

## **OVERVIEW AND SCRUTINY MANAGEMENT BOARD**

**Date and Time :-** Wednesday, 12 February 2020 at 11.00 a.m.  
**Venue:-** Rotherham Town Hall, Moorgate Street, Rotherham.  
**Membership:-** Councillors Cusworth, R. Elliott, Jarvis, Jepson, Keenan, Mallinder, Napper, Steele (Chair), Taylor, Tweed, Walsh and Wyatt.

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 Governance Advisor of their intentions prior to the meeting.

### **AGENDA**

#### **1. Apologies for Absence**

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

#### **2. Minutes of the previous meeting held on 15 January 2020 (Pages 1 - 4)**

To consider the minutes of the previous meeting of the Overview and Scrutiny Management Board and approve them as a true and correct record of the proceedings.

#### **3. Declarations of Interest**

To receive declarations of interest from Members in respect of items listed on the agenda.

#### **4. Questions from Members of the Public and the Press**

To receive questions relating to items of business on the agenda from members of the public or press who are present at the meeting.

#### **5. Exclusion of the Press and Public**

To consider whether the press and public should be excluded from the meeting during consideration of any part of the agenda.

## **Items for Pre-Decision Scrutiny**

In accordance with the outcome of the Governance Review in 2016, the following items are submitted for pre-scrutiny ahead of the Cabinet meeting on 17 February 2020. Members of the Overview and Scrutiny Management Board are invited to comment and make recommendations on the proposals contained within the report.

### **6. Budget and Council Tax 2020-21 and Medium Term Financial Strategy (Pages 5 - 257)**

Cabinet Portfolio: Corporate Services and Finance

Strategic Directorate: Finance and Customer Services

### **7. December Financial Monitoring (Pages 258 - 275)**

Cabinet Portfolio: Corporate Services and Finance

Strategic Directorate: Finance and Customer Services

### **8. Urgent Business**

To determine any item which the Chair is of the opinion should be considered as a matter of urgency.

### **9. Date and time of next meeting**

The next meeting of the Overview and Scrutiny Management Board will be held on Wednesday 4 March 2020 at 11am at Rotherham Town Hall.



SHARON KEMP,  
Chief Executive.

**OVERVIEW AND SCRUTINY MANAGEMENT BOARD**  
**Wednesday, 15th January, 2020**

Present:- Councillor Steele (in the Chair); Councillors R. Elliott, Jarvis, Jepson, Taylor, Tweed, Walsh and Wyatt.

Apologies were received from Councillors Cowles, Cusworth, Keenan and Mallinder.

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

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

**103. MINUTES OF THE PREVIOUS MEETING HELD ON 20 DECEMBER 2019**

**Resolved:-**

That the minutes of the meeting of the Overview and Scrutiny Management Board held on 20 December 2019 be approved as a true and correct record of the proceedings.

**104. DECLARATIONS OF INTEREST**

There were no declarations of interest from Members of the Board.

**105. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS**

There were no questions from members of the public or press.

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

The Chair advised that there were no items of business on the agenda which would require the exclusion of the press and public from the meeting.

**107. DESIGNATION OF SELECTIVE LICENSING AREAS 2020-2025**

Consideration was given to a report which was submitted for pre-decision scrutiny ahead of the Cabinet meeting scheduled for 19<sup>th</sup> January 2020 in respect of a public consultation on proposed designation of Selective Licensing Areas.

On 10<sup>th</sup> June 2019, Cabinet agreed that public consultation be undertaken on the proposed designation of parts of Maltby, Dinnington, Eastwood/Town centre and Masbrough, for mandatory Selective Licensing of private rented housing. At the same meeting in June 2019, Cabinet agreed to the proposed designation of parts of Parkgate and Thurgroft, subject to confirmation by the Secretary of State for Housing, Communities and Local Government.

The current report provides detail of the feedback from the consultation. The majority (62%) of respondents expressed support for a mandatory selective licensing scheme. Consequently, the report recommends that these areas are designated as Selective Licensing areas.

Members were interested in knowing more about the reasoning behind the selection of the areas proposed for licensing and proposed boundaries of the selected areas, especially with respect to Addison Square, Dinnington, and Little London. In response, Members were assured that these areas were chosen on the basis of their relative deprivation compared to other parts of the Borough.

Members asked for clarification around the consultation process and asked to have the contact points at schools, supermarkets, and other frequented areas within the Borough. Members showed especial interest in performing a role in the consultation process within their respective Wards.

Members asked specifically about a case in the report that mentioned the landlord response to the proposed change had influenced a revision to the original plan. Further, Members mentioned that the strategies for documentation of drawing boundaries may not be consistent and asked for assurances that the figures are good and reasonably accurate given the data available. Members asked that maps and data visualisations be represented in a clear, reader-friendly format in future.

**Resolved:-**

1. That Cabinet be advised that the recommendations be supported.
2. That consideration be given to the presentation of data in a user friendly format when summarising findings from public consultation or other complex numerical or statistical information, with the preferred approach being the style used to present data in Council Plan Performance reports.
3. That arrangements be made to ensure that local Ward Members are briefed by officers ahead of any future consultations conducted by the Council that affect specific wards and councillors be provided with information to circulate to residents through ward surgeries and ward bulletins.
4. That, in the event of Cabinet approving the recommendation in respect of alternative arrangements for Little London in Maltby, the findings of the review be submitted to Overview and Scrutiny Management Board prior to any final decision to proceed with designation or continue with such alternative arrangements.

**108. ETHICAL PROCUREMENT POLICY**

Consideration was given to a report submitted for pre-decision scrutiny in advance of the Cabinet meeting on 20 January 2020 that underscores centrality of ethical behaviour at the core of the Council's procurement activity. The Council expects the suppliers it does business with to share similar values and ethical ethos in the way they deliver their services. This Policy sets out a range of measures and policy decisions / commitments that have been taken by the Council over the years (including the recent Social Value Policy) to achieve this and drive ethical practice, with the aim to encompass this into one comprehensive policy.

Members lauded the organization and clarity of the document, and were interested to know what kinds of training and monitoring efforts would be conducted by officers in the implementation of this policy. Members expressed concerns about the impact of this policy on local and small businesses, and they wished to know by what evaluative measures prospective suppliers would be assessed, and if these expectations—as well as feedback on any refused applications—would be made available to prospective suppliers. Members were interested in seeing a tally of distributions over time so that we might all see development at the ward level.

In response, Members were informed that a specific officer is responsible to oversee training and monitoring Ethical Procurement Policy implementation, and that this individual will be able to provide a more fulsome information as needed. Further, Members were assured that this policy is part of a full Social Value offering, a contract that balances the priorities of Social Value and Local Spend so that the implementation will be in no way discriminatory towards local businesses. It was affirmed that the Council's desire is to award more local contracts to more local businesses. Members were assured that it would be useful to continue to review the policy in total, as it has here been consolidated into one document.

**Resolved:-**

1. That Cabinet be advised that the recommendations be supported.
2. That when engaging with external contractors, arrangements be made to ensure that ethical outcomes are effectively captured and presented in an annual report to be published on the Council's website.
3. That, with regard to corporate policy review mechanisms within the authority, consideration be given to reviewing Council policies on at least a three yearly cycle, unless a statutory or previously agreed local framework has already been prescribed.

**109. URGENT BUSINESS**

The Chair reported that there were no urgent items of business requiring the consideration of the Board.

**110. DATE AND TIME OF NEXT MEETING**

**Resolved:-**

1. That the next ordinary meeting of the Overview and Scrutiny Management Board be held on Wednesday 29 January 2020 commencing at 11.00 a.m. in Rotherham Town Hall.
2. That an extraordinary meeting of the Overview and Scrutiny Management Board be held on Tuesday 28 January 2020 commencing at 5.30 p.m. in Rotherham Town Hall.

**Committee Name and Date of Committee Meeting**

Cabinet – 17 February 2020

**Report Title**

Budget and Council Tax 2020/21 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)**

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**Ward(s) Affected**

All

**Report Summary**

This report proposes the Council's Budget and Council Tax for 2020/21, based on the Council's Provisional Local Government Finance Settlement for 2020/21, budget consultation and the consideration of Directorate budget proposals through the Council's formal Budget process alongside a review of the financial planning assumptions within the Medium Term Financial Strategy.

In setting the proposed 2020/21 budget, Cabinet are asked to recommend to Council, an increase of 0.99% in the Council's basic Council Tax and an Adult Social Care precept of 2.0%.

This report proposes the revenue budget for 2020/21, being the second year of the two-year budget for 2019/20 and 2020/21 set by Council in February 2019.

**Recommendations**

That Cabinet resolves to recommend to Council:-

1. Approval of the Budget and Financial Strategy for 2020/21 as set out in the report and appendices, including the proposed budget adjustments and investments, a basic Council Tax increase of 0.99% and an Adult Social Care precept of 2.0%.
2. Approval of the updated Medium Term Financial Strategy (MTFS) to 2022/23.

3. Approval of the Reserves Strategy as set out in Section 2.8 noting that the final determination of Reserves will be approved as part of reporting the financial outturn for 2019/20.
4. To note and accept 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. To note the consultation feedback from the public, partners and Overview and Scrutiny Management Board (OSMB) following public consultation on the Council's budget for 2020/21 which took place from 13th December 2019 to 13<sup>th</sup> January 2020 (Section 4).
6. Approval of the proposed increases in Adult Social Care provider contracts as set out in Section 2.4.
7. Approval of the changes to allowances for Special Guardianship Orders and Child Arrangement Orders as set out in Paragraph 2.6.9.
8. Approval of the investment proposals set out in Section 2.7 and Appendix 2.
9. Approval of the Council Fees and Charges schedules for 2020/21 attached as Appendix 7.
10. Application of the Business Rates Reliefs as set out in Section 2.9, in line with Government guidance.
11. Approval of the proposed Capital Strategy and Capital Programme as presented in Section 2.10 and Appendices 3A to 3F.
12. Approval of the Treasury Management Matters for 2020/21 as set out in Appendix 4 of this report including the Prudential Indicators, the Minimum Revenue Provision Policy, the Treasury Management Strategy and the Investment Strategy.
13. Approval of the Flexible use of Capital Receipts Strategy 2020/21 (Appendix 5).
14. Approval that the Capital Programme budget continues to be managed in line with the following key principles:
  - (i) Any underspends on the existing approved Capital Programme in respect of 2019/20 be rolled forward into future years, subject to an individual review of each carry forward to be set out within the Financial Outturn 2019/20 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.

### **List of Appendices Included**

Appendix 1	Council tax Base 2020/21
Appendix 2	Proposed Revenue Budget Investments
Appendices 3A – 3F	Proposed Capital Programme 2019/20 to 2023/24
Appendix 4	Treasury Management and Investment Strategy and Prudential Indicators 2020/21 to 2022/23
Appendix 5	Flexible use of Capital Receipts Strategy 2020/21
Appendix 6	Budget 2020/21 - Net Budget Requirement to be met by Council Tax – Statutory Resolution (to be included in the Budget and Council Tax 2020/21 report to Council 26 <sup>th</sup> February 2020).
Appendix 7	Schedule of proposed Fees and Charges 2020/21
Appendix 8	Background to the Budget & Financial Strategy
Appendix 9	Report on Budget Consultation 2020/21

### **Background Papers**

- Council Tax Base 2020/21 – Officer Delegated Decision record
- Housing Rents 2020/21 – Cabinet 23<sup>rd</sup> December 2019, Council 22<sup>nd</sup> January 2020
- Housing Revenue Account Business Plan 2020/21 – Cabinet 23<sup>rd</sup> December 2019, Council 22<sup>nd</sup> January 2020.
- Provisional Local Government Financial Settlement – 12<sup>th</sup> December 2019
- Budget and Council Tax 2019/20 and Medium Term Financial Strategy – Council 27<sup>th</sup> February 2019
- December Financial Monitoring Report – Cabinet 17<sup>th</sup> February 2020
- Mid-Year Treasury Management and Prudential Indicators Monitoring Report 2018/19 – Audit Committee 26<sup>th</sup> November 2019
- 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 – 12 February 2020

Council – 26 February 2020

### **Council Approval Required**

Yes

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

No

## **Budget and Council Tax 2020/21**

### **1. Background**

- 1.1 This section of the report incorporates the following financial matters related to the Budget and Financial Strategy for 2020/21, together with an updated Medium Term Financial Strategy to 2022/23.

### **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. The Government intervention was formally concluded on 31st March 2019.
- 1.2.2 However, in common with councils across the country, significant pressures remain social care budgets.
- 1.2.3 The Council remains committed to protecting the most vulnerable children and adults and to delivering improved value for money, but has to ensure that social care services are delivered within the financial envelope set within this budget. The additional social care resources provided within the Finance Settlement for 2020/21 are welcome, as is the Government statement within the December 2019 Queens' Speech that these additional resources will be delivered across the life of this Parliament, but this level of additional funding still falls well short of the national social care funding gaps as calculated by the Local Government Association. There is still therefore the need for the Council to transform the delivery of social care services in order to maintain effective service provision within the available funding.
- 1.2.4 Since the introduction of austerity measures in 2010, the Council has made savings in excess of £200m in response to the significant reductions in Central Government funding. This includes savings of £16m to be delivered in 2020/21 which were agreed last year within the two-year budget for 2019/20 and 2020/21 approved by Council in February 2019.
- 1.2.5 The expected financial outturn position for 2019/20 has been taken into account along with the level of reserves and opportunities to manage risk within the budget. The final position for reserves however will not be known until after the financial year end.
- 1.2.6 The current financial position (2019/20) highlights the significant financial challenges which the Council continues to face, largely as a result of demand for social care services.

### **1.3 Revenue Budget Position 2019/20**

- 1.3.1 The December revenue financial monitoring position which is reported to Cabinet on 17th February 2020, on the same agenda as this budget report, shows a forecast overspend of £4.0m. £3.2m remains in the budget contingency reserve, set aside in 2018/19, the potential additional impact on reserves of the forecast overspend is therefore £0.8m. Key issues of forecast overspend within the Directorates are set out below.
- 1.3.2 Within the Children's and Young People's Services Directorate the number of Looked After Children is currently below the budget profile but the placement mix of having too many external residential placements is the main reason for continuing budget pressures. The forecast overspend is £5.9m.
- 1.3.3 The Adult Care Housing and Public Health Directorate is forecasting an overspend of £1.4m. This is based on full delivery of savings identified by implementing the new target operating model and part year savings from the reassessment programme and review of Learning Disability services. Within this overall position, Adult Care services are forecast to overspend by £2.1m largely as a result of increasing demand for services.
- 1.3.4 Regeneration and Environment Directorate is forecasting an overspend of £2m from a combination of demand led pressures in Home to School Transport, shortfalls in some income budgets and some timing issues with delivery of some budget savings.
- 1.3.5 Both Finance and Customer Services and Assistant Chief Executives Departments are underspending, along with substantial savings in central services budgets bringing the net overspend to £4m.

### **1.4 Provisional Local Government Finance Settlement 2020/21**

- 1.4.1 The Government published details of the Provisional Local Government Finance Settlement on 20th December 2019. The Strategic Director - Finance and Customer Services submitted the Council's response to the provisional settlement consultation, within the deadline for responses of 17th January 2020.
- 1.4.2 The key headlines from the Settlement are:
- The basic Council Tax referendum principle for 2020/21 is 2% i.e. a maximum increase of 1.99%.
  - In addition, social care authorities will be able to increase their Council Tax by up to 2% (over the basic referendum threshold of 2% referred to above).
  - Provisional allocations for a Social Care Support Grant announced after the Spending Round 2019 are now confirmed in the Provisional Settlement. The Council's allocation for 2020/21 is £8.393m.

- The provisional allocations for the New Homes Bonus have been published for 2020/21. The threshold over which the bonus is paid will remain at 0.4%. However, 2020/21 allocations will be for one year only. There will be no legacy payments in future years, pending a Government review of New Homes Bonus.
- The figures published for Revenue Support Grant and Business Rates are in line with indications from the Spending Round. The Public Health Grant allocations have not yet been issued at the time of publishing this budget report.

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. Details of this local funding are 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**

	2019/20	2020/21	Difference
	£'000	£'000	%
Revenue Support Grant	14,857	15,100	1.6
Business Rates Top Up	28,943	29,415	1.6
<b>Provisional Settlement – Government Funding</b>	<b>43,800</b>	<b>44,515</b>	<b>1.6</b>

1.4.4 In addition, the Government compensates councils for years in which they apply an indexation cap, (below the annual increase in the Retail Price Index), on Business Rates and the associated Top-up Grant. The additional Top-up Grant provided by a Section 31 Grant for under-indexation in 2020/21 is £232k to take the actual Top-up increase to 2.4% in line with the September 2019 RPI increase.

1.4.5 The Government Spending Round 2019 set out proposed public sector funding for one year only (2020/21). Consequently, the Local Government Finance Settlement for 2020/21 is a one-year only Settlement. The Government plans to undertake the delayed Spending Review during 2020, which along with a Fair Funding Review of Local Government finances and a proposed move to 75% local retention of Business Rates will determine the Council's funding from Government for 2021/22 and beyond. There therefore still remains uncertainty about the future funding model.

#### **1.4.6 Dedicated Schools Grant (DSG)**

1.4.7 The Council also receives funding to deliver education in Rotherham, the Dedicated Schools Grant (DSG). The DSG (£252.7m) is split into four blocks and each block is determined by a national funding formula:

- The Schools Block for 2020/21 is £197.1m and is allocated to mainstream schools and academies in the Borough based on pupil numbers taken from the October 2019 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 £4,186.71 and the Secondary unit is £5,604.92.
- The Early Years Block is £17.6m and the majority of the spend is allocated for two, three and four year olds in schools, private, voluntary and independent organisations. The hourly rate per pupil has increased from £4.30 to £4.38 for three & four year olds and £5.20 to £5.28 for two year olds.
- The High Needs Block is £36.9m and is used to fund pupils who require specialist education. 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 that are receiving additional support via an Education, Health and Care (EHC) Plan has almost doubled since 2014.
- Due to the number of EHC plans this has led to financial pressures on the High Needs Block in Rotherham and to address the cost pressures the local authority has implemented a three year financial recovery plan.
- The HNB funding is 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 detailed below.

- The Department for Education has announced that the Disadvantaged Pupil Premium rate will increase from April 2020 by £25 for Primary Pupils (from £1,320 to £1,345) and £20 for Secondary Pupils (from £935 to £955). Disadvantaged Pupil Premium is paid for all pupils who claim free school meals, or who have claimed free school meals in the last six years.
- The Pupil Premium Plus, which is paid for every pupil who has left Local Authority care through adoption, a special guardianship order or child arrangement order, will also increase from April 2020, by £45 (from £2,300 to £2,345 per pupil)
- The Service Premium, for every pupil with a parent serving in the Forces or who is retired on a Ministry of Defence pension will increase from £300 to £310 for the 2020/21 financial year.

#### **1.4.10 Additional Grants to Schools**

- Teachers' Pay Grant is designed to provide schools assistance in meeting the costs of the pay increases over and above the 1% schools would have already expected. The grant is payable in 2019/20 and 2020/21.
- Teachers' Pension Employer Contribution Grant offers schools assistance in meeting the financial costs of the increase in employer contribution costs to the Teachers' Pension Scheme.
- Universal Infant Free School Meals Grant supports schools in delivering the legal requirement to offer free school meals to all infant pupils. Each meal taken by an eligible child currently attracts £2.30
- Year 7 Numeracy and Literacy Catch up premium is an allocation for each pupil underachieving as recorded on census.
- PE and Sport Premium for Primary schools is used for the engagement of all pupils in regular physical activity.
- Devolved Formula Capital Grant is funding allocated to schools to help maintain and improve the condition of school buildings and grounds.

## **2. Budget 2020/21 and Medium Term Financial Strategy to 2022/23**

### **2.1 Background and Budget Approach**

2.1.1 The Council set a two-year budget for 2019/20 and 2020/21 at the Council Budget meeting in February 2019. The two-year budget included savings to address a funding gap of £30m over those two years, those savings including £16m of Service Directorate savings to be delivered in 2020/21. There are no changes in this budget to those savings proposed and there are no new savings proposals for Cabinet and Council to consider.

2.1.2 However, the Council continues to face significant financial pressures, particular in respect of social care which are described in section 1.3 above and are set out in the latest financial monitoring report on this same Cabinet agenda for 17<sup>th</sup> February 2020.

- 2.1.3 Since 2011, the Council has had to make savings of over £200m, including the savings for 2020/21, and has reduced its headcount by approximately 1,800 staff (over 1,100 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.
- 2.1.4 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 previous reductions to Government funding, increased demand for social care services as a result of a growing population and the impact of inflation.
- 2.1.5 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.
- 2.1.6 However, whilst the Council has inevitably become smaller in size, the strategy for the future continues to ensure that the Council is bigger in influence. This means that the Council's role will continue to change. 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 an 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.
- 2.1.7 In the last three years, the Council has changed the way in which it works with other agencies in order to implement these changes. Despite the financial pressures, the Council focus on delivering better services, focussed on the priorities set by the public, will continue.
- 2.1.8 It is also important to underline the spending level of the Council despite the previous funding cuts. With a current proposed revenue budget of £233m in 2020/21 together with proposed capital expenditure of £147m, 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 against the Council's stated priorities. This means making carefully considered investment and savings decisions through to 2023. The Capital Programme which has been updated within this report includes a total of £611m of planned capital investment across the current year and up to 2023/24.
- 2.1.9 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, particularly with regard to the High Needs funding block.

- 2.1.10 The particular challenges which the Council has to take account of within its budget and financial strategy are summarised in Appendix 8.

## 2.2 Two-year Budget 2019/20 & 2020/21

- 2.2.1 In February 2019, the Council set a two year budget for 2019/20 and 2020/21 and a Medium Term Financial Strategy to 2021/22. This included £23.5m of Directorate savings to be delivered over the two years as part of the Council meeting a £30m funding gap. There are no changes to the savings agreed within the budget and no new savings being proposed for Cabinet and Council to consider in 2020/21.

- 2.2.2 The approved budget savings taking effect in 2020/21 are summarised by Directorate in the table below. This includes changes to the Adults Non-Residential Charging Policy approved by Cabinet in December 2019, following consultation.

**Table 2 – Approved 2020/21 Budget Savings by Directorate**

<b>Directorate</b>	<b>2020/21 £'000</b>
Adult Care, Housing and Public Health	6,329
Children & Young People	7,742
Regeneration & Environment	348
Finance & Customer Services	0
Assistant Chief Executive	50
Customer Services & Digital Programme*	1,650
<b>Total</b>	<b>16,119</b>

*\*This is the 2<sup>nd</sup> year of a 2 year cross cutting programme from which savings from Assistant Chief Executive and Finance & Customer Services were part of the 2019/20 savings within the 2 year budget.*

- 2.2.3 There are some timing issues associated with the delivery of some savings and also some budget pressures which the budget proposals seek to address. The principle remains that the approved Directorate savings will be delivered in full by 2021/22, either in the way originally proposed or by approved variations where required.
- 2.2.4 Further details of the Council's proposed budget for 2020/21 and the Medium Term Financial Strategy to 2022/23 are set out in Section 2.6 later in this report.

## 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 2.0% using the prevailing rate of Consumer Price Index (CPI) inflation in Summer 2019. All Income Budgets for those Fees and Charges which are determined by the Council have been uplifted by 2.0% with the exception of school meals income within the catering service, which have been updated to reflect existing arrangements with the schools. Income budgets for those Fees and Charges which are set nationally by the Government are uplifted in line with the Government decisions.

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

- 2.4.1 There are a total of 32 independent sector care homes contracted to support older people in Rotherham. They provide a range of care types.
- 2.4.2 The independent sector care home market in Rotherham supplies 1590 beds and approximately 49% are financially supported by the Council. There has been a significant shift in the market from a historical position of the Council being the dominant purchaser. This is part of a long term strategy to support as many people as possible to be independent and remain in their own homes. To illustrate, the number of new admissions for Council funded residents has decreased from 401 in 2015/16 to 289 in 2018/19.
- 2.4.3 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 6.2% to £8.72 in April 2020.
  - 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.
- 2.4.4 The Council consults with providers each year to assess the fees it pays for care. The following table details the proposed fees for 2020/21. The additional cost would be £558k per annum based on current activity. This approach aims to ensure a sustainable price for the different types of residential care that the Council purchases, recognising that the historical differentials in the pricing model have created challenges for parts of the sector, particularly nursing care. The outlined approach aims to move towards addressing these challenges, reflecting the feedback received from the fee consultation process.

<b>2019/20 Proposed Fees</b>	<b>Residential</b>	<b>Residential EMI</b>	<b>Nursing Care*</b>	<b>Nursing EMI*</b>
Rotherham	£479	£500	£493	£547

\*Excluding Funded Nursing Care element

### **Independent Sector Provision – Home Care**

- 2.4.5 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. During 2019/20 the Council procured a new model of home care and support through a competitive tender process with the new arrangements due to commence on 1 April 2020.
- 2.4.6 The Council aims to deliver a high quality integrated home care and support service, alongside Rotherham Clinical Commissioning Group. The new model will provide for personalised service delivery against agreed outcomes. Providers will be actively encouraged to apply reablement principles to maximise people's independence and will play a more active role in their wider care arrangements. The revised home care model will complement the new operating model for Adult Care, following on from the intermediate care and reablement pathway. This will take into account whole system requirements and the required integration with health partners. 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.
- 2.4.7 As part of the tender process the rates for providers have already been agreed for 2021/22. This will enable providers to pay the Real Living Wage (currently £9.30) from 1st April, forming part of the Council's commitments to its Social Value Policy.

### **Independent sector provision – Learning Disability**

- 2.4.8 The Council currently provides financial support to 767 learning disabled people who are accessing 1,349 placements/services with an aging demographic and increased complexity from young people transitioning into the services.
- 2.4.9 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 (particularly core and cluster provision) and alternative Day Opportunities.

- 2.4.10 In terms of Residential and Nursing care, and Supported Living providers, there are a total of 45 independent care and support services contracted with the Council and registered with the Care Quality Commission, who support people with a Learning Disability in Rotherham. The costs of services reflect bespoke provision to meet individual needs and have arisen incrementally creating a range of accommodation costs and hourly rates. However, due to pressures such as the increase in the National Living Wage, it is proposed to uplift fees to ensure the continued sustainability of services, applying a tiered increase to establish a more sustainable hourly rate for Supported Living and a 2% increase on accommodation/staffing costs for residential care provision. The table below shows the proposed cost:

<b>Learning Disabilities</b>	<b>£000's</b>
Supported Living	431
Residential Care	219

- 2.4.11 It is proposed to increase the allocation within personal budgets for payment of Personal Assistants through Direct Payments to ensure compliance with the National Living Wage from 1 April 2020 (proposed to be £8.72 per hour). This will increase funding in the light of wage pressures and relevant legislation and it is hoped that the role will continue to be a career option for people with the right skills to support individuals to live independently.
- 2.4.12 Recognising that a significant proportion of people in receipt Direct Payments exercise choice to directly purchase home care and support from a range of providers at varying levels of costs, it is proposed to apply a 4% increase to the personal budgets, reflecting the increase in the National Living Wage from 1 April 2020. This will continue to support the wider home care market, ensuring that choice is available outside of the Council commissioned services.

## **2.5 Council Tax Proposals for 2020/21**

- 2.5.1 The Council is proposing to increase its own Council Tax (i.e. excluding Parish, Fire and Police precepts) by 2.99%, comprising a 0.99% increase in the basic rate of Council Tax and a 2% Adult Social Care Precept.
- 2.5.2 The Government have confirmed that the basic referendum principle for 2020/21 is 2% i.e a maximum 1.99% increase in the basic rate of Council Tax. Social Care authorities will also be able to increase their Council Tax by a Social Care precept of 2% (over the basic referendum threshold of 2%).

- 2.5.3 A 2.99% increase on the tax levied in 2019/20 would mean a Band D Council Tax (for the Rotherham Council element only) of £1,567.71. Details of the proposed increases on all Council Tax bandings are set out in Table 3 below.

**Table 3 – Council Tax Bands and Amounts (Rotherham Council element only)**

<b>Council Band</b>	<b>Tax</b>	<b>2019/20 £</b>	<b>2020/21 £</b>	<b>Number of Properties</b>
A		1,014.80	1,045.14	63,164
B		1,183.93	1,219.33	22,981
C		1,353.07	1,393.52	15,471
D		1,522.20	1,567.71	9,146
E		1,860.47	1,916.09	4,621
F		2,198.73	2,264.48	1,763
G		2,537.00	2,612.86	730
H		3,044.40	3,135.43	61

- 2.5.4 The budget for 2020/21 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.
- 2.5.5 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.
- 2.5.6 As required by legislation (the Local Government Finance Act 1992) the Budget Report to Council on 26<sup>th</sup> February 2020 will include a Statutory Resolution of Council Tax setting out details of the proposed Council Tax calculations for 2020/21 for the Council, Parishes and including the precepts from the South Yorkshire Police and Crime Commissioner and South Yorkshire Fire and Rescue Authority as advised to the Council.
- 2.5.7 The annual determination of the Council Tax Base, which is a technical based calculation, was delegated by Council for 2020/21 onwards to the Strategic Director – Finance & Customer Services (Section 151 Officer), in consultation with the Leader of the Council and the Chief Executive. The Council's Tax Base for 2020/21 has been determined as 70,994.74 Band D equivalent properties, after adjusting for the anticipated rate of collection, the impact of the Council's Local Council Tax Support Scheme and discretionary discounts and exemptions for empty properties and second homes.
- 2.5.8 The Council's current Local Council Tax Support Scheme was approved by Council on 24<sup>th</sup> January 2018. The Council is not making any changes to this scheme for 2020/21.

- 2.5.9 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 £1111.3m available to support the Council to fund services in 2020/21. Details of the Council Tax Base for 2020/21 are set out in Appendix 1.

## **2.6 Proposed Revenue Budget 2020/21 and Medium Term Financial Strategy to 2022/23**

- 2.6.1 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.
- 2.6.2 The Council undertook a complete review of its Medium Term Financial Strategy during 2018/19 which was included within the Budget and Council Tax 2019/20 report to Cabinet and Council in February 2019. The Plan set out details of the financial challenges faced by the Council over the medium term to 2021/22.
- 2.6.3 An update of the MTFS, taking into account information in Spending Round 2019, was submitted to Cabinet in December 2019.
- 2.6.4 The MTFS has been updated again and extended to 2022/23 to reflect the outcomes of the Provisional Local Government Finance Settlement 2020/21 and the budget proposals set out in this report. It includes funding and expenditure projections up to the 2022/23 financial year which show an expected balanced budget position based on current service activity. However, future Government funding allocations beyond 2020/21 are dependent on the outcomes of the Spending Review to be undertaken in 2020, alongside the Fair Funding Review of Local Government finances and the proposed move to 75% local retention of business rates.
- 2.6.5 The Council will therefore continue to monitor and review the MTFS accordingly. The outcomes from the Government reviews and the estimated impact on the Council's funding, when available, will be presented to Cabinet and Council later in 2020.
- 2.6.6 Taking into account Government funding notified for 2020/21 within the Provisional Local Government Finance Settlement, estimates of Government funding for future years based on the Spending Round 2019, Queen's Speech 2019 and other Government announcements, and the Council's own resources, the proposed budget for 2020/21 and an updated MTFS over the following two years is set out below in Table 4.
- 2.6.7 The Provisional Settlement confirms Social Care Support Grant funding of £8.393m for the Council for 2020/21. The proposed budget for 2020/21 allocates this funding for Social Care services.
- 2.6.8 The Council's proposed 2% Adult Social Care Precept on Council Tax for 2020/21 will generate additional Council Tax income of £2.16m which is being allocated to the 2020/21 Adult Social Care budget.

Table 4 - Budget and MTFS 2020/21 to 2022/23

<b><u>Resources</u></b>	<b>Proposed 2020/21 Budget £000</b>	<b>2021/22 Estimated £000</b>	<b>2022/23 Estimated £000</b>
<b><u>Government Funding</u></b>			
Revenue Support Grant	15,100	15,412	15,720
Business Rates Top-Up Grant	29,415	30,024	30,624
S31 Grant as compensation for Multiplier Cap on Top-Up Grant	1,175	1,175	1,175
New Homes Bonus	1,187	493	169
Public Health Grant*	16,291	16,628	16,961
Housing Benefit and Local Council Tax Support Administration	1,266	1,266	1,266
Social Care Support Grant	8,393	8,393	8,393
iBCF additional funding 2019/20 *	2,605	2,605	2,605
<b>Total Government Funding</b>	<b>75,432</b>	<b>75,996</b>	<b>76,913</b>
<b><u>Council Resources</u></b>			
Retained Business Rates	38,429	39,342	40,522
S31 Grants as compensation for Government determined business rates reliefs	5,173	5,289	5,448
Council Tax Collection Fund – annual review and use of surplus	3,000	2,500	2,500
Council Tax and Adult Social Care Precept	111,299	115,774	120,428
<b>Total Council Resources</b>	<b>157,901</b>	<b>162,905</b>	<b>168,898</b>
<b>Total Resources</b>	<b>233,333</b>	<b>238,901</b>	<b>245,811</b>

<b><u>Expenditure</u></b>	<b>Proposed 2020/21 Budget £000</b>	<b>2021/22 Estimated £000</b>	<b>2022/23 Estimated £000</b>
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 the agreed two year budget strategy	-13,103	-12,643	-12,643
Provision for pay, price and fees and charges income inflation	6,143	12,794	19,445
Adult Care – provision for further costs of care transitions and transforming care for the years beyond that included in two year budget strategy	-	703	1,553
Provision for contribution to replenish reserves	4,300	-	-
Impact on treasury management budget of earlier years MRP reprofiling	-	3,182	3,182
Budget Contingency	4,000	4,725	4,501
Pensions Triennial Valuation – additional savings to those estimated within original two year budget strategy	-459	-459	-459
Continuation of crisis support after use of funds set aside	-	-	100
Savings from Treasury Management Strategy	-3,154	-	-
Adult Social Care demand	2,143	2,400	2,658
Adult Social Care service transition	4,650	-	-

Children's Social Care service transition	4,000	-	-
CYPS – SGO & CAO increases to allowances	555	555	555
Home to School Transport demand	1,100	1,300	1,300
Markets base budget realignment	250	250	250
Public Health base budget realignment	264	221	227
Green Spaces base budget realignment	400	400	400
Highways Winter Maintenance base budget realignment	181	181	181
Business Rates Appeals provision	-	1,500	-
Proposed Capital Investment to 2023/24 – financing costs	29	1,758	2,527
Proposed Revenue Investment (see Appendix 2 for details)	888	888	888
<b>Total Budgets</b>	<b>233,333</b>	<b>238,901</b>	<b>245,811</b>

\* Notes :

- (i) The amount of Public Health Grant is estimated based on spending Round 2019, pending the Government confirming the allocations for 2020/21.
- (ii) 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 Rotherham Clinical Commissioning Group.



2.6.9 Following a review of allowances within the payments that the Council makes to foster carers and how these align with payments for Special Guardianship Orders (SGO) and Child Arrangements Orders (CAO), it is recommended that the Council uplifts those payments to match the basic fostering maintenance allowances as paid to foster carers. For SGO this will confirm that the Council complies with the statutory guidance relating to Special Guardianship Regulations, which says that a council should have regard to the amount of fostering allowance that would have been payable if the child were fostered. Aligning payments for CAO also, demonstrates consistency of approach. Provision for these increases is included within the proposed budget for 2020/21.

2.6.10 Set out below in Table 5 is the proposed Net Revenue Budget for 2020/21 including the Directorate Cash Limit Budgets utilising the available resources and based on approval and implementation of the proposed budget included within this report and detailed above in Table 4.

**Table 5 Net Revenue Budget by Directorate**

	<b>Proposed Budget 2020/21</b>
	<b>£'000</b>
Adult Care, Housing & Public Health	79,363
Children & Young People's Service	60,483
Regeneration & Environment Services	44,146
Finance, Customer Services	18,433
Assistant Chief Executive	6,605
Central Services	24,303
<b>TOTAL NET REVENUE BUDGET</b>	<b>233,333</b>

2.6.11 The proposed Central Services budget (£25.9m) shown in the table above includes the following key budgets and provisions:

- Levies – Integrated Transport Authority, Coroners, Environment Agency, Apprentice (£11.8m)
- Capital Financing (£8.9m)
- Budget Contingency (£4.0m)
- Budgeted transfer to reserves (£4.3m)
- PFI Grants (cr £3.6m)
- Inflation provision and pensions savings (net £1.7m) which will be allocated to Directorates during 2020/21
- Capitalisation and other accounting adjustments (cr £2.8m)

## **2.7 Proposed Revenue Budget Investment**

- 2.7.1 Following consideration of the Council's overall financial position for 2020/21 and the Medium Term, a number of revenue budget investment priorities are proposed for 2020/21 as summarised above in Table 4. These proposals totalling £888k are set out in detail in Appendix 2.

