21 and 2021/22 is made at 2%, in line with the anticipated prevailing rate of inflation.

Price Inflation

Contractual inflation is provided for at levels between 2.5% and 3% in each year of the MTFS. Provision for energy inflation is 5% annually. There is no provision within the MTFS for indexation on general non-pay budgets. Services are expected to contain any inflationary impact through improved efficiency.

Fees and Charges

Council's fees and charges should increase annually by at least the rate of inflation. Assumed increases of 2.5% for both 2020/21 and 2021/22 have been built into the MTFS.

Provisions

The MTFS includes funding for investment in Adults & Children's services which recognises current demand and activity levels and the plans in place for budget savings and cost reductions, to enable the services to be delivered within a sustainable funding envelope.

The Council's reserves strategy has been refreshed alongside the development of a two-year balanced budget proposal for 2019/20 and 2020/21 and taken together demonstrate a sound financial position for the Council.

In addition, within the Budget and Council Tax 2018/19 report, Council agreed to continue to take advantage of the flexibility allowed to use capital receipts to fund revenue transformational expenditure. This is agreed up to 2020/21. Following clarification in the Final Local Government Finance Settlement for 2018/19 the intention is to extend this agreement to 2021/22

The capital receipts flexibility and the options of support to the revenue budget puts the focus on the importance to the budget strategy of the Council prioritising the delivery of capital receipts from assets sales.

Resources

Council Tax

Council Tax income is estimated based on annual growth in the council tax base of 1%, in line with recent trends and annual increases in the rate of council tax of 2.99% for the period 2019/20 to 2021/22 subject to confirmation by the Government of the council tax referendum threshold to be applied beyond 2019/20.

The Council Tax Base is set assuming a 97% collection rate of council tax. This is in line with the in-year collection rate in recent years. The ultimate collection rate of council tax is around 99% which has enabled the Council to release funds from the council tax collection fund to support the budget on an annual basis. A sum of £3m

support from the collection fund is built into the 2018/19 budget and a further £3m per annum for 2019/20 and 2020/21, with £2.5m included for 2021/22.

The Council has levied Adult Social Care Precepts at 3% for 2017/18 and 2018/19 and therefore has now applied the current maximum 6% ASC precept allowed between 2017/18 and 2019/20. On that basis there is no further additional ASC precept assumed for 2019/20. Also there is no assumption of further ASC precepts being allowed in 2020/21 or 2021/22. Should the Government decide to allow further ASC precepts and should the Council agree to levy a further precept then this would provide additional resources above the level assumed in the MTFS.

Business Rates

Business Rates income is based on annual indexation at 3% and local growth expectations of around 4% over the next three years, split as 2% in 2019/20 and 1% in each of the years 2020/21 and 2021/22. Business Rates top-up grants, compensation for the multiplier cap and Section 31 Grants are based on Government information for 2019/20 and an assumption that the benefit of those grants continues within the move to 75% Business Rates Retention.

New Homes Bonus Grant

New Homes Bonus Grant is based on a similar level of annual growth of 1% and assumes that the Government maintains the 0.4% baseline annual increase below which no New Homes Bonus is payable.

Public Health Grant

The Government has issued indicative Public Health Grant allocations for 2019/20. The MTFS assumes that allocations from 2020/21 and 2021/22 onwards will reflect the outline for Public Sector funding as set out in Autumn Budget 2018.

Housing Benefit Administration and Local Council Tax Support Administration Subsidies

There is an assumption that there will be a cash-standstill with the expectation that the grant will be rolled into the 75% Business Rates Retention from 2020/21.

Update to the 2019/20 funding gap

The latest financial monitoring position reported to Cabinet in February 2019 continues to highlight significant demand pressures, particularly in relation to social care. These pressures are acknowledged within the two-year budget proposals which will be put to Council for approval in February 2019. The table below demonstrates how a proposed balanced budget for the next two years has been put together.

This includes recognition of rising costs of social care, as described on Page 11 and a range of financing and strategic decisions taken by the Council with regard to capital financing, use of capital resources and treasury management strategies.

Further details of budget savings are set out in the Budget and Council Tax Report 2019/20.

<u>Balancing the Budget</u>	2019/20	2020/21
	£m	£m
Budget Gaps as per Budget Report 2018/19	15.8	13.9
<u>Social Care Related Cost Increases</u>		
In-house residential care (ASC)	2.0	0.0
Adults transitions and transforming care	1.5	1.9
Children's Services – rebasing linked to current and forecast		
future LAC activity	9.5	(2.0)
Legal Services Support to Social Care	1.1	0.0
Total Budget Gaps/Overspends to address	29.9	13.8
<u>MTFS Adjustments</u>		
Revenue and Capital Financing decisions	(10.6)	6.5
General Efficiencies	(1.0)	(2.7)
SY Pension Fund – anticipated benefit from 2019 revaluation	0.0	(4.0)
Updated Funding Forecasts	(3.7)	(3.2)
Total Corporate Efficiencies & MTFS Adjustments	(15.3)	(3.4)
Updated Net Budget Gap	14.6	10.4
<u>Future Decisions</u>		
New Budget Options pending final approvals	(7.9)	(16.1)
Increase Council Tax by 2.99%	(1.0)	(1.1)
Council Tax Empty Property Premium increase	0.0	(0.2)
Total Impact of Future Decisions	(8.9)	(17.4)
Net Position before other actions to Balance Budget	5.7	(7.0)
<u>Finalisation of a Balanced Budget</u>		
Remove General Budget Contingency in 2019/20	(2.7)	2.7
Non-contribution to reserves in 2019/20	(3.0)	3.0
Further replenishment of reserves in 2020/21	0.0	1.3
Balanced Budget Position	0.0	0.0

In setting a robust medium term financial strategy, the Council needs to consider the three-year period 2019/20 to 2021/22. In doing so, the Council has given consideration to the expenditure and funding projections for 2021/22 in the context of setting a balanced budget in the previous two financial years, as set out above.

Pay and price inflation have been assumed as highlighted in the assumptions above. The projections also reflect capital financing pressures in the context of the Council's Treasury Management Strategy and capital programme.

The Council has assumed that in light of the measures taken in setting a balanced budget for 2019/20 and 2020/21 and the Big Hearts, Big Changes Programme it can manage demands in respect of social care within budget.

Given that the Government has indicated an end to austerity; the Council has reflected this in its funding projections. The funding projections for 2021/22 assume that there will be an end to austerity, therefore it is assumed that Government Grant allocations will be paid on a 'cash flat' basis, in the context of a move to 75% business rates retention in 2020. In light of this the Council will be in a position to set a balanced budget in 2021/22 without the need for further service budget reductions.

However, it is important to note that this would be a balanced budget based on the budget proposals for 2019/20 and 2020/21, with no provision to provide for any further additional costs of social care above those budget levels, unless the Government addressed the issues of escalating social care costs with additional funding.

Furthermore the assumption of a balanced budget is on the basis that:

- The Comprehensive Spending Review 2019 announces no further funding cuts to local authorities and therefore the Council's Government Grant allocations from 2019/20 onwards, including Public Health, are continued at 2018/19 levels i.e. on a "cash flat" basis
- The funding for iBCF is maintained at the 2019/20 total level of funding
- There are no further cuts to the level of New Homes Bonus grant allocations
- Council Tax Referendum Threshold principles are maintained at least at 3% i.e. councils can increase the basic level of council tax annually by at least 2.99%
- The outcomes from the move to 75% business rates retention and the Fair Funding Review are not detrimental to the Council;
- Business Rates continue to grow on the same trajectory as that seen in recent years as the economy of Rotherham continues to expand.

The table below shows the resources and budget position across the two year budget strategy, together with estimates for 2021/22

Budget and MTFS 2019/20 to 2021/22

<u>Resources</u>	2019/20 Budget £000	2020/21 Estimated £000	2021/22 Estimated £000
<u>Government Funding</u>			
Revenue Support Grant	14,857	14,857	14,857
Business Rates Top-Up Grant	28,943	29,580	30,231
S31 Grant as compensation for Multiplier Gap on Top-Up Grant	943	943	943
New Homes Bonus	2,126	1,600	1,450
Public Health Grant	15,873	15,873	15,873
Housing Benefit and Local Council Tax Support Administration	1,270	1,270	1,270
Social Care Support Grant	2,298	0	0
iBCF additional funding 2019/20 *	2,605	2,605	2,605
EU Exit Funding	105	0	0
Total Government Funding	69,020	66,728	67,229
<u>Council Resources</u>			
Retained Business Rates	37,338	38,531	39,761
S31 Grants as compensation for Government determined business rates reliefs	4,808	4,935	5,064
Council Tax Collection Fund – annual review and use of surplus	3,000	3,000	2,500
Council Tax	106,980	111,281	115,754
Total Council Resources	152,126	157,747	163,079
Total Resources	221,146	224,475	230,308

<u>Expenditure</u>	2019/20 Budget £000	2020/21 Estimated £000	2021/22 Estimated £000
Baseline Budget at 2019/20 pay and prices including further investment in Social Care	221,146	221,146	221,146
Impact on future budget of Budget Options and other adjustments within agreed two year budget strategy	-	-15,064	-15,064
Provision for pay, price and fees and charges income inflation 2020/21 and 2021/22	-	7,093	13,244
Adult Care – provision for further costs of transitions and transforming care beyond that included in two year budget strategy	-	-	800
Provision for the cost of staff severances	-	3,000	3,000
Provision for contribution to replenish reserves	-	4,300	-
Impact on treasury management budget of earlier years MRP reprofiling	-	-	3,182
Budget Contingency	-	4,000	4,000
Total Budgets	221,146	224,475	230,308

* Note – the iBCF funding allocations up to 2018/19 are included within the Adult Services net budget as grant funding, based on use of the allocations agreed with the CCG

Risk Based Reserves Policy

The Council needs to maintain an appropriate level of General Fund balances to maintain financial stability and to manage any identified and increased financial risk. In determining the minimum level of balances, key factors include:

The risks inherent in the budget;

- The level of specific reserves and associated financial provisions;

- The future risks the Council may be exposed to;
- The Council's history in delivering services within the budgetary provision set.

The Council has undertaken a review of all its General Fund Reserves and the commitments and liabilities against them. This review has established that some of the reserves are no longer needed for the purpose that they were originally established.

Taking into account the proposed balanced budget over the next two years and the level of uncommitted reserves which the Council expects to be in place by March 2021, a refreshed reserves strategy is being put into place which adds those reserves no longer required to the Council's Minimum Balance and retains a number of smaller reserves which can be used more flexibly if/as required.

The Strategy takes into account the Council's expected balanced financial outturn for 2018/19 and the budgeted contribution to reserves for 2020/21

This is summarised below and is considered to be a sustainable financial position for the medium term taken alongside the balanced two year budget for 2019/20 and 2020/21 and the estimated resources and budget position for 2021/22 as outlined above.

General Fund Reserves Forecasts

Reserve	Balance 31Mar 2018 £000	Expected Balance 31Mar 2019 £000	Expected Balance 31Mar 2020 £000	Expected Balance 31 Mar 2021 £000
Minimum Balance	11,269	16,812	16,812	21,112
<u>Corporate Reserves</u>				
Transformation	2,733	2,733	2,733	2,733
Insurance Fund	350	350	350	350
Business Rates	4,000	4,000	4,000	4,000
Pensions	4,925	4,925	4,925	4,925
Looked After Children	1,000	0	0	0
Other Corporate Reserves	17,108	9,616	2,133	0
Transfer to Minimum Balance	-	-5,543	-	-
Total Corporate Reserves	30,116	16,081	14,141	12,008
Public Health Grant	850	410	0	0
Total Reserves	42,235	33,303	30,953	33,120

In setting the annual budget, the Strategic Director of Finance and Customer Services will continue to review the reserves position and advise as to a prudent and necessary minimum level of uncommitted balances/reserves.

Financial risks will continue to be effectively identified, quantified and managed to ensure that the available General Fund balance alongside other reserve provision is reasonable to protect the Council from these potential risks as detailed in the following section.

Risks and Uncertainties

Business Rates

The Government's announcement in December 2017 that there will be a move towards 75% business rates retention in 2020/21 provides uncertainty in the funding system. There will be a significant period of consultation with local government around the new scheme and it is likely local government will know the final outcome at the end of 2019. The Government issued further consultation documents in respect of business rates retention and the Fair Funding Review alongside the Provisional Settlement 2019/20.

There are some key sensitivities in relation to business rates, some of which have been highlighted in the funding section above. These include:

- Growth forecasts
- Revaluations
- Reset of the system during the move to 75% business rates retention
- Appeals – this is a highly volatile area and one which the sector has been asking the Government to address at the national level rather than the local level given its instability. The appeal in relation to NHS trusts is still ongoing. The outcome of this could be significant for local government.
- Potential loss of income in the event of a significant business in the Borough ceases trading

Council Tax

The Government may reduce the referendum limit below the threshold seen in recent years. This would restrict councils' ability to raise Council Tax levels. Rotherham has assumed a 2.99% increase over the medium term, based on Government indications that this would be the likely referendum limit in line with the limit set for 2018/19. Any restrictions below this threshold means a reduction in the level of Council Tax income assumed. However, at present, it seems unlikely that the threshold will be reduced given that Government confirmed in the Finance Settlement 2019/20 that there will be a 3% referendum threshold for 2019/20.

New Homes Bonus

There is a risk that the Government provides further amendments to the scheme which sees a significant fall in the level of funding for the Council. For example, further reducing the payments from 4 years to 3 years or increasing the growth threshold above the current 0.4% limit. No changes were made to the basis of

funding allocations for New Homes Bonus in 2019/20, but the Government continues to consider other incentives to encourage Housing Growth.

Social Care Funding

The additional improved Better Care Fund announced in March 2017 is for the three financial years 2017/18 to 2019/20. In the event that the funding ceases, local authorities will be faced with a financial ‘cliff-edge’ that may impact on the delivery of social care services.

Public Health Grant

The Strategy has assumed that from 2020/21 the level of grant will reflect the outline for Public Sector funding indicated in Autumn Budget 2018 and be maintained at 2019/20 levels. This will not be confirmed until the details of spending Review 2019 are announced. In addition, the move to 75% Business Rates Retention is likely to see Public Health Grant rolled-in to the scheme and the Council will have to be mindful of this impact.

Pay and Price Inflation

The Strategy has assumed annual pay awards of 2% in line with recent pay awards. Anything over and above this will be an additional budget pressure.

Budget Savings

Where a Directorate is unable to meet previously agreed budget savings, it must mitigate this by producing alternative budget savings. Failure to do so may result in an overall Council overspend that will see the General Fund balance depleted. The implementation of budget savings is monitored monthly to reduce and address risks.

Funding Reviews

The recent Public Accounts Committee Report on the Financial Sustainability of local authorities highlights the funding uncertainty existent within the system:

- The Spending Review 2019 will be announced in March 2019 with the potential for further cuts to the sector
- Fair Funding Review which will examine a ‘cost driver’ approach to ensure the funding system is fair and transparent
- Move to 75% Business Rates Retention in 2020/21

The Report goes on to recommend that local authorities are provided with the outcome of the Fair Funding Review as early as possible in 2019 and to provide certainty that local authority funding for 2020/21 and 2021/22 will be within a certain margin of change and that they will put in place transitional arrangements to mitigate the effects of substantial changes in funding levels over the medium term.

Brexit

According to the Government’s EU exit analysis of January 2018, the geographical impact of Brexit could be greater in areas that are more “exposed to the change in trade barriers” because of their “export composition”, meaning economies that rely more on goods than services may see a greater negative impact. It also suggests that areas with “a higher dependence on exports” may be more adversely affected. In addition to this, any overall drop in growth may translate into further cuts to council funding, affective service quality and the availability of public sector jobs. This ultimately means that some areas may be harder hit than others.

Local areas stand to lose £8.4bn of EU structural investment when the UK leaves the EU.

The Local Government Association has highlighted that local areas in England have been allocated a share of £5.3 billion of EU regeneration and infrastructure funding up to 2020. The value of the European Structural and Infrastructure Fund to the Sheffield City Region (SCR) is around £180 million. To access the money, each area has put forward numerous proposals and programme outlines, to create jobs, improve skills or build new infrastructure; and it is up to the Government (current “devolution deals” aside) to decide which projects the money can be spent on. The LGA estimates that billions of this EU funding has yet to be released to local areas; and key element of the SCR devolution deal, as consulted on, has been the devolution of greater decision making over this funding to the local area from Whitehall.

Following EU Exit, transitional arrangements are expected to last until the end of 2020 so there is a strong likelihood that the current EU budget to 2020 will stay in place along with all Structural Funds. However, there will be no EU structural funds after 2020 and there must be concern about what, if anything, will replace them from the UK Government. Policy since 2010 has not favoured regeneration funding (e.g. SRB or Neighbourhood Renewal) so the outlook for deprived areas is not positive. The real impact though, will be the difference between what Rotherham might have received through structural funds beyond 2020 and what alternative funding regimes may be put in place by the British government in future.

Pension Fund

The Council participates in three separate pension schemes relating to: Teachers, Local Government employees and staff performing Public Health functions who transferred to the Council on 1 April 2016. All three schemes require contributions from both the employer and the employee, and provide members with benefits calculated by reference to pay levels and length of service.

Rotherham Council also participates in the Local Government Pension Scheme (LGPS), administered by the South Yorkshire Pensions Authority (SYPA), which provides retirement and other benefits for the majority of its staff - some 84% of those staff eligible are members of the scheme.

The most recent triennial actuarial revaluation was in March 2016 and the next will show the position as at 31st March 2019. The results of this revaluation on contribution rates for employers and employees will take effect from April 2020. As part of the revaluation SYPA reviews its investment strategy to match investment returns to the expected benefits payments.