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

- 2.8.1 The Council's balance of corporate reserves as at 31<sup>st</sup> March 2019 was £37.3m. This is £3.2m more than anticipated when the 2019/20 budget report was approved, due to the more favourable financial outturn in 2018/19 which meant that only £2m of the £5.2m budget contingency set aside from reserves needed to be utilised for that financial year.

- 2.8.2 Following a review of all the Council's reserves and specific commitments against those reserves, a refresh of the Reserves Strategy was agreed within the 2019/20 Budget and Council Tax report which added those reserves no longer required to the Council's Minimum General Fund Balance and retained a smaller number of Corporate Reserves which can be used more flexibly if/as required.

- 2.8.3 Following a further review of the Strategy, taking into account the financial outturn for 2018/19, the forecast financial outturn for 2019/20, a review of the Insurance Fund and the results of the triennial valuation of the South Yorkshire Pension Fund and the Council's share of the Fund assets and liabilities, the following updated Strategy is proposed :

- Increase the Council's General Fund Minimum Balance to £25m by 2020/21. This represents 10.7% of the Council's proposed net budget for 2020/21. The increase includes the agreed transfer of £4.3m into reserves in 2020/21 as part of the approved two-year budget.
- Provide for the remaining £3.2m budget contingency reserve to be utilised to support the 2019/20 financial outturn.
- Retain two Corporate Reserves. 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)

- 2.8.4 To reach this position the balance of £350k on the Insurance Fund Reserve which is no longer required, will be transferred to the minimum balance on 31<sup>st</sup> March 2020 along with £3.538m of the balance on the Pensions Reserve. The Pension Reserve is no longer required now that the outcome is known for the latest triennial pensions review, effective on 1<sup>st</sup> April 2020 for three years and included in the Budget/MTFS.

- 2.8.5 £1.387m would remain in the Pensions Reserve after the adjustments described above until the financial outturn for 2019/20 is known. In the event that the outturn requires more than the £3.2m budget contingency reserve to balance the budget, then this additional requirement would be taken from that balance as part of finalising the outturn with any remaining balance added to the Transformation Reserve. The final reserves balances can therefore only be determined after 2019/20 outturn.
- 2.8.6 Taken alongside the Council's proposed budget for 2020/21 and the MTFS to 2022/23, this reserves position is considered to be sustainable for the medium term. Future decisions on reserves would then continue be taken as part of the annual budget setting process.
- 2.8.7 The table below summarises the reserves balances over the medium term and includes the budgeted transfer to reserves of £4.3m in 2020/21 and the proposed increase to the Minimum Balance from £16.8m at 31<sup>st</sup> March 2019 to £20.7m at 31<sup>st</sup> March 2020 and £25.0m by 2020/21.

**Table 6 – Forecast Balances of Reserves**

	<b>Balance at 31<sup>st</sup> March 2019 £000</b>	<b>Projected Balance at 31<sup>st</sup> March 2020 £000</b>	<b>Projected Balance at 31<sup>st</sup> March 2021 £000</b>
<b>General Fund Minimum Balance</b>	<b>16,812</b>	<b>20,700</b>	<b>25,000</b>
<b><u>Corporate Reserves</u></b>			
Transformation	2,733	2,733*	2,733*
Insurance Fund	350	0	0
Business Rates	4,000	4,000	4,000
Pensions	4,925	1,387*	1,387*
Other Corporate Reserves	4,548	2,133	0
Balance of Budget Contingency	3,183	0	0
<b>Corporate Reserves Total</b>	<b>19,739</b>	<b>10,253</b>	<b>8,120</b>
<b>Public Health Grant</b>	<b>791</b>	<b>0</b>	<b>0</b>
<b>Total General Fund Minimum Balance and Corporate Reserves</b>	<b>37,342</b>	<b>30,953</b>	<b>33,120</b>

\* Any remaining balance in the Pension Reserve after contributing to 2019/20 outturn will be transferred into the Transformation Reserve

## **2.9 Business Rates Reliefs**

2.9.1 The Government has announced additional business rates reliefs measures that will apply to new and existing reliefs with effect from 1 April 2020. The Government has confirmed that it will continue to reimburse local authorities for the actual cost to them under the business rates retention scheme of the relief that falls within the definitions of Government guidance. Details of the reliefs are set out below :

### **2.9.2 Business Rates Retail Discount**

The Government announced in the Autumn Budget 2018 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 was set at one third of the bill applied after other mandatory and discretionary reliefs.

2.9.3 From 2020/21 the value of the discount will now increase from one third to 50%. The scheme is also extended to include eligible music venues and cinemas with a rateable value of less than £51,000.

### **2.9.4 Pubs Discount**

The pubs discount will provide a £1,000 discount to eligible pubs with a rateable value of less than £100,000. This is in addition to the business rates retail discount.

### **2.9.5 Local Newspapers**

A business rates relief for local newspapers was introduced by the Government in April 2017 for a period of 3 years. The relief provides a £1,500 discount for office space occupied by local newspapers. This is limited to one discount per local newspaper title and per property. The Government has now determined that the relief will continue for a further 5 years until 31 March 2025.

### **2.9.6 Business Rates Rural Relief**

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 to 2019/20 and it is proposed to continue the same arrangement for 2020/21.

2.9.7 Cabinet are recommended to propose to Council that these business rates reliefs are applied for 2020/21 in line with Government guidance.

## **2.10 Capital Strategy/Capital Programme Update**

- 2.10.1 The Capital Strategy and proposed Capital Programme to 2023/24, 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 2022/23 was approved by Council in February 2019 within the Budget and Council Tax 2019/20 Report.
- 2.10.3 The Financial Outturn 2018/19 report approved by Cabinet in July 2019 set out an updated Capital Programme taking into account slippage on capital schemes during 2018/19 which was mostly re-profiled into future years.
- 2.10.4 Further individual new capital projects already approved during 2019/20 are incorporated into the updated Capital Programme which is set out in Appendices 3C to 3F.
- 2.10.5 This report proposes a number of further additions to the Capital Programme to 2023/24 which are set out in Appendix 3A. It is proposed that these schemes will be added to the Council's Capital Programme following Council approval. The amendments proposed are summarised as:
- Priority Capital Investment
  - Capitalisation of expenditure to support the revenue budget & invest to save schemes
  - Annual ongoing expenditure commitments to 2023/24
- 2.10.6 These are summarised below:
- 2.10.7 Priority Capital Investment – General Fund
- A number of new capital schemes are being proposed for inclusion into the Capital Programme 2019/20 to 2023/24. A list of the new schemes is provided at Appendix 3A, along with a summary view of the scheme business case. These new proposals will be funded by £46.658m of corporate resources and £3.872m of service funded borrowing, with the revenue implications of this built into the Council's proposed Budget and Treasury Management Strategy.
- 2.10.8 Capitalisation and Invest To Save schemes
- A number of capitalisation proposals and Invest To Save schemes are being proposed for inclusion into the Capital Programme 2019/20 to 2023/24. A list of these schemes is provided at Appendix 3A, along with a summary view of the scheme business case. These new proposals will be funded by £14.034m of service funded borrowing and £2.0m corporate resource funding with the revenue implications of this built into the Council's proposed Budget and Treasury Management Strategy.

- 2.10.9 Annual Ongoing Expenditure Commitments to 2023/24 as listed in Appendix 3A.
- 2.10.10 The proposed Programme also includes Government Capital Grant allocations up to 2023/24. These allocations are either as already announced by the Government, or on an estimated basis for years where the Government has not as yet indicated the value of the allocations.
- 2.10.11 The proposed Programme also includes estimated amounts of Government Grant and other external funding which the Council anticipates can be levered in to support the capital scheme - Future High Streets Fund and Town Centre Masterplan Implementation.

### **Housing Revenue Account (HRA)**

- 2.10.12 The Housing Revenue Account Capital Programme has also been updated to 2023/24, in line with the updated HRA Business Plan approved by Cabinet on 23<sup>rd</sup> December 2019 and Council on 22<sup>nd</sup> January 2020, with a further £26.765m investment in improving council housing, £1.982m for adaptations and £61.79m earmarked for housing growth. HRA capital programme information is set out in Appendices 3E and 3F.

### **Capital Strategy**

- 2.10.13 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.
- 2.10.14 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 2019/20 to 2023/24**

- 2.10.15 Subject to approval of all the proposed additions to the capital programme, the Council's five year capital programme will be set at £610.857m, split between general fund £365.685m and HRA £245.172m. The table below indicates the split of the capital programme across the Council's Directorates.

**Table 7 – Proposed Capital Programme 2019/20 to 2023/24**

<b>Directorate</b>	<b>2019/20 Budget £m</b>	<b>2020/21 Budget £m</b>	<b>2021/22 Budget £m</b>	<b>2022/23 Budget £m</b>	<b>2023/24 Budget £m</b>	<b>Total Budget £m</b>
<b>General Fund Capital</b>						
Children and Young People's Services	12.508	12.581	6.180	4.508	6.033	41.810
Assistant Chief Executive	0.627	0.210	0.210	0.210	0.210	1.467
Adult Care & Housing	4.720	4.361	6.523	12.624	6.240	34.468
Finance and Customer Services	7.481	7.061	2.679	3.124	10.523	30.868
Regeneration and Environment	43.552	65.981	56.682	43.820	41.035	251.071
Capitalisation Direction	2.000	2.000	2.000	0.000	0.000	6.000
<b>Total General Fund Capital</b>	<b>70.888</b>	<b>92.194</b>	<b>74.274</b>	<b>64.287</b>	<b>64.041</b>	<b>365.685</b>
<b>Total HRA Capital</b>	<b>47.723</b>	<b>55.016</b>	<b>55.058</b>	<b>44.178</b>	<b>43.198</b>	<b>245.172</b>
<b>Total RMBC Capital Programme</b>	<b>118.611</b>	<b>147.210</b>	<b>129.332</b>	<b>108.464</b>	<b>107.239</b>	<b>610.857</b>

### **Funding the Capital Programme**

- 2.10.16 Appendices 3C & 3E 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.
- 2.10.17 The Council held £11.875m of General Fund capital receipts and £10.936m of Right to Buy (RTB) receipts as at 31st March 2019. In addition, the Council anticipates further capital receipts to be generated across the Capital Programme period 2019/20 to 2023/24. The total amount of capital receipts planned to support the proposed Capital Programme including flexible use is £19.1m. The planned use of HRA receipts within the HRA programme is £32.758m, this is based on the continuing sale of properties under RTB, and private sales generated through the Councils new build housing schemes.
- 2.10.18 The table below shows how each year of the Capital Programme will be funded:

**Table 8 – Funding of the Proposed Capital Programme 2019/20 to 2023/24**

<b>Funding Stream</b>	<b>2019/20 Budget £m</b>	<b>2020/21 Budget £m</b>	<b>2021/22 Budget £m</b>	<b>2022/23 Budget £m</b>	<b>2023/24 Budget £m</b>	<b>Total Budget £m</b>
Grants And Contributions	28.997	43.793	42.876	33.511	38.342	<b>187.498</b>
Unsupported Borrowing	33.686	43.083	28.731	28.332	25.249	<b>159.082</b>
Capital Receipts	6.225	3.318	0.668	2.443	0.450	<b>13.105</b>
Capital Receipts - Flexible Use	2.000	2.000	2.000	0.000	0.000	<b>6.000</b>
<b>Total Funding - General Fund</b>	<b>70.888</b>	<b>92.194</b>	<b>74.274</b>	<b>64.287</b>	<b>64.041</b>	<b>365.685</b>
Grants And Contributions	1.905	9.319	1.958	0.000	0.000	<b>13.181</b>
Unsupported Borrowing	0.000	0.000	3.515	14.570	12.750	<b>30.835</b>
Housing Major Repairs Allowance	18.080	27.272	29.653	22.860	23.443	<b>121.308</b>
Capital Receipts	13.046	4.988	11.886	1.908	0.928	<b>32.758</b>
Revenue Contribution	14.692	13.437	8.045	4.839	6.077	<b>47.091</b>
<b>Total Funding - HRA</b>	<b>47.723</b>	<b>55.016</b>	<b>55.058</b>	<b>44.178</b>	<b>43.198</b>	<b>245.172</b>
<b>Total</b>	<b>118.611</b>	<b>147.210</b>	<b>129.332</b>	<b>108.464</b>	<b>107.239</b>	<b>610.857</b>

2.10.19 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 2019/20 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

2.11.1 Treasury Management is the management of the Council's cash flows, its banking, money market and capital transactions, the effective control of risks associated with these activities and the pursuit of optimum performance associated with those risks.



- 2.11.2 The Treasury Strategy has associated Prudential Indicators (PIs) which have to be approved by Council prior to 1<sup>st</sup> April each financial year in order to comply with the various statutory frameworks within which the treasury function has to operate.
- 2.11.3 The Prudential Code requires the Council to approve and monitor a minimum number of PIs in order to inform the capital decision making process and support capital investment decisions. These PIs are mandatory.
- 2.11.4 The Capital Finance Regulations 2008 require the Council to approve a Minimum Revenue Provision (MRP) statement which sets out the methods the Council will use to determine the appropriate amount of MRP to charge against the revenue budget.
- 2.11.5 The Treasury Management Strategy is integral to the overall Budget Strategy and to the management of the Capital Programme.
- 2.11.6 Details of the Treasury Management Matters are contained in Appendix 4.
- 2.12 **Report of the Strategic Director - Finance and Customer Services (the Council's Responsible Financial Officer)**
- 2.12.1 Section 25 of The Local Government Act 2003 requires the 'Chief Financial Officer' (The Strategic Director - 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.
- 2.12.2 In addition, it is recognised as good financial management for the Council to identify target levels for reserves and balances that are based on a thorough understanding of its needs and risks.
- 2.12.3 The contents of this budget and financial strategy report is the mechanism by which positive assurances are made by the Strategic Director - Finance & Customer Services about the adequacy of the proposed financial reserves.
- 2.12.4 The Strategic Director - Finance & Customer Services gives her assurance that the budget estimates for 2020/21 are robust overall when considered in conjunction with the budget proposals 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.
- 2.12.5 This assurance is predicated on Directorates progressing all necessary activity to get their budgets back on track during 2020/21, including delivering the savings agreed in previous budgets, in particular:

- Reducing the number of exceptionally high cost placements and also reducing the unit cost of placements, within Children's Social Care. Also significantly increasing the number of foster care placements in line with budgeted plans.
- Successful management of the demand pressures in Adult Social Care within the budget allocated and delivering a reduction in unit cost through ensuring appropriate care and support is in place in accordance with the service development programme.
- A successful resolution to the budget pressures within the Regeneration and Environment Directorate which require the Directorate to identify actions to ensure that services can be provided within the available funding envelope.

2.12.6 The key fundamental principles of the report's recommendations which the Strategic Director - Finance & Customer Services has considered in giving this assurance are:

- That the budget strategy for 2020/21 is approved as set out in the report.
- 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 2022/23 and agrees to the proposals to manage a balanced budget in 2020/21.
- That the revised Reserves Strategy is approved which will see the General Reserves Minimum Balance increased to £25m 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 - Finance & Customer Services and approved by the appropriate body of the Council in accordance with the Constitution.

2.12.7 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.

- 2.12.8 The Council continues to operate in a tight financial climate by continuing to exercise the additional spending controls implemented over the last three 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.
- 2.12.9 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.
- 2.12.10 Achieving budget savings of the magnitude that the Council continues to have to deal with, 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.
- 2.12.11 In considering the overall robustness of the budget proposals for 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. This has been recognised within the 2020/21 budget, but it is essential that delivery of the budget proposals agreed within the two-year budget for 2019/20 and 2020/21 is completed in advance of the following financial year, 2021/22.

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

- 3.1 These are set out in Section 2 above.

### **4. Consultation on proposal**

- 4.1 From 13<sup>th</sup> December to 13<sup>th</sup> January, the Council held an online consultation which provided broad information on income and expenditure as well as a link to the February 2018 Budget Report. The Council also consulted individually with key partners.
- 4.2 The Council's Overview and Scrutiny Management Board (OSMB) considered a report on the outcomes of the consultation on 29<sup>th</sup> January 2020. The report to OSMB is attached at Appendix 9.
- 4.3 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 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 0.99% increase in the basic rate of Council Tax (excludes precepting bodies) and a 2% Adult Social Care Precept on Council Tax. The report proposes a General Fund Revenue Budget for the Council for 2020/21 of £233m.
- 6.3 It should be noted that the proposed revenue budget includes:
- Provision for pay awards and contractual 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 2.0% overall increase to income budgets for Council Fees and Charges in line with the prevailing rate of CPI increase.
- 6.4 Any revenue implications from the Approved Capital Programme are fully reflected in the Council's 2020/21 Revenue Budget, its Medium Term Financial Strategy and the Prudential Indicators and Treasury Management and Investment Strategy.
- 6.5 All procurement activity (revenue and capital) must be procured in compliance with the Public Contracts Regulations 2015 and the Council's own Financial and Procurement Procedure Rules. Consideration will be given through the Council's pre-procurement activity to determine the most appropriate route to market along with all associated implications that need to be addressed either through the tender process and/or resulting contract which is awarded.
- 6.6 Treasury Management forms an integral part of the Council's overall financial arrangements. The assumptions supporting the capital financing budget for 2020/21 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 2020/21 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 Since 2010 the Council has reduced its headcount by approximately 1,800 staff (over 1,100 full time equivalent staff).

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

- 9.1 As detailed within Section 2.

- 9.2 The additional Social Care funding provided by the Government for 2020/21 is invested in the budgets for Children's and Adults Social Care Services along with the income generated from a 2% adult social care precept on council tax.

**10. Equalities and Human Rights Advice and Implications**

- 10.1 No further direct implications beyond those set out within the Budget and Council Tax report 2019/20 setting out the two-year budget proposals for 2019/20 and 2020/21.

**11 Implications for Ward Priorities**

- 11.1 Set out within the budget proposals included in the report.

**12 Implications for Partners**

- 12.2 Where the Council is working with partner organisations on specific proposals, for example in Health, the Police and other government agencies, these proposals have been developed in conjunction with these organisations.

**13 Risks and Mitigation**

- 13.1 To any extent that approved budget savings or compensating mitigations are not achieved, this 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 would be financially unsustainable.
- 13.2 The Capital Programme is funded through a number of sources: Prudential borrowing, capital grants and contributions, revenue contributions and capital receipts. There is a potential risk that the future years funding from Government Grants and external sources may vary from that estimated.

- 13.3 Financial Services work closely with Project Managers and the Corporate Property Unit, to monitor project expenditure and performance. Improvements that are being introduced to the Capital Programme governance arrangements and enhanced reporting requirements will ensure that Members will receive early notice of any specific project issues. This will enable early intervention to take place to bring projects back on timetable and cost, or if necessary, agree an additional capital programme funding approval. Where elements of the Programme are reliant on future grant funding, future projects will be continually reviewed to match the programme against funding availability.
- 13.4 The proposed Treasury Management and Investment Strategy seeks to minimise the risks inherent in operating a Treasury Management function during these difficult economic and financial conditions.
- 13.5 Operational Treasury Management guidelines will continue to be kept in place and reviewed to ensure they are appropriate given the circumstances faced, supported by regular monitoring to ensure that any risks and uncertainties are addressed at an early stage and hence kept to a minimum.

#### 14 Accountable Officers

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

Approvals obtained on behalf of Statutory Officers:-

	Named Officer	Date
Chief Executive	Sharon Kemp	03/02/20
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	03/02/20
Head of Legal Services (Monitoring Officer)	Bal Nahal	03/02/20

*Report Author:* Rob Mahon, Head of Corporate Finance  
01709 854518 or rob.mahon@rotherham.gov.uk

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

Appendix 1

	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total	Adjustment for estimated collection rate	Total (after adjustment for estimated collection rate)
Anston	430.05	1,106.31	431.35	384.98	382.01	200.62	70.80	7.00	3,013.12	90.39	2,922.73
Aston	1,180.44	1,344.49	677.42	605.87	518.64	123.58	23.80	1.00	4,475.24	134.26	4,340.98
Bramley	602.72	408.81	651.74	438.96	207.24	20.20	6.30	1.00	2,336.97	70.11	2,266.86
Brampton Bierlow	589.30	162.61	120.78	296.55	125.36	1.40	1.70	-	1,297.70	38.93	1,258.77
Brinsworth	724.33	1,189.22	349.68	149.56	14.40	2.90	-	-	2,430.09	72.90	2,357.19
Catcliffe	270.44	110.30	102.36	29.50	1.20	2.20	-	-	516.00	15.48	500.52
Dalton	1,142.55	379.23	575.76	229.00	258.55	27.80	11.70	1.00	2,625.59	78.77	2,546.82
Dinnington	1,120.05	371.77	337.63	455.58	108.20	57.56	16.30	2.00	2,469.09	74.07	2,395.02
Firbeck	7.20	20.00	15.16	11.30	37.32	34.64	22.90	-	148.52	4.46	144.06
Gildingwells	2.30	0.82	2.40	6.50	11.30	18.40	1.70	-	43.42	1.30	42.12
Harthill	149.05	80.01	92.38	110.87	95.02	88.10	51.65	-	667.08	20.01	647.07
Hellaby	28.51	182.09	22.23	18.50	9.20	-	-	-	260.53	7.82	252.71
Hooton Levitt	3.86	5.38	1.60	3.75	15.60	16.20	6.30	1.00	53.69	1.61	52.08
Hooton Roberts	6.83	2.10	8.04	14.05	25.68	16.22	8.22	-	81.14	2.43	78.71
Laughton	88.14	54.91	41.58	106.23	80.10	67.14	28.30	-	466.40	13.99	452.41
Letwell	0.74	2.10	0.90	4.00	19.20	22.00	20.40	-	69.34	2.08	67.26
Maltby	2,240.84	671.63	670.83	580.48	99.90	31.55	40.40	2.00	4,337.63	130.13	4,207.50
Orgreave	21.23	162.55	23.43	1.00	-	1.40	-	-	209.61	6.29	203.32
Ravenfield	96.70	105.11	285.20	240.63	214.11	107.42	16.30	-	1,065.47	31.96	1,033.51
Thorpe Salvin	10.54	9.12	12.61	31.05	42.10	59.60	41.30	1.50	207.82	6.23	201.59
Thrybergh	619.18	65.01	55.13	59.83	35.84	44.27	22.50	-	901.76	27.05	874.71
Thurcroft	958.81	437.24	334.45	317.36	70.07	40.61	21.78	-	2,180.32	65.41	2,114.91
Todwick	30.54	68.47	81.26	247.93	143.99	58.90	49.90	2.00	682.99	20.49	662.50
Treeton	385.67	200.15	34.64	166.45	94.37	16.60	-	1.00	898.88	26.97	871.91
Ulley	10.08	8.90	13.26	5.82	13.12	13.40	6.70	-	71.28	2.14	69.14
Wales	811.43	435.19	428.20	255.19	125.71	71.91	22.10	1.50	2,151.23	64.54	2,086.69
Waverley	41.55	172.66	283.60	311.70	138.20	5.80	-	-	953.51	28.61	924.90
Wentworth	33.04	100.71	107.47	107.58	105.78	67.90	40.00	6.00	568.48	17.05	551.43
Whiston	334.94	358.68	341.31	129.13	208.20	95.76	53.30	4.00	1,525.32	45.76	1,479.56
Wickersley	193.45	704.73	616.20	280.68	381.24	416.79	314.75	2.00	2,909.84	87.30	2,822.54
Woodsetts	60.64	191.26	132.64	94.06	57.25	36.80	31.90	10.00	614.55	18.44	596.11
Parished	12,195.15	9,111.56	6,851.24	5,694.09	3,638.90	1,767.67	931.00	43.00	40,232.61	1,206.98	39,025.63
Un-Parished	16,109.42	6,098.47	5,363.16	2,805.99	1,684.30	653.38	223.63	19.50	32,957.85	988.74	31,969.11
TOTAL	28,304.57	15,210.03	12,214.40	8,500.08	5,323.20	2,421.05	1,154.63	62.50	73,190.46	2,195.72	70,994.74



## APPENDIX 2

Ref Per Template	Proposed Revenue Budget Investment 2020/21	Investment £000
<b>Directorate Investment Options</b>		
INVEST 1 - ACHPH	Commission a Financial Exploitation Service from the West Yorkshire Team	100
INVEST 2 - CYPS	Early Help (universal youth work)	70
INVEST 3 - R&E	Enhanced Streetscene Services	200
INVEST 4 - R&E	Enhanced Out of Hours Enforcement (Noise)	100
INVEST 5 - R&E	Bin collection reminder service	10
INVEST 6 - R&E	Reinstate closure days for HWRC	75
INVEST 7 - FCS	Improved Customer Service - additional staffing	100
INVEST 8 - CORP	Investment in SYPTE for bus routes	233
<b>Total Investment Options</b>		<b>888</b>

<b>Budget Investment Option 2020/21</b>
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<b>Investment</b>
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<b>Reference:</b>	<b>INVEST 1 - ACHPH</b>
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<b>2020/21 £'000</b>	-	-
<b>100</b>	-	-

<b>Director Responsible for Delivery</b>	Anne Marie Lubanski (Adult Care, Housing and Public Health)
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<b>Cabinet Portfolio Holder</b>	Cllr Allen
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<b>Finance Business Partner</b>	Owen Campbell
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<b>Proposal Description</b>	Commissioning a Financial Exploitation service from the West Yorkshire Team
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<b>Details of Proposal (what will be achieved)</b>	<p>The financial abuse of vulnerable adults is only set to grow. The Office of National Statistics predicts the number of elderly people living in our communities will increase by 35% by 2030. Likewise, those living with dementia will increase from 850,000 to 2.1 million people by 2030. Many victims have been financially abused of their life savings or are being deprived of the care and support identified as essential in their Care Plan.</p> <p>This funding will be used to develop a Financial Exploitation service offer following on from the initial work to understand the level of Financial Exploitation in Rotherham, due to take place before the end of this financial year. This will identify the gaps in the current provision across services, run awareness training for staff and produce a toolkit to support officers in identifying and responding to potential cases of financial abuse.</p> <p>Depending upon the outcome of the initial scoping workshop the project will be delivered through a limited amount of additional temporary staffing but</p>
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mainly by bought in support from the West Yorkshire Financial Exploitation and Abuse Team (WYFEAT).

Currently different aspects of financial exploitation may become known to services due to, for example, an unexplained breach in paying for services. Only when considerable debts have been incurred could the true reason for the change in behaviour be revealed. This work will help us to understand the scope of the problem and develop strategies to support vulnerable tenants and residents.

The initial proposal is to appoint a temporary Project Coordinator (1fte) with Project Support Officer (0.5fte). These will be responsible for the co-ordination of the work in Rotherham with the specialist support being delivered through the commissioned service from WYFEAT.

#### Costings

Project Co-ordination – 1 fte Band H (£40k)

Support from WYFEAT (or similar partnership)

Estimated as £50k / £60k for one year of the full package below.

TASKS	OPTIONS
Work with safeguarding partners to identify historic cases by analysing and triaging historic data	✓
Initial assessment period for potential criminal investigations – scoping exercise to include brief outline of case, offences identified, evidence gaps, proposed investigation actions	✓
Advice/guidance on procedures/processes/protocols in setting up bespoke team, including handling of material/evidence of forensic importance	✓
Support in writing job descriptions/person spec/work plans	✓
Support to develop training package	✓
Delivering of train the trainer sessions	✓
Process & reporting guidance	✓

	Identification of teams and appropriate professionals to train	✓
	Liaison with SY Police re safeguarding referral protocols	✓
	Advice and guidance re ASC/S42 and other agency referral protocols	✓
	Review existing processes and procedures to identify gaps, supporting re-engineering where relevant	✓
	Work with assessment teams/DP monitoring teams/audit teams to establish process flow chart	✓
	Deliver training packages	✓
	Support for media campaigns to highlight fraud investigation results to act as deterrent, encouraging reporting, with targeted anti-fraud drives to identify trends and fraudsters	✓
	Support for victims, including signposting, referral to other agencies	✓
	Ongoing support for victims and witnesses in line with Victims Code and Witness Charter	✓
	Support for application for funding to WY PCC to enable embedded police officer	✓
	National Crime Agency Accredited Financial Investigators undertake financial enquiries to support criminal investigations	✓
	Achieving Best Evidence (ABE) and safeguarding trained staff assist with victim accounts using Special Measures and use of intermediaries	✓
	<p><u>Outcomes at the End of Year 1</u></p> <p>The amount of Financial Exploitation in Rotherham will be better known and areas where savings can be made to the public purse will have been identified.</p> <p>Staff awareness training will have been run by WYFEAT so that staff across a range of services will be better equipped to identify financial abuse and exploitation.</p>	

	<p>Training the Trainer sessions will have taken place so that internal RMBC staff are equipped to cascade training to other staff.</p> <p>A tool kit will have been developed to provide a resource for all staff to use to equip them with the knowledge of how to deal with cases of financial exploitation.</p> <p>The WYFEAT specialist resource will have been used to develop a robust response procedure that meets the needs of professionals and ensures that if financial abuse is suspected the evidence base is documented and available to support any case.</p>
<p><b>Implications on other Services (identify which services and possible impact)</b></p>	<p>The initial scoping will involve key officers from:</p> <ul style="list-style-type: none"> <li>Adult Care</li> <li>Community Safety</li> <li>Revs and Benefits</li> <li>Trading Standards</li> <li>Housing</li> <li>Police</li> </ul> <p>All of these services will be involved in developing the proposals and will benefit from the resources and training offered in the longer term.</p> <p>The work may attract other funding, for example, Police and Crime Commissioners have contributed to this work in other areas, once the savings to be made are evident.</p>

<b>Budget Investment Option 2020/21</b>
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<b>Investment</b>
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<b>Reference:</b>	<b>INVEST 2 - CYPs</b>
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<b>2020/21 £'000</b>	-	-
<b>70,000</b>	-	-

<b>Director Responsible for Delivery</b>	Sally Hodges (Children & Young People's Services)
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<b>Cabinet Portfolio Holder</b>	Cllr Watson
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<b>Finance Business Partner</b>	Neil Hardwick
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<b>Proposal Description</b>	Early Help (Universal Youth Work)
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<b>Details of Proposal (what will be achieved)</b>	<p>The request is for a coordinated team of workers delivering sessions with adolescents in the evenings, weekends and holiday periods (North, South, Central) on the streets and in the parks.</p> <p><b>This would deliver 36 sessions of 'Youth Work' per week across the borough including planning and evaluation time, (inclusive of a small activity budget to cover equipment and room hire for indoor sessions).</b></p> <p><b>**Sessions based on 2hrs face to face delivery, 50 weeks.</b></p>
<b>Implications on other Services (identify which services and possible impact)</b>	<p>A recent ISOS report on effective early help, highlights the importance of a 'universal offer' in identifying need and responding to issues early, before they escalate to high cost local authority interventions.</p> <p>Communities in Rotherham are concerned (as captured in the Neighbourhood Plans) about not enough places to go and things to do for young people. There are also concerns about anti-social behaviour and criminal activity in particular parts of the borough. A flexible, peripatetic team of Early Help youth workers focussed on the needs of adolescence, (but working whole family), within a community development approach would respond to localised issues as well as supporting the borough-wide youth offer duty to provide safe places to go and stimulating, things to do.</p>

<b>Budget Investment Option 2020/21</b>

<b>Investment</b>
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<b>Reference:</b>	<b>INVEST 3 – R&amp;E</b>
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<b>2020/21 £'000</b>	-	-
<b>60</b>		
<b>40</b>	-	-
<b>100</b>		
<b>= 200k total</b>		

<b>Director Responsible for Delivery</b>	Paul Woodcock (Regeneration & Environment)
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<b>Cabinet Portfolio Holder</b>	Cllr Sarah Allen
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<b>Finance Business Partner</b>	Richard Young
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<b>Proposal Description</b>	Enhanced Streetscene Services:- 1) Arterial Route Cleaning (£60k) 2) Seasonal Workers replacing agency (£40k) 3) Weekend Response (£100k)
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<b>Details of Proposal (what will be achieved)</b>	<p><b>1. Arterial Route Cleansing</b></p> <p>This would see funding for the routine cleaning of arterial routes in the borough where traffic controls are needed to operate safely.</p> <p>An investment of £60k per annum would allow scheduled weed control and cleansing to take place across the majority of the borough's dual carriageways and arterial routes, once per year.</p> <p><b>2. Seasonal Zonal Staffing</b></p> <p>The recruitment of 41 additional permanent grounds maintenance staff (12 at Band D and 29 at Band C) on the equivalent of a 29 week full time contract would meet the needs of the service across the year. These staff would replace the current seasonal agency staff within the service.</p> <p>Employee's salaries would be divided equally over the 12 month period, providing fixed income, sick pay, a pension scheme and full employment rights. During off peak and winter months, annualised hours grounds maintenance staff could be trained in other areas and be called in when required (instead of current agency arrangements), for</p>
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	<p>example in Waste Management. In addition, annualised hours staff could volunteer to work over their minimum hours in GM or other areas and would be paid the regular hourly rate until they surpass the number of hours' equivalent to a full time employee, at which point overtime rates would be due.</p> <p>This approach could significantly reduce the reliance on agency in other services in off peak seasons.</p> <p><b>3. Additional weekend resources</b></p> <p>This proposal will provide additional resources for cleaning over the weekend as the only area currently routinely cleaned is the town centre.</p> <p>The service therefore proposes one additional borough-wide team. This team could deliver enhanced maintenance to high profile areas of Rotherham and a responsive weekend service across on Saturdays and Sundays.</p> <p>This is estimated to cost an additional £100K per annum.</p>
<p><b>Implications on other Services (identify which services and possible impact)</b></p>	<p>Enhance ability to support Neighbourhoods and Enforcement services in key delivery objectives.</p>



<b>Budget Investment Option 2020/21</b>
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<b>Investment</b>
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<b>Reference:</b>	<b>INVEST 4 – R&amp;E</b>
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<b>2020/21 £'000</b>	-	-
<b>100</b>	-	-

<b>Director Responsible for Delivery</b>	Paul Woodcock (Regeneration and Environment)
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<b>Cabinet Portfolio Holder</b>	Councillor Hoddinott (Waste, Roads and Community Safety)
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<b>Finance Business Partner</b>	Richard Young
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<b>Proposal Description</b>	Enhanced Out of Hours Enforcement (Noise)
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<b>Details of Proposal (what will be achieved)</b>	<p>Currently there is an OOH response for active noise cases during the following hours:</p> <ul style="list-style-type: none"> <li>• Thursday 19:30 – 0:00</li> <li>• Friday 18:00 – 01:30</li> <li>• Saturday 18:00 – 01:30</li> <li>• Sunday 19:30 – 0:00</li> </ul> <p>This service deals with the most critical active noise complaint cases together with cases referred through from South Yorkshire Police during the shifts.</p> <p>The current hours of cover provided equates to 48 working hours in total (24 hours x 2 officers).</p> <p>The current service offer costs £47k per annum which forms part of the revenue budget for the service, of which £27k is funded by Housing.</p> <p>The service is currently made up by paid, but voluntary, additional hours for employed staff within Community Safety and Regulatory Services and is generally an Environmental Health Officer supported by an Enforcement Officer or equivalent. The service does not deal with new complaints generally but is available to existing noise complaints and focusses on targeting complaints proactively.</p> <p>Historically there has been a lack of satisfaction with the Council's approach to Out of Hours Noise complaints.</p>
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	<p>This proposal would seek to recruit 4 specific enforcement officers to work out of hours, with pay subject to the relevant enhancements. This would allow for the hours of work to be increased without creating additional pressure on existing staff and would also mitigate any concerns in relation to the working time directive.</p> <p>In particular, this proposal would seek to extend the hours of operation as per the below:</p> <ul style="list-style-type: none"> <li>• Monday 19:30 – 0:00</li> <li>• Tuesday 19:30 – 0:00</li> <li>• Wednesday 19:30 – 0:00</li> <li>• Thursday 19:30 – 0:00</li> <li>• Friday 18:00 – 01:30</li> <li>• Saturday 18:00 – 01:30</li> <li>• Sunday 19:30 – 0:00</li> </ul> <p>The level of cover would also be expanded to two operational teams during Thursday, Friday and Saturday. This would increase the total hours worked from 48 to 114.</p> <p>The increase in staffing would also allow the Council to make the service generally available to the public, subject to appropriate call handling arrangements and triage. It should be noted however that latent demand is not fully understood and therefore demands placed on the service over the long term need to subject to on-going review and monitoring.</p> <p>With the additional investment of £100,000, this would bring the total budget to £147,000 (including the current £47,000 budget). Each staff member is likely to cost in the region of £35,000 and will be contracted to around 29 hours per week. This figure is inclusive of the anticipated enhancements. As outlined above, staff costs account for £140,000. The additional £7,000 will support training of new staff alongside providing additional funds to uplift hours and/or resources for specific events or bank holidays.</p>
<p><b>Implications on other Services (identify which services and possible impact)</b></p>	

<b>Budget Investment Option 2020/21</b>
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<b>Investment</b>
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<b>Reference:</b>	<b>INVEST 5 – R&amp;E</b>
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<b>2020/21 £'000</b>	-	-
<b>10</b>	-	-

<b>Director Responsible for Delivery</b>	Paul Woodcock (Regeneration and Environment)
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<b>Cabinet Portfolio Holder</b>	Councillor Hoddinott (Waste, Roads, Community Safety)
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<b>Finance Business Partner</b>	Richard Young
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<b>Proposal Description</b>	Bin Collection Reminder Service
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<b>Details of Proposal (what will be achieved)</b>	<p>All residents receive a calendar each year setting out their refuse and recycling collection arrangements. In addition residents can find their collection days on the Council's website.</p> <p>A number of other Local Authorities have developed or purchased a 'bin app', or other electronic reminder system, which will allow residents to look up collections on their telephone and create calendar or electronic reminders for when their bins are due.</p> <p>A number of potential solutions exist to provide this service, but investment of up to £10k would be needed to deliver this.</p> <p>In future, if successful, this could provide a template for other communications between the Council and residents.</p>
<b>Implications on other Services (identify which services and possible impact)</b>	ICT Services would be engaged to identify the best route to provision of the service.

<b>Budget Investment Option 2020/21</b>
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<b>Investment</b>
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<b>Reference:</b>	<b>INVEST 6 – R&amp;E</b>
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<b>2020/21 £'000</b>	-	-
<b>75</b>	-	-

<b>Director Responsible for Delivery</b>	Paul Woodcock (Regeneration and Environment)
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<b>Cabinet Portfolio Holder</b>	Councillor Hoddinott (Waste, Roads, Community Safety)
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<b>Finance Business Partner</b>	Richard Young
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<b>Proposal Description</b>	Reinstate Closure Days for Household Waste Sites
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<b>Details of Proposal (what will be achieved)</b>	<p>As part of the 2014/15 budget setting process, Cabinet agreed in February 2014 to change the opening hours for Household Waste Recycling Centres (HWRCs).</p> <p>This proposal is to reinstate the opening hours, so that all HWRCs would be open seven days per week. The contract changed in 2018, and the costs of additional days and hours of opening are set out in that contract.</p> <p>This proposal would cost an additional £75k per annum.</p>
<b>Implications on other Services (identify which services and possible impact)</b>	

<b>Budget Investment Option 2020/21</b>
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<b>Investment</b>
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<b>Reference:</b>	<b>INVEST 7 - FCS</b>
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<b>2020/21 £'000</b>	-	-
<b>100</b>	-	-

<b>Director Responsible for Delivery</b>	Judith Badger (Finance & Customer Services)
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<b>Cabinet Portfolio Holder</b>	Leader
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<b>Finance Business Partner</b>	Lisa Williams
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<b>Proposal Description</b>	<p>It is proposed that funding is granted for 4 additional members of Customer Service staff to support the following:</p> <ul style="list-style-type: none"> <li>- to realise a reduction in current telephony waiting times and improve the service delivered to all customers whilst the take up of online services grows. (2 staff)</li> <li>- to provide an improved Riverside House face to face service as it transitions to a refreshed operating model. (2 staff)</li> </ul>
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<b>Details of Proposal (what will be achieved)</b>	<p>The Corporate Contact Centre is responsible for dealing with on average 62,000 contacts each month. Although the service has taken significant steps to increase digital contact, uptake will take some time to deliver a reduction in call volumes. This has contributed to a high wait time when calling the contact centre and a generally poor customer experience.</p> <p>Face to face customer services at Riverside House has traditionally focused on offering a high quality yet resource intensive approach to dealing with customers and visitors to the building. Customer footfall has reduced since key services have shifted online however further continual reduction is slow. The current number of staff needed to deal with continual footfall is no longer adequate and is having negative impacts on customers, visitors and on staff. The service fully intends to alter the ways in which it deals with customers by transitioning to a 'meet and greet' model which aims to reduce queues at reception points, reduce waiting times and increase digital engagement.</p>
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	<p>Moving to this model is hindered due to the constant and continual demand on existing resource to maintain service within an acceptable level. This is resulting in lengthy wait times and customer complaints.</p> <p>Should this request for funding be granted then it is expected that current waiting times for both face to face and telephony services will reduce and improve the customer's experience. Two staff will work in the call centre and two staff will work at Riverside House delivering face to face services.</p>
<p><b>Implications on other Services (identify which services and possible impact)</b></p>	<p>There are no expected negative impacts from increasing customer service staff. Other services will see a small reduction in workloads as services improve. E.g. complaints.</p>

<b>Budget Investment Option 2020/21</b>
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<b>Investment</b>
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<b>Reference:</b>	<b>INVEST 8 - CORP</b>
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<b>2020/21 £'000</b>	-	-
<b>233</b>	-	-

<b>Director Responsible for Delivery</b>	Paul Woodcock (Regeneration & Environment)
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<b>Cabinet Portfolio Holder</b>	Councillor Lelliott
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<b>Finance Business Partner</b>	Richard Young
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<b>Proposal Description</b>	Investment via SYPTE for bus routes
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<b>Details of Proposal (what will be achieved)</b>	<p>A request was received from SYPTE for the four Councils to reconsider the agreed 2% reduction in contribution for next financial year. For Rotherham this equates to an additional £233k contribution as part of the Levy.</p> <p>All four authorities have agreed in principle to not apply the 2% reduction for 2020/21.</p> <p>The request for the additional levy contribution has been made to mitigate the risks of increased tendered bus service contract costs against a fixed or reduced budget. The contract for Rotherham's tendered bus services is due for renewal during the summer of 2020 and it has been suggested that a reduced contribution through the levy would result in some funded services being withdrawn, due to increasing costs, when the contract is renewed.</p> <p>There are 3 tendered bus services in the Borough which are up for renewal in the coming financial year.</p> <p>This budget proposal assures the additional funding will be used either through the SYPTE levy for the sole purpose of supporting tendered bus services.</p>
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<b>Implications on other Services (identify which services and possible impact)</b>	Impact of reduced bus service provision on service users.
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New Capital Proposals for consideration - General Fund Capital Programme to 2023/24										
	2019/20 £'000s	2020/21 £'000s	2021/22 £'000s	2022/23 £'000s	2023/24 £'000s	Corporate Resource Required £'000s	Service Funded £'000s	Existing Corporate Resources £'000s	Match Funding £'000s	Total Budget £'000s
<b>Priority Capital Investment – General Fund</b>										
<b>Regeneration and Environment</b>										
CCTV Upgrade and Enhance Capability	0	350	0	0	0	350			0	350
Highway Repairs post 2020 Roads Programme	0	6,000	6,000	6,000	6,000	24,000			0	24,000
Street Scene improvements	53	1,397	131	100	42	1,723			0	1,723
Safety Barriers (Vehicle Restraint System) Replacement	0	300	0	0	0	300			0	300
Shut off valve installed at all four Household Waste Recycling Centres	50	0	0	0	0	50			0	50
Town Centre car parks improvements	0	384	0	0	0	384			0	384
Closed Church Yards	0	30	0	0	0	30			0	30
Green Spaces Car Park Signage and other Minor Capital Works	0	260	0	0	0	260			0	260
Herringthorpe Athletics Stadium	0	254	0	0	0	254			0	254
Keppel's Column Preservation	0	178	0	0	0	178			177	355
Libraries Public ICT Services	0	405	0	0	135	540			0	540
Libraries and Neighbourhood Hubs Capital Proposal	0	470	422	0	0	0	892		0	892
Libraries Strategy (central library relocation & community hub) - Council contribution (excluding FHSF shown below)	0	0	298	2,682	0	0	2,980		0	2,980
Customer Digitalisation Asset Management Service	0	120	0	0	0	120			0	120
Goit - Additional Capital Funding	0	1,113	0	0	0	1,113			0	1,113
Highway Bridge - Don Street	0	934	0	0	0	934			0	934
Operational Estate Maintenance Capital Programme	0	1,460	1,460	1,460	1,460	5,840			0	5,840
Pit House West - Rothervalley - Drainage	0	50	0	0	0	50			0	50
REACH Relocation	0	250	250	0	0	500			0	500
RiDO - Business Centres Maintenance and Renewal	25	425	155	0	0	605			0	605
Future High Streets Fund and Town Centre Masterplan Implementation	0	500	2,000	2,000	554	5,054		11,900	69,044	85,998
Rowan Centre Access Road & Car Parking	0	150	0	0	0	150			0	150
East Herringthorpe Cemetary & Crematorium outdoor lighting	0	12	0	0	0	12			0	12
<b>Children and Young People's Services</b>									0	0
Open Objects	36	0	0	0	0	36			0	36
ContrOCC	0	75	0	0	0	75			0	75
<b>Finance and Customer Services</b>										
Financial Systems Reporting Solution	0	300	0	0	0	300			0	300
Audit Management System	0	0	30	0	0	30			0	30
Device and hardware refresh	10	110	112	115	368	715		2,730	0	3,445
Digital Strategy	0	950	500	500	800	2,750			0	2,750
Fee Billing System Replacement	30	0	0	40	0	70			0	70
Electronic Document and Records Management System (EDRMS)	0	85	0	0	0	85			0	85
Legal Services - Ebundles	30	30	30	30	30	150			0	150
<b>Total Priority Capital Investment</b>	<b>234</b>	<b>16,592</b>	<b>11,388</b>	<b>12,927</b>	<b>9,389</b>	<b>46,658</b>	<b>3,872</b>	<b>14,630</b>	<b>69,221</b>	<b>134,381</b>
<b>Capitalisation of expenditure to support the revenue budget &amp; Invest To Save Schemes</b>										
<b>Regeneration and Environment</b>										
Route Optimisation for Round and Efficiency Savings - ITS	20	12	12	12	12	0	67		0	67
Events Equipment - ITS	0	15	0	0	0	0	15		0	15
Fleet Replacement Programme - Cap	0	1,241	5,866	730	100	0	7,937		0	7,937
Local Authority Energy Savings Measures - ITS	300	200	100	0	0	0	600		0	600
Clifton Park Garden Room Bar - ITS	0	25	0	0	0	0	25		0	25
<b>Children &amp; Young People's Services</b>										
In-house residential	0	1,500	500	0	0	2,000	0			2,000
<b>Adult Care &amp; Housing</b>										
Housing General Fund Capital Projects - Cap	0	0	250	250	0	0	500		0	500
<b>Finance &amp; Customer Services</b>										
Replacement Print Equipment - Cap	303	278	232	199	0	0	1,012		0	1,012
<b>Capitalisation options previously agreed continued into 2023/24 :</b>										
Highways works capitalisation	0	0	0	0	800	0	800		0	800
Other equipment and works capitalisation	0	0	0	0	308	0	308		0	308
Leisure pfi lifecycle	0	0	0	0	500	0	500		0	500
Schools pfi lifecycle	0	0	0	0	2,270	0	2,270		0	2,270
<b>Total Capitalisation to support revenue budget &amp; Invest To Save Schemes</b>	<b>623</b>	<b>3,271</b>	<b>6,960</b>	<b>1,191</b>	<b>3,990</b>	<b>2,000</b>	<b>14,034</b>	<b>0</b>	<b>0</b>	<b>16,034</b>
<b>Annual Ongoing Expenditure Commitments to 2023/24</b>										
<b>Finance &amp; Customer Services</b>										
Computer refresh	0	0	0	0	910	910			0	910
Network equipment refresh programme	0	0	0	0	630	630			0	630
Office productivity tools	0	0	0	0	4,000	4,000			0	4,000
Storage & Compute increase for 2023/24	0	0	0	0	1,750	1,750			0	1,750
Replacement telephony	0	0	0	465	1,900	2,365			0	2,365
Operational buildings	0	0	0	0	550	550			0	550
Commercial property	0	0	0	0	75	75			0	75
<b>Adult Care &amp; Housing</b>										
Furnished Homes	0	0	0	0	1,134	0	1,134		0	1,134
Ward Budgets	0	0	0	0	210	210			0	210
<b>Children and Young People's Services</b>										
Adaptations Foster Carers	0	0	0	0	640	640			0	640
<b>Total Ongoing Expenditure Commitments</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>465</b>	<b>11,799</b>	<b>11,130</b>	<b>1,134</b>	<b>0</b>	<b>0</b>	<b>12,264</b>
<b>Total Proposed Additions</b>	<b>857</b>	<b>19,862</b>	<b>18,348</b>	<b>14,583</b>	<b>25,178</b>	<b>59,788</b>	<b>19,040</b>	<b>14,630</b>	<b>69,221</b>	<b>162,678</b>

## Capital Programme New Capital Scheme Proposals – General Fund Investment

### Regeneration & Environment

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
CCTV Upgrade and Enhanced Capability	Capital Expenditure	0.000	0.350	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration and Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.350</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>

The Council has a broad range of CCTV arrangements from various fixed systems across a range of Council buildings through to permanent CCTV out in communities, including some on the highway. There are a total of 98 fixed CCTV installations in communities with the annual costs across maintenance and data totalling around £80,000. There are estimated to be a further 40 or more fixed cameras on council buildings with a further 136 cameras used across various departments from enforcement through to housing, the total costs across all systems are not currently known. The majority of CCTV is in the town centre and could be enhanced through further investment and more local control. There is also a significant level of CCTV across communities outside of the town centre, which this project would benefit.

Additional to CCTV but of relevance are additional assets such as the town centre radio system (used to support businesses in the town centre), various lone worker devices and monitoring systems. Work is required to fully understand the detailed costs associated with these systems.

The proposal has been costed at a mid-point price. A range of options will be scoped and costed up to the level of investment agreed. The level of investment above would enable enhanced monitoring capability and more local control over the system. And enhanced system capability could be marketed to the private sector, with retail areas commonly engaged in arrangements with Councils who monitor their CCTV systems for a fee. This would also deliver enhanced capability to both Council and Police teams engaged in enforcement activity. At a smaller level of investment (circa £200,000) the capability of the system could be upgraded to enhance enforcement and allow for greater reassurance to the public, which would be welcome in light of the planned future for the town centre area. This would deliver an upgraded system, potentially reducing some data costs and also providing a desktop review facility for authorised officers, increasing efficiency. The system at either level of investment would also seek to connect the Councils total assets in this area, which are currently disparate.

Specific proposals for use of the capital allocation to come back to Cabinet for approval.

Outputs and Outcomes
<p>Aside from the potential cost reduction and income, which would require further scoping, the project could also deliver the following benefits:</p> <ul style="list-style-type: none"> <li>• Reduction in crime</li> <li>• Reduction in anti-social behaviour and environmental offences</li> <li>• Increased feelings of safety/positive perceptions</li> </ul>
Financial Implications
<p>As noted above, there would be ongoing revenue cost incurred in addition however, there may be a case for savings and income which could support costs. Partners such as the Police and Crime Commissioner could also be approached for support.</p>
Risks
<p>Potential risk through the creation of an additional revenue pressure. To mitigate, detailed scoping would be required, which would require additional short term resource to coordinate, alongside cross-directorate support.</p>

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Highway Repairs post 2020 Roads Programme	Capital Expenditure	0.000	6.000	6.000	6.000	6.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration and Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>6.000</b>	<b>6.000</b>	<b>6.000</b>	<b>6.000</b>

The highway network managed by RMBC represents the biggest financial asset that the Council is responsible for, it is therefore essential that it is well managed and maintained. The Highway Network is strategically managed and maintained in accordance with the Highway Asset Management Policy, Strategy and Highway Asset Management Plan (HAMP). Good asset management is essential in enabling RMBC to effectively deliver highway services to achieve our long term corporate priorities.

Asset management principles enable informed decisions to be made about investment and maintenance funding. Resources can then be targeted at where they are most effective and enable the identification and management of risk associated with our statutory duty to manage and maintain our highways. Therefore the Council does not follow 'worst first' prioritisation planning, it aims to improve the network to a better condition whilst maintaining those in the poorest condition by timely intervention.

The current Council investment, focused on the unclassified network, ends on the 31<sup>st</sup> March 2020. This has delivered real benefits to the highway network. Further continued investment is required to ensure that the maximum benefit is gained from this investment and that the current stabilisation in the deterioration of the unclassified network (estate roads) continues, and potentially moves to a reduction in the percentage of the roads that require repair.

In order to stem the decline in condition of the Unclassified network it is essential that this part of the highway network is adequately maintained and accorded sufficient priority for funding over the coming years.

#### Outputs and Outcomes

The condition of the principal, non-principal and unclassified networks are a Council Corporate Priority with reference to the agreed lifecycle planning methodology to deliver an efficient value for money improvement in the condition of the Councils road network.

The proposed future Capital investment in the unclassified network condition will deliver an improvement in the percentage of Green and a reduction in the Amber and Red classification of the estate road network. The full delivery of the Capital expenditure 2020 / 2021 – 2023 / 2024 will achieve or be better than the current national average of 17% of the unclassified network in a red condition.

The identification of roads and footways for inclusion in the Indicative Highway Works Programme is determined by a scoring matrix, detailed in the Highway Asset Management Plan. The aim of this process is to prioritise sections of highway for inclusion in the works programme that will provide value for money and improve levels of service whilst limiting the impact of these works. As part of the investment proposal Members will be invited to submit suggestions regarding which unclassified roads in their Wards they would like to see repaired. These suggestions are assessed for suitability and, if they meet the criteria, the suggested street is included in the Indicative Highway Repair Programme.

### **Potholes**

The recent investment in Rotherham's roads has seen a significant reduction of potholes repaired across the network from 34,000 in 2014/15 to 22,252 in 2018/19. For the 1<sup>st</sup> Quarter this year (April to June) only 4,623 potholes have required repair (which if projected forward would see a further reduction of pothole repairs.) A future investment will ensure potholes numbers do not increase to former levels. Roads with a high number of potholes will be considered in the works prioritisation process, for inclusion in the Highway Works Programme for resurfacing, and as a consequence the number of potholes requiring repair has reduced significantly.

### **Highway Claims**

The adopted CoP for Highway Inspection provides a robust method to evidence that the Council is carrying out its statutory duties and provides information to enable the Council to consider any claims for damage received from road users.

Between January 2011 and December 2014, the Council received 1,410 highway claims. This compares to 1,196 highway claims received between January 2015 and December 2018; a reduction of around 15%. This year has seen further reductions in highways claims, with the period January 2019 and August 2019 having the lowest record number of claims for any year.

The Council's Insurance and Risk Manager has confirmed that the Highways Service is maintaining an extremely high claim repudiation rate, whilst continuing to drive down the overall cost of claims. Highways repudiation rates have consistently been acknowledged as being amongst the best in the country, by both the Council's insurers and their appointed claims handlers (Gallagher Bassett).

### **Customer Feedback – Complaints/Compliments/Questionnaires**

Highway Services receives reports and complaints throughout the year from residents, businesses and visitors relating to the highway network. The Service receives around 74 complaints per year, with on average only 5 complaints being upheld each year. This is in contrast with the high number of compliments received by the service per year of around 144. A future investment will ensure customer feedback remains high.

The service undertakes post-construction satisfaction surveys to properties affected by highway repair works. The questionnaire asks residents who have been directly affected by the delivery of a highway scheme their opinion on all aspects of the work.

The questionnaire includes a range of questions;

How well residents and businesses were informed about the works before they started

Did the works start on time

Quality of the Works

Was the site left clean and tidy

Professionalism of staff carrying out the works

The survey results for 2018/19 show very high satisfaction with the Services performance, with all eleven questions achieving a score in excess of 90% satisfaction and most are greater than 97%. A future investment will ensure customer satisfaction remains high.

#### Financial Implications

An improvement in the condition of estate roads to the national average for unclassified networks would require an additional long-term investment of £6m per annum over four years, from 2020.

#### Risks

The Council recognises the importance of the road network being well maintained. The consequence of a poorly maintained highway network impacts directly on all road users, has a detrimental impact on the local economy and on user's perceptions of the Borough. Poor roads mean increased vehicle operating costs, delays and less safe roads, and as a result may influence investment decisions. The importance of maintaining strategic routes aligns with Sheffield City Region LTP goals, which is to 'Support Economic Growth by ensuring our highway networks are well maintained to keep people and goods moving effectively'.

Highway-related operational risks vary in nature. Highways, Roads & Carriageways include the potential for tripping claim liability through defects on the highway. The Council's success in complying with the requirements set out in Section 58 of the Highways Act means that we currently repudiate 94% of all Highways insurance claims. The service has achieved similar results over the past several years and is recognised within the insurance industry as one of the best performing authorities in the country in this regard.

Without a long-term strategic investment in Rotherham's roads; its condition, customer satisfaction, pothole numbers, highway claims could return to a high level.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Street Scene Improvements	Capital Expenditure	0.053	1.397	0.131	0.100	0.042
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration and Environment	<b>Net (Corporate Resources)</b>	<b>0.053</b>	<b>1.397</b>	<b>0.131</b>	<b>0.100</b>	<b>0.042</b>

The Street Scene improvements programme will cover 3 main themes:

Litter Bin Renewal and Improvement:

The litter bin stock across the borough consists of circa 2200 bins which have suffered from limited investment for a number of years, during 2019 capital investment has been made available which has started to address some of the problems within the stock, which primarily was removal of low capacity concrete bins circa 70, replacement of previously removed and some damaged bins 160 this made some improvement on stock condition. The service also installed circa 60 litter bins to facilitate requests from wards at 3 per ward and installed innovative technology within the Town Centre with 12 solar bins and one outside the Town Centre at Parkgate shopping. Indications suggest that the first trial of solar bins has greatly reduced the frequency of emptying when compared to traditional bins, freeing up staff time to undertake other street cleansing. The current stock still requires 265 replacing due to damage / missing and sustainable investment to maintain it on a year to year basis. Proposals for these assets includes introduction of a further 37 solar bins in the Town Centre, 61 solar bins in townships and significant areas of footfall, dual compartment litter / dog bins for locations of high usage by dog walkers, standard bins for all other areas across the borough over the next 3 years and a replacement programme to maintain stock and street scene to an acceptable standard.

For the Town Centre these have been surveyed and numbers relate to completing the main town centre areas. For the townships and high footfall areas, these remain an estimate and need to be surveyed to confirm numbers. Additionally there has been a look at shop fronts that potentially would benefit from such an initiative.

Street Scene equipment/vehicles:

Weed killing - currently the service operates 6 quadbikes which 5 are coming to end of natural life and require replacing to fulfil the weed killing operation.

Moving to the zonal working approach each zone will require 2 units and one overall spare.

This is a requirement of 6 new units and spraying equipment.

Sports Pitch Marking – currently the service operates 2 pitch marking buggies zonal working will require the introduction of a further unit to allow fulfilment of the services.

Toro 48” Banks machine – required for implementation of zonal working due to team structures.

Town Centre - currently the town centre operated dedicated electric vehicles these are currently coming to the end of natural life and are creating a number of operational issues.

Movement of ride on mowers – the service currently transports “ride on” mowers on the road. Restrictions exist relating both to fuel and health and safety for this operation and as such six additional vehicles and trailers are required for the service.

Asbestos Transportation – changes in legislation require asbestos to be transported in a covered vehicle which service currently does not operate.

### Zonal Working - Street Scene and Zonal Working:

An essential part of the customer and digital programme within Community Safety & StreetScene services has dependencies on end to end integration of processes and workflows to embed efficiencies. At present across street cleaning and grounds maintenance, the services do not use any back office IT systems which would enable integration of processes and workflows.

The requirement for back office IT and Digital systems within the new Zonal way of working across street cleaning and grounds maintenance is very specific:

- A back office system that seamlessly integrates with the Council's new customer CXM Jadu.
- A back office system that removes the need for manual scheduling of tasks through an intelligent resource management / dynamic scheduling system.
- Two way integration between the back office and CXM to enable end to end integration, customer notifications and dynamic scheduling.
- Mobile solution that enables access to live information and ease of work scheduling.

### Outputs and Outcomes

#### Litter Bin Renewal and Improvement:

Litter Bin Renewal and Improvement:

Strategic approach to management of the bin asset.

Provision of programme to maintain bin stock on annual basis.

Consistent well-presented street scene environment.

Modern service delivery, less overall bins to be managed and maintained

Minimising staff time required to empty the most frequently used bins, freeing operatives to work on other street cleansing activity.

#### Street Scene equipment/vehicles:

Weed killing - Improved efficiency for weed killing operation, improved continuity with service for breakdown cover, higher application frequency.

Pitch Marking -Reduced travel time on road, Increased efficiency, Support zonal working.

Banks -Reduced travel time on road, Increased efficiency, Support zonal working.

Town Centre Vehicles- Operation requirement to provide service.

Movement of ride-ons – Compliance with fuel and road funding requirements, legislation compliance.

Asbestos transportation – Legislation compliance.

### Zonal Working - Street Scene and Zonal Working:

The outcomes and outputs for the street cleaning and grounds maintenance services through the introduction of this specialist technology are:

- Enables Community Safety and Street Scene services to meet some of its commitments for the customer and digital programme.
- Create a responsive service that is delivered through modern and digital means.



- Enables delivery of services aligned to actual local needs.
- Increased access to business intelligence to drive workforce planning – using information from day to day maintenance and flow of requests to inform service and workforce planning – e.g. street bin collections, grass cutting rotas.
- Improved customer experience; a more customer responsive, proactive updating supported by tracking, and a localised service.
- Reduction in avoidable contact – customer contacts that add no value – e.g. chasing updates/ chasing execution of tasks/ scheduled work aligning to demand which will avoid the need to unnecessarily contact customers and deliver a more seamless service.

## Financial Implications

### Litter Bin Renewal and Improvement:

Capital requirement

£ 53k Repair / replace existing stock.

£735K Install new solar bins.

£ 80K Introduction of dual purpose bins.

£300k Replacement of remaining bin stock over 3 years Standard bins (Alternative metal bins £680K)

£ 42K Annual replacements after year 3 (Excluding solar bins)

### Street Scene equipment/vehicles:

Weed killing £ 60 K

Pitch marking £10 K

Banks £10 k

Town Centre Vehicles £60 K

Trailers for movement of Ride ons £210 K

Asbestos vehicle £35 k

### Zonal Working - Street Scene and Zonal Working:

1) Subscription to cloud hosted back office system, mobile solution, mobile hardware for up to 40 users. The subscription will support integration with JADU and other relevant council systems. Jadu is the Council's online forms platform.

2) Initial implementation costs including training and configuration

Total costs over 3 years @ £117,975

## Risks

Litter Bin Renewal and Improvement:

On-going revenue servicing costs associated with solar bins and repairs.

Non-investment will increase number of complaints and provide poor public perception.

Street Scene equipment/vehicles:

Weed killing delivery of programme and ability to increase frequency of delivery.

Pitch marking reduced efficiency of operating in zonal areas.

Banks reduced efficiency of operating in zonal areas.

Town centre vehicles continued service delivery.

Movement of ride ons compliance with legislation.

Asbestos vehicle compliance with legislation.

Zonal Working - Street Scene and Zonal Working:

Non-investment will prevent the service to meet its obligations under the customer and digital programme and potentially lead to increased people overheads.

The service will not be able to provide a responsive, localised service to meet its neighbourhood priorities leading to increased complaints etc.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Safety Barriers VRS (vehicle restraint system) replacement	Capital Expenditure	0.000	0.300	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration and Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.300</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>

In 2019 an independent inspection was carried out on Vehicle Restraint Systems (VRS), known as highway safety barriers around the Borough. The survey identified a number of issues of minor damage and barriers that do not conform to current standards.

Total number or length of safety barriers in Rotherham is 35km with a gross replacement cost of £10.5 million. The length of barriers requiring attention 1 km.

Any new areas of major damage are addressed individually utilising the limited revenue budget following an initial incident and report.

#### Outputs and Outcomes

The replacement of non-conforming safety barriers on the Borough's roads will improve road safety, which supports the corporate priority. The project supports corporate Priority 3 - A Strong Community in a Clean, Safe Environment.

The replacement programme would consist of the following:-

Locations identified (completed)

Works designed and detailed costing produced

Tender Process

Schemes issued for works delivery programming

Works constructed

Information placed on website

The significant benefit of replacement would be to keep our roads safe by reducing the risk of accidents and increasing the value of the asset.

#### Financial Implications

There is a current revenue budget for repairs of £38,000, supported by a small contribution from the Local Transport Plan allocation is used for some replacement and renewals.

To renew and upgrade all the barriers that have been identified as not meeting current specification would require a one off capital investment of £300,000.

It would be proposed to complete the works within a year, but this would be dependent on contractor availability. A specialist contractor would be sought through a tender exercise supported by procurement.

By replacing barriers that have been identified as non-conforming will increase the overall condition of the highway asset. If nothing is done, the asset will continue to deteriorate.

#### Risks

Where a safety barrier has failed as part of a road traffic accident the Council could be held liable for any subsequent claim.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Shut off valves installed at all four Household Waste Recycling Centres	Capital Expenditure	0.050	0.000	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.050</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>
<p>All four of Rotherham's Household Waste Recycling Centres require the installation of shut off valves into their drainage works to stop any contaminated water leaving sites in the case of any incident on site.</p> <p>Each site would have to be excavated and the valve installed by RMBC drainage team, taking anywhere between 3 days to 2 weeks dependant on location</p>						
Outputs and Outcomes						
<p>All HWRCs currently have interceptor valves on site, we require shut off valves installing after the interceptors to prevent any contaminated waters leaving the site. Partnership authorities have had incidents of fire on site and the water used to fight the fires has become contaminated and entered the sewer system which has created issues with the Environment Agency. For Rotherham Council to ensure permitting of the sites being open, we need to install these shut off valves.</p>						
Financial Implications						
<p>Installing the valves would be a one off payment with regular maintenance carried out by FCC staff at no extra costs.</p> <p>Rotherham Council could be issued with fines if any contaminated water leaves site through the sewer systems.</p> <p>Site closures could lead to an increase in fly tipping which would come at a cost to the authority.</p>						
Risks						
<p>If Household Waste sites are not fitted with shut off valves they may run the risk of being closed by the Environment Agency.</p> <p>If there was a fire on site, all water used would be contaminated and run into the sewers and Rotherham Council could potentially face fines.</p> <p>Any closure of sites could lead to an increase in fly tipping and residential complaints.</p>						

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Town Centre Car Parks Improvements	Capital Expenditure	0.000	0.384	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.384</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>

As identified in the recently adopted Town Centre Car Parking Strategy, the town centre car parks make up a critical part of the experience of visitors. As the Council continues to pursue an ambitious programme of town centre improvements, it is recognized that the car parks are in need of investment.

The Town Centre car parks improvement programme will cover two schemes:

- Improvement works to four town centre car parks
- Replacement programme for 'pay and display' machines

#### **Improvement works to four town centre car parks**

This proposal supports the funding of improvement schemes for four of the town centre's car parks:

Wellgate multi storey  
Wellgate North  
Drummond Street  
Clifton Hall, Percy Street

#### **Wellgate multi storey car park**

The 220 capacity car park is located on Wellgate which is one of the arterial routes into / out of the town centre. It is located close to the Town Hall and is mainly used by commuters, employees of the Council, elected Council Members and ad-hoc shoppers.

The car park was constructed in the 1980s and has not been decorated since opening. Internal walls and metallic hand rails / barriers are exhaust stained and require redecoration.

Despite a recent lighting renewal project, complaints are often received about badly lit areas of the structure, particularly the stair wells, attracting anti-social behaviour.

A 'pay on foot' barrier system was installed in 2015 but this has proved to be unreliable. Intermittent failure of the equipment or customer error (for example driving to the exit barrier without having made payment) can cause long delays for customers wishing to leave the car park causing significant dissatisfaction and damage to the Council's reputation. Faults which cannot be immediately rectified by the Council's employees have to be reported to the maintenance company and the barriers often have to be locked open causing significant loss of income.

The site is covered by CCTV but the system is dated and unreliable.

The site signage and some fixtures and fittings, for example litter bins, are in need of refresh.

#### **Wellgate North car park**

The 24 capacity car park is located on Wellgate which is one of the arterial routes into / out of the town centre. It is a short stay car park (maximum one hour) and turnover of usage is high with an average of 130 parking activities per day.

The car park is in need of resurfacing and subsequent repainting of the parking bay markings. Fencing is also required to the rear and side boundaries between the car park and a steep embankment and the site signage requires replacement.

#### **Drummond Street car park**

The 240 capacity car park is located on Drummond Street which is one of the arterial routes into / out of the town centre, adjacent to the recently constructed Tesco.

It is located close to town centre amenities such as Rotherham Market and the College and is used by a mixture of commuters and shoppers.

The car park incorporates a 35 space “Red Zone” in which customers obtain 2 hours free parking. This was introduced in April 2018 and the free 2 hours offer is extremely popular.

During 2018/19 there were an average of 425 users of the car park per day.

The car park has never been resurfaced. The existing surface is failing in places in addition to previous excavation reinstatements having settled slightly below the finished car park surface level.

The car park has 12 parking bays which used to be reserved for permit holders and the remnants of the collapsible bollards remain.

The western and northern boundary comprises a mixture of metal and wooden posts, many of which have been subject to damage by minor vehicle collision.

#### **Clifton Hall car park**

The 50 capacity car park is located at the junction of Percy Street and Wharnccliffe Street which is one of the arterial routes into / out of the town centre.

It is located close to town centre amenities such as Rotherham Market and the College and is used by a mixture of commuters and shoppers.

The car park is in need of resurfacing and subsequent repainting of the parking bay markings. Fencing is also required to all boundaries and the site signage requires

replacement.

### **Replacement programme for 'pay and display' machines**

This proposal supports the replacement of parking 'pay and display' machines the town centre's off-street car parks and on-street parking places.

Eleven off-street and nineteen on-street machines are to be replaced.

Fourteen of the machines are Metric Accents which were installed in 1999. Whilst functionality mostly prevails; there are, understandably, an increasing number of faults to which the maintenance company has to attend.

Many of the machines, whilst functioning correctly, look dated and cosmetically unsatisfactory.

These machines are fed by mains electricity supply i.e. not solar powered.

Ten of the machines are Metric Auras which were installed in 2008. The remainder are Metric Elites which have been installed between 2014 and 2017.

The existing machines only offer customers the option of paying by coins.

Tariff changes have to be undertaken by Metric engineers visiting site and installing new software and this process is the subject of a charge to the Council of between £150 and £250 per tariff change.

### **Outputs and Outcomes**

### **Improvement works to four town centre car parks**

All four projects support corporate Priority 3 - A Strong Community in a Clean, Safe Environment.

The Council's Town Centre Parking Strategy, to be presented to Cabinet in November 2019, states under "Delivery and Implementation":

The Council will, whenever possible, ensure that its off-street parking facilities are clean, tidy and user friendly. A programme of works will be delivered to achieve a high standard of cosmetic finishes to the off-street parking stock. This will be the subject of a regular maintenance schedule thereafter to sustain the high standards.



**Wellgate multi storey car park**

The refurbishment of the car park by the following means will enhance customer experience and encourage return visits and new customers:

**Redecoration**

This will brighten the interior of the structure thereby discouraging the presence of undesirable, unauthorised people using the car park for anti-social purposes.

**Automatic Number Plate Recognition (ANPR)**

An upgrade of the existing 'pay on foot' barrier system would negate the requirement for paper tickets to be dispensed to customers as they enter the car park. The ANPR system would register vehicles on entry then customers would make payment at a pay station prior to exit. The system would then recognise that payment had been made for the vehicle approaching the exit barrier and the barrier would be raised.

An additional card payment console would be located at the exit barrier as a "catch all" for customers who may drive to the barrier without having made payment.

**CCTV system upgrade**

An upgrade of the system by the installation of up to date technology would enhance customers' confidence in using the facility and feeling safe in doing so.

**Signage / Fixtures and Fittings**

A refresh of signage and other fixtures / fittings would further enhance the professional appearance of the parking facility.

The significant benefit of the refurbishment would be to retain existing customers and attract further customers whilst enhancing the reputation of the Council.

It would be proposed to complete the works within a year, but this would be dependent on contractor availability. A specialist contractor would be sought through a tender exercise supported by procurement.