At the last triennial revaluation Rotherham Council's share of the Fund deficit was assessed by actuaries as £129 million in March 2016 - 88% of scheme liabilities. In accordance with the Pension Fund investment strategy and deficit recovery plan the Council has made contributions towards its portion of the deficit.

Recently, in common with other local government pensions funds, the SYPA's funding level has improved to the extent that it is currently close to eliminating the deficit and being fully funded. The pensions authority has set in place a strategy to protect this position and to mitigate the risk of future deficits. Going forward into the

2019 Triennial review the Fund is aiming to stabilise contributions rates in light of the funding level, liabilities and the effect of future investment and changes in ill health and life expectancy. In consequence, it is anticipated that the ongoing service contribution rates will increase following the revaluation, however as there is not expected to be a deficit, it is also likely that there will be a material net reduction in Local Authority contributions which would take effect in 2020/21 onwards.

IFRS9

The Public Accounts Committee report referred to earlier in this section also raises the issue of the new international accounting requirements for the treatment of gains and losses from investments and the significant volatility to local authorities general funds that this could have.

The Council's Capital Spending Plans

In order to provide services and deliver the Corporate Plan objectives, the Council needs access to long term assets such as buildings and roads. These long term assets are defined as capital expenditure. Capital expenditure is governed and operated under the Prudential Framework for Local Authorities in England. This Framework is a general term for a number of statutory provisions and professional requirements that allows authorities to determine their own plans for capital investment and expenditure, subject to a council following due process in agreeing these plans and being able to provide assurance that they are prudent and affordable. The Council's Capital Programme is funded through a number of sources including Prudential Borrowing, capital grants and contributions, revenue contributions and capital receipts.

The Capital Programme to 2022/23 sets out the Council's future capital investment plans to ensure that investment decisions are clearly aligned with the Council's strategic priorities and vision for Rotherham.

The Capital Strategy will help to deliver a Capital Programme that is affordable and sustainable, and contributes to the Borough's economic growth.

The Housing Revenue Account Capital Programme aligns with the priorities set out in the HRA Business Plan.

The Council's funding strategy in respect of the Capital Programme is based on the following key principles:

- Capitalisation opportunities will be maximised, where accounting rules allow;
- 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 2018/29 to 2021/22. As a general principle, capital receipts will be earmarked to minimise revenue costs.

The Capital Programme for the period 2018/19 to 2022/23, sees investment of over £400m in the Borough including Housing, which recognises the importance of capital investment in our built environment and infrastructure environment in bringing

about economic growth and improving the attractiveness of the Borough as a place to live, learn, work, visit and play. Details of the revised and updated Capital Programme are reported to Council in February 2019 within the Budget and Council Tax Report 2019/20.

Whilst interest rates remain low, the Council has continued to take advantage of the current availability of short-term cash loans at very favourable rates and did not take out any new long-term loans in 2017/18 or in 2018/19 to date. The approach is considered low risk. In the event that the markets change, the Council is in a position to take out long-term loans which would be a more cost effective option.

The Council's Capital Spending Plans are aligned to the Council Plan priorities:

Every child making the best start in life

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. A total of 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 Council has a duty to provide sufficient accommodation for looked after children. There is also a requirement to ensure that looked after children are placed in foster or adoptive homes with their siblings, unless there is a child welfare reason not to do so. Funding is provided to enable foster carers and adopters to enlarge their homes, or in some circumstances to obtain an alternative larger home, is designed to increase the Council's capacity to accommodate looked after children locally and in particular to provide for additional capacity to secure permanence for sibling groups with foster carers and adopters.

Every adult secure, responsible and empowered

Digital technology and the independence provided to individuals through assistive technology is key part of adult social care's transformation and capital funding of £2.7m has been identified to enable the continued development of products and services.

The Assistive Technology service provides vulnerable customers with a range of personal triggers and auto alerting telecare equipment. This equipment is installed in customer's properties to alert the Rothercare service or an on-site carer; if for example the person has fallen, exited the property at an inappropriate time of day/night or has an Epileptic seizure. GPS trackers are also issued for vulnerable people to still be able to access the community but can be located if there is concern.

The service provides a diverse range of equipment which can create bespoke

packages to meet individual needs/risks to enable the individual to remain as independent as possible whilst reducing the risks.

A range of non-telecare preventative equipment is also issued e.g. orientation clocks, lockable automated medication dispensers; automated reminder screens; also specialist equipment to support both Visual and Hearing impaired individuals.

There is also investment in mobile applications technology which will enable our care workers to record and complete assessments in real time, providing service users, with the opportunity to review and sign documents, thereby reducing delays and multiple data inputting.

A strong community in a clean safe environment

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.

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 and residents quality of life. 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".

In 2018/19, the Council prioritised 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.

Investment in two mechanical cleaning vehicles will support the provision of mechanical across the Authority. Rotherham Metropolitan Borough Council undertakes scheduled street cleansing using a mixture of manual (litter-picking) and mechanical (path/road sweeping) resources. Mechanical cleansing is by far the most efficient and effective way to keep the public highway clear of litter and detritus. Regular mechanical cleaning of highway channels removes litter, but also prevents the build-up of detritus and weed growth, and supports the cleanliness of drainage gullies. The machines are currently being procured.

The Council services 1,880 litter bins across the borough (7.2 per 1,000 head of population). Of these around 120 are in the main town centre of Rotherham. A recent audit showed that around 15% of the litter bins are damaged, missing or inappropriate, and require repair or replacement. At present the number of requests for repair or replacement of litter bins outstrips our financial capacity, and has led to a backlog of reactive repairs. At present there are around 150 requests for litter bins to be replaced across the Borough. In addition to this, there are a number of litter bins across the Borough which, whilst not damaged beyond repair, would merit replacement. We plan to replace 160 bins across the borough.

Our investment in solar compaction litter bins will help with remote monitoring, that can inform the operational service when bins are full, and support operational services to plan bin emptying more effectively, with an assumption that they can reduce the number of required collections by around 80%, and that this also leads to reductions in the use of bin liners, and vehicle wear and tear and fuel consumption. In turn the manufacturers claim that the high cost of these bins can be offset by savings through productivity and route efficiency, through optimised collections, reallocated resources and reduced man hours.

Investment in Rother Valley Country Park means that it will have its own camping and caravan site. The site will offer 129 pitches for touring caravans and motorhomes, plus spaces for 34 tents, along with modern toilet and shower facilities, a reception block with café bar, a shop for visitors and a children's play area. The business generated by these facilities is expected to help the long-term future of Rother Valley Country Park and ensure it continues to be a popular destination for those in the borough and surrounding areas.

The Council plans to deliver 12 bungalows for older people, through a pilot to test alternative modern construction methods. Funding for the pilot will come from the Housing Revenue Account (HRA) and, subject to confirmation, grant funding from the Sheffield City Region's Housing Fund. 'Modern methods of construction' (MMC) is a generic term used to cover several different types of homes that are manufactured in a factory environment and either fully or partially assembled in the factory, or the component parts are assembled on site. MMC could provide an efficient alternative to traditional construction methods for the following reasons:

- Increased pace of delivery
- Quality and energy efficiency can be higher
- Some providers claim the costs are lower than traditional construction

Extending opportunity, prosperity and planning for the future

The town centre masterplan details how major development will take place - from a vibrant leisure quarter at Forge Island, attractive outdoor spaces, and high quality riverside living. Highlights of the plan include:

- Forge Island developed into a major leisure destination including a new cinema, a quality hotel, food and drink and potentially a new theatre. The capital programme for 2019/20 includes investment in the flood defence scheme associated with this development.
- More than 350 high quality riverside homes, offering buyers spacious, well-designed waterfront living at competitive prices
- The opening-up of Rotherham outdoor market, with a new attractive stepped entrance and space for a new community advice hub
- A new higher education development at Doncaster Gate scheduled to open in September 2018
- A refurbished bus interchange and multi-storey car park, funding for which has already been secured

- A series of upgraded streets and spaces including a vibrant green space at Effingham Square and new pedestrianised setting and traffic calmed environment at Grimm & Co.
- Utilisation of unused land to construct a new business centre at Manvers Way, Wath-upon-Deane.

Rotherham Metropolitan Borough Council wishes to improve the vitality and viability of the town centre of Swinton, introducing additional residential accommodation in close proximity to the centre together with a civic and community offer complemented by an enhanced retail offer in the form of a limited number of new units and refurbishment of the existing parade.

Technology

All of us, to varying degrees, now expect technology to be part of our lives and part of the way we do business. We need to make it easy for people to do business with the Council online whilst recognising that there will still be a proportion of the population that will still want to do business on the telephone or indeed face to face.

The Council's Digital Strategy sets out its vision for putting technology at the forefront of the Council's journey to become a modern, high performing local authority. The Strategy recognises what digital can do for Rotherham: bringing communities together, strengthening relationships between the Council and its customers.

The updated Capital Programme proposals for 2018/19 to 2022/23 include implementation of Office 365, a customer management system and technology to support social care.

Asset Rationalisation and Disposals

The Council has been actively rationalising its operational and non-operational estate for the last five years, which has delivered both capital receipts to help fund further investment priorities as well as revenue savings. A Corporate Property Strategy sets out how the Council will manage its property portfolio over the next 5 years and how it will work with and challenge services on their proposed use of property to deliver services.

Housing Revenue Account

The Council currently owns circa 20,400 homes, 544 leasehold homes and 3,375 garages with a turnover from rents and other sources approaching £82m per annum (excluding the sale of new properties).

The overall financial strategy for the HRA is focused on:

- Supporting housing growth (circa £105m including grant income will be available over the next five years, subject to Cabinet approval of remaining projects)
- Supporting delivery of the Council's Corporate Plan
- Maintaining a sufficient level of balances, both as a contingency against risks and to ensure that investment can be sustained over the period of the business plan
- Achieving and maintaining the decent homes standard
- Providing a customer focused and effective repairs service
- Supporting housing and neighbourhood management

The proposed changes means there is a need to restructure the budget. With this in mind proposals are designed to ensure:

- There is a significant contribution to housing growth and support to the Council's Corporate Plan
- Whilst savings are made no action is taken that will undermine the Council's longer term ability to react to changes
- Provision is made to ensure there are sufficient resources available to invest in services where there is an identified need
- The longer term viability of the HRA business plan is maintained
- Budgets remain flexible to react to any significant changes in property numbers currently expected or further government policy changes
- No early repayment of debt is made

Delivering and Monitoring the Financial Strategy

This Strategy has set out the challenges and the options facing Rotherham MBC over the next 3 years. The underpinning budget is being developed using a policy-led approach that is corporately owned and will consider and explore opportunities to modernise services, do things differently and ensure that the longer-term implications of both savings and investments in the short-term are fully considered across all services.

The budget setting process identifies the services pressures faced by the Council and ensures that resources are allocated to where they meet with Council Plan priorities and are affordable. Robust budget saving options are developed to ensure that the Council addresses its funding gap and these options are widely consulted with key stakeholders including the electorate. Development of the Council budget adopts robust governance principles ensuring both members and officers are involved in the process considering all relevant information. There is a strong emphasis on understanding both the national and local environment which inform the decision making process. Evaluation of key pressures including pay and price levels, statutory changes and demand for service is undertaken.

Each month managers receive timely information on expenditure and income on each budget which is sufficiently detailed to enable them to fulfil their budgetary responsibilities.

Financial monitoring reports which include an up to date outturn forecast are submitted to Cabinet at least 6 times a year. Overview and Scrutiny Management Board also review Financial Monitoring reports on a quarterly basis alongside quarterly performance reports on the Council Plan.

The Medium Term Financial Strategy will be kept under review alongside the monitoring of delivery of the Council's budget and performance objectives as set out in the Council Plan.

In particular the MTFS will be refreshed following the publication of Spending Review 2019 which is expected to be in Spring 2019.

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Committee Name and Date of Committee Meeting

Cabinet – 18 February 2019

Report Title

December Financial Monitoring Report 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)

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Ward(s) Affected

Borough-Wide

Report Summary

This report sets out an improved financial position compared to that previously reported to Cabinet in December 2018. It is based on actual costs and income for the first nine months of the financial year with forecasts for the final quarter of 2018/19. Financial performance is a key element within the assessment of the Council's overall performance framework, and is essential for the achievement of the objectives within the Council's Policy Agenda. For that reason, this report is part of a series of monitoring reports for the current financial year which are brought forward to Cabinet on a regular basis.

In November 2018, the Council reported that it needed to identify a further £3.1m of cost reduction actions by the financial year-end in order to achieve a balanced budget. The current revenue position after nine months shows an improved position on that previously reported, however, £0.507m of cost reductions are still required in order to deliver a balanced financial outturn after taking account of the £10m budget contingency approved within the 2018/19 budget.

The overspending against budget in Children's and Young People's Services Directorate is continuing in the current financial year as a result of demand for services outstripping budget capacity. The forecast overspend on Children's Services has remained broadly consistent with the last report at £15.704m

The number of Looked after Children hearings also places significant pressure on Legal Services within the Finance and Customer Services Directorate, with the current forecast overspend for Legal Services standing at £1.350m. The Finance and Customer Services Directorate overall is forecasting to outturn within budget after putting into place a range of actions to mitigate the legal service forecast overspend.

The Adult Care Services Directorate are on track to bring their overspend down to £5.647m. A combination of increased client numbers, the rising cost of care packages, and delays in delivery of savings plans have led to pressure on budgets across all client groups. A recovery plan has been developed to address previously undelivered savings and project plans are currently being finalised with the expectation that further savings will be identified from this activity.

Regeneration and Environment Directorate is forecasting a balanced budget, although it is facing challenges from a combination of declining business from the School Meals service and challenges with delivery of budget savings, including transport and property savings.

Mitigating savings and actions identified to date are set out in Table 1 and described in Paragraph 3.9 of the report.

Recommendations

1. That the forecast General Fund outturn position be noted.
2. That the actions being taken to reduce the forecast overspend be noted
3. That the updated capital programme 2018/19 to 2021/22 be noted.
4. That the capital grant funded budget inclusions and variations, as detailed within the updated Capital Programme, be noted.

List of Appendices Included

None

Background Papers

Revenue Budget and Council Tax Setting Report for 2018/19 to Council 28th February 2018

Revenue Budget 2018/19 May Financial Monitoring Report to Cabinet and Commissioners' Decision Making Meeting 9th July 2018

July Financial Monitoring Report 2018/19 to Cabinet 17th September 2018

September Financial Monitoring Report 2018/19 to Cabinet 19th November 2018

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Overview and Scrutiny Management Board – 27 March 2019

Council Approval Required

No

Exempt from the Press and Public

No

December Financial Monitoring Report 2018/19**1. Background**

- 1.1 As part of its performance and control framework the Council is required to produce regular and timely reports for the Strategic Leadership Team and Cabinet to keep them informed of financial performance so that, where necessary, actions can be agreed and implemented to bring expenditure in line with the approved budget for the financial year.
- 1.2 Delivery of the Council's Revenue Budget, Medium Term Financial Strategy (MTFS) and Capital Programme within the parameters agreed by Council is essential if the Council's objectives are to be achieved. Financial performance is a key element within the assessment of the Council's overall performance framework.
- 1.3 This report is part of a series of financial monitoring reports to Cabinet for 2018/19, setting out the projected year-end revenue budget financial position in light of actual costs and income for the first nine months of the financial year. This report includes, with revenue forecasts, details of capital spending and the projected capital outturn position.
- 1.4 In November 2018, the Council reported that it needed to identify a further £3.1m of cost reduction actions by the financial year-end in order to achieve a balanced budget. The current revenue position after nine months shows an improved position on that previously reported, however, £0.507m of cost reductions are still required in order to deliver a balanced financial outturn after taking account of the £10m budget contingency approved within the 2018/19 budget.
- 1.5 The Final Local Government Finance Settlement 2019/20 confirmed funding to local authorities from a surplus on the Business Rates Accounts Levy. The Council's allocation is £0.969m, which, subject to ratification of the appropriate legislation, will be provided in 2018/19. This has been taken into account in reducing the forecast overspend to £0.507m.
- 1.6 In addition, Government announced on 28th January 2019 some upfront funding allocations to support councils with regard to EU Exit. The Council's allocation is £210k, split as £105k in 2018/19 and £105k in 2019/20. The £105k funding for 2018/19 has also been taken into account in reducing the forecast overspend.

2. Key Issues

- 2.1 Table 1 below shows, by Directorate, the summary forecast revenue outturn position after management actions which have already been quantified and implemented.

Table 1: Forecast Revenue Outturn 2018/19 as at December 2018

Directorate / Service	Budget 2018/19	Forecast Outturn 2018/19	Forecast Variance over / under (-)
	£'000	£'000	£'000
Children & Young People's Services	58,591	74,295	+15,704
Adult Care & Housing	58,425	64,072	+5,647
Public Health	16,014	16,014	0
Regeneration & Environment Services	44,264	44,264	0
Finance & Customer Services	15,571	15,571	0
Assistant Chief Executive	6,965	6,411	-554
Central Services, Capital Financing and Treasury Management	12,245	7,945	-4,300
SUB TOTAL	212,075	228,572	16,497
Budget Contingency (£4.8m budget, £5.2m reserves)	4,800	(5,200)	-10,000
TOTAL	216,875	223,372	6,497
Additional in-year cost reduction activity :			
Forecast of reduced severance costs frees up Capital Receipts to fund revenue transformation expenditure			-1,000
Use of Directorate balances			-3,916
Additional funding from Business Rates National Levy Account			-969
Funding for EU Exit			-105
= Further actions required to reduce total expenditure to within Budget Contingency			507
Dedicated Schools Grant			4,536
Housing Revenue Account (HRA)	82,312	82,312	0

The following section (paragraphs 2.2 to 2.7) provide further information regarding the key reasons for forecast under or overspends within Directorates, the progress of savings delivery and how the Council plans to deliver a balanced budget by the end of the financial year.