**Wellgate North car park**

The following programme of works will enhance customer experience and encourage return visits and new customers:

**Resurfacing and remarking the parking bays**

This will enhance the look of the car park and extend the life of the car park surface for a minimum of 25 years.

### Fencing

The installation of fencing will enhance the look of the car park and should also discourage littering offences.

### Signage

A refresh of signage would further enhance the professional appearance of the parking facility.

The proposed work, along with the proposed embankment stabilisation works (capital funding already approved) and up to date payment facilities (machine with the option for card payments already installed), will raise the standard of the car park, thereby making it a more attractive parking place.

It would be proposed to complete the works within a year, but this would be dependent on contractor availability. A specialist contractor would be sought through a tender exercise supported by procurement.

### **Drummond Street car park**

The following programme of works will enhance customer experience and encourage return visits and new customers:

#### Removal of the remnants of the collapsible bollards, resurfacing and remarking the parking bays

This will enhance the look and extend the life of the car park surface for a minimum of 25 years.

### Fencing

New fencing along the western and northern boundaries will enhance the look of the car park in addition to increasing security.

It would be proposed to complete the works within a year, but this would be dependent on contractor availability. A specialist contractor would be sought through a tender exercise supported by procurement.

### **Clifton Hall car park**

The following programme of works will enhance customer experience and encourage return visits and new customers:

#### Resurfacing and remarking the parking bays

This will enhance the look of the car park and extend the life of the car park surface for a minimum of 25 years.

Fencing

The installation of fencing will enhance the look of the car park and will improve site security.

Signage

A refresh of signage would further enhance the professional appearance of the parking facility.

It would be proposed to complete the works within a year, but this would be dependent on contractor availability. A specialist contractor would be sought through a tender exercise supported by procurement.

**Replacement programme for 'pay and display' machines**

The project supports Corporate Priority 3 - A Strong Community in a Clean, Safe Environment.

It is intended to install solar powered parking 'pay and display' machines which offer card payment facilities (chip and pin / contactless) to customers in addition to the traditional coins method of payment.

The Council's Town Centre Parking Strategy, presented to Cabinet in December 2019, states under "Delivery and Implementation":

A program of "pay and display" machine replacement will be developed and funding sought to achieve a full stock of machines with debit / credit card payment facilities.

The Council has gradually introduced such machines in 13 locations as and when replacements have been required since December 2018. Card payments have become increasingly popular with customers with in excess of 20% of payments being made by cards at these machines.

**Financial Implications****Improvement works to four town centre car parks**

There is a current revenue budget for car park maintenance of £46,000 which is used, for example, for the 'pay and display' machine replacement programme and ad-hoc projects such as The Statutes car park extension.

Financial projections for each of the schemes are set out as follows:

**Wellgate multi storey car park**

To refurbish the car park to a high specification would require a one off capital investment of £98,000.

It is anticipated that the identified improvements to the car park could generate uplift in income of approximately 10%.

#### **Wellgate North car park**

To refurbish the car park to a high specification would require a one off capital investment of £15,000.

It is anticipated that the identified improvements to the car park could generate uplift in income of approximately 10% .

#### **Drummond Street car park**

To refurbish the car park to a high specification would require a one off capital investment of £108,000.

It is anticipated that the identified improvements to the car park could generate uplift in income of approximately 10% .

#### **Clifton Hall car park**

To refurbish the car park to a high specification would require a one off capital investment of £30,000.

It is anticipated that the identified improvements to the car park could generate uplift in income of approximately 10%.

The works programme for all the car parks would consist of the following:-

Works designed and detailed costing produced

Tender Process

Schemes issued for works delivery programming

Works implementation

Information placed on website

#### **Replacement programme for 'pay and display' machines**

There is a current revenue budget for car park maintenance of £46,000 which has been used for the purchase of 'pay and display' machines as and when necessary. This proposal would require £130,000 Capital allocation to update the pay and display machines.

For the first year following installation the Council would save approximately £11,000 as the machines would be under manufacturer's warranty therefore no annual maintenance charges would apply.

**Improvement works to four town centre car parks****Wellgate multi storey**

The car park is currently the subject of complaints about general cleanliness and the unreliability of the barrier system. If nothing is done it is expected that customer satisfaction will decrease further whilst the level of anti-social behaviour is likely to increase without significant resources being allocated to the site.

**Wellgate North car park**

The car park is currently the subject of complaints about general cleanliness, particularly with litter being thrown onto the embankment. The car park surface will deteriorate further if nothing is done. This would be highly likely to lead to customer satisfaction will decreasing further with a probable resulting loss of income.

**Drummond Street car park**

This car park has the largest capacity and is strategically located. It should be one of the Council's 'flagship' assets. Doing nothing may result in more customers ceasing to use the car park and take advantage of the nearby Tesco car park.

**Clifton Hall car park**

If nothing is done the surface will deteriorate further which may result in loss of customers / income.

**Replacement programme for 'pay and display' machines**

Failure to implement the replacement project may result in the continuing intermittent breakdown of the current stock. Additionally, customers nationwide are becoming increasingly expectant that card payment options will be available at public parking facilities and implementing the project would result in an enhancement of the Council's reputation.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Closed Church Yards	Capital Expenditure	0.000	0.030	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.030</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>
<p>The purpose of this bid is to set aside capital monies for the Closed Church Yards which the Council have responsibility for under section 215 of the Local Government Act 1972.</p> <p>Asset Management and Green Spaces work together to manage closed church yards. The purpose of this bid is to set aside a pot of capital funding to carry out remedial works to closed church yards for example relay footpaths and repairs to walls.</p> <p>There is no revenue budget set aside for the periodic maintenance of closed church yards, however this is a statutory responsibility and has potential health and safety implications if these are not adequately maintained. Any identified works have in the past been managed within the service budget (budget pressure or the premises fund), however due to reduced resources and capacity this is not a sustainable way forward. It is considered due to the nature of the works that elements of the works could be capitalised to relieve pressure on the services revenue budgets.</p> <p>The bid is for £30K as an initial one year bid to cover off any immediate remedial maintenance works required, for example wall repairs at South Anston.</p>						
Outputs and Outcomes						
<p>RMBC must have an effective, good condition estate that is suitable for the services provided by the council.</p> <p>This programme has a wide scope that extends across the operational estate. In terms of prioritising and implementing the works, there will be a requirement for service input into the whole programme. Subject to the development of a clear asset management plan.</p> <p>This programme will help reduce revenue running costs and will enable the authority to target its remaining maintenance backlog on the operational estate.</p> <p>There will be a clear programme of works taking place that refers to up to date condition survey information. Confirmation of a clear asset management plan to enable resources to be properly targeted.</p>						
Financial Implications						

Carrying out the planned maintenance works may reduce the revenue maintenance requirement and move the Council to a controlled planned programme of repairs. The bid is for £30K as an initial one off investment.

No revenue budgets are identified under both Culture & Leisure or Corporate Landlord budgets.

#### Risks

The Council has a responsibility under section 215 of The Local Government Act 1972 to maintain closed grave yards. Due to their historic nature there is a requirement to inspect and carry out repairs and maintenance. Lack of investment in the Closed Grave yards will create health and safety issues and potential reputational risk i.e. public complaints etc.

An inability to carry out the planned works could result in pressure on the underfunded revenue budget held by Culture & Leisure Service.  
No funding is set aside under the corporate landlord budgets.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Green Spaces Car Parking Signage and other Minor Capital Works	Capital Expenditure	0.000	0.260	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.260</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>

Car Parking and signage at four main Green Spaces sites Car parking at four key green spaces sites requires upgrading to be at the same standard as other key Council car parks. In addition this bid is to set aside capital monies for the Carparks that are not covered under the Corporate Landlord Operation Capital Programme.

#### Signage

The sites included are:

- Rother Valley Country Park
- Thrybergh Country Park
- Ulley Country Park
- Clifton Park

The project will include:

- Upgrading of signage to reflect changes to parking charges
- Upgrading of pay machines to offer card payments

#### Minor Works

The Council has identified a number of car parks where they are in disrepair i.e. uneven surfaces, pot holes and are generally considered to be potentially dangerous creating tripping hazards and risk to damage to motor vehicles parking at the sites.

The list of proposed car park works are as follows:

Rother Valley Country Park

Wath Pavilion car park

Thrybergh Country Park

All the above locations have been inspected and works identified to improve the car parking surfaces at the sites. It is considered due to the nature of the works that the works could be capitalised to relieve pressure on the services revenue budgets. The bid is for £210k as an initial one year bid to cover off any immediate capital maintenance works required



## Outputs and Outcomes

The signage investment in the above programme of works will:

- Enable the four sites to attract more customers due to range of payment options
- Enable the four sites to consider a broader range of fees and charges due to flexibility of payment options
- Present a more professional images across the sites raising awareness of the fact that they are council owned and managed facilities
- Reduction in vandalism and theft which is currently an issue particularly at Clifton Park where cash only machines are operated

The minor works investment in works will:

Enable RMBC to have an effective, good condition estate that is suitable for the services provided by the Council.

Completion of the works to the car parks will reduce any potential Health & Safety issues and reduce tripping hazards and potential insurance claims against the Council.

This programme will help to reduce revenue running costs. There will be a clear programme of works taking place that refers to up to date condition survey information.

## Financial Implications

Signage: Upgrading the car parking machines to accept card payments will ensure that the parks are catering for a broader audience and customer expectations.

Minor works: Carrying out the planned maintenance works may reduce the revenue maintenance requirement and move the Council to a controlled planned programme of repairs. The bid is for an initial one off investment for works already identified

## Risks

The risks associated with not upgrading signage and car parking machines at these four high profile sites are:

- Reduced income from car parking as customers find alternatives with more flexible payment
- Increased cost of replacement cash only machines due to vandalism and theft

Failure to carry out the minor capital works will create an ongoing health and safety issue and potential reputational risk i.e. public complaints, insurance claims etc.

An inability to carry out the planned works could result in pressure on the underfunded revenue budget held by Culture & Leisure Service.

No funding is set aside under the corporate landlord budgets.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Herringthorpe Athletics Stadium	Capital Expenditure	0.000	0.254	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.254</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>

The athletics stadium will need to be registered as complying with UK Athletics Standards (Track: Mark) for the start of the 2020 season (April). The success of this standard being met will bear impact on whether the facility can host competition events. Track:Mark will assess 6 areas: Track, Field, Ancillary, Operations, Floodlighting, and Competitions. It is envisaged there will need to be investment in to the building, track and its facilities in order to meet the criteria.

### 20/21

- Car park resurfacing-
- Track repairs- Unknown as track assessment will need to be undertaken beforehand by UKA (£2,000). This will need to be in place for the start of the 2020 season (April) as a result of the facility needing to meet UK Athletics Track:Mark accreditation. Issues are broken PA system, heating, poor surfacing for run ups to javelin and long jump and unevenness of lane 8 due to subsidence. NB; there is no revenue budget available through current stadium budgets to maintain to a standard in future years. There is no capacity within the budget or to increase income from the improvements to make payments on any capital borrowing scheme.
- Hammer Cage- required as part of the Track:Mark accreditation
- Floodlighting-
- Cladding for external building- **Unknown** as no formal quote as yet. The external frames and woodwork are badly rotten and although re- painted in recent years, the building is now vulnerable to break-ins and the sills are irreparable.

### Outputs and Outcomes

Failure to meet the Track: Mark will result in a loss of income and the potential to host future activity (event organisers will take their business elsewhere and may never return).

The athletics track currently hosts Rotherham Harriers Athletics Club with an athlete base of 350+ and a volunteer base of circa 60 people. Standards need to be adhered to for health and safety as well as functionality. If these standards fall below expected levels then the club may cease to exist as they will have no training base to work from. There are no other 400m running tracks with field activities in the Rotherham Borough. Currently the athletics track attracts around 14,000 visits p.a. not including spectators and volunteers.

#### Financial Implications

The track will have a loss of income of approximately £16,000 p.a if it fails to maintain its standards. This would mean the athletics track would no longer be financially viable and would have to close.

At present maintenance is ad-hoc with no detailed plan for the track or its infrastructure (inc. floodlights). This results in loss of use of parts of the site, reputational damage and lengthy timescales to gain repairs. In addition light bulb replacements for the floodlights are costly and frequently fail due to other underlying issues with electrical supply. LED options are currently being explored.

It is worth noting that at this stage total capital costs are unknown as the Track: Mark inspection has not been carried out (£550 fee) in order to gain a full understanding.

#### Risks

- Without investment UK Athletics' competitions will not be sanctioned
- The Athletics club may no longer be able to function at the site
- Health and Safety implications of customers/ athletes
- Reputation of the Council

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Keppel's Column Preservation	Capital Expenditure	0.000	0.355	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.177	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.178</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>

Keppel's Column was built between 1773 and 1780 and is situated on a prominent hill overlooking Wentworth Woodhouse in Thorpe Hesley. Charles Wentworth 2<sup>nd</sup> Marquis of Rockingham commissioned the architect John Carr to build the monument to further enhance the landscape of the Wentworth Woodhouse Estate. The column is 115 foot high and is sited on the highest point of a ridge within the Scholes Conservation Area above Wentworth Park, and is recognised as a prominent local landmark. Currently this site offers potential for wider heritage interpretation and engagement with audiences as part of Rotherham's wider cultural offer, as well as contribution towards part of the growing interest and programming around the Wentworth Woodhouse Estate.

Keppel's Column is grade II\* listed building in an extremely poor state of repair and was placed on the Historic England's 'Heritage at Risk Register' in 1989 and is also on RMBCs Risk Register, due to significant structural issues including cracking and stonework erosion. The interior has been inaccessible to the public for over 20 years due to the severely broken and eroding staircase and access to the top of the column is now only by a cherry picker. The column is now in urgent need of some significant repair work to resolve these issues.

Rotherham Council has been working closely with Historic England, and in 2018 completed a stage 1 Project Development (research, analysis, investigation) to fully assess the current condition of the column and to provide an updated detailed programme of repair.

Rotherham Council has now produced a comprehensive development report, which shows the current condition of the column and the works required to repair the column to make accessible to the public on restricted open days.

The final projected costs for these repairs are approximately £355K, Historic England have identified that they are able to 50% match fund the cost of repairs.

Works required includes:

- Site Preparation
- Structural repairs
- Masonry repairs
- Railing repairs
- Works to Capital
- Windows and Doors
- Electrical

- Landscaping

Additionally, we would also apply for additional project funding around improving interpretation and transforming digital engagement with heritage sites targeted at the children and young people and family audience.

## Outputs and Outcomes

The investment in the above will:

- Allow the re-opening of Keppel's Column to public visitors.
- Repair a significant Grade II\* Listed Building and remove it RMBC from the Heritage at Risk Register and RMBC Risk Register.
- Improve RMBC reputation with regard to external funders, restoration of the borough's historic sites and setting example to other owners of historic properties in the borough.
- Provide opportunity to improve relationships with local communities around site with the possibility of developing future projects around community development.
- Open up opportunity for additional funding for developing and delivering a comprehensive Rotherham Heritage Engagement Strategy which will incorporate all heritage sites including Keppel's Column.
- Significantly increase engagement and programming across all heritage sites to include Keppel's Column.
- Open up opportunity to develop further partnerships and future projects around site with Wentworth Woodhouse as a legacy for the WE Great Place project.

## Financial Implications

In the long-term there is no guarantee Historic England can continue to support funding this project beyond next financial year;  
Additional funders have been researched, however due to the location of the site regular engagement numbers on site are too low for alternative income streams;  
In the long term the Column is in poor repair and is close to residential properties, and because of the structural issues there are significant financial implication if the work is not done imminently.

## Risks

Risks associated with not investing are:

- Reputational risk with major funders who need to be convinced of council support for arts and culture before they will invest.
- Continued risk to reputation of RMBC with regard to maintenance the building and to local residents properties and partnerships with other Local Authority and Voluntary organisations.
- Significant long-term financial risk due to the state of the structure if it was to fall on to properties, vehicles or residents.

- Loss of funding from Historic England and future funding for other historic sites such as Waterloo Kiln.
- Further loss of reputation of CST around Heritage Sites Maintenance which could impact on heritage audience engagement.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Libraries Public ICT Services	Capital Expenditure	0.000	0.405	0.000	0.000	0.135
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.405</b>	<b>0.000</b>	<b>0.000</b>	<b>0.135</b>
<p>Capital funding required for :</p> <p>Replacement of the public access computer network within Libraries (People's Network) – implementation and installation</p> <p>Replacement of Library Self-Service units</p> <p>New Library Management System and Self Service Kiosks</p> <p>Total =£540,000</p>						
Outputs and Outcomes						
<p>Statutory duty to provide a comprehensive and efficient library service for all those wishing to make use of it. Library Universal offers which are nationally agreed include provision of free access to the internet for customers.</p> <p>Contributing to achievement of Key Performance Indicators and minimum service standards.</p> <p>Supporting Council agenda for channel shift.</p>						
Financial Implications						
<p>People's Network was originally installed in 2002 through external funding and has since been refreshed on an ad hoc basis by corporate IT. The Library Service has never had budget to replace or upgrade computer equipment or infrastructure, only revenue budget to replace peripherals and cover software update costs.</p> <p>The ten existing Library Self Service units were installed as part of capital building projects. The Library Service does not have budget to replace the equipment which is now end of life, out of maintenance agreement and has only had revenue budget for repair and maintenance.</p>						
Risks						
<p>The loss of the People's Network free computer access for customers would risk legal challenge in terms of statutory duty and the ability to delivery against the nationally recognised library offer. Heavy use is made of the Library's free computers, including referrals from other areas of the Council for customers to access services online as part of the Council's customer services improvements.</p> <p>Loss of the self service units will risk decline of customer satisfaction standards and any future library development plans to reduce costs.</p>						



Project	Capital Budget (£m)	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000	23/24 £'000
Libraries and Neighbourhood Hubs Capital Proposal	Capital Expenditure	0.000	0.470	0.422	0.000	0.000
Directorate	Capital Funding (service funded)	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.470</b>	<b>0.422</b>	<b>0.000</b>	<b>0.000</b>

This paper sets out the capital requirement to fulfil the proposals recently set out in the Library Strategy.

The quality of the library service is limited by the constraints of the existing buildings and their current location and/or condition, as well as reductions in local government funding, which has made it challenging for the Council to develop and improve its library service. The capital bid to improve Libraries and Neighbourhood Hubs across the Borough will enable the creation of a new, attractive, high quality library provision located in the heart of our local communities. Our buildings will become focal points for the community, supporting cultural regeneration by driving footfall, and reinvigorating local spirit.

Much of the recent public consultation suggested that the location, look and feel of libraries is important to maintaining and growing usage. Monthly meetings have been taking place with the Cabinet Member for Cleaner, Greener Communities, Neighbourhoods, Asset Management and the Library Service with other services in attendance as and when required. The purpose of these meetings are to consider if library buildings are in the right location; if they can be co-located with other services/partners; if the buildings require refurbishing/ modernising; if the service can host wider Council, community or cultural activity.

Some of our libraries have not been modernised for over 10 years, this has inhibited the work of the Service to increase active membership and visitor numbers. While the service continues to score excellent satisfaction ratings with existing customers, it would like to develop the service offer in keeping with initiatives in libraries elsewhere. For example, building modernisation would allow us to develop makerspaces, which allow people to experiment with digital technology. The service would like to improve library buildings which haven't recently benefitted from modernisation, in order to make them more attractive welcoming, flexible spaces, with clear internal and external signage. This work will be supported by specialist library furniture and design companies.

If the conditions of funding can be met, this project will support Libraries & Neighbourhood Hubs in meeting targets set for it in the Library Strategy, Cultural Strategy and corporate Key Performance Indicators.

A separate proposal to the Capital Programme has been submitted to incorporate the ICT element of the service which includes the new Library Management System and Self Service Kiosks.

## Outputs and Outcomes

By making the proposed improvements to the existing library and Neighbourhood Hubs buildings, the modernisation/relocation of these sites would bring with it the following benefits:

Revised locations will enable the creation of a new, attractive, high quality library provision located in the heart of the communities.

The proposed relocation and modernisation of specific sites would create opportunities to retain current and attract new visitors to the library service.

Opportunity to co-design the library service with the other local services in order to ensure that the Council are meeting their needs and creating a welcoming well-designed and well-regarded community hub.

Opportunity to create purpose built areas in order to improve the digital offer. This would include helping customers to use online services such as benefits, business, health and wellbeing and training/supporting them to become independent users of digital. This will be enabled through public access terminals, laptop points and free Wi Fi.

Opportunity to create better, higher quality and purpose built areas for library services in order to offer a range of reading/literacy programmes and activities in order to increase the number of children, young people, adults and families participating.

This project also supports the following strategic outcomes:

**Social outcomes:** Access to a community hub for all which is freely available. A safe space for members of the community to meet, develop skills and share knowledge and learning. A place to break down barriers across communities, promoting community cohesion and reducing isolation.

**Enhancing health and wellbeing:** Libraries and Neighborhood Hubs are vital community hubs for both direct face-to-face and online access to health information and guidance, learning and literacy materials and information sharing through social media and other online resources. They will help people help themselves by providing accredited health information, health signposting, reading programs, promoting learning and literacy, delivery of social activities such as reading groups. Volunteering opportunities are available that keep people active and engaged. We promote and encourage participation in Health and Wellbeing activities, improving mental health and reducing social isolation.

**Economic growth:** Libraries have a positive impact on the local economy through the provision of a variety of classes, events and resources. The network of Library hubs at the heart of local communities provides potential for a range of informal and formal interaction. This in turn strengthens community cohesion and identity, builds empathy, reduces isolation, improves quality of life and enables personal growth. Clear links have been identified between digital literacy and employment prospects – the Library offers this and so much more. Enabling individuals to learn and use computer skills will lead to for higher economic growth in the Borough, benefitting local businesses and reducing unemployment figures.

**Financial resilience:** This project looks to reduce the Council revenue expenditure in other areas by developing more prominent community hubs, sharing spaces and co-locating services within 1 building.

The improvements to our Libraries and Neighbourhood Hubs will allow our service to contribute to local policies, notably, the Thriving Neighbourhoods Strategy 2018- 2025, by becoming more attractive destinations to deliver services to communities and work cohesively.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Customer Digitalisation Asset Management Service	Capital Expenditure	0.000	0.120	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.120</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>
<p>The Council is moving forward with a customer digitalisation review aimed at cutting/reducing customer interaction and this may realise potential revenue savings.</p> <p>Asset Management as part of this process is looking at a number of projects including:</p> <ul style="list-style-type: none"> <li>• Interactive room booking service.</li> <li>• Visitor management system</li> <li>• Improving access control i.e. bio metrics readers to support the reduced customer service being introduced.</li> <li>• Repairs and Maintenance system to improve interface with approved contractors.</li> <li>• Development of real time updating on the asset manager system to improve Building officer performance and reduce input times.</li> </ul> <p>There are financial savings required from the digitalisation of processes. Investment in these systems may identify some revenue savings.</p> <p>The bid is for £120k as an initial one year bid to cover off any immediate capital investment required.</p>						
Outputs and Outcomes						
<p>RMBC must have an effective, good condition IT systems to support the delivery of the digitalisation agenda.</p> <p>The schemes identified above will assist in producing asset/facilities management service efficiencies to reduce interaction and allow electronic process to manage the estate. This should produce operation revenue savings (to be identified).</p>						
Financial Implications						
<p>Carrying out the planned maintenance works may reduce the revenue maintenance requirement and move the Council to a controlled planned programme of repairs.</p> <p>The bid is for £120k as an initial one off investment for the development of electronic interaction systems to support the delivery of facilities management across the Council.</p>						
Risks						

Failure to invest in the electronic/digitalisation developments may result in a failure to realise revenue funded savings and to enable the service to move forward with the projects.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Goit - Additional Capital Funding	Capital Expenditure	0.000	1.113	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>1.113</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>
<p>The Goit is a drain that runs parallel to Riverside House and Discharges into the River Don. A condition of the New York Stadium Construction is the construction of a sluice gate and pump station to ensure that increased river levels do not cause flooding to occur behind the flood barriers of New York Stadium and Riverside House.</p> <p>The total budget for this project was £1,616,000.</p> <p>The budget left for the 2019/20 financial year is £1,510,660 as the spend to date is £105,341.</p> <p>The 2016 Estimate was £1,755,041 correcting for BCIS inflation at 26.74% plus other works and fees that were not covered in the estimate (principally bridge works and refurbishment/replacement of pumps). Managements quote gives a revised figure, inc prelims of £2,623,995.</p> <p>Total required capital: £2,623,995  Less: budget available (£1,510,660)  Required additional capital: £1,113,335</p>						
Outputs and Outcomes						
Prevention of flooding to the areas adjacent to the GOIT in the town centre, such as the railway, Centenary Way and sites adjacent to the canal, including electrical supplies to Central Rotherham.						
Financial Implications						
As above.						
Risks						

Without this scheme there is a greater risk of damage to local infrastructure and property as a consequence of inadequate flood alleviation.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Highway Bridge – Don Street	Capital Expenditure	0.000	0.934	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.934</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>
In addition to the proposal for additional capital funding of £1,113,335 for the Goit drainage scheme, the need to replace the adjacent highway bridge has been identified to an estimated value of £934,076.						
Outputs and Outcomes						
Prevention of flooding to the areas adjacent to the Goit, Including, former Knight Club, Rail and Tram, Centenary Way and sites adjacent to the canal. Including electrical supplies to Central Rotherham.						
Financial Implications						
As above						
Risks						
There are a number of risks with a project of this type, for example ground conditions and the bridge includes multiple existing services that run through and will affect design programme and costings.						

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Operational Estate Maintenance Capital Programme	Capital Expenditure	0.000	1.460	1.460	1.460	1.460
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>1.460</b>	<b>1.460</b>	<b>1.460</b>	<b>1.460</b>

The purpose of this bid is to set aside a programme of capital monies for the operational maintenance capital programme. Over the past few years the Council has set aside a fund of money to cover capital work and this has been programmed each year.

This bid is for £7.3m based upon the outputs from the stock condition surveys that were carried out in 2018. It is anticipated that the programme will be delivered across a five year period. The Capital Programme update to 2023/24 covers the first four years of this programme of works (£5.8m).

This project will allow RMBC to catch up on backlog maintenance on its operational estate.

Since the last tranche of monies and with property rationalisation the back log maintenance over a five year period has reduced from £12m down to £7.3m.

#### Outputs and Outcomes

RMBC must have an effective, good condition estate that is suitable for the services provided by the council.

This programme has a wide scope that extends across the operational estate. In terms of prioritising and implementing the works, there will be a requirement for service input into the whole programme. Subject to the development of a clear asset management plan.

This programme will help reduce revenue running costs and will enable the authority to target its remaining maintenance backlog on the operational estate.

There will be a clear programme of works taking place that refers to up to date condition survey information. Confirmation of a clear asset management plan to enable resources to be properly targeted.

#### Financial Implications

Operational Maintenance Capital Programme bid £7.3m to be delivered over a 5 year period.

A current budget allocation of £550k per annum is already included within the capital programme.

This is shortfall within the required allocation - £7.3m identified through stock condition surveys for the corporate landlord operational estate.



Carrying out the planned maintenance works may reduce over the period the revenue maintenance requirement and move the Council to a controlled planned programme of elemental replacement rather than a reactive service.

#### Risks

Lack of investment in the estate will create health and safety issues and potential reputational risk and potential service delivery failure.

There is a potential for properties to close due to Health & Safety Issues.

An inability to carry out the planned works could result in further pressure on the "Corporate Landlord Revenue" budget going forward.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Pit House West -Rother Valley - Drainage	Capital Expenditure	0.000	0.050	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.050</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>
<p>The Pit House West Site at Rother Valley is a piece of land that is surplus to service requirements and sits within the land &amp; property bank.</p> <p>The land will be the subject of a strategic asset management review.</p> <p>However a couple of years ago a significant capital investment was made in relaying and installing a drain and culvert to direct surface water away from the adjoining land and rail line.</p> <p>During the winter of 2018 it was discovered that the drain appeared to have collapsed and there was a potential flooding risk to the adjoining housing estate and a main line railway.</p> <p>An initial investment of circa £20k was committed to the Streetpride drainage team to carry out immediate remedial works to clear the blockage and ensure that the surface water runs away and alleviates any potential flooding issue for the benefit of the nearby housing estate and the main line rail way line.</p> <p>The proposal is for £50k as an initial one year bid to cover off any immediate capital investment required to remake the drainage culvert to avoid a potential flooding situation.</p>						
Outputs and Outcomes						
<p>This should produce operational revenue savings on the Land &amp; Property bank.</p> <p>Potential high risk of flooding which could affect a nearby housing estate and main railway line.</p> <p>Reputational risk to the Council for failure to maintain the water culvert.</p> <p>Reputational risk to the Council for failure to maintain the water culvert.</p>						
Financial Implications						

Carrying out the planned maintenance works may reduce the revenue maintenance requirement.

The bid is for £50k as an initial one off investment for necessary repairs and maintenance to the water culvert.

#### Risks

Potential high flooding risk for the adjacent housing estate and main railway line. Issue raised by British Rail due to previous flooding. A permanent solution is required to resolve the problem.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
REACH Relocation	Capital Expenditure	0.000	0.250	0.250	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.250</b>	<b>0.250</b>	<b>0.000</b>	<b>0.000</b>
<p>As part of the Learning Disability Review in Adult services the REACH service (Daycare for Adults) is to be retained.</p> <p>The service is currently based at Badsley Moor Lane, a site that both Asset Management and Adult Care wish to relocate from for both revenue cost and service delivery reasons. The tenure is a held over lease that the Landlord could serve 3 months notice on. Unit costs are £107k unfunded.</p> <p>The Adult Care service require REACH to be relocated in a community/ town centre environment in order to continue to provide a suitable environment for high quality service delivery to adults with autistic and other learning disabilities.</p>						
Outputs and Outcomes						
<p>Revenue cost reduction on Property.</p> <p>Delivery of LD review.</p>						
Financial Implications						
<p>A decision will be required on the relocation.</p>						
Risks						
<p>Without the re-location of REACH the service would, over the longer term, be provided at a greater cost than planned. The nature of the lease arrangement could result in price increases or short term changes that the Council would wish to avoid.</p>						

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
RiDO Business Centres Maintenance and Renewal	Capital Expenditure	0.025	0.425	0.155	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.025</b>	<b>0.425</b>	<b>0.155</b>	<b>0.000</b>	<b>0.000</b>

Rotherham Investment and Development Office manage a network of four purpose built incubation facilities to support the creation and growth of new businesses and jobs in Rotherham. The centres offer over 200 small offices and workshops for rent to start-up, early stage and small businesses and are highly successful and have long been a benchmark of best practice in the region and the UK. At any one time over 130 local businesses benefit from utilising the space and the associated support services provided by RiDO. The centres are designed to be financially sustainable in the long term generating excess revenue over cost per year, but recent removal of a substantial repairs and renewals fund means there is now a need to call on RMBC capital resources to ensure the facilities continue to be fit for purpose and meet the needs of private sector occupants. Rental fees are set at open market value for high quality property and this creates an expectation from paying occupants that the Council will maintain the buildings to a high standard and in a timely manner. There are a number of projects with varying degrees of urgency:

1. Moorgate Crofts, building management system renewal – the system is obsolete and failing, with replacement parts getting increasingly expensive. Quotes obtained to install a modern solution to serve the next 10 years. [urgent]
2. Moorgate Crofts, heating and cooling system renewal – The building has suffered from issues with its pioneering ground source heating and cooling system that has now reached end of life and requires renewal with year-on-year maintenance problems and costs increasing. The highly unusual system is now obsolete and responsive maintenance has become a significant problem. Numerous contractors have undertaken maintenance on the system but all have struggled to provide a sufficient quality of service due to a lack of specific technical knowledge and lack of availability of parts in the UK. Spares have to be shipped from the USA with lead times of 6-12 weeks which leaves paying occupants without any heating or cooling for extended periods of time. Then, when components are delivered they are not guaranteed to fit the old system as specifications have changed and subsequent models are different. The system is also increasing noisy in offices so is a regular source of complaints and has put off many potential occupants. In 2018 the heating and cooling system became so challenging to manage that help was sought from Asset Management to investigate and propose a long term solution. A detailed condition report was undertaken which concluded with the recommendation of a complete replacement with conventional, reliable, serviceable solution and a cost estimate obtained. [urgent]
3. Moorgate Crofts, renewal of external cladding – Cladding on two elevations of the building suffers from water ingress into offices and investigation has uncovered problems with the waterproof membranes meaning any water that gets behind the cladding is directed into the building. Also the wood has suffered shrinkage and warpage creating large gaps around and behind the timbers. Facilities Management recommended a long term solution, replacing the cladding with an alternative, low maintenance system. Cost estimate obtained. Temporary fixes have reduced urgency, but issues are likely to reoccur in winter so delaying investment is a risk.

4. All four centres, renewal of telephony systems – The centres are equipped with stand-alone telephony system to provide services resold to occupant businesses but these systems are all now obsolete. Century has the oldest system, being nearly 20 years old and it is now a problem finding contractors willing and able to undertake maintenance and the systems use ISDN which are being phased out. The systems need updating to make them fit for the future so the best solution is to move to a hosted VOIP solution. This requires capital investment in networking hardware and handsets, but has the potential to reduce operating and maintenance costs. Cost estimates have been obtained from potential suppliers. [urgent]
5. Lighting renewal at Moorgate Crofts and Century – renewal of fluorescent lighting fixtures that are at end of life with LEDs. The majority of fixtures are in offices and workshops rented to private sector occupants and are original from the time of construction. Fixtures require significant and problematic maintenance due to their age and obsolete components. [essential but not priority]
6. Moorgate Crofts, atrium water ingress – the glass atrium which is a major architectural feature of the business centre has a number of different water leaks, made more complicated to fix by the building design and construction and the adjacent roof garden. Issues have increased recently with large amounts of water entering the building in heavy rain, creating a waterfall effect at two locations. Asset Management are looking to do some investigations, but a cost estimate to remedy the issues is not currently available. [ongoing investigations]

#### Outputs and Outcomes

In order to ensure the continued sustainability and economic impact from these purpose built incubation centres, it is essential to maintain a high quality offer for private sector occupants.

1. Moorgate Crofts, building management system – This will have to be completed in the 19-20 financial year – there is an immediate risk from a component showing signs of failure which would be high cost to replace (obsolete spares are now quoted as four times the original price).
2. Moorgate Crofts, heating and cooling system renewal – required as soon as feasible to ensure the building is fit for purpose. This is a major piece of work, ideally scheduled for spring or autumn when demands for heating and cooling are reduced. Failure to act will lead to a decrease in occupancy over the next few years and impact on the financial sustainability of the centre.
3. Moorgate Crofts, renewal of external cladding – required to ensure the building is fit for purpose for the future.
4. All four centres, renewal of telephony systems – urgent need to renew to keep up with technology requirements of businesses and remove risk presented by aging equipment. Capital investment will reduce maintenance requirements and operating costs, allowing continued sustainability of the income generating service. Due to aging equipment, delaying investment will increase the risk of costs and problems with equipment private sector occupants rely on.
5. Lighting renewal at Moorgate Crofts and Century – renewal with LED fixtures removes maintenance requirements and costs for the next 7+ years. Occupant businesses will see a saving in electricity costs. A more modern, improved working environment will increase the value created by the centres for occupants, in part justifying high rental costs.

6. Moorgate Crofts, atrium water ingress – This is in need of rectifying as it is becoming more difficult to maintain the internal quality of the building to the level private sector occupants expect. Investigations ongoing.

#### Financial Implications

1. Moorgate Crofts, building management system – £25k, 2019-20 (quoted)
2. Moorgate Crofts, heating and cooling system renewal – £365k, 2020-21 (quoted)
3. Moorgate Crofts, renewal of external cladding – £55k, 2021-22 (quoted)
4. All four centres, renewal of telephony systems – £60k, 2019-20 but the actual date depends on procurement processes and existing contracts (quoted)
5. Lighting renewal at Moorgate Crofts and Century – £100k 2021 (estimate)
6. Moorgate Crofts, atrium water ingress – TBC

#### Risks

If this work is not completed and the buildings are allowed to deteriorate, the following outlines a number of risks:

- Loss of current occupants
- Inability to attract future occupants
- Reduced licence fee revenues from occupants through reduced numbers and perceived value
- Increasingly expensive maintenance
- Risk to the long term sustainability of the service and delivery of RMBC corporate priorities to create businesses and jobs.
- Moorgate Crofts is the flagship office building for the Town Centre and degradation would lead to fewer businesses locating in the area.
- Loss of reputation for the Business Centres, RiDO and RMBC
- Occupants demanding compensation for services that fail for prolonged periods

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Future High Streets Fund and Town Centre Masterplan Implementation	Capital Expenditure	3.280	3.711	25.497	26.482	27.028
Directorate	Capital Funding (FHSF, Private Sector, approved RMBC)	3.280	3.211	23.497	24.482	26.474
Regeneration and Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.500</b>	<b>2.000</b>	<b>2.000</b>	<b>0.554</b>
<p>The £1 billion Future High Street Fund was announced in the 2018 Budget and is to provide co-funding towards capital projects that bring transformative, structural changes to renew and reshape town Centre's and high streets in a way that improves experience, drives growth and ensures future sustainability; in essence, diversifying the high street from being retail focused.</p> <p>The Council is one of 100 areas that have been shortlisted for Stage 2 of the bidding process having been successful with its Stage 1 expression of interest (EOI), submitted in March 2019. The high level vision for the expression of interest was drawn from, and supported by, the Councils strategic plans particularly the Town Centre Masterplan. This funding will further enable the implementation of the masterplan, especially for Forge Island, markets and public realm.</p>						
Outputs and Outcomes						
<p>The four main themes of the bid are:</p> <ul style="list-style-type: none"> <li>• Redevelopment of Rotherham Markets that will include the relocation of the Central Library, a Community Hub and Food/Entertainment Court.</li> <li>• The TCM identifies a number of residential development opportunities, creating an attractive Town Centre residential offer and in particular housing within the Forge Island development.</li> <li>• Updating and re-imagining the Public Realm that links these sites, along with other key sites included in the TCM, and guides the Town's footfall is seen as another key priority.</li> <li>• Facilitating the retention of Grimm &amp; Co, an innovative literacy charity, by supporting their relocation to larger premises enhances a truly unique offer and visitor attraction in Rotherham's Town Centre, this would be 100% grant funded and would not have any revenue implications for the Council.</li> </ul>						
Financial Implications						



The remaining Town Centre Investment Fund (TCIF) approved at Cabinet as part of the Councils Capital Programme budget setting report 2016/17 to 2020/21 will need to be ring fenced in order to provide co funding for the FHSF bid. At the time of reporting this value was £7.8m plus £4.1m already committed to fund the flood defence works on Forge Island.

In order to finance the proposals put forward in the business case an additional £5m would be required over the next 4 years. The total RMBC commitment for the scheme would therefore be £16,979,760 (£17m) or 22% of the overall predicted cost. The additional £5m capital provision will provide match funding for the FHSF and for the implementation of the Town Centre Masterplan.

The scheme would also include £33,861,349 (£34m) of private sector investment, mainly from the Forge Island development.

Total scheme cost for the preferred option within the draft business case is £85.9m. Please note all figures are indicative at this stage as the final business is not due to Government until mid April 2020 and will also be dependent on feedback from the draft business case submitted in January 2020.

The revenue implications of the projects will be identified and worked through with Finance as the projects are developed as part of the Business Case.

#### Risks

- Note that progression to the business case development phase of the FHSF does not guarantee capital funding for the scheme. The FHSF remains a competitive process with potential capital grant asks totalling more than the overall allocated budget of £1 billion. The FHSF cannot guarantee that any scheme will be awarded the full amount of capital funding they request. Notification of successful bids and the value awarded will not be expected until Summer/Autumn 2020.
- The FHSF is to provide co-funding towards capital projects, securing private sector or other public sector funding is essential. Any award will be subject to a condition that third party co-funding referred to in the business case is fully legally committed and, when taken together with any FHSF award, will be sufficient to complete the scheme.
- Some of the identified projects will create on going revenue implications for the Council that need to be worked through with Finance Colleagues.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Rowan Centre – Access Road and Car Parking	Capital Expenditure	0.000	0.150	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment, CYPs	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.150</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>
<p>The children and young people who attend the Rowan Centre are transported by taxis. Due to the rise in pupil numbers attending the Rowan Centre, there has been a corresponding rise in taxis as well as staff. The entrance to the school has become very congested between 8:30 to 9:30am and 14:30 to 15:30. Taxis need to access the Rowan Centre to drop children within the school grounds for safeguarding reasons. Because there is only a narrow driveway the taxis have to queue on the road, which is already very congested by traffic from the neighbouring Monkwood Primary Academy. The situation is very stressful for the children which at transition times such as arrival and leaving the school are fraught with anxiety for these children.</p>						
Outputs and Outcomes						
<p>The proposal is to widen the access drive, with a loop to allow taxis to access and egress the site in safe way, with the minimum of congestion. The carpark for the Rowan Centre will need to be extended to accommodate the additional staffing.</p>						
Financial Implications						
<p>It is estimated that the cost will be £150,000. Insufficient funding available from basic need and schools condition funding or SEND programme.</p>						
Risks						
<p>There are issues for road safety and the mental wellbeing for the children that attend the Rowan Centre who often have high levels of anxiety.</p>						

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
East Herringthorpe Cemetery & Crematorium outdoor lighting	Capital Expenditure	0.000	0.012	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.012</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>
<p>The purpose of this bid is to set aside capital monies for the provision of lighting throughout the cemetery road leading to the crematorium. This road is predominately used by funeral cars.</p> <p>The Cemetery &amp; Crematorium service is delivered on behalf of the Council by Dignity Plc.</p> <p>Cast iron street lamps are on site in the required location but have not been operational since the start of the contract with Dignity. Legal have confirmed that any items which was not operational at the start of the contract and not specified as an improvement within the contract are the responsibility of the Council.</p> <p>It would be at significant cost to get cast iron street lamps currently in place back to full working order. It is, therefore, recommended that these street lamps remain as a feature but are not restored to a working order and that 12 solar units are installed. The solar units would run in a dimmed state until they sense movement and then increase to full brightness.</p>						
Outputs and Outcomes						
<p>RMBC must have an effective, good condition estate that is suitable for the services provided by the council.</p> <p>Investment into the lighting will improve the appearance of the site and will meet health and safety requirements.</p>						
Financial Implications						
<p>The bid is for £12,300 one off investment.</p> <p>No revenue budgets are identified under Culture Sport and Tourism or Corporate Landlord budgets in order to provide the required lighting.</p>						
Risks						

Potential health and safety implications if the area is not adequately lit and reputational risk i.e. public complaints etc.

## Children and Young Peoples Services

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Open Objects	Capital Expenditure	0.036	0.000	0.000	0.000	0.000
Directorate(s)	Capital Funding	0.000	0.000	0.000	0.000	0.000
CYPS	<b>Net (Corporate Resources)</b>	0.036	0.000	0.000	0.000	0.000
<p>There has been a significant increase in the number of children with Education, Health and Care Plans (EHCP) in Rotherham, with all available sufficiency data projecting that this rise will increase.</p> <p>The Education, Health and Care Assessment Team (EHCA) need a fit for purpose casework management system that supports efficient functioning within the Team. The Team are experiencing an increasing volume of work and manual systems are unable to support the increased volume and workload.</p> <p>The current system that is used is Capita. The Capita system is cumbersome to use and difficult to store information. Whilst it is used consistently to support data and performance management it is not designed to record casework. A best value review undertaken earlier in 2019 demonstrated that the EHCA already optimise many of the features of Capita but it isn't designed to support the work of the Team.</p>						
Outputs and Outcomes						
<p>The Open Objects system simplifies a number of assessment processes and can be accessed via log-in by families, supporting good communication and co-production. The system allows other professionals to be contacted electronically thus reducing administrative time spent following up information and advice. Open Objects will also automatically trigger Annual reviews and support SENCOs through this process.</p>						
Financial Implications						
<p>The purchase price of the Open Objects package is £36k with an annual maintenance cost of £36,000. The purchase cost and the first year of maintenance could be funded through capital.</p> <p>As the number of referrals and assessments continue to increase this creates demand pressures on the team. Introducing this system will streamline some of the administrative processes currently undertaken. This would mean that staff time would be freed up to deal with the increasing demand on the service, avoiding the cost of recruiting additional staff.</p>						
Risks						

To do nothing will see a continued rise in demand on administration and costs with implications for the Local Authority being able to manage work within the statutory times scales.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
ContrOCC	Capital Expenditure	0.000	0.075	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
CYPS	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.075</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>

Liquidlogic LCS Children's social care case management system and the Children's ContrOCC Finance system were released to Children and Young People's Services (CYPS) operationally on the 31st October 2016. The initial implementation included a range of contracted deliverables, including a CYPS ContrOCC Payments system to individuals. CYPS service directorate have identified numerous benefits in widening the scope by implementing the ContrOCC solution to make payments to external organisations and utilise the provision of a portal for two-way communication with external providers.

Payments to organisations that are not currently processed through Children's ContrOCC include:

- Independent Fostering Agencies (IFA)
- Residential Children's Homes
- Residential Schools
- Short Breaks (handled by organisations)
- Semi-independent accommodation (SA)

This unified approach would drive up the accuracy and efficiency of the payment processes and financial reporting that enables decision making, as it reduces unnecessary time and money spent duplicating work across different systems. This is particularly beneficial to the management of high spend/volume areas such as Independent Foster Agencies, since ContrOCC's precise calculations and record-keeping allow for more accurate payments, reports and budget-forecasting which could strengthen the councils' negotiating positions with providers.

#### Outputs and Outcomes

- Reports that make budget monitoring and projection more efficient saving office time
- Child level data reports can be run identifying the most costly placements – review costs to demonstrate value for money
- Drive up the efficiency of payments to external providers – reduction of credit notes
- Reduction in the maintenance of orders and payments through p2p as this is facilitated within the system
- Two way communication between providers gives on a daily basis to enable checks from both parties to be made to payment details
- Reduction of paper based invoicing as these are all held within the system

## Financial Implications

The implementation of the product would be a one off cost of £73,172 plus VAT to be funded through the Capital programme. Ongoing annual support costs to be paid amount to £9,215 plus VAT. The annual support cost equates to 0.4FTE of a band D post and could be generated through efficiencies of staff from the new payment process. The costs are itemised as:

	Item	Capital Cost	Annual Support and Maintenance Cost
ContrOCC Payments to Organisations	Upgrade to Full ContrOCC Children's Licence - <b>Software</b>	£23,000	£4,600
	Oxford Computer Consultants Implementation Services - <b>Services</b>	£8,195	0
	Liquidlogic services to support ContrOCC Payments implementation - <b>Services</b>	£3,600	0
ContrOCC Children's Provider Portal	ContrOCC Children's Provider Portal - <b>Software</b>	£23,077	£4,615
	Liquidlogic Services to support Provider Portal implementation - <b>Services</b>	£15,300	0

Efficiencies realised through implementation of the system would reduce officer time spent on the raising and maintenance of purchase orders and the payment of invoices as this is held within the ContrOCC system.

In 2019/20 external placements has a budget of £24.8m and the largest area of spend for CYPS and being needs led has most fluctuations and has been the source of the greatest overspend in previous years. Within ContrOCC commitments are raised on the system which forms the basis of the budget monitoring report, saving finance time on creating additional reporting spreadsheets. Real time reporting will aid planning and forecasting forging more timely management decisions.

Implementation of the system would give opportunity to review corporately the current payments process for CYPS external providers against that of Adults who already use the ContrOCC payments system, to identify staff savings potential.



## Risks

Continuing with the current payment process incurs more time than the proposed system

Manual spreadsheets that form the basis of the current budget monitoring are prone to manual errors

To calculate the full cost of a child is time consuming to identify a range of placements – this system would automatically store data per child

## Finance and Customer Services

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Financial Systems Reporting Solution	Capital Expenditure	0.000	0.300	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Finance & Customer Services	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.300</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>

The Council has utilised business intelligence reporting for a number of years, however, a fundamental review of the software was undertaken last year to ensure that we have a clear view of what reporting needs Financial Services has. Further analysis undertaken during Summer 2018 indicated that the end users were not receiving the reporting information required.

The current IBM Cognos software, although out of support, still provides invaluable reporting information to Finance, Procurement and Service staff and is necessary for the production of numerous statutory and business reports, plus TM1 budget setting and other modelling applications. Advanced provide hosting of the BI servers and support and maintenance for the BI applications but Advanced are very low on BI consultants at present which significantly affects reporting if issues occur.

Given the issues highlighted above, a fundamental review of reporting requirements is underway to establish whether the current software is fit-for-purpose and aligns with ICT's strategy for performance and data analysis reporting.

### Outputs and Outcomes

- Financial reporting that meets the requirements of end users including finance officers and budget managers
- Reporting tools that can easily extract financial information in an expedient and consistent format
- Potential to integrate financial and non-financial performance data

### Financial Implications

A limited number of options have been explored. These include:

- Advanced reporting services - a quote was provided earlier this year and the estimated implementation costs were approx. £60k with annual maintenance of approx. £10k.
- SQL Server Reporting Services (SSRS) – this is a Microsoft tool utilised by other services within the Council. CIDS have a number of colleagues who are already trained in the use of this software and this is considered to be the preferred reporting tool for all services going forward. £300k estimate.

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#### Risks

- The lack of financial reporting software hinders the monitoring of Council budgets at a time when the Council's finances have to be scrutinised to ensure value for money is being achieved in all service areas
- The Council continues to receive a myriad of financial information requests, therefore reporting tools ensure that the Council is in a position to respond quickly to these requests
- Business intelligence reporting supports the preparation of statutory returns and production of the Council's Statement of Accounts. Without the necessary tools, there is a risk that the Council will not meet its legislative requirements thereby bringing reputational damage to the Council and the potential for a qualified set of accounts

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Audit Management System	Capital Expenditure	0.000	0.000	0.030	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Finance & Customer Services	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.000</b>	<b>0.030</b>	<b>0.000</b>	<b>0.000</b>
<p>Audit software. Current contract commenced in Feb 2017 for three years with the option of extending for a further two years. That option is currently being pursued, with authorisation being requested and expected to be approved. If there is no further extension after the two years there would need to be a tender exercise. The costs quoted above are based on the costs of the current contract. The first year cost is for licences and implementation, with subsequent years costing an estimated £8k for ongoing support.</p>						
Outputs and Outcomes						
Purchase of audit software licences.						
Financial Implications						
<p>The installation of the system can be capitalised, providing that the contract is multiple years, however the annual support has to be managed within the existing revenue budgets. The audit revenue budgets already have provision for the ongoing support of the existing system and this can be used to therefore pick up the future ongoing support to any replacement system.</p>						
Risks						
If software not used, much reduced efficiency of the audit department.						

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Device and hardware refresh	Capital Expenditure	0.920	1.020	1.022	1.025	1.278
Directorate	Capital Funding (existing budget)	0.910	0.910	0.910	0.910	0.910
Finance & Customer Services	<b>Net (Corporate Resources)</b>	<b>0.010</b>	<b>0.110</b>	<b>0.112</b>	<b>0.115</b>	<b>0.368</b>
<p>This funding (up to 2023/24) seeks to provide the refresh of devices and hardware that are not currently provisioned from the computer refresh budget. In the main this relates to mobile phones and headsets. From 24/25 it is anticipated that this capital proposal supersedes the current computer refresh and represents an anticipated renewal cycle:</p> <p>Laptops (£580) – every 3 years  Mobile devices (£175) – every 2 years  Headsets (£35) – provision for new employees and broken/damaged.  Monitors (£120) – every 3 years  Peripherals (mouse, keyboard, adapters) – as required/broken.  In 23/24 this funding covers the additional needs of libraries, design studio and specialist software users.  Design Studio *3 iMac upgrades</p>						
Outputs and Outcomes						
<p>Replacement of devices and equipment:</p> <ul style="list-style-type: none"> <li>- Avg. 1,200 laptop/tablet devices (£580 - £830) every year (from 24/25)</li> <li>- Avg. 350 mobile devices (£175 each) every year</li> <li>- Avg. 300 headsets (£35) every year</li> </ul>						
Financial Implications						
<p>Taking this budget and the existing computer refresh budget, the ongoing replacement costs are averaged. It should be recognised that there are peaks in replacement in certain years. For example, the next 'peak' will be in 22/23, however it is anticipated that there will be underspends in previous years carried forward to cover for these peaks. There is some work to be done to better profile the expenditure, this would be worked through in detail as part of an updated business case.</p> <p>It is not anticipated that the replacement of devices will generate savings for the Council, this is necessary expenditure to ensure staff and Members have the tools/equipment to enable them to undertake their roles. Provision for replacement of ICT Devices of £910K pa. is already recognised in the capital programme for years 20/21 to 22/34, this request is in addition to the existing annual provision.</p>						

#### Risks

Failure to replace devices will result in staff not being able to undertake their job roles efficiently. New ways of working bring with it a change in the device landscape, we have already gone from PC's to laptop and now more people require mobile working solutions and appropriate devices. Not providing the right type of equipment will result in a loss of productivity and inefficient working practices.

Device prices are subject to variation due to exchange rate fluctuations with the Dollar and can also be impacted by component availability increasing cost.

Short life assets e.g. 2/3 years may be more suited to revenue funding rather than capital borrowing.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Digital Strategy	Capital Expenditure	0.000	0.950	0.500	0.500	0.800
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Finance & Customer Services	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.950</b>	<b>0.500</b>	<b>0.500</b>	<b>0.800</b>

This proposal seeks to support delivery of the refreshed Digital Strategy - 2020-2023 (to be finalised). It will support investment in projects/initiatives required to support the continued development of a modern and efficient council.

Final decisions on spend will be dependent on Cabinet adopting the forthcoming strategy.

#### Outputs and Outcomes

Investment from the proposal would seek to:

- Improve customer service and enhance service delivery and speed of response, through investment in automation
- Support collaboration and the interoperability and integration of health and social care. Investment in network connectivity to the new health and social care network, provide access to RMBC systems from partner sites/buildings (e.g. hospital, health centres) and to health systems used by RMBC employees
- Direct integration of the Rotherham Health records within the liquid logic application used within Adults and Children's services
- Support independence and end-user self-help/management through assistive digital technologies, including telecare and telehealth monitoring systems and the introduction of "smart homes" sensors – temperature, movement, lighting etc
- Support Full Fibre and 5G rollout within the Borough
- Deliver a range of "digital inclusion" initiatives, in conjunction with partners, focussed on increasing digital access, skills and confidence for residents
- Provide new mobile, flexible and remote working systems and tools to increase staff productivity and support community and area based working
- Achieve PSN compliance
- Automate manual and resource intensive processes across Council by removing the need to re-key information, improve productivity and speed up the delivery of services to the customer.

#### Financial Implications

Investment areas will be subject to specific business cases and/or prioritised areas of focus (e.g. PSN compliance, Digital Inclusion). Such investment will include professional services, equipment/product/asset/software purchase and implementation costs. Investment may result in release of ongoing savings and/or capacity gains and improvement in customer services and workforce productivity.

Whilst investment may not necessarily lead to direct savings, it is likely that the majority of investment would be directed to 'invest to save' initiatives or to support broader council priorities/initiatives where 'digital' plays a part.

Risks
Without investment the refreshed digital council strategy would not be realised, which would result in the council being 'behind the curve' in terms of exploiting new and emerging technologies to improve service, increase efficiency and productivity and harness new ways of working. Consequently, this may lead to further budget pressure in future years. Funding requirements are aligned to the current digital strategy timeline.



Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Fee Billing system replacement	Capital Expenditure	0.030	0.000	0.000	0.040	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Finance & Customer Services	<b>Net (Corporate Resources)</b>	<b>0.030</b>	<b>0.000</b>	<b>0.000</b>	<b>0.040</b>	<b>0.000</b>
<p>To upgrade the current fee billing system with something that is current, supported, aligned to the service requirements and compatible with other financial systems used by the Council.</p> <p>The system provides a time sheet recording system, allowing fee earning teams within R&amp;E to book out their time to specific revenue and capital projects.</p> <p>It provides a job costing system for 5 departments, 70-80 staff and facilitates the production of reports on job costing, profitability, and employee analysis.</p> <p>The new upgraded system is likely to have an asset life of 3 years</p>						
Outputs and Outcomes						
<p>Short term Outcomes 2019/20 2020/21</p> <ul style="list-style-type: none"> <li>Ensures that the Councils system are GDPR compliant</li> <li>Provide a job costing and fee billing system required so that the Council can recharge / bill various capital schemes and clients for the Council's fee earning services.</li> </ul> <p>Long-term 21/22 onwards –</p> <ul style="list-style-type: none"> <li>Offers the opportunity to consolidate the different job costing system used within the Council, Legal (IKEN), Street Scene (MIDAS), and R&amp;E (CACI )</li> </ul>						
Financial Implications						
<p>The current system has not been upgraded for 5-7 years and is not compliant with the requirements of GDPR, with security support ending for the system at the end of December 2019.</p> <p><u>Capital</u></p> <p>The estimated cost of the replacement is £0.030m currently and likely to be higher in three years, c£0.040m.</p> <p><u>Revenue</u></p>						

The existing contract is £13,622.56 per annum (2019 prices) inflated annually by RPI under the current provider CACI.

The fee billing system is used to recharge and invoice for staff time for a host of fee earners each year to the Council's capital programme and external customers as appropriate. The income streams from the system recharges are built into the Council's base revenue budgets.

#### Risks

Failure to upgrade or replace the fee billing system will require the Council to develop other means of achieving the same results, either via a spreadsheet or other methods.

Should accurate records not be maintained the Council risks losing income from either Capital projects or external clients adding pressure to the revenue budgets.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Electronic Document and Records Management System (EDRMS)	Capital Expenditure	0.000	0.085	0.000	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Finance & Customer Services	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.085</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>
<p>RMBC currently has over 27,000 Records Management boxes stored at Bailey House. Bailey House is due for imminent closure. It is essential that the Council has a strategy to manage the information currently held within the Records Management Centre (RMC).</p> <p>Funding will provide for a proof of concept (PoC) exercise into scanning existing boxes, partly in anticipation of the closure of Bailey House but also to begin providing the basis for building capacity and knowledge around document management. Increasing the capability within the council will reduce the risk profile of any project involving the implementation of an EDRMS solution, especially for a larger deployment.</p> <p>This proposal, for 19/20 and 20/21 is not seeking capital commitment for the implementation of a corporate-wide EDRMS solution but a request to commence a small scale approach to scanning boxes held by RMBC and to begin a preliminary engagement with the overall concept of EDRMS. Any kind of quick and efficient retrieval of scanned documents will require some form of EDRMS in order to successfully maintain acceptable levels of governance and control.</p> <p>The proof of concept will aim to determine the resource implications of scanning each box and assess if there are any efficiency benefits or long term savings when compared to maintaining the physical boxes either in-house or outsourced. If carefully conducted the proof of concept will lead to an opportunity to work towards developing a business case for investment in a corporate-wide EDRMS that could contribute to reductions in printing, document duplication, easier retrievals and greater governance of electronically stored documents.</p>						
<b>Outputs and Outcomes</b>						
<p>Short-term 19/20 and 20/21 –</p> <ul style="list-style-type: none"> <li>• reduce the number of physical boxes stored by the council's Records Management Centre and reduce long-term revenue costs for physical storage</li> <li>• provide an informed position from the proof of concept</li> <li>• develop a business case for a corporate-wide project to implement an EDRMS.</li> </ul> <p>Long-term 21/22 onwards –</p> <ul style="list-style-type: none"> <li>• If the POC and Business Case prove successful, the council may decide to commit to a corporate-wide project implementing an EDRMS</li> <li>• Potential benefits could include, substantial efficiency increases in records storage and retrieval, elimination of manual record storages and digitization of manual records held elsewhere within the council</li> </ul>						

- Further projects may be generated from the implementation of an EDRMS that leads to the automation of business processes such as workflows and approvals and integration with other council business applications and systems.

#### Financial Implications

19/20 and 20/21 costs will be used to provide proof of concept and a business case. Initial estimates only at present for costs to cover a fit for purpose scanner, related software, hardware and staffing resources to deliver the POC. Only staffing costs for the installation of any new hardware/software assets can be capitalised, the costs of staff operating the system must be revenue.

21/22 onwards are estimations only and will depend on a further decision based on a cost benefit analysis with full business case. The estimate included above is a £1m capital investment project, carried out over a 3 year period, however this is indicative only, the proposed business case will identify the most efficient and affordable solution for the Council.

The business case will highlight the advantages and the likely participants interested in using a corporate-wide EDRMS and these will all significantly affect these estimates.

#### Risks

The risks are low as any major investment will only require commitment once a PoC and a Business Case has been completed.

Expenditure in 19/20 and 20/21 will result in a reduction of physical boxes and the physical storage savings will be calculated. Commitment beyond 20/21 is entirely optional and a decision can be made following the proof of concept's findings and cost benefit analysis.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Legal Service - eBundles	Capital Expenditure	0.000	0.030	0.030	0.030	0.030
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
Finance & Customer Services	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.030</b>	<b>0.030</b>	<b>0.030</b>	<b>0.030</b>
<p>Legal Services are leading a South Yorkshire initiative that is exploring the introduction of a system whereby the Family Hearings Court is able to receive and process court bundles, submitted by the 4 SYLAs, in an electronic format.</p> <p>Consideration is being given to the introduction of a fully digital, hosted, IT platform that allows legal teams to securely prepare, collate, redact, share and present evidence/legal bundles, documentary and video evidence in a single system.</p> <p>As a fully digital platform the solution will offer instant access to a single version of a bundle in an easily transportable, paperless format.</p>						
Outputs and Outcomes						
<p>The solution will speed up hearings so that solicitors will spend less time in court and reduces the number of adjournments meaning a lower number of hearings per case.</p> <p>The system will also support: -</p> <ul style="list-style-type: none"> <li>• Reduced dependency and cost of the courier service delivering and collecting bundles to and from Court.</li> <li>• Reduced confidential waste costs</li> <li>• Reduced paper costs and other stationery i.e. folders</li> </ul>						
Financial Implications						
<p>Rotherham MBC Legal Services will be able to upload up to 150,00 images, 150 hours of multimedia and 200,00 conferencing minutes at an annual cost of 30,000.</p> <p>The Service currently spends circa £20,000 on printing of Court Bundles.</p> <p>There will be other efficiencies arising from this process i.e. cancelling the current court bundling software, and through staff time savings.</p>						
Risks						

The initiative requires all 4 SYLAs to adopt the proposed solution.

All costs are to be funded by the LAs.

## Capital Programme – New Capital Scheme Proposals

### Capitalisation and Invest to Save

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Route Optimisation for Round and Efficiency Savings	Capital Expenditure	0.020	0.012	0.012	0.012	0.012
Directorate : Regeneration & Environment	Capital Funding (Service – invest to save)	0.020	0.012	0.012	0.012	0.012
Overview	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>
<p>A number of route optimisation and efficiency packages are available to support the planning of routes and the analysis of efficiencies in operational services.</p> <p>Whilst a number of options are available many are adaptable to a number of services, for example the Waste and Recycling Sector, and Home to School Transport, and systems are available that are flexible enough for use across all the services that we would require.</p> <p>Software is often supplied in 3 options, which are then licenced per council and per computer. An example would be as follows:</p> <ol style="list-style-type: none"> <li>1. Base Route Creation module – to create/amend balanced and optimal rounds/transport routes.</li> <li>2. Strategic options module – to quickly analyse alternative waste collection and Home to School Transport service designs</li> <li>3. Daily operational module - to update and change rounds/routes as needed and create dynamic ad-hoc rounds ( bulky collections, bin repairs, special collections, ad-hoc transport requests, changes to HTS requirements, Respite care, emergency transport requests e.g. Looked After Children)</li> </ol> <p>Part 1 would be an essential requirement, with the other modules being able to be added at any point in the future.</p>						
Outputs and Outcomes						
<p><b><u>RMBC requirements</u></b></p> <p><u>Waste</u></p>						

RMBC currently run 33 waste collection rounds daily in peak times throughout the year with an average of 31 rounds each day, split by 12 rounds on Household Waste Collection 12 rounds on Recycling, 5 rounds on Garden Waste and 2 Euro collection rounds. Schedules are followed from the Bartec routing system which is both an office application and an in-cab solution for each round to follow. Bartec does not contain a route optimisation solution.

Managing the Bartec and updates required i.e adding new streets and amending rounds is performed by the onsite supervisors and Waste technicians.

RMBC has a requirement to make rounds more efficient with the likelihood of reducing the rounds that are currently out for collection each day.

RMBC has a requirement to make Home to School Transport routes more efficient with a view to optimising routes to manage both current and future demand with the resources available.

Waste collection rounds and HTS transport routes are currently developed through a manual process with no testing system before going Live and making adjustments in Bartec.

Since the launch of the new service it has become clear that efficiency savings might be made

To perform this rescheduling of rounds for 120,000 households and adding on new streets/areas would be a massive undertaking of resource and would need to be digitised on a system that allows testing before any steps are taken to go to Live. To put this into perspective we perform 700,000 + collections each and every month would have to be scheduled and planned into the system.

#### Home To School Transport

RMBC currently operate 272 routes for the transportation of circa. 900 pupils per day, both to schools within the Borough and outside of the Borough.

The current system of manually determining routes is administratively time consuming and does not optimise routes in the most cost effective and time efficient manner. Amending routes is currently done manually by Transport operational staff within Passenger Transport.

#### Benefits

##### **A number of benefits have been identified:**

- Any systems could work with our current Waste Management system (Bartec) so existing assisted collections and system warnings will remain in place.
- Once software and parameters are set up , software can perform re-routing within minutes
- The software could allow a 'virtual' test drive through of each route, so it can be signed off and trained to drivers before go live
- The software then allows editing of routes via map and drag/drop system
- Reports for all aspects of the rounds/routes and efficiencies can be produced to help work on efficiencies
- Efficiencies may be made on fuel consumption etc, but at this stage haven't been quantified.



- Staff will be fully trained to perform all adjustments and re-scheduling, so no outsourcing is required.
- Instant re-routing saving weeks of manual labour.
- Paper free and digitized.
- Instant planning/re-routing if there are any emergencies on the highways i.e, closed roads etc.
- It can be incorporated for the Home to School Transport function and into other services to optimise their work.
- There are predicted financial savings in waste collection and routes for Home to School Transport (estimated savings on HTS a minimum of 5% on current costs, circa £100k)

## Financial Implications

### Indicative Costs

Total Predicted costs	Year 1	After year 1
Base Module	£8,100.00	£8,100.00
All Modules	£10,800.00	£10,800.00
Arc licence	£3,000.00	£900.00
Training	£6,000.00	£0.00
Total Module 1 only	<b>£17,100.00</b>	<b>£9,000.00</b>
All Modules	<b>£19,800.00</b>	<b>£11,700.00</b>

## Risks

1. The cost after year reduces because of the training requirement. If people leave maybe extra training costs would be raised
2. Reduced risk as testing and run through of rounds can be completed before go live
3. Rounds not accepting changes, i.e making it difficult to implement or complete, but can be mitigated through engagement
4. A risk in not granting the request is we have to spend money and resource to manually develop new routes
5. Current way of routing and efficiency savings do not fit into our digital approach as a Council
6. All savings predicted may not be recognised, but saving just 10% each year saves over £40k plus taking of the cost of running all modules



The current Town Centre Events programme runs four major events with plans to reshape this programme and offer increased programming. Based on the current events programme the total annual cost associated with these items is between £3,200 and £10,000 per year.

#### Risks

The risks associated with not investing in new Events Equipment are:

- Perception of poor quality offer of events by residents and visitors alike
- Faulty and poorly maintained equipment could have a potential health and safety and insurance risk
- Lack of investment in support equipment such as trolleys could lead to injuries and staff sickness

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Fleet Replacement Programme	Capital Expenditure	0.000	1.241	5.866	0.730	0.100
Directorate	Capital Funding (Capitalisation)	0.000	1.241	5.866	0.730	0.100
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>

The Council operates an in-house fleet of vehicles to support operational delivery of front line services. The current fleet size is approximately 237 vehicles.

31 Cars  
129 Light Commercial Vehicles  
21 Minibuses  
56 Heavy Goods Vehicles

There have been various procurement routes for the current assets with funding from both revenue and capital accounts. Historically the Council procured all vehicles through contract hire arrangements, but in 2015 moved towards operational leasing. From 2017 onwards the most cost effective means of funding vehicle procurement has been determined as purchase rather than lease.

In 2018/19 and 2019/20 the Council approved funding of £2,051,000 to procure a fleet of new vehicles to replace those that were expiring leases, or hire arrangements.

This approval was for 98 vehicles to be replaced; which is an ongoing exercise throughout the 2019/20 financial year

As part of the replacement program there is the following number of vehicles identified for replacement in future years

31 vehicles in 2020/21  
88 vehicles in 2021/22  
10 vehicles in 2022/23  
1 vehicle in 2023/24

The main reason for procuring these vehicles in these set financial years is due to expiring hire or lease agreements. However there is a small percentage of owned assets that are reaching the end of their economic life.

Consideration will be given in due course to expanding the Council's use of electric vehicles as part of the procurement process.

## Outputs and Outcomes

The main purpose of the project is to develop a successful new vehicle fleet to help raise the standards of an ageing and unaffordable fleet. This contributes to the following Corporate Plan priorities:-

- Priority 3: Ensuring all areas of Rotherham are safe, clean and well maintained
- Priority 4: Helping people to improve their health and wellbeing by reducing carbon emissions within the Borough
- Priority 5: Running of a modern, efficient Council

It contributes to the following action within the Community Safety and Streetscene Service Plan 2020/21:

- Modernisation
- Air Quality Action Plan

The introduction of the Euro 6 engine vehicles and other alternative fuels is contributing to the following commitment in the Rotherham Borough Joint Health and Wellbeing Strategy:-

- Healthy life expectancy is improved for all Rotherham people and the gap in life expectancy is reducing.

## Financial Implications

The figures are based on an average 7 year replacement cycle and an average of 20% residual value at the end of the vehicle economic life.

- Current Annual Revenue Costs are calculations of expenditure towards leases and hire
- Estimated capital costs are based on market value of vehicles and are subject to change (see risks)
- Average Annual Capital Cost is based on average 7 year lifespan of vehicles
- Estimated Funding change is the Current Annual Revenue Cost less Average Annual Capital Cost
- Annual Maintenance Saving is based on hired vehicles only being maintained back within the Council's Workshop provision as oppose to the hire company
- Off Lease/Hire Damage Savings are based on average of £1,000 per vehicle dropping off Lease/Hire
- Residual Values are based on 20% of procurement cost after 7 years usage and estimated sale price at auction
- Estimated Overall Saving is what is expected through calculations of replacing leased/hired vehicles with prudential borrowing/capital investment

Year	No. Vehicles	Current Annual Revenue Costs	Estimated Capital Costs	Prudential Borrowing Charges 3% over 7 Years	Annual Maintenance Saving	Off Lease/Hire Damage Savings	Total Annual Cost / Saving	7 Year Cost / Saving	Residual Value after 7 Years based on average 20%	Total Saving – 7 Years
2020/21	31 (30)	£173,510	£1,241,000	£199,000	£2,200	£30,000	-£6,710	-£46,970	-£248,200	-£295,170
2021/22	88 (74)	£716,952	£5,866,000	£942,000	£14,000	£74,000	£137,048	£959,336	-£1,173,200	-£213,864
2022/23	10 (2)	£31,971	£730,000	£117,000	£0	£2,000	£83,029	£581,203	-£146,000	£435,203
2023/24	1 (1)	£12,594	£100,000	£16,000	£0	£1,000	£2,406	£16,842	-£20,000	-£3,158

Numbers in brackets of column 2 are vehicles on lease/hire arrangements

It must be noted that the savings will not be realised in the years of the procurement, but only over the life of the vehicle which is estimated on an average of 7 years.

#### Risks

Whilst the expectation is to replace vehicles between 5-10 years it is felt that some assets could be replaced over 8-10 years depending on their condition. Specifications, build and delivery times can take up to 9 months, where a specification is more customized. This could delay a proportion of the savings until further into the financial year.

If no investment is made into an ageing vehicle fleet the Council runs the risk of operational services facing disruption through downtime. Vehicles are more likely to breakdown and waiting time for delivery of parts will increase. Vehicles also present more wear damage through usage, for example a tipper body is likely to lose paint and rust, looking unprofessional and affecting the Council's image

Older vehicles attract more attention from enforcement agencies such as the DVSA and Police. There is a much higher risk from operating an ageing fleet that the Council's vehicle operating licence (O Licence) is jeopardised through MOT failures and/or unpresentable vehicles on the road.

Further risks to operating an ageing fleet is the meeting of air quality control criteria. The Council is attempting to modernise its fleet through alternative fuels and operating vehicles that are compliant with the governments standards for air quality

As the Council changes the way in which services are delivered to improve efficiencies then the costings could differ year on year. However there is an estimation based on the current fleet profile that the approximations in funding are appropriate.