2.2 Children's & Young People's Directorate (£15.704 forecast overspend)

2.2.1 The Children & Young People's Service face significant financial pressures on placement budgets and in the delivery of key social work services due to the number of children in the care system. The budget pressure had been increasing month on month due to a steady rise in LAC numbers, but numbers and the budget are now stabilising (the budget position forecasting a financial pressure of £15.7m since September 2018) linked to the various projects instigated by the Directorate.

2.2.2 At the end of December 2018 the projected overspend remains at £15.7m which in the main is due to pressures on staffing, transport and placement budgets.

- Staffing and agency costs across CYPS budgets are forecast to overspend by £0.8m with pressures across Children's Social Care of £1.0m and Business Support £550k, offset by savings across Commissioning, Performance, Inclusion, Early Help and Education Services. The staffing pressures in Children's Social Care are linked to the use of agency workers across the service. The number of agency workers have reduced month on month from 60 at the start of the financial year, to 23.5fte agency workers at the end of December, with projections that agency workers will reduce to 13 by the end of this financial year.
- The placement budget is £22.3m with a projected spend of £34.7m, an overspend of £12.4m. The main pressures are linked to high cost placements across external residential, independent foster carers and leaving care supported accommodation. Whilst the Right Child Right Care initiative and other demand management strategies are having a positive impact, the initial target levels of reduction of children in care are not being met and the reductions which are being achieved have been offset by new admissions into care. Another element of the placement strategy is to reduce the number of children in high cost placements by stepping down into lower cost placements e.g. independent fostering to in-house foster care. However, this reduction is not being achieved as planned and is having a significant impact on the placement pressures.
- Other major budget pressures have also been incurred linked to the increase in number of Looked After Children this financial year. Transport (car allowances, public transport and vehicles) has a forecast overspend of £570k whilst, section 17 & 23 payments are projected to overspend by £310k, the latter being financial assistance to safeguard and promote a child's welfare. Detailed spend analysis is being undertaken to monitor section 17 and 23 payments, with a task and finish group in place and undertaking work to support a reduction in spend.

- 2.2.3 A risk in the current projection is the receipt of CCG income linked to contributions towards complex placements with further work to be undertaken to agree a contribution to the value of the current forecast. The work is planned to be completed before the end of the financial year.
- 2.2.4 The budget pressure of £15.7m is based on numbers remaining stable and not increasing between now and the year end. Various projects are now in place as outlined in the next section and the impact is being closely monitored.
- 2.2.5 It should be noted that the position has been exacerbated by a significant amount of placements that have arisen from the complex child protection work and associated interventions with further cases related to Operation Stovewood.
- 2.2.6 A budget saving of £750k was agreed for a review of Business Support as part of the 2017/18 budget. To date, £200k has been achieved from existing staff turnover leaving a balance to address (£550k). A review of business support is underway and Phase 1 of the revised operating model commenced at the end of January 2019, with Phase 2 to be implemented in April 2019.
- 2.2.7 Budget review meetings continue and have identified a number of further budget savings options and considerations for this financial year. A challenging examination of potential efficiencies is continuing to take place, recognising the need for these to be thoroughly reviewed, discussed and considered so that the Directorate can bring forward options for immediate implementation. Proposals are being actively pursued to identify savings in the current financial year, having due regard for the continued safeguarding of vulnerable children.

2.3 Dedicated Schools Grant

- 2.3.1 The High Needs Block (HNB) is £31.2m and is under significant pressure due to rising numbers of children supported in specialist provision and the rising costs of Education Health Care (EHC) plans. Consequently, the central DSG reserve has changed over a two-year period from a £1m reserve deficit at the end of 2015/16 to £10.7m deficit at the end of the 2017/18 financial year.
- 2.3.2 The forecast at the end of December 2018 shows an in-year overspend of £4.9m based on minimal anticipated growth and therefore if the pressures on EHCs continue this will incur further financial pressures
- 2.3.3 Both the Early Years and the Schools' block are expected to be broadly in line with allocations in 2018/19.
- 2.3.4 The forecast overspend of £4.9m will increase the DSG central reserve from £10.7m to a deficit of £15.6m. The DSG High Needs Block recovery plan in place is currently being reviewed as part of the 2019/20 budget setting process which includes a disapplication request to the Secretary of State (£2.7m) and the impact of the Special Educational Need and Disability (SEND) / Social Emotional Mental Health (SEMH) strategies over the next couple of months to improve the HNB financial sustainability.

2.3.5 The key areas of focus to reduce the overspend are:

- A revised Special School funding model;
- A review of high cost, out of authority education provision to reduce cost and move children back into Rotherham educational provision;
- Work with schools and academies to maintain pupils in mainstream settings wherever possible;
- A review of inclusion services provided by the Council;
- To redirect funding from the schools block into the high needs block in 2019/20.

A disapplication request to redirect funding from the schools block to the HNB has now been submitted to the Secretary of State and we are now awaiting a decision.

2.4 Regeneration and Environment Directorate (Forecast balanced budget)

2.4.1 The Regeneration and Environment Directorate has approved savings of £2.765m to deliver in 2018/19 as well as savings requirements from previous years. This is a challenging position for the Directorate, and in order to meet this challenge, the Directorate will continue the tight financial discipline that enabled it to outturn within budget in 2017/18. Budget monitoring has, however, highlighted some significant pressures, many of which arise from delays in delivery of savings.

2.4.2 The major pressures are as follows:

- Facilities Management (£1.366m). The 2018/19 budget includes a £1m saving on property arising from service reviews within other Council services. A pressure of £875k is being reported in respect of this saving, as a result of delays in concluding the service reviews. The savings are expected to be achieved in the long term, but their delivery has been delayed. In addition, a pressure of £140k is being reported in respect of a saving to let office space at Riverside House, as a result of the proposed tenant withdrawing.
- Catering service (£365k). This mainly arises from a continuing impact of the loss of contracts resulting from academy conversions, where academy chains have alternative provider arrangements in place.
- Street Scene Services (£668k). This is mainly in respect of continuing additional demand pressures on Home to School transport, which was also a pressure in 2017/18.
- Centenary Market (£235k). This is in respect of the number of void units within the Market, which reflects the wider pressures on the retail trade within the town centre.

2.4.3 In order to try to mitigate these pressures the Directorate Management Team will continue to keep a tight control on budgets, limit officers to essential spending and have identified some non-recurring underspends including:

- Holding vacant posts where this can be done without significantly impacting on service delivery;
- Line by line scrutiny of all significant budgets
- Additional income in Building Consultancy;
- Other windfall income, including additional garden waste income
- Maximisation of capital resources;
- Review of provisions and maximisation of grant funding
- Training to be approved at Departmental Leadership Team

It is envisaged that these actions will enable the Directorate to deliver a balanced budget by the financial year end.

2.5 Adult Care & Housing (£5.647m overspend)

2.5.1 Adult Care and Housing Services are currently forecasting an overspend of £5.647m in 2018/19 (after allocation of £5.9m of the additional Better Care Funding). This has reduced from the previously reported £6.221m, mainly driven through effective budget management, plus internal/external challenge to the necessity of spend and value for money tests against the Better Care Fund plan for 2018/19.

2.5.2 Whilst there were no new budget savings for Adult Care agreed as part of the 2018/19 budget setting process, there are £3.224m of savings agreed in previous years to take effect in 2018/19, in addition to the £7.346m agreed in 2017/18. The forecast overspend for 2018/19 includes an anticipated shortfall of £6.975m in the delivery of these accumulated budget savings within the current financial year.

2.5.3 The main reasons for the delayed delivery of savings are the complexity, rather than the volume of new cases (including transition) – as the overall customer base has been relatively static. Also, contributing to the delay is historical assessment practice across all cohorts; in terms of over reliance on residential care, poor application of self-directed support and over provision of care hours. In addition reviewing team resources have had to be diverted to due to market failure over recent months.

2.5.4 The main budget pressures continue to be in respect of: Residential Care (+£4m), Domiciliary Care (+£1.6m) and the provision of Direct Payments/Managed accounts (+£0.1m), this includes pressures from anticipated delays in achieving budgeted savings.

2.5.5 Neighbourhood Services (Housing General Fund) latest forecast is a favourable variance against budget, and this is included in the overall Directorate position. This is as a result of additional income from the increase in take up of the furnished homes scheme and from one off savings generated from the housing repairs contracts.

2.5.6 Adult Care recognises that the primary pressures on its budget centre on previously undelivered savings. As a result, a suite of high level project plans have been developed to address the savings challenge which includes reviewing Learning Disability Services (My Front Door), right sizing care packages and resource/operating models. Digital Transformation, Workforce Development and the Intermediate Care and Re-ablement Pathways will be enablers to these. This will be in line with the Rotherham Integrated Health and Social Care Place plan priorities.

Public Health (Forecast Balanced budget)

2.5.7 The Public Health ring fenced specific grant was reduced by a further £430k to £16.304m for 2018/19.

2.5.8 The latest forecast is an overall balanced budget, which includes a planned transfer from the Public Health Grant reserve of £441k in order to achieve a balanced budget. There are some forecast pressures within Drugs and Alcohol and Tobacco control but these are being offset by underspends within Children's obesity and sexual health contracts, together with staff vacancies with the Public Health team.

2.5.9 Budget savings agreed as part of the budget setting process for 2018/19 totalling £0.653m are forecast to be fully achieved in year.

2.6 Finance & Customer Services (Forecast Balanced Budget)

2.6.5 Although, as at the December monitoring, F&CS Directorate is forecasting a balanced outturn position, the Directorate currently has an underlying overspend of £1.350m as a result of the ongoing pressures on Legal Services from Children's Services. Significant challenges exist within this department from the continued demand for legal support with child protection hearings and court case costs relating to Looked After Children. Recruitment to vacancies is now nearing completion, but in the interim, there has been a heavy reliance this year on locum solicitors alongside a temporary arrangement with Sheffield City Council, which has come at a premium cost.

2.6.6 It is envisaged that these financial pressures will not diminish until the current resourcing problems are concluded, and the volume of social care proceedings reduces further. Work is ongoing to identify ways of reducing demand for legal advice, coupled with a management restructure within the department, with the aim of better controlled use of resources.

2.6.7 Legal Services also have pressures in respect of Statutory Costs, where the forecast overspend is currently projected at £85k as a result of the volume of statutory and planning notices. A review into the demand drivers for this area has identified that a significant proportion of these costs relate to Roads and Highways projects. A review is required to better align costs and responsibility, and thus control spend.

- 2.6.8 Within Customer Information and Digital Services (CIDS), vacancies are deliberately being held across the service whilst a complete review of Digital Services management and staffing structures is completed. This is being undertaken alongside consideration of current commitments and service demand. The legacy savings decisions that have been causing pressure within CIDS have now been resolved, with just one saving due to be completed in 2019/20.
- 2.6.9 Loss of income from Schools Traded Services following the withdrawal of schools and academies from purchased Council finance support services is creating a pressure of £211k within Financial Services. This pressure comprises staff absence claims paid out to the value of £62k more than budget, combined with a legacy income budget of £149k that is now unachievable. Consideration is being given as to the future viability of the School Staff Absence Fund. The pressure in-year is being offset by vacancy control across the finance function, along with restrictions on overtime within Revenues and Benefits.
- 2.6.10 The recovery of Housing Benefit overpayments is projected to deliver income in excess of budget of £400k as a result of robust recovery processes.
- 2.6.11 As a result of robust and rigorous management actions, the Directorate had identified and implemented mitigating actions to reduce the underlying overspend to £330k as at the end of December. Other mitigating funding and cost reductions have been identified to cover this remaining pressure and ensure that the Directorate delivers a balanced budget by the end of the financial year.

2.7 Assistant Chief Executive (£0.554m Forecast Underspend)

- 2.7.1 The Assistant Chief Executive's Directorate are forecasting a budget underspend of £0.554m, which is an improvement of £295k since the last report. This is attributable to underspends across the Directorate from a considerable number of staff vacancies, predominantly within the HR service, where there is naturally a high staff turnover and where vacancies have been held for as long as possible to assist with the overall financial position of the Council.
- 2.7.2 Vacancies within Business and Innovation Team have been offset by expenditure to support the delivery of service transformation across the Council.
- 2.7.3 It should also be noted that a restructure within HR consultancy has delivered an in-year saving that will be removed from the budget in 2019/20 to contribute to future funding pressures

2.8 Central Services (£4.3m forecast underspend)

2.8.1 As highlighted in previous financial reports to Cabinet and Council over the past year, a thorough review has been undertaken of all the Council's Central Services Budgets and Provisions, Corporate Funding and Accounting and Apportionments. This includes the classification of expenditure between revenue and capital and between HRA and General Fund. Savings from these reviews fed into the updated Medium Term Financial Strategy reported to Cabinet in December 2018. Capital financing decisions made as part of the 2017/18 financial outturn, along with further savings from treasury management activity, reviews of PFI funding and payment profiles, business rates relief grant income and finalisation of inflation funding requirements results in a further saving of £4.3m in 2018/19.

2.8.2 The Final Local Government Finance Settlement 2019/20 announced in January 2019, confirmed details of additional funding to local authorities from the Government's Business Rates Levy Account. Subject to the legislation being ratified by Parliament, which is expected in early February 2019 the funding will be returned to councils in 2018/19. The Council's allocation is £0.969m which is taken into account in reducing the forecast outturn overspend to £0.507m.

2.8.3 In addition the Government announced on 28th January 2019 some upfront funding allocations to support councils with regard to EU Exit. The Council's allocation is £210k, split as £105k in 2018/19 and £105k in 2019/20. The £105k funding for 2018/19 has also been taken into account in reducing the forecast overspend.

2.9 Achieving a Balanced Budget in 2018/19

2.9.1 A range of actions as outlined in the Budget Report 2018/19 to Cabinet and Council in February 2018 have been implemented

2.9.2 Strategic measures have been put into place as part of mitigating budget pressures. These include:

- Further controls on recruitment and a reduction in the use of agency staff
- Reductions on general spend across all Council services
- Review of financing options, including PFI schemes and staff severance payments
- Use of Directorate balances with re-provision for any liabilities to be funded by those balances being re-provided in future years.

Additional actions are being developed to address the need to reduce spend still further by an estimated £0.507m in order to achieve a balanced financial outturn after taking account of the £10m Budget Contingency.

2.10 Housing Revenue Account (HRA) – (Forecast Balanced Budget)

2.10.1 The Housing Revenue Account is a statutory ring-fenced account that the Council has to maintain in respect of the income and expenditure incurred in relation to its council dwellings and associated assets. The Housing Revenue Account is forecast to outturn in budget. There are some potential minor pressures but there are plans in place to mitigate against these should they arise.

2.11 Proposed Updated Capital Programme 2018/19 to 2022/23

2.11.1 The proposed updated Capital Programme to 2022/23 within this report aligns to the Capital Programme proposals which are set out in detail within the Budget and Council Tax 2019/20 report on the same Cabinet agenda as this report and are subject to Cabinet and Council approval.

2.11.2 The Capital Programme 2018/19 totals £103.144m split between the general fund £61.256m and HRA £41.888m. This has reduced overall by £3.910m from the position reported to Cabinet on 19 November 2018. The movement is based on the latest profiles of expenditure against schemes, factoring in slippage of £8.221m, project savings of £1.180m, and the addition of new inclusions to the capital programme, through grant approvals or as part of the Council's Budget Setting Report, totalling £5.491m.

2.11.3 The main items of slippage are within the Regeneration and Environment programme and HRA. These account for £5.566m of the total slippage which are summarised as follows:

- The HRA Strategic Housing Programme has slippage on a number of projects:
 - Braithwell Road and Arundel Avenue SOHAP £0.959m;
 - SOHAP Bungalows £0.405m;
 - Bellows Road & Rothwell Grange £0.405m and;
 - Strategic Acquisitions £0.700m.

The required demolitions on these projects and design works are completed; however, the start of works on site is now expected in Spring 2019. The delays are largely due to difficulties with site issues.

- £2m of funding for Rotherham's 2020 Road Programme has been re-profiled into 2019/20, following the announcement of £1.650m additional Local Highways Funding for 2018/19. This will allow the service to ensure that the grant allocation is maximised within the current year, with the Council funded highways work to be completed in early 2019/20.
- Sheffield Parkway Widening scheme has received approval to bring forward the £0.900m of Department for Transport grant towards the programme of works to be delivered in 2018/19. This has subsequently allowed the Council to reprofile £0.900m of the borrowing allocated for this scheme, and make a small revenue saving on debt costs.
- Forge Island Flood Defences project has now been included within the capital programme, drawn down from the Town Centre Masterplan budget.

The Forge Island Flood Defence works have a total project cost of £4.100m, this being a key step in the regeneration of Forge Island. However the majority of the works will now take place in 2019/20, leading to slippage on the Masterplan of £0.602m.

- 2.11.4 Additional grant funded schemes are added to the Capital Programme on an ongoing basis in accordance with Financial and Procurement Procedure Rules. The summaries below include those new capital proposals within the proposed Capital Programme included in the Budget and Council Tax Report 2019/20 which is for consideration on the same Cabinet agenda as this report. Grant schemes added since the report to Cabinet in November are listed below, with new capital proposals that require corporate resources detailed within the Budget and Council Tax Report.

Table 2: New Grant Funded Schemes & Capital Proposals pending approval within the Budget and Council Tax 2019/20 Report.

Directorate/Scheme	2018/19 £M	Post 2018/19 £m
Regeneration & Environment		
Parkway Widening Phase 2, funding from Department for Transport to be brought forward from 2019/20 to be utilised in 2018/19. This will allow the Council to reprofile its borrowing contribution to the scheme.	0.900	0.000
Local Highways Funding for use in 2018/19 to be utilised on the Council's Highways assets. The funding is provided by the Department for Transport and will allow the Council to reprofile its borrowing contribution to the scheme.	1.650	0.000
Whiston Brook Flood Storage -the scheme has received confirmation of the actual funding allocation, £0.051m less than anticipated. The scheme will be scaled back accordingly, and is entirely grant funded.	(0.051)	0.000
Minor variations to SCR funded schemes	(0.031)	0.000
Traffic Signal Digital Update, the safer Roads Partnership have allocated the Council an additional grant towards improving its Traffic Signalling.	0.170	0.000
Capital Proposals put forward for approval within the Budget and Council Tax Report 2019/20. These are predominantly funded by corporate resources, with some grant contributions.	2.853	23.680
Total Additions	5.491	23.680

- 2.11.5 The funding for the improvement works for Brinsworth Library has been reduced from £0.467m to £0.230m, a saving of £0.267m. In addition there is an agreed S106 contribution of £0.125m. The demolition of the Magistrates Court has now been completed with a significant saving of £0.183m. This

will be re-profiled into the wider Town Centre Masterplan, from where the budget was originally drawn down. There is also a saving within the 2018/19 programme from the Schools PFI, following an update to the budget requirement for 2018/19 to 2022/23.

The proposed Capital Programme to 2022/23 is shown by Directorate in Table 3 below:-

Table 3: Updated Capital Programme 2018/19 to 2022/23

Directorate	2018/19 Budget £m	2019/20 Budget £m	2020/21 Budget £m	2021/22 Budget £m	2022/23 Budget £m	Total Budget £m
General Fund Capital						
Children and Young People's Services	9.288	10.751	10.715	4.220	4.700	39.674
Assistant Chief Executive	1.338	0.210	0.210	0.210	0.210	2.178
Adult Care & Housing	4.069	6.237	11.993	6.066	3.921	32.286
Finance and Customer Services	5.187	3.976	4.828	1.775	1.775	17.541
Regeneration and Environment	39.374	45.693	41.129	18.113	6.238	150.046
Capitalisation Direction	2.000	2.000	2.000	2.000	0.000	8.000
Total General Fund Capital	61.256	68.866	70.874	32.384	16.844	250.225
Total HRA Capital	41.888	42.036	28.113	22.275	22.275	156.587
Total RMBC Capital Programme	103.144	110.902	98.987	54.659	39.119	406.811

2.12 Forecast position of Capital Programme 2018/19

The £103.144m of capital expenditure is funded as shown in the table below;

Table 4: Funding of the approved Capital Programme:

Funding Stream	2018/19 Budget £m
Grants And Contributions	23.583
Unsupported Borrowing	28.963
Capital Receipts	6.695
Revenue Contribution	2.015
Total Funding - General Fund	61.256
Grants And Contributions	3.325
Housing Major Repairs Allowance	12.559
Capital Receipts	2.435
Revenue Contribution	23.569
Total Funding - HRA	41.888
Total	103.144

2.12.1 Capital Receipts

2.12.2 The Council is continuing to undertake a comprehensive review of its assets and buildings portfolio with the aim of rationalising both its operational and non-operational asset holdings. This may contribute future capital receipts which are earmarked to support the revenue budget, using the new capital receipts flexibilities introduced from the 1st April 2016 to fund expenditure relating to transforming Council service to generate future revenue efficiency savings

2.12.3 To date General Fund Capital receipts of £0.924m have been generated as shown in the table below.

Table 5 – General Fund Capital Receipts Received in 2018/19

Description	Total as at 31st December 2018 £m
Land at White Hill Lane, Brinsworth	0.025
Beighton Link, Chesterfield Road	0.100
Land at Dalton Lane	0.156
Land at Simmonite Road - Deposit	0.018
Other De-minimus	0.005
Sub Total – Usable In-Year Capital Receipts	0.304
Repayment of Loans	0.620
Total Capital Receipts	0.924

The current year-end forecast for useable capital receipts is potentially around £1.8m including surplus property disposals approved by Cabinet on 21st January 2019. These disposals have been categorised as high risk for 2018/19 and been significantly discounted in the forecasts.

3. Options considered and recommended proposal

- 3.1 The Council is currently forecasting a need to identify a further £0.507m of savings to enable a balanced financial outturn for 2018/19. To any extent that further savings are not identified and a balanced budget is not achieved for 2018/19, there will be an impact on the Council's reserves. Within the current financial climate, effective and careful use of reserves is ever more critical to the Council's ability to maintain a robust balanced budget.

4. Consultation on proposal

- 4.1 The Council consulted extensively on budget proposals for 2018/19. Details of the consultation are set out within the Budget and Council Tax 2018/19 report approved by Council on 28th February 2018

5. Timetable and Accountability for Implementing this Decision

- 5.1 Strategic Directors, Managers and Budget Holders will ensure ongoing tight management and close scrutiny of spend for the remainder of this financial year.
- 5.2 Financial Monitoring reports are taken to Cabinet meetings during the year.

6. Financial and Procurement Advice and Implications

- 6.1 The current forecast identifies a need for additional actions and savings required to reduce expenditure by a further £0.507m in order to deliver a balanced financial outturn for 2018/19, after taking account of the £10m Budget Contingency.
- 6.2 If budget and planned savings and spend reductions are not delivered as intended, there will be an impact on the Council's reserves, as any expenditure in excess of budget impacts reserves levels. Control over spending is therefore critical to both a robust Reserves Strategy and Medium Term Financial Strategy. All savings are being closely monitored and tracked, with all areas at risk of shortfall subject to review to identify alternative options.
- 6.3 Failure to achieve planned savings and to contain revenue expenditure within the agreed budget for this financial year will have further implications for financial years 2019/20 and 2020/21, in the context of the proposals set out in the Budget and Council Tax Report 2019/20 for consideration at this meeting.
- 6.4 There are no direct procurement implications arising from this report.

7. Legal Advice and Implications

7.1 No direct legal implications

8. Human Resources Advice and Implications

8.1 No direct implications

9. Implications for Children and Young People and Vulnerable Adults

9.1 This report includes reference to the cost pressures on both Children's and Adult's Social care budgets.

10. Equalities and Human Rights Advice and Implications

10.1 No direct implications.

11. Implications for Partners

11.1 No direct implications. As management actions are developed some of these may impact upon Partners. Timely and effective communication will therefore be essential in these circumstances.

12. Risks and Mitigation

12.1 At a time of economic difficulty and tight financial constraints, managing spend in line with the Council's Budget is paramount. Careful scrutiny of expenditure and income across all services and close budget monitoring therefore remain a top priority if the Council is to deliver both its annual and medium term financial plans while sustaining its overall financial resilience.

13. Accountable Officer(s)

Graham Saxton, Assistant Director – Financial Services

Nikki Kelly, Finance Manager – Corporate Services

Approvals obtained on behalf of:-

	Named Officer	Date
Chief Executive	Sharon Kemp	04/02/19
Strategic Director of Finance & Customer Services (S.151 Officer)	Graham Saxton	01/02/19
Assistant Director of Legal Services (Monitoring Officer)	Dermot Pearson	01/02/19
Assistant Director of Human Resources (if appropriate)	N/A	N/A
Head of Human Resources (if appropriate)	N/A	N/A

Report Author: Nikki Kelly, Finance Manager – Corporate

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Committee Name and Date of Committee Meeting

Cabinet – 18 February 2019

Report Title

Business Rates Discretionary Relief Renewals in 2019/20

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)

Diane Woolley, Team Leader – Local Taxation
01709 255158 or diane.woolley@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

To consider the renewal applications for the local awards of Discretionary Business Rate Relief for the organisations and premises listed in Appendix 1 of this report. This is in accordance with the Council's Discretionary Business Rates Relief Policy (approved by Cabinet on 12th December 2016).

Recommendations

1. That approval be given to the applications for Discretionary Business Rate Relief for the organisations listed in Appendix 1 of this report and in accordance with the details set out in Section 6 to this report for the 2019/20 financial year.

List of Appendices

Appendix 1 Business Rates Discretionary Relief Renewals in 2019/20
Appendix 2 Business Rates Discretionary Relief Renewals in 2019/20 (Exempt)

Background Papers

Discretionary Rate Relief Policy - Approved by Cabinet on 12th December 2016

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

No

Exempt from the Press and Public

An exemption is sought for Appendix 2 under Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A of the Local Government Act 1972 is requested, as this report contains sensitive commercial information.

It is considered that the public interest in maintaining the exemption would outweigh the public interest in disclosing the information because as the parties' commercial interests could be prejudiced by disclosure of commercial information.

Business Rates Discretionary Relief Renewals in 2019/20

1. Background

1.1 Section 47 of the Local Government Finance Act (LGFA) 1988 conveys power on local authorities to allow discretionary relief that would be additional to the mandatory relief. This is given when the property is used wholly or mainly for charitable purposes by a charity or other non-profit body whose main objects are charitable or benevolent, or concerned with education, social welfare, science, literature or the arts.

1.2 The Council can grant discretionary relief to:-

- Registered Charitable Organisations, including Community Amateur Sports Clubs. The relief granted is up to 20% of the rate liability as these organisations are eligible for 80% mandatory rate relief.
- Other organisations or institutions that are not established or conducted for profit and whose aims are charitable or otherwise, philanthropic, religious, concerned with education, social welfare, science, literature or fine arts. Relief can be granted up to 100% of the business rates liability.
- Properties occupied by not for profit sports or social clubs, societies or other organisations for the purposes of recreation. Relief can be granted up to 100% of the business rates liability.
- Rate relief to ratepayers – Section 47 of the LGFA 1988 was amended by Section 69 of the Localism Act 2011. This amendment gives the Council the discretion to grant relief to any other body, organisation or ratepayer, having due regard to its Council Tax payers.

1.2.1 The Council has operated a system of awarding relief through the application of a policy that was approved by Cabinet on 12th December 2016.

1.2.2 Central Government and councils share every £1 of rates due as follows:

Central Government	50%
South Yorkshire Fire and Rescue Authority	1%
Rotherham MBC	49%

2. Key Issues

2.1 The 81 organisations in Rotherham that are currently awarded Discretionary Rate Relief and which have reapplied for relief for the 2019/20 financial year are shown in Appendix 1. The estimated cumulative and financial implications of awarding rate relief based on the multipliers announced by the Government are set out in Section 6 and Appendix 1 of this report

3. Options considered and recommended proposal

3.1 Given the discretionary nature of the relief requested, the Council has the discretion to either award or not award a discretionary relief.

- 3.2 In helping Members make such a decision, the Council has put in place a specific Policy framework to consider individual applications. In accordance with that Policy, applications (including supporting documentation) for relief have been considered in line with the qualifying criteria and other considerations set out in that Policy.
- 3.3 In line with the Council's Business Rates Discretionary Relief Policy, having regard to the financial cost of the proposed relief, the charitable use of the premises and the contribution that these businesses makes to the local community, it is recommended that an award for discretionary relief be granted to the organisations listed in Appendix 1.
- 3.4 Members are provided with the additional information of the name of the party in exempt Appendix 2 to help inform their decision regarding awards to be made.

4. Consultation on proposal

- 4.1 The recommendations in the report are based on the application of an existing policy. There has been no specific consultation carried out in relation to any individual organisations referred to within this report.

5. Timetable and Accountability for Implementing this Decision

- 5.1 The applicants will be advised by letter of the outcome of their application for relief within 10 working days of the Cabinet decision.

6. Financial and Procurement Advice and Implications

- 6.1 The applicants have provided financial information in support of their applications.
- 6.2 The total potential cost of granting the relief for the financial year 2019/20 is set out below in paragraph 6.3 alongside the specific cost to the Council. These figures are based on the multipliers announced by the Government.

6.3 Year	Total Amount of Relief	Cost to RMBC
2019/20	£747,010	£366,035

7. Legal Advice and Implications

- 7.1 The statutory framework for discretionary relief is set out in the body of the report.

8. Human Resources Advice and Implications

- 8.1 No direct implications from this report

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 No direct implications from this report

10. Equalities and Human Rights Advice and Implications

10.1 No direct implications from this report

11. Implications for Partners

11.1 No direct implications from this report

12. Risks and Mitigation

12.1 The Government has issued guidance notes to advise authorities what criteria should be used in considering applications for Discretionary Rate Relief. Authorities have been strongly advised to treat each individual case on its own merits and to not adopt a policy or rule which allows them to not consider each case without proper consideration. In cognisance of these guidance notes, the Council has formally adopted a Policy framework for considering individual discretionary business rates relief applications with the decision to award reserved for Cabinet.

13. Accountable Officer(s)

Graham Saxton, Assistant Director, Financial Services

Approvals obtained on behalf of:-

	Named Officer	Date
Chief Executive	Sharon Kemp	04/02/19
Strategic Director of Finance & Customer Services (S.151 Officer)	Graham Saxton	01/02/19
Assistant Director of Legal Services (Monitoring Officer)	Dermot Pearson	01/02/19
Assistant Director of Human Resources (if appropriate)	NOT APPLICABLE	
Head of Human Resources (if appropriate)	NOT APPLICABLE	

Report Author: Diane Woolley, Team Leader – Local Taxation
01709 255158 or diane.woolley@rotherham.gov.uk

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Appendix 1

Address	RV	Type of Organisation	£ Estimated Amount of Award 19/20	%
Adjacent United Biscuits (UK) Ltd, Chesterton Road, Eastwood Trading Estate, Rotherham, S65 1ST	134,000	Sports Facility	£67,536.00	100
The Wesley Centre,, Blyth Road, Maltby, Rotherham, South Yorkshire, S66 8JD	12,000	Community Group	£5,892.00	100
Summit 1, Mangham Road, Greasbrough, Rotherham S61 4RJ	36,250	Sports Facility	£17,798.75	100
Green Lane, Rawmarsh, Rotherham, South Yorkshire,S62 6LA	22,250	Sports Facility	£5,462.38	50
Sports Centre, Aughton Road, Aston, Sheffield, S26 4SF	232,000	Sports Centre	£116,928.00	100
Rotherham Leisure Complex, Effingham Street, Rotherham, South Yorkshire, S65 1BL	360,000	Sports Centre	£181,440.00	100
Wath Sports Centre, Festival Road, Wath-Upon-Dearne, Rotherham, S63 7HL	147,000	Sports Centre	£74,088.00	100
Maltby Leisure Centre, Braithwell Road, Maltby, Rotherham, S66 8LE	236,000	Sports Centre	£118,944.00	100
2nd Floor, Westgate Chambers,Westgate,Rotherham,S60 1AN	12,250	Arts Group	£6,014.75	100
Units 2 & 3, Chesterton Road, Eastwood Trading Estate, Rotherham, S65 1ST	56,500	Transport Museum	£28,476.00	100
Wickersley Community Centre, Ground Floor, 286 Bawtry Road, Wickersley, Rotherham, S66 1JJ	7,900	Community Group	£3,878.90	100
			£626,458.78	
Address	RV	Type of Organisation	£ Estimated Amount of Award 19/20	%
Ryton Road, North Anston, Sheffield, S25 4DL	6,000	Community Amateur Sports Club	£604.80	20
Brookhouse, Laughton, Sheffield, S25 1YA	1,625	Community Amateur Sports Club	£163.80	20
Dinnington R U F C, Lodge Lane, Dinnington, Sheffield, S25 2PB	17,250	Community Amateur Sports Club	£1,764.00	20
Cricket Ground Pavilion, Thorpe Road, Harthill, Sheffield,S26 7YF	2,700	Community Amateur Sports Club	£272.16	20
Harthill Reservoir, Carver Close, Harthill, Sheffield, S26 7XA	2,350	Community Amateur Sports Club	£236.88	20
Sports Ground, Scholes Lane, Rotherham, South Yorkshire, S61 2RG	1,425	Community Amateur Sports Club	£143.64	20
Goosecarr Lane, Todwick, Sheffield, S26 1HG	1,425	Community Amateur Sports Club	£143.64	20
Wentworth Road, Rawmarsh, Rotherham S62 7SL	2,900	Community Amateur Sports Club	£292.32	20
Whiston Parish Cricket Ground, Whiston, Rotherham, S60 4HQ	5,000	Community Amateur Sports Club	£504.00	20
			£4,125.24	
Address	RV	Type of Organisation	£ Estimated Amount of Award 19/20	%
Gildingwells Road, Woodsetts, Worksop, Nottinghamshire, S81 8QE	1,200	Scout Group	£120.96	20
Welfare Hall, Ryton Road, North Anston, Sheffield, S25 4DL	8,100	Community Group	£814.68	20
Anston Bowling Club , Ryton Road, North Anston, Sheffield, S25 4DN	1,100	Sports Facility	£110.88	20
Aston Parish Hall, Rosegarth Avenue, Aston, Sheffield, S26 2DB	14,500	Community Group	£1,461.60	20
Office 7 Part Second Floor, The Spectrum, Coke Hill, Rotherham, South Yorkshire, S60	4,300	Support Group	£488.88	20