Estimated capital costs are based on current market values and these are subject to change.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Local Authority Energy Savings Measures	Capital Expenditure	0.300	0.200	0.100	0.000	0.000
Directorate	Capital Funding (Service - invest to save)	0.300	0.200	0.100	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>
<p>The project describes a number of energy savings measures including efficient lighting and controls. The project is an invest to save proposal. Projects are ready to start.</p> <p>Savings vary with each individual scheme and include:</p> <ul style="list-style-type: none"> <li>- Lighting upgrades (including LED) across buildings and streetlighting.</li> <li>- Improved heating controls and building energy management systems.</li> <li>- Insulation upgrades and draught proofing.</li> <li>- Voltage optimisation and heating optimisers.</li> </ul>						
Outputs and Outcomes						
Reduced annual emissions by 1,740 tonnes. Energy reductions and cost savings through an invest to save capital fund. The typical (average) payback period is 6 years.						
Financial Implications						
2019/20 figure includes £70,000 of schemes funded from revenue savings recycled into PRT but can be capitalised. Future year projects can be funded from past investment. The service has seen 84 projects pass through a recycled legacy fund with £1,231,789 invested in energy efficiency measures.						
Risks						
<ul style="list-style-type: none"> <li>- Risk that savings do not materialise at the level anticipated. This is mitigated by the fact that projects receive independent scrutiny by technical assessors.</li> <li>- Risk that projects over-run on delivery costs. This is mitigated by building in a contingency from the outset.</li> <li>- Risk that buildings are disposed of before full savings materialise. Life expectancy of buildings are closely scrutinized at project inception to mitigate against this.</li> </ul>						



Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Clifton Park Garden Room Bar	Capital Expenditure	0.000	0.025	0.000	0.000	0.000
Directorate	Capital Funding(Service – invest to save)	0.000	0.000	0.000	0.000	0.000
Regeneration & Environment	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.025</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>
<p>The Clifton Park Garden Room has started to grow a modest weddings and private hire income stream. Although the market for this service continues to grow the venue has a limited capacity to service this potentially lucrative market as the bar facilities have to be bought in for each event at the cost of the hirer. The repurposing of existing spaces within the Garden Room complex would enable the creation of a permanent bar increasing revenue to the service in delivering weddings and private hires and therefore increasing the profit margin of these events.</p> <p>The opportunity for hirers to access a bar on site would also act as a further incentive to book Clifton Park over competitors within the wedding market which would drive up use by this growth market sector.</p> <p>It is expected that a bar would also increase the number of other social and celebratory bookings at Clifton Park.</p> <p>The Garden House is already licenced to sell alcohol.</p> <p>The project will include:</p> <ul style="list-style-type: none"> <li>• The removal of storage space and extending of internal walls into the reception area</li> <li>• The creation of a purpose built bar for private functions</li> <li>• Creation of dishwasher and service area space</li> <li>• Initial stocking of consumables such as glassware</li> </ul>						
Outputs and Outcomes						
<p>The investment in the above programme of works will:</p> <ul style="list-style-type: none"> <li>• Create a purpose built bar area for private hires and functions</li> <li>• Increase the profit margins of existing private hires and functions</li> <li>• Increase the attractiveness of Clifton Park Garden Room as a venue for functions and hires by providing a high quality, competitive offer</li> </ul>						
Financial Implications						

The current offer secures two weddings per year due to the lack of bar facilities and the costs of hiring this in which are passed on to the customer. Even with a conservative estimate of the growth in wedding and celebratory bookings, it is estimated that an onsite bar could make the facility more attractive and therefore increase sales by 500% within 10 years.

The figures forecasted take into account a small year on year growth as well as repayment of the original capital amount and the employment of associated staff to manage the wedding and hospitality business.

#### Risks

The risks associated with not introducing a bar area at Clifton Park Garden Room are potential loss of earnings as other venues prove more attractive, better equipped and more competitively priced for weddings and private hires.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Children's In House Residential Provision	Capital Expenditure	0.000	1.500	0.500	0.000	0.000
Directorate	Capital Funding	0.000	0.000	0.000	0.000	0.000
CYPS	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>1.500</b>	<b>0.500</b>	<b>0.000</b>	<b>0.000</b>
<p>The CYPS Sufficiency Strategy articulates the need for more local residential provision for Rotherham's looked after children (LAC). Whilst strategies are in place to reduce the number of children coming in to care through a range of options delivered at the edge of care, the fact remains that demand is still high. In addition to the high numbers of LAC it is evident that many of our children and young people in care also have complex needs meaning that it is often difficult to secure stable placements in family based settings.</p> <p>The Council does not have any in-house residential provision, so when a child requires a residential placement this is provided with an external provider. These placements are high cost and predominantly out of Borough.</p> <p>The report to Cabinet 17<sup>th</sup> February 2020 "Operational Delivery of LAC Sufficiency Strategy – Proposals to Develop New Residential Provision" provides a proposal to develop a range of in-house residential provision including emergency accommodation for Rotherham looked after children.</p>						
Outputs and Outcomes						
<p>Outcomes will be:</p> <ul style="list-style-type: none"> <li>-Ensure more children and young people are placed in Rotherham close to their communities, families, friends and schools</li> <li>-Deliver improved outcomes for looked after children</li> <li>-Develop a service model that encourages step-down to family based placements</li> <li>-Provide a local response to the increasing demand for a range of residential placements</li> <li>-Provide greater flexibility and control of provision</li> <li>-Reduce placement costs and support the deliver of budget savings</li> </ul>						
Financial Implications						
<p>The capital funding would be utilised to achieve the set-up and delivery model of in-house residential and emergency accommodation.</p>						
Risks						

Without development of local residential provision, including step-down options there is a risk that it will not be possible to reduce the significant overspend in CYPS, which is almost entirely due to pressure on the placement budget.

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Housing General Fund Capital Projects	Capital Expenditure	0.000	0.250	0.250	0.000	0.000
Directorate	Capital Funding (Capitalisation)	0.000	0.250	0.250	0.000	0.000
ACHPH	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>
<p>There are a number of strategic opportunities to develop multi-purpose housing capacity in Rotherham in addition to the direct delivery of new properties via the Housing Revenue Account. There is also a need to work in partnership with Adult Social Care to develop new ways of meeting the growing needs of the community and this funding will support investment in schemes which influence future demand on services.</p>						
Outputs and Outcomes						
<p>The aim of this project is to develop community capacity and new ways of delivering housing and social care outcomes. Individual projects will be developed over the next twelve months and will be subject to Cabinet agreement.</p>						
Financial Implications						
<p>Capitalisation of revenue resources.</p>						
Risks						
<p>To be assessed on a case by case basis as projects are developed.</p>						

Project	Capital Budget (£m)	19/20	20/21	21/22	22/23	23/24
Replacement Print Equipment	Capital Expenditure	0.303	0.278	0.232	0.199	0.000
Directorate	Capital Funding (Capitalisation)	0.303	0.278	0.232	0.199	0.000
Finance and Customer Services	<b>Net (Corporate Resources)</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>

This funding (until 2023/24) seeks to provide a 4 year rolling programme for the refresh of print devices – including purchase, installation, service and maintenance. As from 23/24 it is anticipated that there will be a different operating model for printing across the council and a significant reduction in the number of devices. A revised refresh programme will therefore be developed for 23/24 and beyond.

Provision is made over the 4 year period for the replacement of: -

(Up to) 109 devices based on a 20% reduction (c. 27 devices less than the current number of 136 devices) over the 4 year period

2 x Central Print Unit large capacity devices

1 x Mailer/Insertor

Service and maintenance (click) charges

Data cleanse for all devices that are removed

The Council is in the early stages of implementing a Digital Strategy Review which will help inform the number of print devices that will be required in the long term. Some signs of reduction are being experienced and some devices have been redistributed as a result of this. Whilst the 'Digital Strategy' is progressing through the transformation programme within each Directorate a significant reduction in print volumes is not currently evident and will be more evident over the next 24 months.

Due to the high usage of some devices, the age of the kit and the non-availability of parts, there is a number of devices that require replacement each year. The Council is therefore in the process of developing a 4 year strategy for the replacement / refresh of MFDs, incorporating kit utilised within the Central Print Unit.

#### Outputs and Outcomes

Year		Devices	Cost of MFDs	CPU Kit	MFD and CPU Service Costs	Data Cleanse	Total Cost
Year 1	2019/20	40	200,000	60,000	28,571	14,658	303,229
Year 2	2020/21	36	180,000	30,000	54,286	13,262	277,548
Year 3	2019/20	22	110,000	35,000	77,000	10,470	232,470

<b>Year 4</b>	<b>2019/20</b>	<b>11</b>	55,000	40,000	94,857	9,074	<b>198,931</b>	
<p><b>(Includes 1 x mailer/insert device)</b></p> <ul style="list-style-type: none"> <li>The maintenance element will need to be reviewed as it may have to remain revenue expenditure. There is already a revenue budget in place for these costs.</li> <li>The procurement of the MFD's per year is an indication, the programme allows for review of requirements at each year, with a view to reducing this need year on year as the digital strategy progresses.</li> </ul>								
<b>Financial Implications</b>								
<p>Provision is requested for the replacement of the entire fleet however it is anticipated that there will be a reduction over the 4 year period. In addition devices are typically leased for 3 to 5 years therefore it is expected that devices that are purchased will require refresh at 5 years old. A revised refresh programme will therefore be developed from 2023/24 onwards.</p> <p>From 2020/21 a saving of £226k can be made against the revenue budget, providing that these assets are purchased rather than having to revert to a leasing programme.</p> <p>Soft market testing will take place during 2020/21 and a full tender exercise will be completed prior to October 2021. The purchases required for 19/20 will be carried out under a similar exemption report to the one used to procure new MFD's in 2017/18.</p>								
<b>Risks</b>								
<p>Failure to adopt a 4 year refresh programme will continue to place financial pressure on the revenue budget.</p> <p>Soft market testing and a full tender exercise is required to be completed prior to October 2021.</p>								

## APPENDIX 3C

### Capital Programme General Fund 2019/20 to 2023/24

Directorate	Current Year		Future Years		Total Project
	Budget £		Budget £		Budget £
<a href="#">Adult Care &amp; Housing</a>	4,720,452		29,747,996		34,468,448
<a href="#">Children &amp; Young Peoples Serv</a>	12,507,723		29,302,638		41,810,361
<a href="#">Finance &amp; Customer Services</a>	9,481,244		27,386,949		36,868,193
<a href="#">Assistant Chief Executive</a>	627,038		840,000		1,467,038
<a href="#">Regeneration &amp; Environment</a>	43,551,780		207,519,430		251,071,210
<b>Total</b>	<b>70,888,237</b>		<b>294,797,013</b>		<b>365,685,250</b>

### Funding:

Funding Stream	Current Year		Future Years		Total Project
	Budget £		Budget £		Budget £
Grants And Contributions	28,977,275		158,521,701		187,498,976
Prudential Borrowing	33,685,619		125,395,978		159,081,597
Revenue Contribution	2,000,000		4,000,000		6,000,000
Usable Capital Receipts	6,225,343		6,879,334		13,104,677
<b>Total</b>	<b>70,888,237</b>		<b>294,797,013</b>		<b>365,685,250</b>



## Capital Programme General Fund 2019/20 to 2023/24

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2020/21	2021/22	2022/23	2023/24	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	0	1,966,512	1,966,512
			<b>Adults Grants Unallocated</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,966,512</b>	<b>1,966,512</b>
			Assistive Technology	CU0700	Assistive Technology Equipment	780,000	680,000	680,000	680,000	680,000	3,500,000
			<b>Assistive Technology</b>			<b>780,000</b>	<b>680,000</b>	<b>680,000</b>	<b>680,000</b>	<b>680,000</b>	<b>3,500,000</b>
			Physical Disability Residential	CU0106	Physical Disability Residential	28,488	0	0	0	0	28,488
			<b>Physical Disability Residential</b>			<b>28,488</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28,488</b>
			REWS Equipment	CU0701	REWS Capital	190,000	190,000	190,000	190,000	190,000	950,000
			<b>REWS Equipment</b>			<b>190,000</b>	<b>190,000</b>	<b>190,000</b>	<b>190,000</b>	<b>190,000</b>	<b>950,000</b>
			<b>Adult Services</b>			<b>998,488</b>	<b>870,000</b>	<b>870,000</b>	<b>870,000</b>	<b>2,836,512</b>	<b>6,445,000</b>
			<b>Adult Services</b>			<b>998,488</b>	<b>870,000</b>	<b>870,000</b>	<b>870,000</b>	<b>2,836,512</b>	<b>6,445,000</b>
	Neighbourhood Capital Programme	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	249,379	0	0	0	0	249,379
				CNF103	Adapts - OTHERS - Private Majr	1,027,225	0	0	0	0	1,027,225
				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 Adapts Bud Unall	0	2,197,000	2,197,000	2,197,000	2,197,000	8,788,000
			<b>Aids and Adaptations (Private</b>			<b>2,196,590</b>	<b>2,197,000</b>	<b>2,197,000</b>	<b>2,197,000</b>	<b>2,197,000</b>	<b>10,984,590</b>
			<b>Fair Access to All</b>			<b>2,196,590</b>	<b>2,197,000</b>	<b>2,197,000</b>	<b>2,197,000</b>	<b>2,197,000</b>	<b>10,984,590</b>
		Neighbourhood Regeneration & Re	Bellows Road	CP0600	Bellows Road	68,641	0	0	0	0	68,641
					<b>Bellows Road</b>	<b>68,641</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>68,641</b>
				CPZBUN	Extra Care Housing Scheme	0	0	2,000,000	8,000,000	0	10,000,000
					<b>Extra Care Housing</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>8,000,000</b>	<b>0</b>	<b>10,000,000</b>
				CP0401	Monksbridge Demolition	0	71,800	0	0	0	71,800
					<b>Monksbridge Demolition</b>	<b>0</b>	<b>71,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>71,800</b>
		<b>Neighbourhood Regeneration &amp; Re</b>				<b>68,641</b>	<b>71,800</b>	<b>2,000,000</b>	<b>8,000,000</b>	<b>0</b>	<b>10,140,441</b>
		<b>Neighbourhood Capital Programm</b>				<b>2,265,231</b>	<b>2,268,800</b>	<b>4,197,000</b>	<b>10,197,000</b>	<b>2,197,000</b>	<b>21,125,031</b>
	Neighbourhood Improvements - N	Neighbourhood Improvements Non	Fuel Poverty Vulnerable People	CP0802	Fuel Poverty-Vulnerable People	28,733	0	0	0	0	28,733
					<b>Fuel Poverty Vulnerable People</b>	<b>28,733</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28,733</b>
			Furnished Homes CPTL	CPA001	Furnished Homes New CPTL	1,134,000	1,134,000	1,134,000	1,134,000	1,134,000	5,670,000
				CPA002	Furnished Homes Replace CPTL	72,000	72,000	72,000	72,000	72,000	360,000
			<b>Furnished Homes CPTL</b>			<b>1,206,000</b>	<b>1,206,000</b>	<b>1,206,000</b>	<b>1,206,000</b>	<b>1,206,000</b>	<b>6,030,000</b>
			N'bourhood Grants Unallocated	CPXBUN	N'Hoods Grants Unallocated	0	0	0	84,000	0	84,000
			N'bourhood Grants Unallocated	CPD001	Neighbourhoods Grants Unallocated	0	0	250,000	250,000	0	500,000
			<b>N'bourhood Grants Unallocated</b>			<b>0</b>	<b>0</b>	<b>250,000</b>	<b>334,000</b>	<b>0</b>	<b>584,000</b>
			Specialist Equipment	CU0503	Specialist Equipment	0	16,593	0	17,091	0	33,684
			Specialist Equipment	CU0504	Specialist Equipment	222,000	0	0	0	0	222,000
			<b>Specialist Equipment</b>			<b>222,000</b>	<b>16,593</b>	<b>0</b>	<b>17,091</b>	<b>0</b>	<b>255,684</b>
		<b>Neighbourhood Improvements Non</b>				<b>1,456,733</b>	<b>1,222,593</b>	<b>1,456,000</b>	<b>1,557,091</b>	<b>1,206,000</b>	<b>6,898,417</b>
		<b>Neighbourhood Improvements - N</b>				<b>1,456,733</b>	<b>1,222,593</b>	<b>1,456,000</b>	<b>1,557,091</b>	<b>1,206,000</b>	<b>6,898,417</b>
	<b>Adult Care &amp; Housing</b>					<b>4,720,452</b>	<b>4,361,393</b>	<b>6,523,000</b>	<b>12,624,091</b>	<b>6,239,512</b>	<b>34,468,448</b>
Assistant Chief Executive	Democratic Services	Democratic Services	Democratic Services	CPC008	Capt'l Inv't Ward Anst wdssetts	10,500	10,500	10,500	10,500	10,500	52,500

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2020/21	2021/22	2022/23	2023/24	Full Project Budget				
						Budget £	Budget £	Budget £	Budget £	Budget £	Budget £				
				CPC009	Capt'l Inv't-Ward - Dinnington	10,415	10,500	10,500	10,500	10,500	52,415				
				CPC010	Capt'l Inv't-Ward - Wales	14,960	7,000	7,000	7,000	7,000	42,960				
				CPC011	Capt'l Inv't-Wd-Brinwth/catffe	19,635	0	0	0	0	19,635				
				CPC012	Capt'l Inv't-Ward - Holderness	18,510	0	0	0	0	18,510				
				CPC013	Capt'l Inv't-Ward - RotherVale	14,292	7,000	7,000	7,000	7,000	42,292				
				CPC014	Capt'l Inv't-Ward - Keppel	14,317	10,500	10,500	10,500	10,500	56,317				
				CPC015	Capt'l Inv't-Ward - Roth West	19,706	10,500	10,500	10,500	10,500	61,706				
				CPC016	Capt'l Inv't-Ward - Wingfield	18,291	0	0	0	0	18,291				
				CPC017	Capt'l Inv't-Ward - Bostn Ctle	14,494	10,500	10,500	10,500	10,500	56,494				
				CPC018	Capt'l Inv't-Ward - Roth East	19,879	10,500	10,500	10,500	10,500	61,879				
				CPC019	Capt'l Inv't-Ward - Sitwell	16,032	10,500	10,500	10,500	10,500	58,032				
				CPC020	Capt'l Inv't-Ward - Hoober	17,807	10,500	10,500	10,500	10,500	59,807				
				CPC021	Capt'l Inv't-Ward - Swinton	15,397	0	0	0	0	15,397				
				CPC022	Capt'l Inv't-Ward - Wath	13,228	7,000	7,000	7,000	7,000	41,228				
				CPC023	Capt'l Inv't-Ward - Rawmarsh	20,319	0	0	0	0	20,319				
				CPC024	Capt'l Inv't-Ward - Silverwood	17,670	0	0	0	0	17,670				
				CPC025	Capt'l Inv't-Ward - Valley	22,290	0	0	0	0	22,290				
				CPC026	Capt'l Inv't-Ward - Maltby	18,761	0	0	0	0	18,761				
				CPC027	Capt'l Inv't-Ward - Hellaby	18,199	0	0	0	0	18,199				
				CPC028	Capt'l Inv't-Ward - Wickersley	19,619	0	0	0	0	19,619				
				CPC029	Hellaby & Maltby West	0	7,000	7,000	7,000	7,000	28,000				
				CPC030	Maltby East	0	7,000	7,000	7,000	7,000	28,000				
				CPC031	Thurcroft & Wickersley South	0	7,000	7,000	7,000	7,000	28,000				
				CPC032	Aughton & Swallownest	0	7,000	7,000	7,000	7,000	28,000				
				CPC033	Aston & Todwick	0	10,500	10,500	10,500	10,500	42,000				
				CPC034	Brinsworth	0	7,000	7,000	7,000	7,000	28,000				
				CPC035	Greasborough	0	7,000	7,000	7,000	7,000	28,000				
				CPC036	Dalton & Thrbergh	0	7,000	7,000	7,000	7,000	28,000				
				CPC037	Wickersley North	0	10,500	10,500	10,500	10,500	42,000				
				CPC038	Bramley & Ravenfield	0	7,000	7,000	7,000	7,000	28,000				
				CPC039	Swinton Rockingham	0	7,000	7,000	7,000	7,000	28,000				
				CPC040	Rawmarsh West	0	7,000	7,000	7,000	7,000	28,000				
				CPC041	Kilnhurst & Swinton East	0	7,000	7,000	7,000	7,000	28,000				
				CPC042	Rawmarsh East	0	7,000	7,000	7,000	7,000	28,000				
				CXB100	ACE - Thurcroft Creatives - Art	8,900	0	0	0	0	8,900				
				Democratic Services						363,221	210,000	210,000	210,000	210,000	1,203,221
				Democratic Services						363,221	210,000	210,000	210,000	210,000	1,203,221
				Democratic Services						363,221	210,000	210,000	210,000	210,000	1,203,221
					Human Resources	Human Resources	Human Resources	CXA001	Replace HR & Payroll system	263,817	0	0	0	0	263,817
							Human Resources		263,817	0	0	0	0	263,817	
						Human Resources		263,817	0	0	0	0	263,817		
					Human Resources						263,817	0	0	0	263,817
				Assistant Chief Executive						627,038	210,000	210,000	210,000	210,000	1,467,038
	Children & Young Peoples Services	CYPs - RMBC	Other CYPs	Children & Families	CED900	Adaptations - Foster Care	600,000	1,378,628	640,000	640,000	640,000	3,898,628			
CEL900					Early Education Place Grant	103,491	0	0	0	0	103,491				
CER001					In-House residential	0	1,500,000	500,000	0	0	2,000,000				
Children & Families				703,491	2,878,628	1,140,000	640,000	640,000	6,002,119						

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2020/21	2021/22	2022/23	2023/24	Full Project Budget
						Budget £	Budget £	Budget £	Budget £	Budget £	Budget £
		<b>Other CYPs</b>				<b>703,491</b>	<b>2,878,628</b>	<b>1,140,000</b>	<b>640,000</b>	<b>640,000</b>	<b>6,002,119</b>
		Schools	Schools - Capitalised Enh	C0093N	Bramley S'side I.S. H'ting Fea	192,008	0	0	0	0	192,008
				C0094N	Brinsworth Howrth P.S Roofing	87,343	0	0	0	0	87,343
				C0097N	Newman Sch Inc NAR Re-roof	238,373	0	0	0	0	238,373
				C0101N	St Anns J&I Sch Re-roof	126,675	0	0	0	0	126,675
				C0103N	Swallownest P.S F&T, Re-roof	57,459	0	0	0	0	57,459
				C0117N	Minor Worke Less than £10k	29,828	0	0	0	0	29,828
				C0118N	Anston Park Boiler replacement	65,044	0	0	0	0	65,044
				C0119N	Badsley Moor Primary Sch cladding and roofing	187,055	0	0	0	0	187,055
				C0121N	Bramley Sunnyside Jnr Sch Hearting pipe work	5,175	0	0	0	0	5,175
				C0123N	Brinsworth Manor Inf Sch, roofing, heating, flooring etc	204,777	0	0	0	0	204,777
				C0124N	Broom Valley Community Primary Ventilation	1,377	0	0	0	0	1,377
				C0126N	Rawmarsh Children Centre Boiler replacement	32,472	0	0	0	0	32,472
				C0128N	St Anne's Fire alarm etc	78,510	0	0	0	0	78,510
				C0129N	St Anne's Fire Bolier & heat	179,785	0	0	0	0	179,785
				C0127N	Rawmarsh Ryecroft heating Distribution	79,506	0	0	0	0	79,506
				C0130N	Thorpe Hesley Primary - Collapsed Floor	16,962	0	0	0	0	16,962
				C0131N	Thurcroft Infant Kitchen Canopy	67,663	0	0	0	0	67,663
				C0132N	West Melton Ext Lightig	11,353	0	0	0	0	11,353
				C0133N	Brinsworth Howarth Pri - Legionella works contribution	11,280	0	0	0	0	11,280
				C0134N	Anston Park Roof replacement (2 storey block)	81,803	0	0	0	0	81,803
				C0135N	Wales Pri - Repl Fire Alarm	52,765	0	0	0	0	52,765
				CENBUN	Capitalised Enhancements Unall	28,823	1,000,000	1,000,000	1,000,000	1,000,000	4,028,823
				CENF02	CEN FWT Remedials CNTL CPTL	80,000	0	0	0	0	80,000
			<b>Schools - Capitalised Enh</b>			<b>1,916,036</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>5,916,036</b>
			Schools - Prims - Major	CE1005	New Central Prim School	40,000	0	0	0	0	40,000
				CE1021	Wath CofE Primary Classroom Pr	5,300	0	0	0	0	5,300
				CE1022	R'marsh Sandhill Pri add class	399,983	0	0	0	0	399,983
				CE1028	Waverley New Primary School	5,240,000	3,428,000	135,000	0	0	8,803,000
				CE1032	Maltby Lily Hall Infants demolition	6,849	0	0	0	0	6,849
			<b>Schools - Prims - Major</b>			<b>5,692,132</b>	<b>3,428,000</b>	<b>135,000</b>	<b>0</b>	<b>0</b>	<b>9,255,132</b>
			Schools - PRUs	CE8902	Riverside (Catcliffe) PRU CPTL	80,000	0	0	0	0	80,000
			<b>Schools - PRUs</b>			<b>80,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>80,000</b>
			Schools - Secs - Major	CE5001	Wickersley SSC Expansion.	0	0	0	0	0	0
				CE5004	Aston Acad replacement classrooms	550,000	1,750,000	1,691,175	0	0	3,991,175
				CESBUN	Secondary BUDGET UNALLOC	1,134,835	1,172,767	798,500	1,000,000	1,000,000	5,106,102
			<b>Schools - Secs - Major</b>			<b>1,684,835</b>	<b>2,922,767</b>	<b>2,489,675</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>9,097,277</b>
			Schools - Spcls - Major	CE7002	Newman School swimming pool	605,058	0	0	0	0	605,058
				CE7005	Abbey School SEND 2 add C/Room	76,672	0	0	0	0	76,672
				CE7006	Newman Special School - 10 additional places	56,499	0	0	0	0	56,499
				CE7007	Newman School St Barnibus Church Hall	13,739	0	0	0	0	13,739
				CE7008	The Willows Single Classroom Ext	287,056	0	0	0	0	287,056
				CE7009	Hutton Park Pru ( Aspire)	48,506	0	0	0	0	48,506
				CE7010	Milton School SEND	19,900	378,100	0	0	0	398,000
				CE7011	Wales High School SEND	20,000	380,000	0	0	0	400,000
				CE7012	Brinsworth School SEND	12,500	237,500	0	0	0	250,000
				CE7013	Thomas Rotherham College SEND	6,500	123,500	0	0	0	130,000

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2020/21	2021/22	2022/23	2023/24	Full Project Budget
						Budget £	Budget £	Budget £	Budget £	Budget £	Budget £
				CE7014	Thrbergh School SEND	2,050	38,950	0	0	0	41,000
				CE7015	James Montgomery Academy SEND	5,000	95,000	0	0	0	100,000
				CE7016	Kelford School SEND	65,000	0	0	0	0	65,000
				CE7017	Hilltop School SEND	130,000	0	0	0	0	130,000
				CE7018	Willow Tree Academy SEND	70,000	0	0	0	0	70,000
				CE7BUN	Special BUDGET UNALLOC	56,494	90,000	66,500	0	0	212,994
				Schools - Spcls - Major		1,474,974	1,343,050	66,500	0	0	2,884,524
		Schools PFI Life Cycle Program	CES900	Schools PFI Life Cycle Program	725,216	808,994	1,173,564	1,718,023	2,270,000	6,695,797	
		Schools PFI Life Cycle Program		725,216	808,994	1,173,564	1,718,023	2,270,000	6,695,797		
		Schools		11,573,193	9,502,811	4,864,739	3,718,023	4,270,000	33,928,766		
	CYPS - RMBC		12,276,684	12,381,439	6,004,739	4,358,023	4,910,000	39,930,885			
	DFC	DFC - RMBC	DFC - RMBC all	CEXBUN	DFCG Unallocated	231,039	200,000	175,000	150,000	1,123,437	1,879,476
			DFC - RMBC all		231,039	200,000	175,000	150,000	1,123,437	1,879,476	
	DFC	DFC - RMBC		231,039	200,000	175,000	150,000	1,123,437	1,879,476		
				231,039	200,000	175,000	150,000	1,123,437	1,879,476		
Children & Young Peoples Serv						12,507,723	12,581,439	6,179,739	4,508,023	6,033,437	41,810,361
Finance & Customer Services	F&CS (DUMMY)	F&CS	F&CS - REFCUS	CTR805	Transformation Projects	2,000,000	2,000,000	2,000,000	0	0	6,000,000
			F&CS - REFCUS		2,000,000	2,000,000	2,000,000	0	0	6,000,000	
		F&CS		2,000,000	2,000,000	2,000,000	0	0	6,000,000		
	F&CS (DUMMY)		2,000,000	2,000,000	2,000,000	0	0	6,000,000			
		ICT 2	ICT 2	CTT109	EDRMS Roll Out	0	85,000	0	0	0	85,000
				CTT208	Financial Systems Upgrades-ICT2	200,000	300,000	0	0	0	500,000
				CTT283	Spend Analytics (BI) - ICT2	790	0	0	0	0	790
				CTT286	Iken Upgrade	10,000	0	0	0	0	10,000
				CTT287	Planned print leased machines	10,000	0	0	0	0	10,000
				CTT288	Fleet of MFD printers	303,229	277,548	232,470	198,931	0	1,012,178
				CTT294	ICT RESILIENCE	9,341	0	0	0	0	9,341
				CTT298	Open Objects	36,000	0	0	0	0	36,000
				CTT299	ControCC payment system	0	75,000	0	0	0	75,000
				CTT300	Audit Management	0	0	30,000	0	0	30,000
				CTT301	Legal Services - E Bundles	30,000	30,000	30,000	30,000	30,000	150,000
			ICT 2		599,360	767,548	292,470	228,931	30,000	1,918,309	
		ICT 2		599,360	767,548	292,470	228,931	30,000	1,918,309		
		ICT Refresh	ICT Refresh	CTT218	ICT Digital Strategy	152,256	950,000	500,000	500,000	800,000	2,902,256
				CTT219	Computer Refresh	1,393,023	1,020,000	1,022,000	1,025,000	1,278,000	5,738,023
				CTT220	Network Equipment Refresh Proj	595,146	630,000	630,000	630,000	630,000	3,115,146
				CTT221	Replacement of server equip	333,245	235,000	235,000	235,000	0	1,038,245
				CTT222	Telephony System Replacement	1,594,448	0	0	465,000	1,900,000	3,959,448
				CTT223	Storage area network replace	258,286	0	0	0	1,750,000	2,008,286
				CTT224	Microsoft 365	1,615,000	3,053,000	0	0	4,000,000	8,668,000
				CTT225	Fee Billing Upgrade	30,000	0	0	40,000	0	70,000
				CTT296	South Yorkshire Superfast broadband	662,278	0	0	0	0	662,278
				CTT297	Libraries Network	248,202	405,000	0	0	135,000	788,202
				ICT Refresh		6,881,884	6,293,000	2,387,000	2,895,000	10,493,000	28,949,884
	ICT Refresh			6,881,884	6,293,000	2,387,000	2,895,000	10,493,000	28,949,884		
	ICT			7,481,244	7,060,548	2,679,470	3,123,931	10,523,000	30,868,193		
Finance & Customer Services						9,481,244	9,060,548	4,679,470	3,123,931	10,523,000	36,868,193

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2020/21	2021/22	2022/23	2023/24	Full Project Budget
						Budget £	Budget £	Budget £	Budget £	Budget £	Budget £
Regeneration & Environment	Community Safety & Street Scene	Network Management	Drainage	CGF005	Wath Flood Alleviation	18,986	0	0	0	0	18,986
				CGF009	Herringthorpe V Flood Defence	8	0	270,000	0	0	270,008
				CGF010	Whiston Brook Flood Storage	9,827	0	0	0	0	9,827
				CGF011	Parkgate FAS	10,000	0	0	0	0	10,000
				CGF012	Rotherham to Kilnhurst FAS	239,064	0	0	0	0	239,064
				CGF013	Maltby Surface Water FAS	20,560	0	0	0	0	20,560
				CGF014	Eel Mires Dike FAS	23,150	0	0	0	0	23,150
				CGF015	Flood Alleviation (ERDF supported)	447,230	1,362,020	1,430,750	0	0	3,240,000
			<b>Drainage</b>			<b>768,825</b>	<b>1,362,020</b>	<b>1,700,750</b>	<b>0</b>	<b>0</b>	<b>3,831,595</b>
			Highways Delivery	CGR001	Carriageway Resurfacing	3,029,000	2,485,850	2,485,850	2,485,850	2,485,850	12,972,400
				CGR005	Highway Maintenance	1,650,000	0	0	0	0	1,650,000
				CGR008	Unclassified Rds	3,018,305	6,000,000	6,000,000	6,000,000	6,000,000	27,018,305
				CGR010	Capitalisation Carriageways	500,000	500,000	500,000	500,000	500,000	2,500,000
				CGR011	Multi Hog vehicle	300,000	300,000	300,000	300,000	300,000	1,500,000
				CGR013	Cap Rights of way	34,000	34,000	34,000	34,000	34,000	170,000
				CGR015	Winter Damage Pothole/Flood	223,493	0	0	0	0	223,493
			<b>Highways Delivery</b>			<b>8,754,798</b>	<b>9,319,850</b>	<b>9,319,850</b>	<b>9,319,850</b>	<b>9,319,850</b>	<b>46,034,198</b>
			Street Lighting	CGL002	Replacemnt/Upgrade Street Lght	159,367	0	0	0	0	159,367
				CGL005	St Lighting LTP 15/16 - 19/20	209,000	179,700	179,700	179,700	179,700	927,800
				CGL006	Upgrade PLL lighting to LED	554,310	0	0	0	0	554,310
				CGL007	Capitalisation Lighting	150,000	150,000	150,000	0	0	450,000
				CGL008	Cap benches signs bollards	80,386	75,000	75,000	75,000	75,000	380,386
				CGL009	Replace Obsolete Strt Lighting	40,000	40,000	40,000	40,000	40,000	200,000
			<b>Street Lighting</b>			<b>1,193,063</b>	<b>444,700</b>	<b>444,700</b>	<b>294,700</b>	<b>294,700</b>	<b>2,671,863</b>
		<b>Network Management</b>				<b>10,716,686</b>	<b>11,126,570</b>	<b>11,465,300</b>	<b>9,614,550</b>	<b>9,614,550</b>	<b>52,537,656</b>
		Safer Neighbourhoods	Safer Neighbourhoods	CN0100	Carhill Landfill Site	45,000	0	0	0	0	45,000
				CN0105	Wath Landfill Site	17,275	0	0	0	0	17,275
				CN0106	CCTV Investment	50,000	0	0	0	0	50,000
			<b>Safer Neighbourhoods</b>			<b>112,275</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>112,275</b>
		<b>Safer Neighbourhoods</b>				<b>112,275</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>112,275</b>
		Street Scene Services	Waste Management	CGY004	Bins	502,088	150,775	150,775	150,775	150,775	1,105,188
				CLC011	Cap damaged litter bins	8,000	8,000	8,000	8,000	8,000	40,000
				CLC012	Equipment & Bins	495,324	0	0	0	0	495,324
				CLC017	Street Scene improvements	53,000	1,397,000	131,000	100,000	42,000	1,210,000
				CLC020	Green Spaces Car Park Signage & Minor Works	0	260,000	0	0	0	260,000
			<b>Waste Management</b>			<b>1,058,412</b>	<b>1,815,775</b>	<b>289,775</b>	<b>258,775</b>	<b>200,775</b>	<b>3,623,512</b>
		<b>Street Scene Services</b>				<b>1,058,412</b>	<b>1,815,775</b>	<b>289,775</b>	<b>258,775</b>	<b>200,775</b>	<b>3,623,512</b>
	<b>Community Safety &amp; Street Scene</b>					<b>11,887,373</b>	<b>12,942,345</b>	<b>11,755,075</b>	<b>9,873,325</b>	<b>9,815,325</b>	<b>56,273,443</b>
Culture, Sport & Tourism	Culture, Sport & Tourism	Cultural Heritage & Sports	Heritage Services	CLH004	Keppel's Column Preservation	0	177,500	0	0	0	177,500
			<b>Heritage Services</b>			<b>0</b>	<b>177,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>177,500</b>
	Culture, Sport & Tourism	Cultural Heritage & Sports	CST Events	CLE001	Events Equipment	0	15,000	0	0	0	15,000
			<b>CST Events</b>			<b>0</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,000</b>
			Libraries	CLL001	Brinsworth Library	251,718	0	0	0	0	251,718
				CLL002	Strategic Review of Libraries	34,753	0	298,000	2,682,000	0	3,014,753
				CLL008	Libraries & N'hood Hubs	0	470,000	422,000	0	0	892,000
			<b>Libraries</b>			<b>286,471</b>	<b>470,000</b>	<b>720,000</b>	<b>2,682,000</b>	<b>0</b>	<b>4,158,471</b>
		<b>Cultural Heritage &amp; Sports</b>				<b>286,471</b>	<b>662,500</b>	<b>720,000</b>	<b>2,682,000</b>	<b>0</b>	<b>4,350,971</b>