2HX				
Bluebell Wood Children's Hospice, Cramfit Road, Anston, Sheffield, South Yorkshire, S25 4AY	133,000	Hospice	£13,406.40	20
Scout Association, 62A Main Street, Bramley, Rotherham, South Yorkshire, S66 2SQ	4,700	Scout Group	£473.76	20
Cross Street, Bramley, Rotherham, South Yorkshire, S66 3QJ	7,200	Community Group	£725.76	20
Youth Centre, Flash Lane, Bramley, Rotherham, S66 1TY	5,700	Community Group	£594.72	20
Bill Chafer Centre Changing Rooms, Flash Lane, Bramley, Rotherham, S66 1TY	1,325	Sports Facility	£133.56	20
Tunwell Road, Maltby, Rotherham, S66 8PP	1,250	Community Group	£126.00	20
Old School Lane, Catcliffe, Rotherham, S60 5SP	8,500	Community Group	£856.80	20
Community Centre, Chapel Avenue, Brampton, Barnsley, S73 0XQ	5,500	Community Group	£554.40	20
Middleton Hall, Barleycroft Lane, Dinnington, Sheffield, S25 2LE	6,400	Community Group	£645.12	20
Laughton Road, Dinnington, Sheffield, S25 2PS	1,400	Musical Group	£141.12	20
Community Centre, Laughton Road, Dinnington, Sheffield, S25 2PP	33,000	Community Group	£3,326.40	20
59 Holmes Lane, Rotherham, South Yorkshire, S61 1BH	3,500	Community Group	£352.80	20
New Road, Firbeck, Worksop, S81 8JY	3,400	Community Group	£342.72	20
1 Wellgate, Rotherham S60 2LT	20,500	Community Group & Learning Facility	£2,066.40	20
Sports Centre, Woodall Lane, Harthill, Sheffield, S26 7YQ	5,400	Community Group	£544.32	20
Harthill Village Hall, Winney Hill, Harthill, Sheffield, S26 7YL	4,000	Community Group	£403.20	20
Rawmarsh CLC, Rosehill Road, Rawmarsh, Rotherham, S62 7HJ	1,925	Support Group	£194.04	20
Community Centre, Woodland Gardens, Maltby, Rotherham, South Yorkshire, S66 7NW	1,975	Community Group	£199.08	20
Community Centre, Holy Trinity Church, Sough Hall Avenue, Thorpe Hesley, Rotherham, S61 2QG	8,200	Community Group	£826.56	20
116 Victoria Street, Kilnhurst, Rotherham, S64 5SQ	8,000	Community Group	£806.40	20
Kimberworth Park Road, Kimberworth Park, Rotherham, South Yorkshire, S61 3JN	5,300	Community Group	£534.24	20
Walesmoor Avenue, Kiveton Park, Sheffield, S26 5RF	11,500	Community Group	£1,159.20	20
High Street, Laughton, Sheffield, S25 1YF	23,500	Voluntary Aided School	£2,236.80	20
The Lighthouse, 71 Westgate, Rotherham, South Yorkshire, S60 1BQ	6,300	Support for the Homeless	£635.04	20
The Lighthouse For Women, 2 Barnsley Road, Wath Upon Dearne, Rotherham, South Yorkshire, S63 6PY	5,900	Support for the Homeless	£594.72	20
Cent@Magna, Sheffield Road, Rotherham, South Yorkshire, S60 1DX	14,000	Science Museum	£1,411.20	20
Magna Project Office, Sheffield Road, Rotherham, South Yorkshire, S60 1DX	200,000	Science Museum	£20,160.00	20
College Road, Rotherham, South Yorkshire, S60 1JE	5,000	Community Group	£504.00	20
St Marys Drive, Catcliffe, Rotherham, South Yorkshire, S60 5TN	21,000	Support/Therapy for MS Sufferers	£2,116.80	20
Rotherham Underground, Corporation Street, Rotherham, South Yorkshire, S60 1NG	11,700	Theatre Group	£1,179.36	20
Fitzwilliam Street, Wath Upon Dearne, Rotherham, South Yorkshire, S63 7HG	29,500	Voluntary Aided School	£2,973.60	20
Badsley Grange, 93 Badsley Moor Lane, Rotherham, South Yorkshire, S65 2PS	6,400	Support Group for those with Cancer	£645.12	20
5 Eastwood Lane, Rotherham, South Yorkshire, S65 1EQ	4,050	Advice Service	£408.24	20
485B Fitzwilliam Road, Rotherham, South Yorkshire, S65 1PX	27,250	Community Transport Group	£2,746.80	20
Victoria Park, Rosehill Road, Rawmarsh, Rotherham, S62 7HJ	3,400	Support Group	£342.72	20
Brinsworth Community Centre, Brinsford Road, Brinsworth, Rotherham, S60 5DT	2,600	Community Group	£262.08	20
Green Lane, Rawmarsh, Rotherham, South Yorkshire, S62 6JY	33,750	Voluntary Aided School	£3,402.00	20
Wath Wood Road, Wath Upon Dearne, Rotherham, S63 7TW	132,000	Voluntary Aided School	£13,305.60	20
Ground -2nd Floors, 8 Ship Hill, Rotherham, South Yorkshire, S60 2HG	17,000	Support for the Blind	£1,713.60	20

Station Road, Rotherham, South Yorkshire, S60 1HN	14,500	Support for Vulnerable Adults	£1,461.60	20
Units 8 & 9, Waddington Way, Aldwarke, Rotherham, South Yorkshire, S65 3SH	69,500	Transport Museum	£7,005.60	20
31 Broad Street, Parkgate, Rotherham, South Yorkshire, S62 6DX	4,400	Support for those with Mental Health Issues	£443.52	20
Unit 1, Galax Business Centre, Fitzwilliam Road, Rotherham, South Yorkshire, S65 1SL	15,000	Support for those with Mental Health Issues	£1,512.00	20
Flanderwell Lane, Sunnyside, Rotherham, South Yorkshire, S66 3RL	8,400	Community Group	£846.72	20
Community Centre, Rotherham Road, Swallownest, Sheffield, S26 4UR	5,800	Community Group	£584.64	20
Adj. Park View Social Club, Park Road, Swinton, Mexborough, S64 8JH	3,400	Sports Ground	£342.72	20
Roche Abbey, Firbeck, Rotherham, S66 8NW	1,000	Heritage Site	£100.80	20
67 The Lanes, Rotherham, South Yorkshire, S65 3SA	4,200	Community Group	£423.36	20
The Rotherham Hospice, Broom Road, Rotherham, South Yorkshire, S60 2SW	126,000	Hospice	£12,700.80	20
Mechanics Institute, Main Street, Wentworth, Rotherham, South Yorkshire, S62 7TL	3,050	Community Group	£307.44	20
Silverthorpe Farm, Braithwell Road, Ravenfield, Rotherham, S65 4LP	6,000	Animal Sanctuary	£604.80	20
The Stables, Todwick Road, Dinnington, Sheffield, S25 3SE	20,500	Animal Sanctuary	£2,066.40	20
Thurcroft Welfare Community Hall, Katherine Road, Thurcroft, Rotherham, South Yorkshire, S66 9HF	9,100	Community Group	£917.28	20
Todwick Village Hall, Kiveton Lane, Todwick, Sheffield, S26 1HL	7,200	Community Group	£725.76	20
34 Spring Street, Rotherham, South Yorkshire, S65 1HD	1,300	Community Group	£131.04	20
Woodsetts Village Hall, Gildingwells Road, Woodsetts, Worksop, Nottinghamshire, S81 8QB	2,025	Community Group	£204.12	20
			£116,426.28	

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Committee Name and Date of Committee Meeting

Cabinet – 18 February 2019

Report Title

New Application for Business Rates Discretionary Relief for Just Different

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

No, but it has been included on the Forward Plan

Strategic Director Approving Submission of the Report

Judith Badger, Strategic Director of Finance and Customer Services

Report Author(s)

Diane Woolley, Team Leader – Local Taxation
01709 255158 or diane.woolley@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

To consider the application for the award of a business rate discretionary relief for the organisation listed in Section 1. This is in accordance with the Council's Discretionary Business Rates Relief Policy (approved by Cabinet on 12th December 2016).

Recommendations

1. That 20% top up discretionary relief is awarded to Just Different, Venture House, Spencer Park, Greasbrough Street, Rotherham S60 1RF for the period 1st May 2018 to 31st March 2020.

List of Appendices Included

None

Background Papers

Discretionary Rate Relief Policy - Approved by Cabinet on 12th December 2016

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

No

Exempt from the Press and Public

No

New Application for Discretionary Rate Relief

1. Background

1.1 Section 47 of the Local Government Finance Act (LGFA) 1988 conveys power on local authorities to allow discretionary relief that would be additional to the mandatory relief. This is given when the property is used wholly or mainly for charitable purposes by a charity or other non-profit body whose main objects are charitable or benevolent, or concerned with education, social welfare, science, literature or the arts

1.2 The Council can grant discretionary relief to:-

- Registered Charitable Organisations, including Community Amateur Sports Clubs. The relief granted is up to 20% of the rate liability as these organisations are eligible for 80% mandatory rate relief.
- Other organisations or institutions that are not established or conducted for profit and whose aims are charitable or otherwise, philanthropic, religious, concerned with education, social welfare, science, literature or fine arts. Relief can be granted up to 100% of the business rates liability.
- Properties occupied by not for profit sports or social clubs, societies or other organisations for the purposes of recreation. Relief can be granted up to 100% of the business rates liability.
- Rate relief to ratepayers – Section 47 of the LGFA 1988 was amended by Section 69 of the Localism Act 2011. This amendment gives the Council the discretion to grant relief to any other body, organisation or ratepayer, having due regard to its Council Tax payers.

1.2.1 The Council has operated a system of awarding relief through the application of a policy that was approved by Cabinet on 12th December 2016.

1.2.2 Central Government and councils share every £1 of rates due as follows:

Central Government	50%
South Yorkshire Fire and Rescue Authority	1%
Rotherham MBC	49%

1.3 **Application: Just Different, Venture House, Greasbrough Street, Rotherham S60 1NA**

1.3.1 Just Different is a registered charity whose main objectives are to engage with disadvantaged people, people with disabilities and the long term unemployed.

The charity provides work placements and training opportunities to the long term unemployed via the Department of Works and Pensions and is a leader of the Disability Confident programme advising businesses about employing people with disabilities. They actively seek to engage with those who are marginalised by society.

The charity employs disabled people who deliver workshops and training on disability, difference and anti-bullying to schools and universities in the local area.

They expect to have worked with 3,360 pupils through their workshops by the end of January 2019.

The organisation is currently working with Disability Sheffield, Enable Sheffield and Voluntary Action Rotherham.

- 1.3.2 Just Different's application for the award of discretionary relief is considered to be in line with the Council's qualifying criteria as set out in its policy.

The organisation makes no charge for its services and offers education and work experience opportunities to the people of Rotherham.

- 1.3.3 The organisation is applying for discretionary relief with regard to their 2018/19 and 2019/20 rates liability from the date of their occupation of the premises (1st May 2018). The financial implication of awarding the relief is set out in section 6 of this report.

2. Key Issues

- 2.1 To consider the application requesting the award of discretionary relief to the organisation listed in Section 1.

3. Options considered and recommended proposal

- 3.1 Given the discretionary nature of the relief requested, the Council has the discretion to either award or not award a discretionary relief.
- 3.2 In helping Members make such a decision, the Council has put in place a specific Policy framework to consider individual applications. In accordance with that Policy, applications (including supporting documentation) for relief have been considered in line with the qualifying criteria and other considerations set out in that Policy.
- 3.3 In line with the Council's Business Rates Discretionary Relief Policy, having regard to the financial cost of the proposed relief, the charitable use of the premises and the contribution that this business makes to the local community, it is recommended that an award for discretionary relief be granted to the organisation listed in Section 1.

4. Consultation on proposal

- 4.1 The recommendations in the report are based on the application of an existing policy. There has been no specific consultation carried out in relation to any individual organisations referred to within this report

5. Timetable and Accountability for Implementing this Decision

- 5.1 The applicant will be advised by letter of the outcome of their application for relief within 10 working days of the Cabinet decision.

6. Financial and Procurement Advice and Implications

- 6.1 The applicant has provided financial information in support of their application.
- 6.2 The total potential cost of granting the relief for the financial years 2018/19 and 2019/20 is set out below in paragraph 6.3 alongside the specific cost to the Council.

6.3 Year	Total Amount of Relief	Cost to RMBC
Just Different		
2018/19	£624.42	£305.97
2019/20 (estimated)	£695.52	£340.80

7. Legal Advice and Implications

- 7.1 The statutory framework for discretionary relief is set out in the body of the report.

8. Human Resources Advice and Implications

- 8.1 No direct implications from this report

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 No direct implications from this report

10. Equalities and Human Rights Advice and Implications

- 10.1 No direct implications from this report

11. Implications for Partners

- 11.1 No direct implications from this report

12. Risks and Mitigation

- 12.1 The Government has issued guidance notes to advise authorities what criteria should be used in considering applications for Discretionary Rate Relief. Authorities have been strongly advised to treat each individual case on its own merits and to not adopt a policy or rule which allows them to not consider each case without proper consideration. In cognisance of these guidance notes, the Council has formally adopted a Policy framework for considering individual discretionary business rates relief applications with the decision to award reserved for Cabinet.

13. Accountable Officer(s)

Graham Saxton, Assistant Director, Financial Services.

Approvals obtained on behalf of:-

	Named Officer	Date
Chief Executive	Sharon Kemp	04/02/19
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	01/02/19
Assistant Director of Legal Services (Monitoring Officer)	Dermot Pearson	01/02/19
Assistant Director of Human Resources (if appropriate)	NOT APPLICABLE	
Head of Human Resources (if appropriate)	NOT APPLICABLE	

*Report Author: Diane Woolley – Team Leader, Local Taxation
01709 255158 or diane.woolley@rotherham.gov.uk*

This report is published on the Council's [website](#).

Summary Sheet

Committee Name and Date of Committee Meeting

Cabinet – 18 February 2019

Report Title

Amendments to the Housing Allocation Policy - February 2019

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

Yes

Strategic Director Approving Submission of the Report

Anne Marie Lubanski, Strategic Director Adult Care, Housing and Public Health

Report Author(s)

Sandra Tolley, Head of Housing Options

Ward(s) Affected

All

Executive Summary

The Council is required to allocate Social Housing according to a published Allocations Policy which has been drawn up according to the Housing Act 1996, Part VI and Part VII as amended by the Homelessness Act 2002, the Homelessness Reduction Act 2017 and the Localism Act 2011.

Rotherham Council's Housing Allocation Policy was last fully reviewed in February 2017. The policy outlines who can seek re-housing through the local authority, the properties they can apply for and how people are prioritised for available homes.

There are certain circumstances when the Allocation Policy needs to be adjusted. These include when there are legislative changes, if there are changes in supply and demand or when equality data informs the Council that the Council need to change the way properties are allocated. The five proposed amendments address some of these issues and will also help to prevent homelessness earlier, reduce waiting time for households with a medical need and apply consistent approaches within the policy for people who wish to move to a smaller home.

Recommendations:

1. That the five proposed amendments to the Allocation Policy detailed below be approved:
 - a) Amend the banding related to homelessness households to award a higher band as detailed in section 2.2.6 of the report.

- b) Amend the downsizing policy to award Band 2 status to Council or Housing Association tenants who are under occupying their home to move to a property with at least one less bedroom (a ground floor flat or a bungalow will require a medical assessment)
- c) Amend the quota of advertised properties in Band 2 from 50% to 60%, reduce the quota of advertised properties in Band 3 from 40% to 30%, and retain the 10% quota for Transfers.
- d) Amend the rule for single people who are Council or Housing Association tenants living in a flat who are expecting their first child to be eligible for family accommodation on the production of the MATB1 form.
- e) Amend the local connection rule to give a person a local connection if their Grandparents or Primary Carer live in Rotherham and have done so for the last three years. There will be a validation process asking the applicant to provide proof of the Grandparent's address and confirmation that they are in regular contact with them.

List of Appendices

Appendix1 Equality Impact Assessment

Background Papers

Housing Allocation Policy (May 2017)

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Improving Places Select Commission
Overview and Scrutiny Management Board

Council Approval Required

No

Exempt from the Press and Public

No

Amendments to the Housing Allocation Policy - February 2019

1. Background

- 1.1 The Council's Housing Allocation Policy had been in place since 29 October 2014. A significant change was made during 2014 to ensure that only those in housing need were eligible to join the Register, resulting in a reduction of households from over 30,000 to 6,677 applicants by 1 August 2018. There have been various revisions to the policy and the latest was on 13th February 2017. Further proposed amendments to the Allocation Policy are set out below in Sections 2.2 to 2.6.

2. Key Issues

2.1 The Housing Register

- 2.1.1 As at 1 August 2018 there were 6788 applicants on the housing register and the number of applicants in each band was:

Band	Reason	Numbers in each band
Band 1	Households who require immediate housing and are considered for all vacant Council properties	246
Band 2	People who experience urgent housing need and require moving due to specific circumstances	1,668
Band 3	Applicants who are entitled to reasonable preference on a non-urgent basis	1,783
Band 4	Applicants who have no reasonable preference entitlement/priority need	1,755
Transfer	Council or Housing Association tenants with no housing need	1,336
Total		6,788

- 2.1.2 The reasons and number of applicants in Band 2 were:

Band 2 Reason	Number of applications
Statutory Homeless	19
Medical priority	1,280
Statutory overcrowded	19
Not ready for independent living held in suspension	147
Leaving supported housing ready to live independently	67
Requiring extra care housing	5
Offender, not a high risk to the community	4
Applicants living in private rented who cannot afford the rent, but are employed	24
Victim of domestic violence	96
Looked after child ready to live independently	7
Total in Band 2	1,668

2.2 Legislative changes which aim to prevent homelessness earlier

Recommendation (a) - Amend the banding related to homelessness households to award a higher band as detailed in section 2.2.6 of the report

- 2.2.1 On 5 February 2018, the Homelessness Advice and Support Team, from the Ministry of Housing, Communities and Local Government visited the Homelessness Team to hear about the work Rotherham is doing in preparation for the Homelessness Reduction Act 2017.

The feedback was very positive and there was recognition that the team have a preventative approach in operation. The Allocations Policy supports Rotherham's homelessness prevention work, but it was recommended that the policy should be reviewed in light of the Homelessness Reduction Act; ensuring reasonable preference is given to those under the prevention and relief duties.

- 2.2.2 The Homelessness Reduction Act 2017 is one of the biggest changes to the rights of homeless people in England for fifteen years. It effectively combines two new duties onto the original statutory rehousing duty. These are the Homelessness Prevention Duty and the Homelessness Relief Duty.

- 2.2.3 The Allocation Policy must adhere to a legal framework outlined in Part VI and Part VII of the 1996 Housing Act, an element of which mandates that certain groups of applicants must be given 'reasonable' preference in determining who is allocated properties. This already applies to people who are homeless in priority need and some who face losing their accommodation within 28 days, but the 2017 Homelessness Reduction Act, which came into effect from April 2018, means preference needs to be given to all applicants who are threatened with homelessness within 56 days. This proposal recommends the extension of rehousing preference to applicants meeting this criterion, ensuring legal compliance and offering greater assistance to those at risk of losing accommodation.

- 2.2.4 An applicant who is homeless and has lost their accommodation through no fault of their own and have a priority need for accommodation is currently placed into Band 2. In accordance with legislation the following categories are deemed to have priority need:

- (a) a pregnant woman
- (b) a person with whom dependent children reside or might reasonably be expected to reside
- (c) a person who is vulnerable as a result of old age, mental illness, learning disability or physical disability or other special reason, or with whom such a person resides
- (d) a person aged 16 or 17 who is not a 'relevant child' or a child in need to whom a local authority owes a duty under Section 20 of the Children's Act 1989
- (e) a person under 21 who was (but is no longer) looked after, accommodated or fostered between the ages of 16 and 18 (except a person who is a 'relevant student')

- (f) a person aged 21 or more who is vulnerable as a result of having been looked after, accommodated or fostered (except a person who is a 'relevant student')
- (g) a person who is vulnerable as a result of having been a member of Her Majesty's regular naval, military or air forces
- (h) a person who is vulnerable as a result of having served a custodial sentence
- (i) a person who is vulnerable as a result of ceasing to occupy accommodation because of violence from another person or threats of violence from another person which are likely to be carried out
- (j) a person who is homeless, or threatened with homelessness, as a result of an emergency such as flood, fire or other disaster.
- (k) a person who is terminally ill who is receiving palliative care

2.2.5 The Council's Allocation Policy is afforded by a Banding approach for different types of need, for homeless households the current policy is as follows:

- Band 2 for households who are unintentionally homeless in priority need (as detailed in section 2.2.4)
- Band 3 for households who are unintentionally homeless but not in priority
- Band 4 for households who are awaiting an assessment.

2.2.6 As the new Homelessness Reduction Act is aimed to intervene at earlier stages to prevent homelessness it is proposed that the current banding related to homelessness households be enhanced to award a higher banding, but this would only be applicable following a full assessment. It is therefore proposed that:

- Applicants in priority need who actually become homeless and a relief duty is owed or when a full housing duty is owed are placed into Band 1.
- Applicants in priority need who are faced with homelessness and a prevention duty is owed are placed into Band 2.
- Non-priority homeless applicants, who are owed a prevention or relief duty, be placed into Band 2.
- Applicants awaiting a homelessness assessment are placed into Band 3

2.2.7 The Allocation Policy rules regarding applicants who are excluded from joining the housing register will remain in place. This includes applicants who have previously been evicted from a Council or Housing Association secure tenancy in the last 5 years due to breaches of their tenancy conditions will remain ineligible to join the housing register. However, individual cases for vulnerable homeless applicants will continue be considered by the Housing Assessment Panel or under delegated powers of the Head of Housing Options.

2.2.8 With the introduction of the Homelessness Reduction Act, the number of people who present to the local authority due to being faced with homelessness is rising. In April 2018, the Homelessness team's case load was 132 cases, this increased to 321 on 31st August 2018 and 354 cases as at 30 September 2018.

2.2.9 There are currently 577 households who are actually homeless or faced with homelessness on the housing register. These policy changes will help to prevent homelessness sooner as the applicants will receive a higher banding status, which in turn means that there will be less people progressing to actually becoming homeless. The impact would however be monitored on an ongoing basis to ensure the balance is met between assisting those facing homelessness, and not affecting adversely the allocation scheme at the expense of all other types of housing need such as overcrowding or medical and welfare need.

2.2.10 The table below shows the total numbers of applications in each band (excluding the Transfer band) and the number of homeless applicants in each band as at 1 August 2018.

Homelessness category	Total number of applications in each Band	Number of homeless applications	Percentage of homelessness applications as a percentage of the total in that Band
Band 1 Homeless households who are both homeless and also have a medical need	246	61	24.80%
Band 2 Unintentionally homeless households who are in priority need	1,668	19	1.14%
Band 3 Unintentionally homeless but not in priority need	1,783	280	15.70%
Band 4 Threatened with homelessness awaiting assessment	1,755	217	12.36%
TOTAL	5,452	577	10.58%

2.3 Changes to ensure that there is equality and fairness

Recommendation (b) - Amend the downsizing policy to award Band 2 status to Council or Housing Association tenants who are under occupying their home to move to a property with at least 1 less bedroom (a ground floor flat or a bungalow will require a medical assessment).

2.3.1 It is proposed to amend the Downsizing Policy so that all tenants wishing to move to a smaller home are offered the same options. The issue is that the current policy for tenants wishing to downsize offers inconsistent choices. Applicants who are under occupying their home are all currently awarded Band 1 status, but are offered different choices as follows:

- Tenants under occupying a 4 bedroom house can move to a 2 bedroom house.
- Tenants who are affected by the bedroom tax can move to any type of property with 1 less bedroom.
- Tenants who are not affected financially can only move to a flat or a bungalow.

2.3.2 The proposed option is to award Band 2 status to Council or Housing Association tenants who are under occupying their home to move to a property with at least 1 less bedroom, for a flat or a bungalow (a medical assessment will be required for bungalows.) The current policy can be confusing to existing tenants, but moreover by offering bungalows to under occupied tenants with no medical need via a Band 1 status impacts on the waiting time for applicants who have been assessed for a bungalow due to their health needs. This is because properties are offered to Band 1 applicants ahead of other bands.

2.3.3 If this recommendation is agreed it is proposed that all under occupied housing applications will be reviewed to apply this approach. Existing applicants will retain their banding date and remain in Band 1, but any new applications from the policy implementation date will be placed into Band 2.

2.4 Changes to reduce the waiting time for applicants in urgent housing need.

Recommendation (c) Amend the quota of advertised properties in Band 2 from 50% to 60%, reduce the quota of advertised properties in Band 3 from 40% to 30%, and retain the 10% quota for Transfers.

2.4.1 There are currently 1,280 households who have been assessed for Band 2 status due to living in unsuitable housing due to a medical reason. The waiting time is extremely long as outlined below, especially for ground floor accommodation.

2.4.2 The table below shows a sample of lettings and the waiting times for households living in unsuitable housing due to medical reasons.

Property type	Date of the advert	Number of requests made for the property	Date of the application of the successful applicant	Successful applicant reason for the band status
2 bedroom bungalow with a level access shower.	16/03/2018	42	29/11/2016	Band 2 medical reasons
2 Bed Bungalow with ramped access and an over bath shower	11/04/2018	88	04/12/2017	Band 1 terminally ill
1 Bed Bungalow with over bath shower	25/05/2017	45	23/03/2006	Band 2 medical reasons
2 Bed Bungalow with over bath shower	13/12/2017	81	18/05/2007	Band 2 medical reasons
2 bedroom bungalow with over bath shower	15/01/2018	76	12/03/2010	Band 2 medical reasons

2.4.3 It is proposed to increase the quota of advertised properties in Band 2 from 50% to 60%, reduce the quota of advertised properties in Band 3 from 40% to 30% and retain the 10% quota for Transfers.

2.4.4 The proposed change would increase the number of properties that are advertised to people in Band 2 in urgent housing need. The reason why this quota has been increased is that Band 2 contains an extremely high volume of applications in urgent housing need and the waiting times are lengthy.

	Old Quota	Proposed New Quota
Band 2	50 %	60%
Band 3	40%	30%
Transfer	10%	10%

2.4.5 Properties are initially offered to Band 1 applicants, and then to the advertised group, where there are no suitable bidders from the advertised band the next band in the sequence is selected and so on. All applicants can bid for any advertised group but as Band 4 applicants have no housing need they will always be the lowest priority in shortlisting. Properties will be advertised and the shortlist will be sorted as follows:

- **Advertised to Band 2 (60%):** Offered to Band 1, then Band 2, then Band 3, then Transfers, then Band 4

- **Advertised to Band Three (30%):** Offered to Band 1, then Band 3, Transfer Band, Band 2 and Band 4
- **Advertised to Transfer (10%):** Offered to Band 1, then Transfers, Band 2, then Band 3 and then Band 4

2.4.6 The letting results for 1 April 2017 to 31 March 2018 detailed below show how many Council properties have been let to each Band. As mentioned above although the advert might prioritise a certain band if they don't make requests another banded applicant maybe successful.

Band 1	Band 2	Band 3	Band 4	Transfer Band
267	570	479	108	90

2.4.7 The table below shows all properties which were let between 1 April 2017 and 31 March 2018. All of these properties were advertised in the Key Choices letting scheme.

Council Houses	Council Bungalows	Council Flats	Council Bedsits
531	355	616	12

2.5 Changes to ensure that there is equality and fairness

Recommendation (d) - Amend the rule for single people who are Council or Housing Association tenants living in a flat who are expecting their first child to be eligible for family accommodation on the production of the MATB1 form.

2.5.1. The current policy is that Council or Housing Association single tenants living in a flat who are expecting their first child will become eligible for family housing when their baby is born. An applicant who is in the same situation living with parents or in private rented accommodation becomes eligible for family accommodation whilst they are pregnant when a MATB1 form has been provided. It is proposed that all single applicants become eligible for family accommodation when the MATB1 form has been produced. This will reduce the waiting time for Council tenants wanting to move into more suitable family accommodation.

Changes to ensure that there is equality and fairness

2.6 **Recommendation (e) - Amend the local connection rule to give a person a local connection if their Grandparents or Primary Carer live in Rotherham and have done so for the last 3 years. There will be a validation process asking the applicant to provide proof of the Grandparent's address and confirmation that they are in contact with them.**

2.6.1 A revised Allocation Policy was adopted in December 2013 which incorporated a Local Connection Criteria so that a person qualifies to go on the Housing Register if they have a local connection to Rotherham for a minimum of 3 years. A person has a local connection where:

- They have lived for the last 3 years in Rotherham through their own choice.
- They are currently employed in Rotherham and have been for the last 3 years.
- They have direct family who live in Rotherham and they have done so for the last three years. Direct family members include spouses, civil partners, parents, sons, daughters, brothers and sisters.

2.6.2 There are applicants who have no parents and have been brought up by their Grandparents or a carer. It is therefore proposed that Grandparents or primary carers are included as direct family members. There will be a validation process asking the applicant to provide proof of the Grandparent's address and confirmation that they are in contact with them.

3. Summary of options considered and recommended proposals

3.1 There are no alternative options being considered and the recommendation is that the proposed changes to the Allocation Policy are implemented to meet the statutory requirements of the Housing Act 1996 Part VI and VII.

4. Consultation

4.1 Extensive consultation has taken place via an online survey, at the Tenant Conference, at the Tenant Involvement Panel, with Rotherham Federation, the Quality Standards and Challenge Group and at the Rotherham Show.

4.2 Members were consulted via the Improving Places Select Commission who received the report on 1 November 2018. Overview and Scrutiny Management Board formally received the report on 16 January 2019.

4.3 Improving Places Select Commission supported all five recommendations, but also requested that recommendation (e) be extended to also include primary carers.

4.4 If the proposals are agreed, the Housing Allocation Policy and Summary Guide will be updated to reflect the changes.

4.5 If the recommendations are approved, existing tenants will also be informed of the policy changes through articles published in "Home Matters" which is the Council's Tenants' Newsletter.

5. Timetable and Accountability for Implementing this Decision

5.1.	Improving Places Select Commission	November 2018
	OSMB (pre-Cabinet)	January 2019
	Cabinet	February 2019

- 5.2 If Cabinet approves these recommendations the policy will be implemented from the 1st day of the following month. The Council's Housing Allocation Policy will be formally amended to reflect the changes and the new version published on the website.
- 5.3 There will be staff training and briefing for Members.
- 5.4 A progress report to monitor the impact of the policy changes will be presented to the Housing Cabinet Member portfolio in 12 months' time.

6. Financial and Procurement Implications

- 6.1 Implementation of the changes proposed in this report will help the Council to house homeless people more expediently and therefore reduce the cost by reducing the usage of temporary accommodation.
- 6.2 Following the acceptance of the revised Allocation Policy, an online summary guide will be published and made available for existing and new applicants this will incur no printing or postage costs as the document is electronic.
- 6.3 Most of the changes needed to the ICT system can be undertaken in-house at no extra cost. However, there may be some more complex changes required which will incur a cost of £140 per day. There is a budget in place to cover this cost and the work is envisaged to take no more than five days. The costs will cover amendments to the Housing Register and choice based letting module rules which ensure applicants are placed in the correct bidding queue position.
- 6.4 Changes to the Allocations Policy will need to be effectively communicated to staff. This training will be undertaken in-house by the Housing Options Manager.

7. Legal Implications

- 7.1 The proposed changes to the Allocations Policy covered by this report are in keeping with the overall aims and purpose of housing allocation policies and are lawful. Further, the proposed amendments to the Allocation Policy implement the two new duties imposed on the Council by the Homelessness Reduction Act 2017, namely the duty to prevent homelessness and the duty to relieve homelessness.

8. Human Resources Implications

- 8.1 If the recommendations are agreed the policy will be delivered within existing resources.

9. Implications for Children, Young People and Vulnerable Adults

- 9.1 The recommendation will help to prevent homelessness and will help people to secure and sustain a home. This is of paramount importance to ensuring a stable home for families, the best start in life for children, and vulnerable adults. Good quality, stable homes also help people to avoid financial hardship and can have a significant impact on people's health and wellbeing.

10. Equalities and Human Rights Implications

- 10.1 The policy will ensure that as far as possible tenants are able to sustain independent living in their homes. The Allocation Policy helps to prevent homelessness across the borough, but especially helps those households on low incomes. An initial equalities screening was carried out to assess the impact of the proposed amendments. Due to the nature of the Council Housing Allocation Policy and its impact on some of our most vulnerable households gaining access to social housing the Equality Impact Assessment has been refreshed and updated, this can be found in Appendix 1

11. Implications for Partners and Other Directorates

- 11.1 The proposals in the report have been produced in conjunction with officers engaged in Allocations, Housing Management and Tenancy Support. The Council is working with partner agencies, specifically around homelessness prevention, and proposals have been developed in conjunction with these organisations.
- 11.2 The proposals are likely to bring indirect benefits for other directorates and partners, particularly in reducing homelessness for families with children and contributing to local targets on homelessness prevention and financial inclusion/capability.