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2020/21	2021/22	2022/23	2023/24	Full Project Budget	
						Budget £	Budget £	Budget £	Budget £	Budget £	Budget £	
		Leisure & Community Service	Green Spaces	CLC010	Grounds Maint Eq Purchase	23,460	0	0	0	0	23,460	
				CLC014	Clifton park Slide	53,000	0	0	0	0	53,000	
				CLC015	RVCP Automated Parking	91,000	0	0	0	0	91,000	
				CLC016	RVCP Safety Boats	84,000	0	0	0	0	84,000	
				CLD001	Treeton St Helen Church Yard	225,000	225,000	0	0	0	450,000	
				CLS004	Leisure PFI lifecycle	286,942	482,000	848,000	461,000	500,000	2,577,942	
				CLU010	Alexandra Park Play Area	3,804	0	0	0	0	3,804	
				CLU012	Sanctuary Fields s106	4,745	0	0	0	0	4,745	
				CLU015	S106 Packman Way for play prov	20,000	0	0	0	0	20,000	
				CLU018	Barkers Park Changing Rooms	10,888	0	0	0	0	10,888	
				CLU019	The Wickets MUGA	82,711	0	0	0	0	82,711	
				CLU020	CCTV Investment	50,000	350,000	0	0	0	400,000	
				CLA001	Allotments	100,000	0	0	0	0	100,000	
				CLD002	Closed Church Yards	0	30,000	0	0	0	30,000	
				CLD003	EastH'thorpe - Crem & Cem Lighting	0	12,000	0	0	0	12,000	
				CLS005	Herringthorpe Athletics Stadium	0	254,000	0	0	0	254,000	
				CLU021	Clifton Park Garden Room Bar	0	25,000	0	0	0	25,000	
				Green Spaces		1,035,550	1,378,000	848,000	461,000	500,000	4,222,550	
				Leisure & Community Service		1,035,550	1,378,000	848,000	461,000	500,000	4,222,550	
				Culture, Sport & Tourism						1,322,021	2,040,500	1,568,000
	Planning, Regen & Transport	Corp Property Unit	Corporate Property Cap Proj	CSD009	Maltby Library Demo	4,055	0	0	0	0	0	4,055
				CSD010	Copeland Lodge Demo	18,614	0	0	0	0	18,614	
				CSD011	Netherfield Court Demolition	62,581	0	0	0	0	62,581	
				CSR003	Bailey House Condition+	59,028	0	0	0	0	59,028	
				CSR024	Winterhill Early Help - ICT Up	3,145	0	0	0	0	3,145	
				CSR025	Catcliffe Primary Early Help	8,557	0	0	0	0	8,557	
				CSR036	Markets Imps -O16	2,789	0	0	0	0	2,789	
CSR041				Vic Park-Drainage	20,000	0	0	0	0	20,000		
CSR057				All Saints Fountain - Legionella works	4,000	0	0	0	0	4,000		
CSR058				Various Resurfacing Works	87,539	0	0	0	0	87,539		
CSR059				Bailey Hse Extnl Wrks & Lights	119,619	0	0	0	0	119,619		
CSR061				Miscellaneous Minor Works	220,000	0	0	0	0	220,000		
CSR062				Markets Stalls Project Works	4,963	0	0	0	0	4,963		
CSR064				Grafton & Cranworth Contact Centres	180,000	0	0	0	0	180,000		
CSR065				Maltby Stepping Stones Int alt	53,834	0	0	0	0	53,834		
CSR066				Oaks Lane Depot Refurb	36,000	0	0	0	0	36,000		
CSR067				Riverside Hse Chiller	203,516	0	0	0	0	203,516		
CSR068				Clifton Museum Toilet Refurb	18,061	0	0	0	0	18,061		
CSR069				Cranworth Hse Structural Works	50,000	0	0	0	0	50,000		
CSR070				Dalton Youth Center Boilers	16,068	0	0	0	0	16,068		
CSR071				Market Lift Repairs	17,400	0	0	0	0	17,400		
CSR072				Liberty House Refurb	32,984	0	0	0	0	32,984		
CSR073				Winterhill Early Help	12,000	0	0	0	0	12,000		
CSR074				Dinnington YC	75,000	0	0	0	0	75,000		
CSR075				Addison Day Centre Lighting	23,896	0	0	0	0	23,896		
CSR076				Rowan Centre Access Road & Car Park	0	150,000	0	0	0	150,000		
CSRBUN				Operational Buildings Capital Investment	521,478	2,009,000	2,010,000	2,010,000	2,010,000	8,560,478		

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2020/21	2021/22	2022/23	2023/24	Full Project Budget				
						Budget £	Budget £	Budget £	Budget £	Budget £	Budget £				
				CSXBUN	Corps CYPs BUN	65,615	0	0	0	0	65,615				
				CSY001	Commercial Property Cap	403,050	75,000	75,000	75,000	75,000	703,050				
				CSY002	Riverside House part lease	400,000	0	0	0	0	400,000				
				CSB001	Local Authority Energy Savings Measures - ITS	300,000	200,000	100,000	0	0	600,000				
				CSB002	Customer Digitalisation - Asset Management system	0	120,000	0	0	0	120,000				
				CSB003	Pitt House West Rother Valley - Drainage	0	50,000	0	0	0	50,000				
				CSB004	REACH Relocation	0	250,000	250,000	0	0	500,000				
				Corporate Property Cap Proj					3,023,792	2,854,000	2,435,000	2,085,000	2,085,000	12,482,792	
				Corp Property Unit					3,023,792	2,854,000	2,435,000	2,085,000	2,085,000	12,482,792	
				RIDO	Business Growth	CSS001	Private-Twn Ctr Business Vit	58,579	0	0	0	0	58,579		
						CSS002	RMBC-Town Ctr Business Vit	12,768	0	0	0	0	12,768		
				Business Growth					71,347	0	0	0	0	71,347	
					Inv & Economic Initiatives	CSA006	Acq. of Riverside Precinct	144,568	0	0	0	0	144,568		
						CSA011	Land Aqu Millfold Hse&Henley G	370,000	0	0	0	0	370,000		
						CSA012	Town Centre Masterplan Imp	425,277	0	0	0	0	425,277		
						CSA013	Forge Island Flood Defence	2,000,000	2,024,668	0	0	0	4,024,668		
						CSA014	Flood Alleviation (ERDF supported)	121,000	129,000	0	0	0	250,000		
						CSABUN	Town Centre Investment	0	9,091,399	0	0	0	9,091,399		
						CSC006	Bassingthorpe Farm	50,000	302,286	0	0	0	352,286		
						CSC007	Pithouse West Investigations	11,117	0	0	0	0	11,117		
						CSC008	Beighton Link Growth Fund	5,400,000	0	0	0	0	5,400,000		
						CSC009	Century Phase II	0	3,070,670	0	0	0	3,070,670		
						CSC010	Bassingthorpe Farm Land Acq	910,000	0	0	0	0	910,000		
						CSEBUN	RIDO - Business Centres Bldg Maint	25,000	425,000	155,000	0	0	605,000		
						CSHBUN	Future High Streets Fund	1,280,000	500,000	18,807,715	26,482,440	27,028,336	74,098,491		
						Inv & Economic Initiatives					10,736,962	15,543,023	18,962,715	26,482,440	27,028,336
				RIDO					10,808,309	15,543,023	18,962,715	26,482,440	27,028,336	98,824,823	
				Transportation & Highways	Bridges	CGBBUN	Bridges unallocated	580,152	329,450	329,450	329,450	329,450	329,450	1,897,952	
						Bridges			580,152	329,450	329,450	329,450	329,450	1,897,952	
					Connectivity	CGCBUN	Unallocated Connectivity	246,256	341,000	341,000	341,000	341,000	341,000	1,610,256	
						CGC076	Fenton Road shared cycle footway TCF	850,000	0	0	0	0	0	850,000	
					Connectivity			1,096,256	341,000	341,000	341,000	341,000	2,460,256		
					Local Safety Schemes			CGLBUN	Unallocated Local Safety S	364,567	375,000	375,000	375,000	375,000	1,864,567
					Local Safety Schemes			364,567	375,000	375,000	375,000	375,000	1,864,567		
					LSTF & Smarter Choices			CGSBUN	Unallocated Smarter Choices	85,000	0	0	0	0	85,000
					LSTF & Smarter Choices			85,000	0	0	0	0	0	85,000	
					Major Schemes	CGA012	A618 Growth Corridor Phase 2	600,000	0	0	0	0	0	600,000	
						CGA013	Parkway Widening ph2	1,770,665	25,751,335	14,438,000	0	0	41,960,000		
						CGA015	College Road NPIF	3,559,365	600,000	0	0	0	4,159,365		
						CGB023	Crinoline Bridge Repairs	542,147	0	0	0	0	542,147		
						CGC047	A630 Pool Green Roundabout	62,094	0	0	0	0	62,094		
						CGF007	Holmes Tail Goit Pumping Station	1,510,946	1,113,411	0	0	0	2,624,357		
						CGF016	Highways Bridge - Don Street	0	934,000	0	0	0	934,000		
						CGN020	SVITS infrastucture	4,096	0	0	0	0	4,096		
						CGN055	A630 Sheffield Parkway widenin	1,929,335	0	0	0	0	1,929,335		
						CGU003	Chantry Bridge Bus Priority	130,000	0	0	0	0	130,000		
						CGS005	Traffic Signal Refurb Prog	34,515	0	0	0	0	34,515		

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2020/21	2021/22	2022/23	2023/24	Full Project Budget			
						Budget £	Budget £	Budget £	Budget £	Budget £	Budget £			
				CGS006	Traff Signal renewal Prog	493,931	500,000	0	0	0	993,931			
				CGW061	Cont pedxings job2 A631 Bawtry	120,000	0	0	0	0	120,000			
				CGW062	Cont pedxings job3 A633 High S	0	120,000	0	0	0	120,000			
				CGX021	Clean Air Zones - Early Measures	2,050	0	0	0	0	2,050			
				CGY012	Clean Air Zones Elec Chrg Pts	647,538	0	0	0	0	647,538			
				CGY013	Fleet Mgt System	54,000	0	0	0	0	54,000			
				CGY014	Fleet Mgt Vehicle Purchase	2,051,000	1,241,000	5,866,000	730,000	100,000	9,988,000			
				CGY015	Community Aspects of Road Safety	150,000	150,000	150,000	0	0	450,000			
				CGY016	Wellgate Carpark Retaining Wall	46,000	0	0	0	0	46,000			
				CGY017	Route Optimisation	19,800	11,700	11,700	11,700	11,700	66,600			
				CGY018	Safety Barriers Replacement	0	300,000	0	0	0	300,000			
				Major Schemes		13,727,482	30,721,446	20,465,700	741,700	111,700	65,768,028			
				Network Management	CGN078	Bawtry Rd Bramley mor to ch In	111,462	0	0	0	0	111,462		
					CGP001	Town Centre Car Parks Improvements	0	384,000	0	0	0	254,000		
					CGNBUN	Unallocated Network Management	545,366	450,000	450,000	450,000	450,000	2,345,366		
				Network Management		656,828	834,000	450,000	450,000	450,000	2,840,828			
									16,510,285	32,600,896	21,961,150	2,237,150	1,607,150	74,916,631
				Transportation & Highways										
				Planning, Regen & Transport										
						30,342,386	50,997,919	43,358,865	30,804,590	30,720,486	186,224,246			
Regeneration & Environment					43,551,780	65,980,764	56,681,940	43,820,915	41,035,811	251,071,210				
Summary					70,888,237	92,194,144	74,274,149	64,286,960	64,041,760	365,685,250				



## APPENDIX 3E

### Capital Programme HRA 2019/20 to 2023/24

Directorate	Current Year		Future Years		Total Project
	Budget £		Budget £		Budget £
<a href="#">HRA</a>	47,722,760		197,449,689		245,172,449
<b>Total</b>	<b>47,722,760</b>		<b>197,449,689</b>		<b>245,172,449</b>

### Funding:

Funding Stream	Current Year		Future Years		Total Project
	Budget £		Budget £		Budget £
Grants And Contributions	1,904,500		11,276,499		13,180,999
Major Repairs Allowance	18,079,773		103,227,867		121,307,640
Revenue Contribution	14,691,996		32,399,129		47,091,125
Usable Capital Receipts	13,046,491		19,711,268		32,757,759
Unsupported Borrowing	0		30,834,926		30,834,926
<b>Total</b>	<b>47,722,760</b>		<b>197,449,689</b>		<b>245,172,449</b>



## Capital Programme HRA 2019/20 to 2023/24

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2020/21	2021/22	2022/23	2023/24	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	1,066,194	0	0	0	0	1,066,194
				CJF302	Adapts - MFS - Public Major	895,126	0	0	0	0	895,126
				CJF303	Adapts - OTHERS - Public Major	395,155	0	0	0	0	395,155
				CJF401	Adapts - WDP - Public Minor	181,381	0	0	0	0	181,381
				CJF402	Adapts - MFS - Public Minor	166,173	0	0	0	0	166,173
				CJFBUN	Public Adaps Budget Unallocated	0	2,382,000	2,632,000	2,632,000	2,632,000	10,278,000
			Aids and Adaptations (Public S			2,704,029	2,382,000	2,632,000	2,632,000	2,632,000	12,982,029
		Fair Access to All			2,704,029	2,382,000	2,632,000	2,632,000	2,632,000	12,982,029	
		Improving Council Housing & Ho	Asbestos	CJQ101	Asbestos-Testing & Removal	530,000	400,000	400,000	400,000	0	1,730,000
			Asbestos			530,000	400,000	400,000	400,000	0	1,730,000
			District Heating	CJO602	District Heating Conversions	100,000	0	0	0	0	100,000
				CJ519	Vale Road	30,000	0	0	0	0	30,000
				CJ525	Mansfield Road Boiler House	120,000	0	0	0	0	120,000
				CJTBUN	District Heating Bud Unall	200,000	50,000	50,000	50,000	0	350,000
			District Heating			450,000	50,000	50,000	50,000	0	600,000
			Environmental Programme	CJE214	Misc environments	3,600	0	0	0	0	3,600
				CJE229	Albert Street Phase 2 Enviro	92,745	0	0	0	0	92,745
				CJE238	St Philips Access improvements	140,000	0	0	0	0	140,000
				CJE243	High Nook Pk, Dinn'ton impts	50,000	0	0	0	0	50,000
				CJE249	Hawksworth Road Enviro	1,000	0	0	0	0	1,000
				CJE252	Woodland Drive	42,000	0	0	0	0	42,000
				CJE253	Hayfield Walk	51,000	0	0	0	0	51,000
				CJE254	Hampstead Green	5,000	0	0	0	0	5,000
				CJE255	Cedar Drive	45,000	0	0	0	0	45,000
				CJE256	Plowmans Way	185,000	0	0	0	0	185,000
				CJE257	Hepworth Drive	50,000	0	0	0	0	50,000
				CJE258	Brameld Road	20,000	0	0	0	0	20,000
				CJE259	Robinets Road Fencing	6,295	0	0	0	0	6,295
				CJE260	Birdwell Road Parking	11,000	0	0	0	0	11,000
				CJE261	Ochre Dike Enviro	97,000	0	0	0	0	97,000
				CJEBUN	Environmental Bud Unall	360	800,000	1,000,000	1,000,000	0	2,800,360
			Environmental Programme			800,000	800,000	1,000,000	1,000,000	0	3,600,000
			External Insulation	CJN401	Thermal Improvments	500,000	500,000	1,000,000	1,000,000	0	3,000,000
				CJN402	Fitzwilliam - Swinton Thermal	0	0	0	0	0	0
			External Insulation			500,000	500,000	1,000,000	1,000,000	0	3,000,000
			Garage Site Investment	CJO806	Unsustainable Garage Sites	250,000	0	250,000	250,000	0	750,000
			Garage Site Investment			250,000	0	250,000	250,000	0	750,000
			General Structures	CJM301	Capital Structural Work	975,000	750,000	750,000	750,000	0	3,225,000
			General Structures			975,000	750,000	750,000	750,000	0	3,225,000
			IHMS (IT System)	CJ1003	HIMS Computer System	422,000	1,250,000	1,250,000	0	0	2,922,000
			IHMS (IT System)			422,000	1,250,000	1,250,000	0	0	2,922,000
			Improving Council Housing	CJZBUN	Improving Council Housing	0	0	3,250,000	4,500,000	21,566,848	29,316,848

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2020/21	2021/22	2022/23	2023/24	Full Project Budget
						Budget £	Budget £	Budget £	Budget £	Budget £	Budget £
			<b>Improving Council Housing</b>			<b>0</b>	<b>0</b>	<b>3,250,000</b>	<b>4,500,000</b>	<b>21,566,848</b>	<b>29,316,848</b>
			Major Voids Capital Prog	CJC101	Fortem - Major Voids	1,400,000	1,250,000	1,250,000	1,250,000	0	5,150,000
				CJC102	Mears - Major Voids	1,400,000	1,250,000	1,250,000	1,250,000	0	5,150,000
			<b>Major Voids Capital Prog</b>			<b>2,800,000</b>	<b>2,500,000</b>	<b>2,500,000</b>	<b>2,500,000</b>	<b>0</b>	<b>10,300,000</b>
			Refurbishments	CJA102	MFS - Site Prelims	254,731	0	0	0	0	254,731
				CJA117	Kimberworth Roofing	808,336	0	0	0	0	808,336
				CJA119	Aston/Org/Swall Extnals Ph 1	1,671,376	0	0	0	0	1,671,376
				CJA120	Thrybergh Externals Phase 1	1,724,457	0	0	0	0	1,724,457
				CJA122	Soil Stacks	199,331	0	0	0	0	199,331
				CJA123	Beeversleigh Concrete Repairs	200,000	0	0	0	0	200,000
				CJA401	MFS - Internal-MFS CS 1A	938,420	0	0	0	0	938,420
				CJA721	Lapwater Drive Est Communals	96,000	0	0	0	0	96,000
				CJA725	Sprinkler systems	287,000	0	0	0	0	287,000
				CJA726	Communals	1,200,000	0	0	0	0	1,200,000
				CJA727	Alderson Close Curtain Wall	100,000	0	0	0	0	100,000
				CJA728	Blocks & Balconies	425,000	0	0	0	0	425,000
				CJA729	Bin Stores	2,571,805	0	0	0	0	2,571,805
				CJA730	Dinnington FSB/RWG	500,000	0	0	0	0	500,000
				CJA801	Design & Appraisal	75,000	0	0	0	0	75,000
				CJABUN	Refurb Bud Unall	0	14,016,848	9,716,848	9,716,848	0	33,450,544
				CJB101	Replacement Windows	1,238,783	0	0	0	0	1,238,783
			<b>Refurbishments</b>			<b>12,290,239</b>	<b>14,016,848</b>	<b>9,716,848</b>	<b>9,716,848</b>	<b>0</b>	<b>45,740,783</b>
			Replacement of Central Heating	CJJ101	WDP - Ad Hoc Boiler Repl'ts	1,320,000	1,300,000	1,300,000	1,300,000	0	5,220,000
				CJJ102	WDP-Fires(gasZelec/elec2elec)	45,000	0	0	0	0	45,000
				CJJ103	WDP - Magna Cleans	25,000	0	0	0	0	25,000
				CJJ104	WDP - Hard Wire Stats	35,000	0	0	0	0	35,000
				CJJ105	WDP-Boilers Scheme 1	800,000	0	0	0	0	800,000
				CJJ108	MFS - Boiler Swaps on Voids	75,000	0	0	0	0	75,000
			<b>Replacement of Central Heating</b>			<b>2,300,000</b>	<b>1,300,000</b>	<b>1,300,000</b>	<b>1,300,000</b>	<b>0</b>	<b>6,200,000</b>
			Replacement of Communal Doors	CJD101	Communal Doors (High Security)	50,000	0	0	0	0	50,000
			<b>Replacement of Communal Doors</b>			<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>
			Sheltered Housing Communal Are	CJR101	Community Centre Improvements	30,000	100,000	100,000	100,000	0	330,000
			<b>Sheltered Housing Communal Are</b>			<b>30,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>	<b>330,000</b>
			<b>Improving Council Housing &amp; Ho</b>			<b>21,397,239</b>	<b>21,666,848</b>	<b>21,566,848</b>	<b>21,566,848</b>	<b>21,566,848</b>	<b>107,764,631</b>
		New Housing Provision	Site Clusters	CJP001	Site Cluster Braithwell	5,237,046	602,931	0	0	0	5,839,977
				CJP002	Site Cluster Rotherview Road 1	1,415,723	342,470	0	0	0	1,758,193
				CJP003	Site Cluster Rotherview Road 2	3,772,442	912,573	0	0	0	4,685,015
				CJP004	Site Cluster Conway	980,011	0	0	0	0	980,011
				CJP005	Site Cluster Farnworth	886,907	0	0	0	0	886,907
				CJP006	Site Cluster Gaitskell	23,159	0	0	0	0	23,159
				CJP007	Site Cluster Shakespear	677,810	0	0	0	0	677,810
			<b>Site Clusters</b>			<b>12,993,098</b>	<b>1,857,974</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14,851,072</b>
			SOAHP delivery	CJP008	Bellows Road SOAHP	5,211,038	0	0	0	0	5,211,038
				CJP009	Rothwell Grange SOAHP units	2,644,806	2,908,786	0	0	0	5,553,592
				CJP010	Braithwell Rd SOAHP Bungalows	666,572	166,897	0	0	0	833,469
				CJG001	Phase 2 small sites	0	933,000	933,000	0	0	1,866,000
				CJG002	Phase 2 Netherfield Eastwood	0	509,000	4,579,000	0	0	5,088,000
				CJG003	HRA Housing Growth Programme – Phase 3 HRA Sites (22/23)	0	0	2,290,000	2,290,000	0	4,580,000

Directorate	Service Area	Service Area	Sub Service	Project Code	Project	Current Year	2020/21	2021/22	2022/23	2023/24	Full Project Budget		
						Budget £	Budget £	Budget £	Budget £	Budget £	Budget £		
				CJG004	HRA Housing Growth Programme – Phase 3 HRA Sites (23/24)	0	0	1,526,000	8,141,000	8,989,000	18,656,000		
			SOAHP delivery					8,522,416	4,517,683	9,328,000	10,431,000	8,989,000	41,788,099
			Town Centre Development	CJP100	Millfold House	284,801	4,695,173	3,078,177	0	0	8,058,151		
				CJP101	Sheffield road	572,366	9,435,903	6,615,650	0	0	16,623,919		
				CJP102	Henleys Site	375,833	6,195,924	2,709,173	0	0	9,280,930		
			SOAHP delivery					1,233,000	20,327,000	12,403,000	0	0	33,963,000
			MMC	CJP200	MMC Bungalows	20,000	1,961,640	0	0	0	1,981,640		
			MMC					20,000	1,961,640	0	0	0	1,981,640
			Strategic Acquisitions	CJ0123	Queens Ave KivetonPk 12 units	261,257	0	0	0	0	261,257		
				CJ0124	Pennypiece Lane	591,721	0	0	0	0	591,721		
				CJH001	Phase 2 acquisitions	0	1,643,000	4,928,000	0	0	6,571,000		
				CJH002	Phase 3 Acquisitions	0	660,000	4,200,000	9,548,000	10,010,000	24,418,000		
			Strategic Acquisitions					852,978	2,303,000	9,128,000	9,548,000	10,010,000	31,841,978
		New Housing Provision					23,621,492	30,967,297	30,859,000	19,979,000	18,999,000	124,425,789	
	Neighbourhood Capital Programm					47,722,760	55,016,145	55,057,848	44,177,848	43,197,848	245,172,449		
HRA						47,722,760	55,016,145	55,057,848	44,177,848	43,197,848	245,172,449		
Summary						47,722,760	55,016,145	55,057,848	44,177,848	43,197,848	245,172,449		

**Appendix 4**

**Prudential Indicators and Treasury Management and Investment Strategy 2020/21  
– 2022/23**

**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 also 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 2019/20 Prudential Indicators and Treasury Management Strategy was approved by Council on 27<sup>th</sup> February 2019, a Treasury Management Outturn report for 2018/19 was submitted to Cabinet in July 2019 and Audit Committee in September 2019, whilst a Mid-Year report which updated the 2019/20 approved indicators was considered by Audit Committee on the 27<sup>th</sup> November 2019. This report provides an update for the period 2019/20 to 2022/23.

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. For the financial year 2020/21 the Council will utilise short term borrowing only, to enable significant revenue savings on interest to support the revenue budget position.
- Governance – strategies and risk are reviewed by the Audit Committee with continuous monitoring which includes the Mid-Year and Year End reporting.
- EU Exit – the Monetary Policy Committee (MPC) is expected to impose a bank rate reduction in the short term to support the economy through the challenging period it will face following the UK officially leaving the EU on the 31<sup>st</sup> January 2020. The Council's borrowing strategy will be closely monitored over the coming months to ensure it can react accordingly to any banking rate changes, however the expected bank rate cut supports the Council's strategy.
- In October 2018, the Government announced a policy change of abolition of the HRA debt cap. This presents an opportunity for the HRA to borrow to support its growth programme and as such the current HRA Business Plan allows for borrowing to support the Growth Programme, this is reflected in the projected movement in the HRA Capital Financing Requirement.
- 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. The Capital Strategy has been included within the Council's budget report for 2020/21.

### 3.2 **CAPITAL EXPENDITURE PLANS & PRUDENTIAL INDICATORS 2019/20 TO 2022/23**

#### 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 26<sup>th</sup> February 2020, 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.

	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>	<b>2021/22 Estimated £m</b>	<b>2022/23 Estimated £m</b>
Children and Young People's Services	12.508	12.581	6.180	4.508
Assistant Chief Executive	0.627	0.210	0.210	0.210
Adult Care & Housing	4.720	4.361	6.523	12.624
Finance and Customer Services	7.481	7.061	2.679	3.124
Regeneration and Environment	43.552	65.981	56.682	43.820
Capitalisation Direction	2.000	2.000	2.000	0.000
<b>Total Non HRA</b>	<b>70.888</b>	<b>92.194</b>	<b>74.274</b>	<b>64.287</b>
HRA	47.723	55.016	55.058	44.178
<b>Total HRA</b>	<b>47.723</b>	<b>55.016</b>	<b>55.058</b>	<b>44.178</b>
<b>Total expenditure</b>	<b>118.611</b>	<b>147.210</b>	<b>129.332</b>	<b>108.464</b>
Capital receipts	21.272	10.307	14.554	4.351
Capital grants, capital contributions & sources other capital funding	63.654	93.820	82.532	61.210
<b>Total financing</b>	<b>84.925</b>	<b>104.127</b>	<b>97.086</b>	<b>65.562</b>
<b>Prudential borrowing requirement for the year</b>	<b>33.686</b>	<b>43.083</b>	<b>32.246</b>	<b>42.903</b>

### 3.2.4 The Capital Financing Requirement (the Council's Borrowing Need)

The Council's Capital Financing Requirement (CFR) is the total outstanding capital expenditure which has not yet been financed from either revenue or capital resources. It is essentially a measure of the Council's underlying borrowing need.

As can be seen in the table in 3.2.3 above, the latest revised estimated prudential borrowing requirement over the period 2019/20 to 2022/23 based on the updated Capital Strategy and Capital Programme is £151.918m. 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:

	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>	<b>2021/22 Estimated £m</b>	<b>2022/23 Estimated £m</b>
CFR – General Fund	549.564	582.418	604.376	620.261
CFR – HRA	305.075	305.075	305.075	319.645
<b>Total CFR</b>	<b>854.639</b>	<b>887.493</b>	<b>909.451</b>	<b>939.906</b>
<b>Movement in CFR</b>	<b>29.050</b>	<b>32.854</b>	<b>21.958</b>	<b>30.455</b>
Of which:				
CFR – capital investment	727.724	764.004	788.948	823.023
OLTL	126.915	123.489	120.503	116.883
<b>Movement in CFR represented by:</b>				
Prudential borrowing requirement for the year (table at 3.2.3 above)	33.686	43.083	32.246	42.903
Net financing need for the year for OLTL	-2.760	-3.425	-2.987	-3.620
<b>Less</b> Minimum Revenue Provision and other financing movements	-1.875	-6.804	-7.302	-8.828
<b>Movement in CFR</b>	<b>29.051</b>	<b>32.854</b>	<b>21.957</b>	<b>30.455</b>

### 3.2.5 Minimum Revenue Provision Policy Statement

- 3.2.5.1 The Council is required to pay off an element of the accumulated General Fund CFR each year through a revenue charge (the Minimum Revenue Provision - MRP). In addition, it is also allowed to make additional voluntary payments (VRP) where it is prudent to do so. Repayments included in annual PFI charges or finance lease payments are also applied as MRP. No MRP charge is currently required for the HRA. The HRA charges depreciation on its assets, which is a revenue charge.

- 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.

<b>Ratio of financing costs to Net Revenue Stream</b>				
	<b>2019/20 Estimated %</b>	<b>2020/21 Estimated %</b>	<b>2021/22 Estimated %</b>	<b>2022/23 Estimated %</b>
Non-HRA	5.81	6.06	9.13	11.27
HRA	15.90	15.95	15.70	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 2020/21 and the Council's Medium Term Financial Strategy, it does not indicate additional requirements for Rotherham council tax payers.

<b>Incremental impact of capital expenditure plans on the Band D Council Tax</b>				
	<b>Estimated 2019/20 £</b>	<b>Estimated 2020/21 £</b>	<b>Estimated 2021/22 £</b>	<b>Estimated 2022/23 £</b>
<b>Council Tax – Band D</b>	22.86	50.48	86.45	111.64

### 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 now includes new borrowing during 2022/23, there will be an increase to the incremental financing costs, as reflected below.

<b>Incremental impact of capital expenditure plans on the Housing Rent levels</b>				
	<b>Revised 2019/20 £</b>	<b>Proposed Budget 2020/21 £</b>	<b>Estimated 2021/22 £</b>	<b>Estimated 2022/23 £</b>
<b>Weekly Housing Rent levels</b>	£0.00	£0.00	£0.00	£24.10

## 3.3 TREASURY MANAGEMENT STRATEGY 2020/21 – 2022/23

The Treasury Management Strategy covers:

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

### 3.3.1 **Borrowing and Investment Projections 2020/21 – 2022/23**

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 (2019/20) and the following three financial years. This is designed to ensure that in the medium term, debt is only for a capital purpose. The purpose of including the estimated additional CFR for the following two financial years, is that it allows some flexibility for limited early borrowing for future years (para. 3.3.4).

The Strategic Director of Finance & Customer Services reports that the Council has complied with this indicator in the current year and does not envisage difficulties for the future (the table below refers). This view takes into account approved commitments and existing plans.

Whilst the forecast changes in the CFR assume significant reductions in the amount of under-borrowing by the Council, the actual change in the year-on-year level of under-borrowing will be determined by the Strategic Director – Finance and Customers Services, after consideration of all relevant factors in determining the appropriate strategy for borrowing levels within the Council's overall financial strategy.

<b>RMBC</b>	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>	<b>2021/22 Estimated £m</b>	<b>2022/23 Estimated £m</b>
CFR – excl. OLTL	727.724	764.004	788.948	823.023
CFR – OLTL	126.915	123.489	120.503	116.883
<b>Total CFR</b>	<b>854.639</b>	<b>887.493</b>	<b>909.451</b>	<b>939.906</b>
Borrowing (loans outstanding)	671.758	732.210	764.129	806.967
Borrowing - OLTL	126.915	123.489	120.503	116.883
<b>Total Borrowing</b>	<b>798.673</b>	<b>855.699</b>	<b>884.632</b>	<b>923.850</b>
<b>CFR less Borrowing (underborrowed)</b>	<b>55.966</b>	<b>31.794</b>	<b>24.819</b>	<b>16.056</b>

### 3.3.3 The Overall Level of Borrowing

A further two prudential indicators control or anticipate the overall level of borrowing. These are:

- The Authorised Limit for External Debt
- The Operational Boundary for External Debt

#### 3.3.3.1 The Authorised Limit for External Debt

The Authorised Limit represents the maximum amount an authority can borrow for capital and cash flow purposes. It reflects the level of external debt which, while not desired, could be afforded in the short term, but is not sustainable in the longer term. This is the statutory limit determined under section 3 (1) of the Local Government Act 2003. The Authorised Limit is set by the Council and any breach must be reported. The Government retains an option to control either the total of all 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 £20m above the Council's CFR:

<b>Authorised Limit for External Debt (RMBC)</b>	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>	<b>2021/22 Estimated £m</b>	<b>2022/23 Estimated £m</b>
Borrowing	747.724	784.004	808.948	843.023
OLTL	129.453	125.959	122.913	119.221
<b>Total</b>	<b>877.177</b>	<b>909.963</b>	<b>931.861</b>	<b>962.244</b>

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

<b>Authorised Limit for External Debt (Former SYCC)</b>	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>	<b>2021/22 Estimated £m</b>	<b>2022/23 Estimated £m</b>
Borrowing	19.689	19.689	0.000	0.000
OLTL	0.000	0.000	0.000	0.000
<b>Total</b>	<b>19.689</b>	<b>19.689</b>	<b>0.000</b>	<b>0.000</b>

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 additional borrowing to support the Growth Programme, and therefore there has been an increase in the HRA CFR. Therefore a prudent debt limit has been applied to the Council's HRA borrowing, allowing for their current need, plus £30m to enable a reaction to any significant development opportunity that arises.

<b>HRA Debt Limit</b>	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>	<b>2021/22 Estimated £m</b>	<b>2022/23 Estimated £m</b>
HRA Debt Limit	335.075	335.075	335.075	349.645
HRA CFR	305.075	305.075	305.075	319.645
<b>HRA Headroom (+)</b>	<b>30.000</b>	<b>30.000</b>	<b>30.000</b>	<b>30.000</b>

### 3.3.3.3 The Operational Boundary for External Debt

This is the amount beyond which external borrowing (for capital and cash flow purposes) is not normally expected to exceed. Its purpose is to act as a tool for monitoring day to day treasury activity. Occasionally, for operational reasons it may be necessary 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.

<b>Operational Boundary for External Debt (RMBC)</b>	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>	<b>2021/22 Estimated £m</b>	<b>2022/23 Estimated £m</b>
Borrowing	701.758	762.210	794.129	836.967
Other long term liabilities	126.915	123.489	120.503	116.883
<b>Total</b>	<b>828.673</b>	<b>885.699</b>	<b>914.632</b>	<b>953.850</b>

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

<b>Operational Boundary for External Debt (Former SYCC)</b>	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>	<b>2021/22 Estimated £m</b>	<b>2022/23 Estimated £m</b>
Borrowing	19.689	19.689	0.000	0.000
Other long term liabilities	0.000	0.000	0.000	0.000
<b>Total</b>	<b>19.689</b>	<b>19.689</b>	<b>0.000</b>	<b>0.000</b>

### 3.3.4 Policy on Borrowing in Advance of Need

The Council has some flexibility to borrow funds in advance for use in future years. The Strategic Director of Finance & Customer Services may do this under delegated powers where, for instance, a sharp rise in interest rates is expected, and so borrowing early at fixed interest rates will be economically beneficial or help meet budgetary constraints.



Whilst the Strategic Director of Finance & Customer Services will adopt a prudent approach to any such borrowing, where there is a clear business case for doing so, borrowing may be undertaken to fund the approved capital programme or to fund debt maturities.

Risks associated with any advance borrowing activity will be subject to appraisal in advance and subsequent reporting through the mid-year and annual reporting mechanism.

### 3.3.5 **Debt Rescheduling**

As short term borrowing rates will be considerably cheaper than longer term fixed interest rates, there may be potential opportunities to generate savings by switching from long term debt to short term debt. These savings will need to be considered in the light of the current treasury position and the value of the cost of debt repayment (premiums incurred).

The reasons for any rescheduling to take place will include:

- The generation of cash savings and/or discounted cash flow savings;
- Helping to fulfil the treasury strategy; and,
- Enhancing the balance of the portfolio (amending the maturity profile and/or the balance of volatility).

### 3.3.6 **Expected Movement in Interest Rates**

The 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.