12. Risks and Mitigation

- 12.1 There are no anticipated risks associated with approving the recommendations in this report.
- 12.2 The main risks associated with not approving the report are that:
- New vulnerable applicants will be waiting for a property longer.
 - Homeless households will remain living longer in temporary accommodation

13. Accountable Officers

Anne Marie Lubanski, Strategic Director of Adult Care, Housing and Public Health

Tom Bell, Assistant Director of Housing

Approvals obtained on behalf of:-

	Named Officer	Date
Chief Executive	Sharon Kemp	07/1/19
Strategic Director of Finance & Customer Services	Julie Copley	17/9/18
Assistant Director of Legal Services	Stuart Fletcher	21/12/18
Head of Human Resources	N/A	N/A
Head of Procurement	N/A	N/A

Report Author: Sandra Tolley, Head of Housing Options
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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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APPENDIX 1 Amendments to the Housing Allocations Policy**RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)**

Under the Equality Act 2010 Protected characteristics are Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity. Page 6 of guidance. Other areas to note see guidance appendix 1	
Name of policy, service or function. If a policy, list any associated policies:	Housing Allocation Policy
Name of service and Directorate	Housing Options, Adult Social Care, Housing and Public Health Directorate
Lead manager	Sandra Tolley, Head of Housing Options and Sandra Wardle Housing Advice and Assessment Manager
Date of Equality Analysis (EA)	17 January 2019
Names of those involved in the EA (Should include at least two other people)	Sandra Tolley, Head of Housing Options Sandra Wardle Housing Advice and Assessment Manager Carol Wordsworth, Housing register Coordinator Phil Syrat, Housing Options Information Coordinator Zaidah Ahmed, Corporate Equalities and Diversity Officer
Aim/Scope (who the Policy /Service affects and intended outcomes if known) See page 7 of guidance step 1 The Council is required to allocate Social Housing according to a published Allocations Policy which has been drawn up according to the Housing Act 1996, Part VI and Part VII as amended by the Homelessness Act 2002, the Homelessness Reduction Act 2017 and the Localism Act 2011. Rotherham Council's Housing Allocation Policy was last fully reviewed in February 2017. The policy outlines who can seek re-housing through the local authority, the properties they can apply for and how people are prioritised for available homes. There are certain circumstances when the Allocation Policy needs to be adjusted. These include when there are legislative changes, if there are changes in supply and demand or when equality data informs the Council that should the Council need to change the way properties are allocated. February 2019 – report to Cabinet proposing a further 5 changes, which aim to address some of these issues and will also help to prevent homelessness earlier, reduce waiting time for households with a medical need and apply consistent approaches within the policy for people who wish to move to a smaller home. The five changes ensure compliance with the Homelessness Reduction Act which amends the Housing Act 1996 to make provision about measures for reducing homelessness. The aim of the policy is to:	

APPENDIX 1 Amendments to the Housing Allocations Policy

RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)

- Help people move quickly to alternative suitable housing
- Ensure homeless households are given a high priority to move
- Make the Allocation Policy rules simpler to understand
- Support people from different backgrounds to move home
- Help vulnerable people sustain a tenancy
- Ensure people can afford a tenancy before they take it on

There are a number of reasons for the changes to the Allocation Policy:

- To ensure the policy applies equality and fairness throughout
- To support Rotherham's homelessness prevention work
- To be compliant with the Homelessness Reduction Act; ensuring a higher banding is given to those homeless households under the homeless prevention and relief duties.
- To ensure tenants wishing to downsize receive consistent choices.
- To ensure bungalows are offered to those people with an assessed need for a bungalow due to their health needs.
- To reduce the waiting time for the 1,280 households who had been assessed for Band 2 status due to living in unsuitable housing due to a medical reason. The waiting time is extremely long, especially for ground floor accommodation.
- To reduce the waiting time for Council or Housing Association single tenants living in a flat who are expecting their first child wishing to move to family housing
- To ensure applicants who have been brought up by close relatives such as their grandparents or primary carers are given a local connection to Rotherham

The proposed changes to the Allocation Policy in February 2019:

- As the new Homelessness Reduction Act is aimed to intervene at earlier stages to prevent homelessness the current banding related to homelessness households will be enhanced to award a higher banding
- The downsizing policy will be amended to award Band 2 status to Council or Housing Association tenants who are under occupying their home to help them move to a property with at least 1 less bedroom (a ground floor flat or a bungalow will require a medical assessment)
- The quota of advertised properties will be amended in Band 2 from 50% to 60%, reduce the quota of advertised properties in Band 3 from 40% to 30%, and retain the 10% quota for Transfers
- The policy for single people who are Council or Housing Association tenants living in a flat who are expecting their first child will be amended so that they will be eligible for family accommodation on the production of the MATB1 form.
- The local connection rule will give a person a local connection if their Grandparents or their Primary Carers has lived in Rotherham and have done so for the last 3 years.

A successful policy would see:

APPENDIX 1 Amendments to the Housing Allocations Policy

RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)

- Families having a stable home which give the best start in life for children, and vulnerable adults.
- A reduction in the number of households on the housing register with a medical need to move
- A reducing in the time spent living in temporary accommodation
- A reduction in the usage of temporary accommodation by homeless households will therefore reduce expenditure
- Families with children prevented from becoming homeless
- An increase in the number of homeless households prevented from becoming homeless
- An increase in the number of homeless relief cases
- Households on low incomes being helped to affordable housing.
- Good quality, stable homes help people to avoid financial hardship and can have a significant impact on people's health and wellbeing
- People are happy with the waiting time to move home

The Allocation Policy impacts on all wards

What equality information is available? Include any engagement undertaken and identify any information gaps you are aware of. What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics? See page 7 of guidance step 2

Key facts and statistics

- 263,400 people live in Rotherham Borough, about half living in and around the main urban area of Rotherham. The remainder live in smaller towns such as Wath, Dinnington and Maltby, and in numerous large villages and rural communities, all of which have their own distinct identities.
- 120,600 Rotherham residents are in employment whilst 106,000 people have workplaces in the Borough, giving a net outflow of 14,700 workers. One in five workers who live in Rotherham are employed in Sheffield and another one in five work elsewhere outside Rotherham.
- 45,259 children attend 117 Rotherham schools.
- One in four residents (25.2%) are aged 60 years or over and 22,500 people (8.5%) are aged 75 years or over. Rotherham has 56,900 children aged 0-17 (21.6% of the population).
- Rotherham's Black and minority ethnic (BME) population was 8.1% in 2011 and is now estimated at around 11%. The central area of Rotherham is far more ethnically diverse than the rest of the Borough. The largest minority ethnic group is Pakistani & Kashmiri (4% of the population), followed by the Slovak & Czech Roma (1.5% of the population). Rotherham also has smaller Black African, Indian, Chinese, Irish and Arab communities, all with between 500 and 2,000 people.

APPENDIX 1 Amendments to the Housing Allocations Policy**RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)**

- The 2011 Census showed that 56,588 (22%) of Rotherham's population had a long term health problem or disability and 11.3% said their day-to-day activities were limited a lot by long term conditions (8.3% nationally). In November 2016, 30,306 Rotherham residents (11.6%) claimed Disability Living Allowance (16,680), Personal Independence Payment (6,100) or Attendance Allowance (7,516).
- One in six homes is rented from the council and although house prices have risen over the years, they are about half the national average.
- As at 1 August 2018 there are 6,788 applicants on the housing register and the number of applicants in each band is:
 - Band 1 - households who require immediate housing and are considered for all vacant Council properties = 246
 - Band 2 - People who experience urgent housing need and require moving due to specific circumstances = 1,668
 - Band 3 - Applicants who are entitled to reasonable preference on a non-urgent basis = 1,783
 - Band 4 - Applicants who have no priority need = 1,755
 - Transfers – Council/Housing Association tenants = 1,336
- As at 1 August 2018 there are 1,668 households on the housing register in Band 2 and have been assessed as:
 - Statutory Homeless = 19
 - Medical priority = 1,280
 - Statutory overcrowded = 19
 - Not ready for independent living held in suspension = 147
 - Leaving supported housing ready to live independently = 67
 - Requiring extra care housing = 5
 - Offender, not a high risk to the community = 4
 - Applicants living in private rented who cannot afford the rent, but are employed = 24
 - Victim of domestic violence = 96
 - Looked after child ready to live independently = 7
- In April 2018, the Homelessness team's case load was 132 cases, this increased to 321 on 31st August 2018 and 354 cases as at 30 September 2018.
- As at 1 August 2018, there are 577 households who are actually homeless or faced with homelessness on the housing register
- As at 1 August there are 1,280 households who have been assessed for Band 2 status due to living in unsuitable housing due to a medical reason

The review of the Allocation Policy involved detailed consultation with a number of key

APPENDIX 1 Amendments to the Housing Allocations Policy**RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)**

stakeholders including the Council, Councillors, staff, partners, residents and voluntary groups.

The policy review took into account demographic information, supply and demand for properties. An assessment of waiting time to be rehoused was undertaken especially for those households with a medical need and for those who are homeless.

Engagement undertaken with customers. (date and group(s) consulted and key findings)

See page 7 of guidance step 3

The new Allocation Policy

The changes to the Allocation Policy has been well received, with elected members at:

1 November 2018 – Improving Places Select Commission. Elected Members supported all five recommendations, but also requested that primary carers are included in the local connection rules.

16 January 2019 - Elected Members supported all five recommendations but also requested that direct family members which includes grandparents be amended to close family relatives. This will be discussed at Cabinet in February 2019

Members welcomed the changes as it will help residents who often contact them about rehousing issues at their local surgeries

September 2018 - Other engagement/consultation has been undertaken at the Rotherham Show

September 2018 - The Side by Side Partnership who are predominantly providers who work with homeless households have been consulted. They were supportive of the changes and the group highlighted further work will be required to prevent homelessness in the development of the Homelessness Prevention and Rough Sleeper Strategy 2019 - 2022

October 2018 - Rotherfed who lead on Tenant Involvement have been consulted and also the Quality Challenge Group. Both groups were supportive of the changes especially for single parents who are tenants living in flats wanting to move to a house.

December 2018 - Strategic Housing Partnership were consulted. A presentation was made highlighting the changes and the benefits for Rotherham people.

Staff across both Children' and Adult Services have been provided with briefing papers relating to homeless households in

APPENDIX 1 Amendments to the Housing Allocations Policy

RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)

	Rotherham. The policy changes: a) Bring benefits for other directorates and partners, particularly in reducing homelessness for families with children and contributing to local targets on homelessness prevention and financial inclusion / capability. b) Ensure that members, Council officers, partners and local people can be confident that changes to the policy will help local people access affordable housing quicker. Further actions required - In addition to implementing the amendments Cabinet Member for Housing portfolio will be provided with an update of progress in 12 months
Engagement undertaken with staff about the implications on service users (date and group(s) consulted and key findings) See page 7 of guidance step 3	New Allocation Policy The policy has been developed with support from Council Officers and input from the Strategic Leadership Team. Councillors, staff and partners play a vital role in the review of the Allocation Policy. Following approval the proposed changes to the Allocations Policy will be effectively communicated to staff and members and training will be undertaken in-house by the Housing Advice and Assessment Manager. Following the completion of the revised Allocation Policy, an online summary guide will be published and made available for existing and new applicants.
The Analysis	
How do you think the Policy/Service meets the needs of different communities and groups? Protected characteristics of Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity. Rotherham also includes Carers as a specific group. Other areas to note are Financial Inclusion, Fuel Poverty, and other social economic factors. This list is not exhaustive - see guidance appendix 1 and page 8 of guidance step 4 The changes made to the Allocation Policy should have a positive impact on all communities. However the impact will need to be reviewed based on specific need. The changes should improve the Council's ability to respond to the demand for accommodation from homeless households and for those people with a medical need.	

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Single people who are pregnant will be able to apply for family housing will be able to apply whilst they are pregnant as opposed to having to wait until their baby is born.

By reducing the banding status from Band 1 to Band 2 for people who wish to downsize will reduce the volume of cases in Band 1. This will help those in Band 1 in urgent housing need move quicker and includes homeless people living in temporary accommodation, safeguarding cases and people waiting to be discharged from hospital move to a more suitable home quicker

Analysis of the actual or likely effect of the Policy or Service:

See page 8 of guidance step 4 and 5

Does your Policy/Service present any problems or barriers to communities or Group? Identify by protected characteristics **Does the Service/Policy provide any improvements/remove barriers?** Identify by protected characteristics

What affect will the Policy/Service have on community relations? Identify by protected characteristics

The proposed Allocation Policy changes should remove barriers to Social Housing as the amendments will give more priority to people in urgent need. For example by increasing the quota of properties advertised in Band 2 from 50% to 60% will mean that people in need of urgent rehousing will be able to move more quickly away from unsuitable living conditions.

The proposed changes will help homeless households with children move to more suitable housing quicker by awarding a higher Banding status, from Band 2 to the highest Band 1.

All new Council tenants are visited by their Area Housing Officer who provides information about the local area.

Vulnerable people are offered and provided with tenancy support which is tailored to individual needs to help them sustain their tenancy and live in the community.

The effect of changes of the policy will be closely monitored on areas such as:

- The number of households on the Housing Register
- The numbers of people prevented from becoming homeless
- An analysis of tenancy termination reasons
- The number of empty homes
- Void turnaround times
- Void Rent Loss
- Expenditure on temporary accommodation and hotels
- Ethnic origin and Nationality of households on the register
- The number of Council tenancy evictions

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Please list any **actions and targets** by Protected Characteristic that need to be taken as a consequence of this assessment and ensure that they are added into your service plan.

Website Key Findings Summary: To meet legislative requirements a summary of the Equality Analysis needs to be completed and published.

APPENDIX 1 Amendments to the Housing Allocations Policy

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Equality Analysis Action Plan - See page 9 of guidance step 6 and 7

Time Period

Manager: Sandra Tolley, Head of Housing Options

Service Area: Housing Options, Adult Social Care Housing and Public Health Directorate Tel: 01709 255619

Title of Equality Analysis:

If the analysis is done at the right time, i.e. early before decisions are made, changes should be built in before the policy or change is signed off. This will remove the need for remedial actions. Where this is achieved, the only action required will be to monitor the impact of the policy/service/change on communities or groups according to their protected characteristic.

List all the Actions and Equality Targets identified

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Monitor the number of households on the housing register in each Band including the protected characteristics	All	Annual on 31/3/2019 and 31/3/2020
Consider homelessness statistics relating to the protected characteristics	All	Annual on 31/3/2019 and 31/3/2020
Develop a Homelessness Prevention and Rough Sleeper Strategy which will support the delivery of the Allocation Policy (This strategy will include details of those to be consulted, to demonstrate that different people's views have been taken into consideration)	All	31/3/2019

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Monitor the impact of the policy change by analysis the number of lettings in each Band according to their protected characteristic.	All	Annual on 31/3/2019 and 31/3/2020
Complete further EA's in the future should there be further changes to the policy	All	
Name Of Director who approved Plan	Tom Bell, Assistant Director of Housing	Date 18 January 2019

*A = Age, D= Disability, S = Sex, GR Gender Reassignment, RE= Race/ Ethnicity, RoB= Religion or Belief, SO= Sexual Orientation, PM= Pregnancy/Maternity, CPM = Civil Partnership or Marriage. C= Carers, O= other groups

Website Summary – Please complete for publishing on our website and append to any reports to Elected Members SLT or Directorate Management Teams

Completed equality analysis	Key findings	Future actions

APPENDIX 1 Amendments to the Housing Allocations Policy

RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)

Completed equality analysis	Key findings	Future actions
Directorate: Adult Social Care Housing and Public Health Directorate Function, policy or proposal name: Allocation Policy Function or policy status: Changing (new, changing or existing) Name of lead officer completing the assessment: Sandra Tolley Sandra Wardle Date of assessment: 17 January 2019	The policy itself will not have a negative or adversely affect any communities or individuals. February 2019 – report to Cabinet proposing 5 changes, which aim to help to prevent homelessness earlier, reduce waiting time for households with a medical need and apply consistent approaches within the policy for people who wish to move to a smaller home. The five changes ensure compliance with the Homelessness Reduction Act which amends the Housing Act 1996 to make provision about measures for reducing homelessness. The proposed changes make the Allocation Policy rules simpler to understand and improve access to accommodation for people who are on low incomes.	Any future policy changes will be subject to an EA's We will be monitoring the effect of the changes of the policy on areas such as: • The number of households on the Housing Register • The numbers of people prevented from becoming homeless • An analysis of tenancy termination reasons • The number of empty homes • Void turnaround times • Void Rent Loss • Expenditure on temporary accommodation and hotels • Ethnic origin and Nationality of households on the register • The number of Council tenancy evictions

APPENDIX 1 Amendments to the Housing Allocations Policy

RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)

Committee Name and Date of Committee Meeting

Cabinet – 18 February 2019

Report Title

Commissioning and procurement of a new delivery model for Home Care and Support Services

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

Yes

Strategic Director Approving Submission of the Report

Anne Marie Lubanski, Strategic Director of Adult Care, Housing and Public Health

Report Author(s)

Nathan Atkinson – Assistant Director Strategic Commissioning, Adult Care, Housing and Public Health

01709 822270 or nathan.atkinson@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

The purpose of a home care and support service is to enable people to remain living at home for as long as possible. The availability of quality home care services are key to supporting people's independence at home in the communities they know.

This report provides an overview of the current home care and support service in Rotherham, particularly the state of the local market in terms of ability to meet current demand for service and the pressures that providers are facing. The report then highlights the case for change, before focusing on the key principles and approaches underpinning a new delivery model for home care and support services. These are to be incorporated into a new service specification produced following a co-production exercise with a range of stakeholders.

The intention is to procure a new model of home care and support through a competitive tender process, with alternative service arrangements in place from November 2019.

Recommendations

1. That approval be given to the commencement of a competitive tender process for the home care and support service from April 2019.

2. That it be noted that the new home care and support delivery model has been defined following the completion of a co-production exercise with a range of stakeholders, which informed the specification for the new contractual arrangements.
3. That a further summary contract report be submitted to Cabinet detailing the outcome of the tender process and the steps required to mobilise the new framework following contract award.

List of Appendices Included

Appendix 1 Commissioning and Procurement of Home Care Services

Background Papers

<http://www.ukhca.co.uk/pdfs/AMinimumPriceforHomecareVersion1020140202.pdf>

<https://www.nice.org.uk/guidance/qs123>

<https://www.skillsforcare.org.uk/NMDS-SC-intelligence/Workforce-intelligence/publications/The-state-of-the-adult-social-care-sector-and-workforce-in-England.aspx>

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

No

Exempt from the Press and Public

An exemption is sought for Appendix 1 under Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A of the Local Government Act 1972 is requested, as this appendix contains commercially sensitive information with regards to hourly rates agreed with providers.

It is considered that the public interest in maintaining the exemption would outweigh the public interest in disclosing the information to protect the commercial interests of providers. The body of the report is not exempt.

Commissioning and procurement of a new delivery model for Home Care and Support Services

1 Background

- 1.1 Home care is a way of describing the care and support that people receive in order to support themselves in their home and in the community in which they live. This could be providing personal care such as washing, dressing, and support with daily tasks; and helping people to do things for themselves as far as they are able to build their confidence and skills to achieve their maximum potential for independence.
- 1.2 In Rotherham the existing home care contract is delivered by twelve organisations, seven prioritise delivery to defined geographical zones across the borough. A further five organisations pick up work when the seven zoned organisations are unable to cover. The table in Appendix 1 gives the detail of the providers' contract history, priority zone area, current volume of work and the hourly rate at the point of tender award.
- 1.3 The tender to secure the home care and support services described above took place in 2014. The tender was evaluated on the highest quality and most economically advantageous tenders submitting competitive hourly rates. Initially the contract was awarded to eight home care organisations and in 2016 an additional seven providers were procured to accommodate demand. The contract mobilised home care organisations in 2015 for a three year term with an option to extend for a year. The contract was extended in 2017 and will be terminated on 31 March 2019. An exemption from Finance and Procurement Procedure Rules was authorised in July 2018 to allow for the continuation of the contract beyond its contractual term to allow sufficient time to procure the services. The approval contained the condition that the new competitive tender be publicised in April 2019. New contracts were issued to the incumbent home care market to provide services from April 2019 to 31 October 2019 to cover the proposed tender period.
- 1.4 Since the initial award, two providers have exited the contract, one was terminated as a result of breach of contract in terms of quality and one took a business decision to terminate for commercial reasons.
- 1.5 At present twelve home care providers are on a framework agreement. This 'call off' arrangement enables the Council to purchase home care and support services with no commitment to purchasing pre agreed volumes. It also provides an option to carry out 'competitive mini-tenders' between providers appointed to the framework to achieve cost efficiency where individuals require care packages of high value. This arrangement can support the Council in times of provider failure where a service can be allocated to another provider appointed to the framework when a provider exits, without the need for a competitive tender.

2. The Current Position

- 2.1 Approximately 16,000 planned home care hours per week are commissioned for 1,300 people. Around 350 care packages require multiple carers to attend. Payments are made on actual hours delivered with an approximate 10% variance between planned hours and actual hours delivered.
- 2.2 Similar to the national picture the home care market in Rotherham is fragile. Home Care providers operate on tight margins and have a transient workforce. It is estimated that contracted home care providers in Rotherham are currently employing in excess of 640 care workers. The market reports that the majority of the care workers do not hold qualifications at level 2/3 or the Care Certificate as a result of the high turn-over of staff. In the last 12 months, the staff turn-over rate for home care agencies in the Yorkshire and Humber Region was 37.4%. This level of turn-over has implications on providers with regards to recruitment costs, uniform provision, induction as well as training costs. High staff turnover can cause negative experiences for customers as they need to repeatedly explain their needs and given the intimate nature of the service, they can find it challenging to build up rapport and trust with the new care staff regularly allocated to support them.
- 2.3 In Rotherham, the existing service specification details the purchasing of care hours in multiples of 15 minutes. This is allied to the duration of time being estimated to deliver care on a daily basis and agreed in a support plan. The intention is for new model to move away from the 15 minute allocation process and this is detailed below in section 4.9. The commissioning of 15 minute calls in isolation does not promote the principles of personalisation and this practice is not in accordance with National Health Institute for Care Excellence (NICE) guidelines.
- 2.4 The largest cohort in receipt of home care is older people who form 83% of the total recipients of contracted home care. However, the principles of home care can be applied to any cohort. Demand for support for older people is likely to continue in view of the increasing older population. Rotherham's older population (age 65+) is predicted to increase by 4.5% by 2020 with an additional 8% increase from the year 2020 to 2025.
- 2.5 The service activity of contracted home care monitored over recent years shows an increase in dependency on the service with an average increase of 10% per year over the last three years. In 2014/15 13,523 hours were commissioned per week with the existing service activity at 16,196 hours per week. During 2017/18 there were 143 admissions into long stay residential care across all cohorts, with an average of 11 admissions per month. This trend appears to be reducing with 328 long stay residential placements made in 2016/17. This downward trend may account for the increase in the dependency on home care.

- 2.6 A total of 191 people currently use their personal budget as a Direct Payment to purchase care from a commissioned home care provider. 43 people living in extra care facilities are in receipt of home care from commissioned providers. There is also an emergency 72 hour fast response service in operation, providing up to 70 hours of support per week alongside a small carers support service. The fast response service provides home care for a limited period of time to support hospital discharge where there are difficulties in immediately sourcing longer term support and otherwise would lead to a delayed discharge. Though these services are outside of the existing framework agreement, it would be prudent to include them within the scope of a new delivery model.

3. Key Issues and the Case for Change

- 3.1 There are a number of strengths with the existing model of home care and support in that:
- The framework agreement means that in the event of provider failure replacement capacity can be quickly secured. This has been recently used following challenges with the market failure of one national provider operating in Rotherham and alternative provision was sourced through the framework in December 2018.
 - Responses to requests for home care are efficient and capacity within the framework currently broadly meets demand. This is evidenced by the low level of delayed transfers of care (DTC) from the Rotherham Foundation Trust hospital attributed to 'awaiting a care package'.
 - The current model of zoning providers means that capacity is available across the borough including in rural and semi-rural parts of the borough. This approach avoids 'cherry picking' of the best areas.
- 3.2 There are a range of inherent issues with the existing model that will need to be addressed to best meet people's outcomes. The well-publicised failure of a national provider, Allied Healthcare, who also operated within Rotherham, in late 2018, demonstrated the fragility of the existing home care model exacerbated by a challenging financial climate. A future service model must work within the available financial envelope, but on the basis of sustainable hourly rates that enable the terms and conditions for care workers to be improved in turn.
- 3.3 The issues are wider than just the hourly rates paid to service providers with the home care sector having a negative perception in terms of attractiveness for care staff. Skills for Care reported in September 2018 that the national home care sector has an aging workforce (the average age of a care worker is 43 years old), high staff turnover of 37.4%, vacancy rates of 10% and very little external recruitment outside of people already working in the sector. Based on discussions with providers, this picture is mirrored within Rotherham, though obtaining readily available specific statistics for the borough is difficult.

- 3.4 The low job satisfaction is in part driven by the 'time and task' model which means that care workers are constantly battling against the clock to get to the next visit, regardless of the fluctuating needs of the people they are supporting. This transactional approach does not allow for personalisation or emotional reward and the travel costs associated with the approach also make alternative sectors such as retail more attractive propositions. It is imperative that existing valuable care worker resources are used most appropriately.
- 3.5 The case for change highlighted above is well established and a number of local authorities have put in place alternative delivery models to move away from the 'time and task' model. This has helped inform the principles and approaches for the Rotherham model, though the detail applied in this report has emerged through co-production following an ongoing series of engagement sessions, both formal and informal with a wide range of stakeholders including,
- people in receipt of home care services through telephone surveys
 - members of the public at Rotherham Show
 - existing contracted providers
 - wider providers through soft market testing sessions
 - a range of Adult Care and Rotherham CCG staff
 - Community Nursing and Occupational Therapy staff

4. The Proposed New Delivery Model

- 4.1 The ambition for high quality home care and support service will only be achieved through a co-produced, best practice led model. The development of a revised home care model will complement the emerging Target Operating Model (TOM) for the Adult Care Directorate. The TOM will take into account whole system requirements and the required integration with health partners to develop reablement led provision, embed strength based approaches and create further multi-disciplinary working. The new home care and support offer will be part of a spectrum of solutions ranging from low level or no cost solutions to complex targeted and specialist services. It is essential that the development of a new model of home care and support dovetails with wider system developments across the Directorate and is aligned to the requirements of health partners.
- 4.2 The challenges faced by Rotherham's providers, the quality of provision, escalating demand and the financial pressures faced by the Council cannot continue to go unaddressed. If the Council is to sustain a vibrant home care market capable of delivering high quality care in Rotherham, then the Council needs to act to support a lower proportion of the population for less of their life, re-able and innovate to provide alternatives to formal high cost care. A new home care model will contribute to reduce demand by delivering high quality skilled flexible care and support only as long as it is needed.
- 4.3 A proposed new delivery model for home care and support presents an opportunity to address the issues highlighted in the case for change and will embed the adult care vision that the Council

‘Will act together to support the residents of Rotherham to live full active lives; to live independently and to play an active part in their local communities’.

Effective home care and support will enable people to remain at home longer, live independently and enable them to access community assets to maintain health and wellbeing. The model fits with the personalisation and prevention (reduce, prevent, delay) agenda contained within the Care Act 2014 in addition to reducing demand for formal care services and therefore costs.

- 4.4 The aim of the new delivery model is to increase positive user experience through attracting prospective care workers to make home care a real career choice and aspire to careers in social care and health. Attracting motivated workers with the right values reduces pressure and costs for providers to continuously recruit and train the workforce. The proposed model has been adopted in other local authorities providing a platform of experience and learning that the Council can build on.
- 4.5 The proposed service specification is under development. It is being informed through the application of best practice from elsewhere and most crucially through the outcome of a co-production exercise with key stakeholders informing the content. The core element of the proposed new delivery model is the adoption of the principles and approaches.
- 4.6 The Principles of the new model are:
- The promotion of independence through continued reablement
 - A recovery ethos for all individuals in receipt of the service
 - Provider care staff are entrusted to manage the ‘envelopes of time’ for individuals
 - Provider care staff are seen as part of a multidisciplinary team
 - There is a high level of trust between all parties involved in the care and support for an individual in receipt of the service
- 4.7 The Approaches of the new model are:
- Assessment and provider care staff apply strength based approaches when completing Support Plans
 - The individual in receipt of the service determines the desired outcomes and all support plans are person centred
 - Options to use equipment, assistive technology or digital solutions are explored as part of the support planning process
 - Provider staff are confident and competent to use or work alongside equipment, assistive technology or digital solutions
 - Provider staff make best use of community assets as part of their care and support offer for individuals in receipt of the service
 - Learning and development is available to provider care staff

- 4.8 The new delivery model will combine the effective elements of the existing specification and these will be reflected in the new service specification. One key element is the continuation of the effective organisation of providers against a geographic footprint (zones). This supports an interface with assessment teams and health services i.e. community nurses.
- 4.9 The new model will need to incorporate flexibility to meet local needs in each zone. This will give surety of income to providers and incentivise the use of employment contracts for provider care staff. This would only be introduced when the volume of service required in each zone has levelled into a regular pattern. Electronic call monitoring will be a requirement to assure the Council of service delivery and this would link to payment systems.
- 4.10 Personalised service delivery against agreed outcomes where providers arrange services to be delivered at dates and times preferred by the individual and their families and continue to meet their obligation where critical call times are required.
- 4.11 Providers will play a much more pivotal role in the organisation of care arrangements and will be involved in the review activity. In this model provider reviews can result in adjustments to care packages to benefit the individual and increase opportunity for cost efficiency for the Council in situations where needs have positively changed.
- 4.12 A model of service delivery with a reablement emphasis where providers reable individuals to reduce care packages following a period of formal (free to the individual) reablement. This would ensure that the provider has the capacity to meet demand for new service requests and involve the provider proactively in demand management. This will also actively encourage the use of equipment, assistive technology and ensure that community asset solutions are explored as part of the wider package.
- 4.13 Engaging the existing home care workforce in a targeted Learning and Development Programme and continuing to work with the Rotherham and North Nottinghamshire College Group (RNN) to further develop the Health and Social Care syllabus for students aged 16+ to encourage entry to the profession.

5. Options considered

- 5.1 An exemption from going to competitive tender on the open market was authorised in July 2018 with the condition that a competitive tender is publicised in April 2019. New contracts were issued to the incumbent home care market to provide services from April 2019 to 31 October 2019.
- 5.2 In lieu of the exemption period coming to an end on 31 October 2019, it is necessary to undertake a procurement process for the home care and support service. The proposed procurement approach is defined below within section 8 of the report.

- 5.3 There is no option to further extend the exemption period under the Public Contract Regulations 2015, ruling out a continuation of the service without a procurement process.
- 5.4 There is the option to tender and continue with the existing model, but as highlighted in the case for change under section 3 of the report, this may lead to challenges with market sustainability. Maintaining a traditional approach potentially makes the Council's offer less attractive to perspective providers and care workers. Challenges with recruitment and retention of care workers will ultimately lead to a poorer quality of service for customers.
- 5.5 The option to apply the proposed new delivery model in the tender process, encompassing the principles and approaches contained within section 4 should enable the Council to positively and proactively respond to the challenges highlighted in section 3 of the report.

6. Consultation on proposal

- 6.1 There is no requirement for formal public consultation to take place with regard to the implementation of a new delivery model for home care and support. However as a matter of good practice, a co-production model has been used to inform the future model.
- 6.2 The proposed new delivery model for home care and support has been co-produced with a range of internal and external stakeholders and this is referenced throughout the report. The input from various interviews, workshops and focus groups has been used to inform the content of the service specification. This is in line with good practice for commissioning and supports the Adult care vision - *We will act together to support the residents of Rotherham to live full active lives; to live independently and to play an active part in their local communities.*

7. Timetable and Accountability for Implementing this Decision

- 7.1 The tender process will commence in April 2019 and it is expected that the evaluation and tender award process will be completed to enable contract commencement from November 2019.

8. Financial and Procurement Advice and Implications

8.1 Financial Implications

- 8.1.1 The outcome of the tender exercise will be modelled to understand the impact on Council budgets and on the Council's Medium Term Financial Strategy.

8.1.2 Proposals contained within this report to commission new services from 2019 are not expected to achieve cost efficiencies, directly from the procurement process, as it is likely that submitted hourly rates in the tender process will exceed existing rates. Any future efficiencies will come from applying strength based approaches to assessment and effective reviewing of people in receipt of services, where levels of needs have changed through reablement or positive changes in circumstances.

8.1.3 The Council currently spends around £11.3m on contracted home care (all cohorts).

8.2 Procurement Implications

8.2.1 The Home Care Support services described within this report would be classified as Social and Other Specific Services (“SOSS”) as defined in the Public Contracts Regulations 2015 (“the Regulations”). The value of the estimated expenditure over the life of the agreement means that the Regulations will apply and an OJEU advertised opportunity must be undertaken, albeit through a Light Touch Regime (LTR).

8.2.2 When procuring under the LTR, Contracting Authorities need to be able to demonstrate compliance with the principles of transparency and equal treatment, however they have the flexibility to tailor and design their own procedures.

8.2.3 Dynamic Purchasing Systems are a procurement vehicle identified in the Regulations, which allows new Providers to join the agreement at any time. In this instance the pre-fix of the term ‘*Pseudo*’ is used to identify the services are being conducted under the LTR and may include some flexibilities not contained in the main Regulations.

8.2.4. The procurement of these Services will therefore be conducted in compliance with the European and domestic procurement law and the Council’s own Financial and Procurement Procedure Rules.

9. Legal Advice and Implications

9.1 Proposals in this report support the Council’s compliance with legal obligations encompassed in the:

- Care Act 2014 – requires local authorities to ensure the provision or arrangement of services, facilities or resources to help prevent, delay or reduce the development of needs for care and support.
- Care Act 2014 – to support; carers, people who use personal budgets and people going through transition from children’s services into adult services.
- Care Act 2014 - introduced new duties on local authorities to facilitate a vibrant, diverse and sustainable market for high quality care and support.
- Public Services (Social Value) Act (2012) to promote social value under the Public Services.

10. Human Resources Advice and Implications

- 10.1 There are no direct human resource implications for the Council as a result of the proposals contained in this report as any potential transfers of home care staff would be between external organisations – outgoing home care service providers transferring eligible staff to the incoming providers as part of the mobilisation of the new contractual arrangements under Transfer of Undertakings (Protection of Employment) Regulations 2006.

11. Implications for Children and Young People and Vulnerable Adults

- 11.1 The new delivery model for home care and support outlined in this report and the co-produced service specification will improve the service offer for all of the adult cohorts supported by the Council. Proposals contained within this report support positive steps to meet objectives in the Council Plan to develop alternatives to traditional care, maximise independence and stimulate the market requirement in terms of the Joint Health and Wellbeing Strategy (Priority 2) Promoting independence and self-management and increasing independence of care for all people.
- 11.2 Children's Services are out of scope for the purpose of the service specification and the procurement exercise and therefore there are no direct implications for Children and Young People as a result of the proposals.

12. Equalities and Human Rights Advice and Implications

- 12.1 The proposals in this report support the Council to comply with legal obligations encompassed in the:
- Human Rights Act (1998), to treat everyone equally with fairness dignity and respect with a focus on those who are disadvantaged as a result of disability and
 - Equality Act (2010) to legally protect people from discrimination in the wider society.

13. Implications for Partners

- 13.1 The proposed new delivery model for home care and support has been co-produced with a range of stakeholders as indicated at section 4.6. The intention is to jointly procure with the Rotherham Clinical Commissioning Group (CCG) as their home care contract is due to expire within the same time frame as the Council's. This will however be as a separate lot in order to ensure that the service quality provided to the CCG meets clinical thresholds and best meets the needs of people funded through Continuing Health Care (CHC). Funding for this service will come directly from the CCG.

14. Risks and Mitigation

- 14.1 The home care market is showing signs of distress. The well-publicised market failure of a national provider, Allied Healthcare, who also operated within Rotherham, in late 2018, demonstrated the fragility of the existing home care model. It is envisaged that the new delivery model will mitigate some of the risks posed, in terms of care provider financial viability and workforce. This is documented in section 4 of the report.
- 14.2 There is also a financial risk that the new framework could be unaffordable within existing resources. This will be identified from the tender evaluation process and will include the determination of funding options to ensure that any agreements can be met from within existing allocated resources

15. Accountable Officer(s)

Nathan Atkinson, Assistant Director Strategic Commissioning.

Approvals obtained on behalf of:-

	Named Officer	Date
Chief Executive	Sharon Kemp	04/02/19
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	01/02/19
Assistant Director of Legal Services (Monitoring Officer)	Dermot Pearson	01/02/19
Assistant Director of Human Resources (if appropriate)	Kay Wileman	21/01/19
Head of Procurement (if appropriate)	Karen Middlebrook	22/01/19

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