Following the UK leaving the EU on the 31<sup>st</sup> January 2020, it is expected that the MPC will initially vote for a reduction in the bank rate, to 0.5%. This may be followed by gradual bank rate increases over the medium term, reaching an estimated 1.25% by June 2022. Whilst the general election has removed uncertainty around the deal and the agreement to leave the EU, it does not remove the uncertainty around whether or not a trade deal can be agreed with the EU. This position from a treasury management perspective complements RMBC's strategy of utilising short term borrowing markets. 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 optimising use of 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 2020/21 – 2022/23**

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 2020/21 – 2022/23**

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
<b>Interest rate Exposures</b>			
	<b>Upper</b>	<b>Upper</b>	<b>Upper</b>
<b>Limits on fixed interest rate debt based on fixed net debt</b>	100%	100%	100%
<b>Limits on variable interest rate debt based on variable net debt</b>	45%	45%	45%

<b>RMBC Maturity Structure of fixed interest rate borrowing 2019/20</b>		
	<b>Lower</b>	<b>Upper</b>
Under 12 months	0%	50%
12 months to 2 years	0%	35%
2 years to 5 years	0%	45%
5 years to 10 years	0%	45%
10 years to 20 years	0%	45%
20 years to 30 years	0%	50%
30 years to 40 years	0%	50%
40 years to 50 years	0%	55%
50 years and above	0%	60%

<b>RMBC Maximum Funds invested &gt; 364 days</b>			
	<b>1 to 2 years</b>	<b>2 to 3 years</b>	<b>3 to 5 years</b>
Funds invested > 364 days	£m 10	£m 8	£m 6

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

<b>Former SYCC Maturity Structure of fixed interest rate borrowing 2019/20</b>		
	<b>Lower</b>	<b>Upper</b>
Under 12 months	0%	60%
12 months to 2 years	0%	75%
2 years to 5 years	0%	100%

### 3.3.10 Treasury Performance Indicators

The Code of Practice on Treasury Management requires the Council to set performance indicators to assess the adequacy of the treasury function over the year. These are distinct historic indicators, as opposed to the prudential indicators, which are predominantly forward looking. The results of the following two indicators will be reported in the Treasury Annual Report for 2020/21:

- 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 2020/21 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 retain the option within the MRP Policy 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 for 2019/20.



**Borrowing and Investment Projections 2019/20 to 2022/23**

<b>RMBC</b>	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>	<b>2021/22 Estimated £m</b>	<b>2022/23 Estimated £m</b>
<b>External Debt</b>				
Borrowing at 1 April - Short Term	174.184	264.369	337.141	168.571
Borrowing at 1 April - Long Term	419.702	407.389	395.069	595.559
<b>Total Borrowing at 1 April</b>	<b>593.886</b>	<b>671.758</b>	<b>732.210</b>	<b>764.129</b>
Expected change in debt	77.872	60.452	31.919	42.838
<b>Borrowing at 31 March</b>	<b>671.758</b>	<b>732.210</b>	<b>764.129</b>	<b>806.967</b>
Other long-term liabilities (OLTL) at 1 April	129.675	126.915	123.489	120.503
Expected change in OLTL	-2.760	-3.426	-2.986	-3.620
Other long-term liabilities (OLTL) at 31 March	126.915	123.489	120.503	116.883
<b>Total Borrowing &amp; OLTL at 31 March</b>	<b>798.673</b>	<b>855.699</b>	<b>884.632</b>	<b>923.850</b>
<b>Investments</b>				
Total Investments at 1 April	27.530	-10.000	-30.000	-40.000
Investment change	-37.530	-20.000	-10.000	-20.000
Total Investments at 31 March	-10.000	-30.000	-40.000	-60.000
<b>Net borrowing at 31 March</b>	<b>808.673</b>	<b>885.699</b>	<b>924.632</b>	<b>983.850</b>

<b>Ex SYCC</b>	<b>2019/20 Estimated £m</b>	<b>2020/21 Estimated £m</b>	<b>2021/22 Estimated £m</b>	<b>2022/23 Estimated £m</b>
<b>External Debt</b>				
Borrowing at 1 April	36.189	19.689	0.000	0.000
Expected change in debt	-16.500	-19.689	0.000	0.000
Borrowing at 31 March	19.689	0.000	0.000	0.000
<b>Investments</b>				
Total Investments at 1 April	0.000	0.000	0.000	0.000
Investment change	0.000	0.000	0.000	0.000
Total Investments 31 March	0.000	0.000	0.000	0.000
<b>Net borrowing at 31 March</b>	<b>36.189</b>	<b>19.689</b>	<b>0.000</b>	<b>0.000</b>

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

### **1. Overview**

1.1 The Council's investment policy has regard to the following: -

- MHCLG's Guidance on Local Government Investments ("the Guidance")
- CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes 2017 ("the Code")
- CIPFA Treasury Management Guidance Notes 2018

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.

The Prudential Code has also expressed concern that local authorities should ensure that an authority's approach to commercial activities should be proportional to its overall resources. Any such commercial investments should be appropriately disclosed throughout the Treasury Management Strategy, clearly identifying the related debt, capital financing requirement and terms. However this Council does not plan on entering into any significant commercial investments.

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.

<b>Credit Rating</b>	<b>1 year</b>	<b>2 years</b>	<b>3 years</b>	<b>4 years</b>	<b>5 years</b>
<b>AAA</b>	0.04%	0.10%	0.17%	0.26%	0.36%
<b>AA</b>	0.02%	0.04%	0.09%	0.17%	0.24%
<b>A</b>	0.05%	0.14%	0.26%	0.40%	0.56%
<b>BBB</b>	0.15%	0.42%	0.73%	1.10%	1.47%

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 0.17% of the total investment (e.g. for a £1m investment the average potential loss would be £1,700).

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 0.15% (e.g. for a £1m investment the average loss would be £1,500).

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 0.073% which means that for every £1m invested the average potential loss would be £730. This position remains largely unchanged from 2018/19 (benchmark was 0.069% or £690).

- 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

## **Flexible use of Capital Receipts Strategy 2020/21**

### **1. Introduction**

The proposals within this Flexible use of Capital Receipts Strategy have been prepared based on a capitalisation direction issued by the Secretary of State under Sections 16(2)(b) and 20 of the Local Government Act 2003: Treatment of Costs as Capital Expenditure.

### **2. The Direction**

The Direction issued by the Secretary of State under Sections 16(2)(b) of the Local Government Act specifies that Local Authorities can treat as capital expenditure, expenditure which:

- “is incurred by the Authority 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 a way that reduces costs or demand for services in future years for any of the public sector delivery partners”.
- “is properly incurred by the Authority for the financial years that begin on 1 April 2016 to 1 April 2021”

It is a condition of the Secretary of State’s direction that the flexible use of capital receipts in accordance with the direction only applies to capital receipts which have been received in the years to which the direction applies.

When applying the direction, Authorities are required to have regard to Guidance on Flexible Use of Capital Receipts issued by the Secretary of state under Section 15(1)(a) of the Act.

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 2020/21.

**4. 2020/21 Revenue Budget**

To support the significant and continued reconfiguration of the Council's Services to deliver the improvement and efficiencies set out in the Council's budget for 2020/21, it proposed that the associated one-off costs are funded from capital receipts. 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.

**5. The Prudential Code**

The Council has due regard to the requirements of the Prudential Code and the impact on its prudential indicators from the application of this Flexible Use of Capital Receipts Strategy. In line with this Strategy and the Council's overall Financial Strategies, the first call on capital receipts generated in the year will be utilised to meet the cost of voluntary severance. Any capital receipts which are received in excess of the amount required for this purpose will be used to fund revenue costs incurred to support the Council's service development and delivery of savings and efficiencies. 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.

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 2020/21 Statement of Accounts.

**6. Monitoring the Strategy**

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



## **Statutory Resolution of Council Tax 2020/21**

(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)

**ASSISTANT CHIEF EXECUTIVE DIRECTORATE - PROPOSED FEES & CHARGES FOR 2020/21**

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
<b>Democratic Service</b>	Room Hire - Town Hall - before 5.30	Per hour	75.00	76.50		2.00
<b>Democratic Service</b>	Room Hire - Town Hall - after 5.30	Per hour	75.00	76.50		2.00
<b>Democratic Service</b>	Catering - various rates ranging from £1.25 - £3.70	Per person	1.30 - 3.80	1.35-3.90		2.00
<b>Democratic Service</b>	Schools Appeals	Per appeal	26,000.00	26,000.00		0.00
<b>HR&amp;Payroll</b>	Accommodation charge to South Yorkshire Pension for use of office space at Riverside House	Annual	3,450.00	3,519.00		2.00
<b>HR&amp;Payroll</b>	HR & Payroll SLA Fee charged to Academies and External Companies	Annual	399.50 - 21,145.60	407.50 - 2,188.50		2.00
<b>HR&amp;Payroll</b>	HR & Payroll SLA Fee charged to LA maintained schools	Annual	133.00 - 13,773.00	136.00 -14,048.00		2.00
<b>HR&amp;Payroll</b>	Fees charged for External Recruitment Adverts on RMBC website	Per advert	104.00	110.00		5.77
<b>HR&amp;Payroll</b>	Fee's charged for Elections payroll (DMBC, SCC)	Annual	4,445.14	4,534.00		2.00
<b>HR&amp;Payroll</b>	Fee charged for HR Consultancy Service SLA to schools and academies	Annual	559.00- 22,528.00	570.00-22,279.00		2.00
<b>HR&amp;Payroll</b>	DBS Checks	Per check	10.00	10.00		0.00

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
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## FINANCE &amp; CUSTOMER SERVICES DIRECTORATE - PROPOSED FEES &amp; CHARGES FOR 2020/21

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
<b>Electoral Services</b>	Open and full electoral register	per 1000 entries	1.50 - 5.00	1.50 - 5.00	1-Apr-20	0.00%
<b>Electoral Services</b>	Overseas electors	per 100 entries	1.50 - 5.00	1.50 - 5.00	1-Apr-20	0.00%
<b>Internal Audit</b>	Internal Audit work for academies	Daily rate	264.00	270.00	1-Apr-20	2.27%
<b>Revenues &amp; Benefits</b>	Free school meals administration	Per child	5.24	5.35	1-Sep-20	2.10%
<b>Customer Services</b>	Blue Badge applications (this to be confirmed when new provider contract agreed)	Per badge	10.00	10.00	1-Apr-20	0.00%
<b>Legal Services</b>	External legal work	Hourly rate	63.50	66.00	1-Apr-20	3.94%
<b>Legal Services</b>	Work for academies	Hourly rate	63.50	66.00	1-Apr-20	3.94%
<b>Legal Services</b>	Advice to Primary and Special Schools	Per annum	215.00	220.00	1-Apr-20	2.33%
<b>Legal Services</b>	Advice to Secondary Schools	Per annum	375.00	385.00	1-Apr-20	2.67%
<b>Legal Services</b>	Pay as Used advice to schools	Hourly rate	39.00, 44.00 or 64.00 plus 19.00 admin charge	40.00, 45.00 or 65.00 plus 19.00 admin charge	1-Apr-20	2.00%
<b>Legal Services</b>	Section 106	Per application	930.00	950.00	1-Apr-20	2.15%
<b>Legal Services</b>	Section 38 & 278 Highway Improvement	Per application	515.00 or 775.00	525.00 or 790.00	1-Apr-20	2.00%
<b>Information Governance</b>	Freedom of Information	Hourly rate	25.00	25.00	1-Apr-20	0.00%
<b>Schools Finance</b>	<b>Finance Support - Early Years</b>					
	L.A.	Annual	3,145.00	3,208.00	1-Apr-20	2.00%
	Termly	Annual	3,327.00	3,394.00	1-Apr-20	2.01%
	1/2 Termly	Annual	3,504.00	3,574.00	1-Apr-20	2.00%
	Monthly	Annual	3,772.00	3,846.00	1-Apr-20	1.96%
	Fortnightly	Annual	4,576.00	4,668.00	1-Apr-20	2.01%
	Weekly	Annual	6,178.00	6,302.00	1-Apr-20	2.01%
<b>Schools Finance</b>	<b>Finance Support - Primary</b>					
	L.A.	Annual	1,666.00-2,523.00	1,699.00-2,573.00	1-Apr-20	2.00%
	Termly	Annual	1,843.00-2,700.00	1,880.00-2,754.00	1-Apr-20	2.00%
	1/2 Termly	Annual	2,020.00-2,877.00	2,060.00-2,935.00	1-Apr-20	2.00%
	Monthly	Annual	2,287.00-3,145.00	2,333.00-3,208.00	1-Apr-20	2.00%
	Fortnightly	Annual	3,091.00-3,949.00	3,153.00-4,028.00	1-Apr-20	2.00%
	Weekly	Annual	4,699.00-5,556.00	4,793.00-5,667.00	1-Apr-20	2.00%
<b>Schools Finance</b>	<b>Finance Support - Special</b>					
	L.A.	Annual	2,277.00-3,873.00	2,323.00-3,950.00	1-Apr-20	2.00%
	Termly	Annual	2,454.00-2,990.00	2,503.00-3,050.00	1-Apr-20	2.00%
	1/2 Termly	Annual	2,636.00-4,228.00	2,689.00-4,313.00	1-Apr-20	2.00%
	Monthly	Annual	2,904.00-4,495.00	2,962.00-4,585.00	1-Apr-20	2.00%
	Fortnightly	Annual	3,703.00-5,299.00	3,777.00-5,405.00	1-Apr-20	2.00%
	Weekly	Annual	5,310.00-6,905.00	5,416.00-7,043.00	1-Apr-20	2.00%
<b>Schools Finance</b>	<b>Finance Support - Secondary</b>					
	Core	Annual	2,464.00	2,513.00	1-Apr-20	1.99%
	Core + Visits (6)	Annual	2,786.00	2,842.00	1-Apr-20	2.01%
	Additional Visit - Early Years/Primary/Special	Per visit	102.00	104.00	1-Apr-20	1.96%
	Sickness Cover - Early Years/Primary/Special	Per visit	204.00	208.00	1-Apr-20	1.96%
	Additional Visit - Secondary	Per visit	123.00	125.00	1-Apr-20	1.63%
	Sickness Cover -Secondary	Per visit	204.00	208.00	1-Apr-20	1.96%
<b>Schools Finance</b>	<b>Finance Support - Academies</b>					
	Service retainer - including Helpdesk and Online support	Annual	1,380.00	1,408.00	1-Apr-20	2.03%
	FMS chart of accounts/coding structure set up	Per Set-up	700.00	714.00	1-Apr-20	2.00%
	Financial Support onsite visit - ad hoc	Per Visit	201.00	205.00	1-Apr-20	1.99%

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
	Financial Support onsite visit - termly	For 3 visits	412.00	420.00	1-Apr-20	1.94%
	Financial Support onsite visit - half termly	For 6 visits	824.00	840.00	1-Apr-20	1.94%
	Financial Support onsite visit - monthly	For 10 visits	1,365.00	1,392.00	1-Apr-20	1.98%
	Provision of financial management training session	Per 1/2 day	201.00	205.00	1-Apr-20	1.99%
	Assistance with recruitment of finance staff	Per 1/2 day	201.00	205.00	1-Apr-20	1.99%
	Attendance at Governing Body meetings	Per 1/2 day	201.00	205.00	1-Apr-20	1.99%
	Provision of cover in the event of staff absence	Per 1/2 day	201.00	205.00	1-Apr-20	1.99%

Service	Description of Fee or Charge	Unit of Charge
Schools ICT Connect	Filtered Broadband connectivity	Annual
	Dedicated ICT support	Annual
	ICT SLA	Annual

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
1,000.00-10,538.00	1,020.00-10,750.00	1-Apr-20	2.00%
700.00-6,523.00	715.00-6,655.00	1-Apr-20	2.00%
1,020.00-3,214.00	1,040.00-3,280.00	1-Apr-20	2.00%

## CHILDREN &amp; YOUNG PEOPLE - PROPOSED FEES &amp; CHARGES FOR 2020/21

Service	Description of Fee or Charge	Unit of Charge
	<b>Educational Psychology</b>	
Education Psychology	Option 1 Annual Contract (5 days -10 sessions per year)	Per option
Education Psychology	Option 2 Annual Contract (7.5 days -15 sessions per year)	Per option
Education Psychology	Option 3 Annual Contract (10 days -20 sessions per year)	Per option
Education Psychology	Option 4 Annual Contract (20 days -40 sessions per year)	Per option
Education Psychology	Option 5 Annual Contract (40 days -80 sessions per year)	Per option
Education Psychology	Option 6 Annual Contract (60 days -120 sessions per year)	Per option
Education Psychology	Option 7 Sessional costs per day (2 sessions) for requests received after 31st March 2019.	per day (2 sessions)
	<b>Moving and Handling</b>	
Moving and Handling	Annual Contract 1 - Consultancy, Advisory, Guidance and Support (1 Day per Year)	Annual
Moving and Handling	Annual Contract 2 - Consultancy, Advisory, Guidance and Support (6 Days per Year £355 per Day)	Annual
Moving and Handling	Annual Contract 3 - Consultancy, Advisory, Guidance and Support (9 Days per Year £350 per Day)	Annual
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
Moving and Handling	Training - Induction Course (Full Day (Minimum Charge £360)	Per delegate
Moving and Handling	Training - Induction Course (Half Day) Training (Minimum Charge £252)	Per delegate
	<b>School Admissions &amp; Appeals</b>	
School Admissions & Appeals	£32.50 X PAN (the Published Admission Number of the school / academy)	PAN
	<b>Learning Support Service</b>	
Learning Support Service	Option 1 - Package A - 120 Hours (Half Day Support per week for 37 weeks of the Year)	Per package
Learning Support Service	Option 2 - Package B - 62 Hours (Half Day Support per fortnight for 37 weeks of the Year)	Per package
Learning Support Service	Option 3 - Package C - 36 hours (11 Half Days Support - 1 visit per month)	Per package
Learning Support Service	Option 4 - Package D - 20 Hours (6 Half Day Visits per Year)	Per package
Learning Support Service	Option 5 - Package E - Hourly Rate (for specially arranged package)	Per hour
Learning Support Service	Option 5 - Package E - Hourly Rate (Further hours through the school year in addition to options 1 to 5 above, these will be charged at £60 per hour.	Per hour
	<b>Risk Management and CLEAPSS Service</b>	
Risk Management and CLEAPSS Service	Children Centres, Special Schools and Primary schools up to a PAN of 30	Per package
Risk Management and CLEAPSS Service	Primary Schools up to a PAN of 45	Per package
Risk Management and CLEAPSS Service	Primary Schools up to a PAN of 60	Per package
Risk Management and CLEAPSS Service	Primary Schools up to a PAN of 90	Per package
Risk Management and CLEAPSS Services including Radiation Protection Advisory Service	Secondary Schools up to a PAN of 140 (incl. £300 CLEAPSS)	Per package

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
1,845.00	1,882.00	1-Apr-20	2.01
2,765.00	2,821.00	1-Apr-20	2.03
3,690.00	3,764.00	1-Apr-20	2.01
7,260.00	7,406.00	1-Apr-20	2.01
14,320.00	14,607.00	1-Apr-20	2.00
21,480.00	21,910.00	1-Apr-20	2.00
450.00	459.00	1-Apr-20	2.00
360.00	368.00	1-Apr-20	2.22
2,130.00	2,173.00	1-Apr-20	2.02
3,150.00	3,213.00	1-Apr-20	2.00
4,800.00	4,896.00	1-Apr-20	2.00
60.00	61.20	1-Apr-20	2.00
42.00	43.00	1-Apr-20	2.38
32.50	33.20	1-Apr-20	2.15
6,760.00	6,896.00	1-Apr-20	2.01
3,495.00	3,565.00	1-Apr-20	2.00
2,030.00	2,071.00	1-Apr-20	2.02
1,130.00	1,153.00	1-Apr-20	2.04
57.00	59.00	1-Apr-20	3.51
62.00	64.00	1-Apr-20	3.23
460.00	470.00	1-Sep-20	2.17
630.00	645.00	1-Sep-20	2.38
720.00	735.00	1-Sep-20	2.08
820.00	840.00	1-Sep-20	2.44
1,540.00	1,575.00	1-Sep-20	2.27

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
<b>Risk Management and CLEAPSS Services including Radiation Protection Advisory Service</b>	Secondary Schools up to a PAN of 210 (incl. £300 CLEAPPS)	Per package	1,950.00	1,990.00	1-Sep-20	2.05
<b>Risk Management and CLEAPSS Services including Radiation Protection Advisory Service</b>	Secondary Schools up to a PAN of 260 (incl. £300 CLEAPPS)	Per package	2,560.00	2,620.00	1-Sep-20	2.34
<b>Risk Management and CLEAPSS Services including Radiation Protection Advisory Service</b>	Secondary Schools with a PAN above 261 (incl. £300 CLEAPS)	Per package	2,870.00	2,930.00	1-Sep-20	2.09
	<b>Rockingham PDC</b>					
<b>Rockingham PDC</b>	Rockingham Hall (Capacity 107) per day (Monday to Friday)	Per session	256.00	262.00	1-Apr-20	2.34
<b>Rockingham PDC</b>	Rockingham Hall (Capacity 107) per day (Saturday to Sunday)	Per session	281.00	287.00	1-Apr-20	2.14
<b>Rockingham PDC</b>	Rockingham Hall (Capacity 107) per Half day/Twilight Session (Monday to Friday)	Per session	122.00	125.00	1-Apr-20	2.46
<b>Rockingham PDC</b>	Rockingham Hall (Capacity 107) Evening Session (Monday to Friday)	Per session	128.00	131.00	1-Apr-20	2.34
<b>Rockingham PDC</b>	Meeting rooms (Fitzwilliam, Wharnccliffe, Wentworth, Fullerton) (capacity 30- 36) per day (Monday to Friday)	Per session	189.00	193.00	1-Apr-20	2.12
<b>Rockingham PDC</b>	Meeting rooms (Fitzwilliam, Wharnccliffe, Wentworth, Fullerton) (capacity 30-36) per day (Saturday to Sunday)	Per session	204.00	209.00	1-Apr-20	2.45
<b>Rockingham PDC</b>	Meeting rooms (Fitzwilliam, Wharnccliffe, Wentworth, Fullerton) (capacity 30-36) per Half day /Twilight Session	Per session	92.00	94.00	1-Apr-20	2.17
<b>Rockingham PDC</b>	Meeting rooms (Fitzwilliam, Wharnccliffe, Wentworth, Fullerton) (capacity 30-36) per Evening Session	Per session	97.00	99.00	1-Apr-20	2.06
<b>Rockingham PDC</b>	Meeting rooms (Sitwell and Keppel) per day (Monday to Friday)	Per session	153.00	157.00	1-Apr-20	2.61
<b>Rockingham PDC</b>	Meeting rooms (Sitwell and Keppel) per day (Saturday to Sunday)	Per session	204.00	209.00	1-Apr-20	2.45
<b>Rockingham PDC</b>	Meeting rooms (Sitwell and Keppel) per Half day/Twilight Session	Per session	81.00	83.00	1-Apr-20	2.47
<b>Rockingham PDC</b>	Meeting rooms (Sitwell and Keppel) per evening Session	Per session	87.00	89.00	1-Apr-20	2.30
<b>Rockingham PDC</b>	Meeting room (Milton) per day (Monday to Friday)	Per session	92.00	94.00	1-Apr-20	2.17
<b>Rockingham PDC</b>	Meeting room (Milton) per day (Saturday to Sunday)	Per session	205.00	210.00	1-Apr-20	2.44
<b>Rockingham PDC</b>	Meeting room (Milton) per Half day/Twilight Session	Per session	51.00	53.00	1-Apr-20	3.92
<b>Rockingham PDC</b>	Meeting room (Milton) per Hour	Per session	15.40	16.00	1-Apr-20	3.90
<b>Rockingham PDC</b>	Meeting rooms per hour (Fitzwilliam, Wharnccliffe, Wentworth, Fullerton, Sitwell and Keppel)	Per session	26.00	27.00	1-Apr-20	3.85
<b>Rockingham PDC</b>	Additional cost of Buffet per person	Per person	7.10	7.25	1-Apr-20	2.11
	<b>Rotherham School Improvement Service</b>					
<b>Rotherham School Improvement Service</b>	School improvement visits	Per hour	26.00	27.00	1-Sep-20	3.85
<b>Rotherham School Improvement Service</b>	Subscription service	Per pupil	28.00	29.00	1-Sep-20	3.57
<b>Rotherham School Improvement Service</b>	Active Rotherham and Yorkshire Sport Foundation (non-subscription)	Per package	510.00	521.00	1-Sep-20	2.16
<b>Rotherham School Improvement Service</b>	Anti bullying in subscription 2 days, additional days	Per day	164.00	168.00	1-Sep-20	2.44
<b>Rotherham School Improvement Service</b>	Anti bullying non-subscription	Per day	205.00	210.00	1-Sep-20	2.44
<b>Rotherham School Improvement Service</b>	National Literacy membership - non subscription	Per school	102.00	105.00	1-Sep-20	2.94

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Rotherham School Improvement Service	National Literacy CPD - non subscription	Per person	670.00	684.00	1-Sep-20	2.09
Rotherham School Improvement Service	National Literacy EWT programme - non subscription	Per school	2,050.00	2,091.00	1-Sep-20	2.00
Rotherham School Improvement Service	Outstanding Teaching Assistant Programme (non subscription)	Per delegate	530.00	541.00	1-Sep-20	2.08
Rotherham School Improvement Service	Power of coaching - non subscription	Per delegate	530.00	541.00	1-Sep-20	2.08
Rotherham School Improvement Service	South Yorkshire School Business Leaders Group (SYSBL)	Per school	51.00	53.00	1-Sep-20	3.92
Rotherham School Improvement Service	Assessment Matters and Data Support Service	Per school	1,790.00	1,826.00	1-Sep-20	2.01
Rotherham School Improvement Service	Assessment leader network	Per delegate	310.00	317.00	1-Sep-20	2.26
Rotherham School Improvement Service	Basic skills quality mark - non subscribers	Per assessment	310.00	317.00	1-Sep-20	2.26
Rotherham School Improvement Service	Bloodhound SSC	Per day	510.00	521.00	1-Sep-20	2.16
Rotherham School Improvement Service	Early Years Foundation Stage Leaders in Schools	Per day	360.00	368.00	1-Sep-20	2.22
Rotherham School Improvement Service	Leadership Events - for subscribers	Per delegate	51.00	53.00	1-Sep-20	3.92
Rotherham School Improvement Service	Leadership Events - non subscribers	Per delegate	310.00	317.00	1-Sep-20	2.26
Rotherham School Improvement Service	Leadership matters	Per delegate	310.00	317.00	1-Sep-20	2.26
Rotherham School Improvement Service	Newly qualified teacher - non subscriber	Per NQT per term	123.00	126.00	1-Sep-20	2.44
Rotherham School Improvement Service	Outstanding Teacher Programme (OTP) Cohorts 3 and 4	Per delegate	800.00	816.00	1-Sep-20	2.00
Rotherham School Improvement Service	Picture this - non subscriber	Per school	310.00	317.00	1-Sep-20	2.26
Rotherham School Improvement Service	Primary Science - non subscriber	Per day	360.00	368.00	1-Sep-20	2.22
Rotherham School Improvement Service	Primary Teaching & Learning - non subscriber	Per day	360.00	368.00	1-Sep-20	2.22
Rotherham School Improvement Service	Rotherham Children's Festival - non subscriber	Per project	310.00	317.00	1-Sep-20	2.26
Rotherham School Improvement Service	Rotherham Children's Festival - non subscriber	Per event	154.00	158.00	1-Sep-20	2.60
Rotherham School Improvement Service	RQT Development Programme – Leading Learning in your own Classroom (6 x half day) non subscriber	Per delegate	550.00	561.00	1-Sep-20	2.00
Rotherham School Improvement Service	Services for governors - Governance package, Option 1		1,280.00	1,306.00	1-Sep-20	2.03
Rotherham School Improvement Service	Services for governors - Governance package, Option 2		870.00	888.00	1-Sep-20	2.07

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Rotherham School Improvement Service	Services for governors - Head teacher recruitment - subscribers	Per school	2,050.00	2,091.00	1-Sep-20	2.00
Rotherham School Improvement Service	Services for governors - Head teacher recruitment - non subscribers	Per school	3,070.00	3,132.00	1-Sep-20	2.02
Rotherham School Improvement Service	Services for governors - Head teacher appraisal - subscribers	Per school	205.00	210.00	1-Sep-20	2.44
Rotherham School Improvement Service	Services for governors - Head teacher appraisal - non subscribers	Per school	460.00	470.00	1-Sep-20	2.17
Rotherham School Improvement Service	Services for teachers - Termly 1:1 sessions focussing on school improvement - non subscribers	Per school	2,050.00	2,091.00	1-Sep-20	2.00
Rotherham School Improvement Service	Services for teachers - Peer Challenge supported activity - non subscribers	Per activity	310.00	317.00	1-Sep-20	2.26
Rotherham School Improvement Service	Services for teachers - Preparation for Ofsted - non subscribers	Per school	610.00	623.00	1-Sep-20	2.13
Rotherham School Improvement Service	Services for teachers - Testing the Rotherham Mission – Getting to Good/Outstanding days - non subscribers	Per school	1,840.00	1,877.00	1-Sep-20	2.01
Rotherham School Improvement Service	Statutory assessment - subscribing academies	Per academy	260.00	266.00	1-Sep-20	2.31
Rotherham School Improvement Service	Statutory assessment - non subscribing academies	Per academy	510.00	521.00	1-Sep-20	2.16
Rotherham School Improvement Service	Education Support Partnership - Headspace & Yourspace	Per delegate	650.00	663.00	1-Sep-20	2.00
Rotherham School Improvement Service	Healthy School Accreditation	per school	300.00	306.00	1-Sep-20	2.00
Rotherham School Improvement Service	Increasing the Effectiveness of support staff in Schools	per delegate	300.00	306.00	1-Sep-20	2.00
Rotherham School Improvement Service	Primary Teaching and Learning	per day for in school support	350.00	357.00	1-Sep-20	2.00
Rotherham School Improvement Service	Working together to improve Pupil Outcomes – Targeted Support Workshops SEND review	Per delegate	2000-4000	2040-4080	1-Sep-20	2.00
Rotherham School Improvement Service	Pupil Premium Reviews	per school	2000-4000	2040-4080	1-Sep-20	2.00
Rotherham School Improvement Service	SEND Reviews	per school	2000-4000	2040-4080	1-Sep-20	2.00
Rotherham School Improvement Service	Artsmark - Support a broad and balanced curriculum (non subscribing)	Per school	500.00	510.00	1-Sep-20	2.00
Rotherham School Improvement Service	Artsmark - Support a broad and balanced curriculum (fully subscribing schools)	Per school	150.00	153.00	1-Sep-20	2.00
Rotherham School Improvement Service	Bedrock Learning - Vocabulary Matters Cohort 2 **£3 per pupil for licence costs**	Per school	500.00	510.00	1-Sep-20	2.00
Rotherham School Improvement Service	Children University	Per school	300.00	306.00	1-Sep-20	2.00
Rotherham School Improvement Service	Emotional Health and Wellbeing - Developing a whole school Mental Health Approach Workshop	Per delegate	195.00	199.00	1-Sep-20	2.05
Rotherham School Improvement Service	Emotional Health and Wellbeing - School Mental Health Award	per school	350.00	357.00	1-Sep-20	2.00



Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Rotherham School Improvement Service	Emotional Health and Wellbeing - Development programme for school Mental Health Lead	Per delegate	1,200.00	1,224.00	1-Sep-20	2.00
Rotherham School Improvement Service	Emotional Health and Wellbeing - Essential Mental Health Support Skills	Per delegate	500.00	510.00	1-Sep-20	2.00
Rotherham School Improvement Service	Emotional Health and Wellbeing - Accredited Mental Health and Wellbeing Lead Governor E-module	Per delegate	50.00	51.00	1-Sep-20	2.00
Rotherham School Improvement Service	Emotional Health and Wellbeing - Support for schools working with LGBTQ children and students and the LGBTQ + inclusion in Education Awards	Per day for bespoke support	500.00	510.00	1-Sep-20	2.00
Rotherham School Improvement Service	Emotional Health and Wellbeing - Support for schools working with LGBTQ children and students and the LGBTQ + inclusion in Education Awards	Per school	300.00	306.00	1-Sep-20	2.00
Rotherham School Improvement Service	Herts for learning - Reading Fluency Project Y3/4	Per school	300.00	306.00	1-Sep-20	2.00
Rotherham School Improvement Service	IPEELL - Cohort 2	Per school	300.00	306.00	1-Sep-20	2.00
Rotherham School Improvement Service	Meeting the Millennial Need - Cohort 2	Per school	500.00	510.00	1-Sep-20	2.00
Rotherham School Improvement Service	Outstanding Leadership in Education (OLE)	Per delegate	435.00	444.00	1-Sep-20	2.07
Rotherham School Improvement Service	Outstanding Teacher Programme PLUS (OTP PLUS)	Per delegate	650.00	663.00	1-Sep-20	2.00
Rotherham School Improvement Service	The Inspiring Teacher Programme (ITP)	Per delegate	575.00	586.50	1-Sep-20	2.00
Rotherham School Improvement Service	Personal Social & Health Education (PSHE)	Per delegate	300.00	306.00	1-Sep-20	2.00
Rotherham School Improvement Service	Relationship & Sex Education (RSE)	for CPD Programme	425.00	433.50	1-Sep-20	2.00
Rotherham School Improvement Service	Teacher Research Status with Carnegie School of Education	Per delegate	300.00	306.00	1-Sep-20	2.00
	<b>Autism Communication</b>					
Autism Communication	Autism Communication team - option 1 package A (120 hours)	Per package	6,760.00	6,896.00	1-Apr-20	2.01
Autism Communication	Autism Communication team - option 2 package B (62 hours)	Per package	3,495.00	3,565.00	1-Apr-20	2.00
Autism Communication	Autism Communication team - option 3 package C (36 hours)	Per package	2,030.00	2,071.00	1-Apr-20	2.02
Autism Communication	Autism Communication team - option 4 package D (20 hours)	Per package	1,130.00	1,153.00	1-Apr-20	2.04
Autism Communication	Autism Communication team - option 5 package E (5 hours)	Per package	285.00	291.00	1-Apr-20	2.11
Autism Communication	Autism Communication team - option 6 package F (arranged hours if support packages A-E do not match School needs)	Per hour	57.00	59.00	1-Apr-20	3.51
Autism Communication	Autism Communication team - option 6 package F (additional hours requested through the School Year)	Per hour	62.00	64.00	1-Apr-20	3.23
	<b>Outdoor Education</b>					
Outdoor Education	Outdoor Learning and Educational Visits Service	Per pupil	1.57	1.61	1-Sep-20	2.55
Outdoor Education	Duke of Edinburgh Award - Secondary school/college		395.00	403.00	1-Sep-20	2.03
Outdoor Education	Duke of Edinburgh Award - Special school		60.00	62.00	1-Sep-20	3.33
Outdoor Education	Outdoor Learning Facilities (Crowden Outdoor Educational Centre) - Rotherham Schools and Groups	Bespoke Package	New package	73.50	1-Sep-20	
Outdoor Education	Outdoor Learning Facilities (Crowden Outdoor Educational Centre) - Non Rotherham Schools and Groups	Bespoke Package	New package	76.00	1-Sep-20	
	<b>Early Help Services</b>					
Early Help Services	School Absence Notices (Fixed Penalty Notices)	Per FPN	60.00	60.00		0.00
Early Help Services	Early Help Plus	Bespoke Packages per School (Based on £27 per hour over a 39 week year)	27.00	27.55	1-Apr-20	2.04

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
	<b>Early Years Services</b>					
<b>Early Years Services</b>	Childcare workforce	Per person (Half Day)	32.00	33.00	1-Sep-20	3.13
<b>Early Years Services</b>	Childcare workforce	Per person (Full Day)	53.00	54.50	1-Sep-20	2.83
	<b>Leaving Care</b>					
<b>Leaving Care</b>	Hollowgate - 1 Bed Flat	Per week	185.23	188.93	1-Apr-19	2.00
<b>Leaving Care</b>	Hollowgate - 2 Bed Flat	Per Week	172.92	176.38	1-Apr-19	2.00
<b>Leaving Care</b>	Disbursed Property	Per Week	66.41	67.74	1-Apr-19	2.00

**ADULT SERVICES, HOUSING AND PUBLIC HEALTH - PROPOSED FEES & CHARGES FOR 2020/21**

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
			£	£		%
<b>Adult Services</b>	Domiciliary Care	Per hour	16.27	16.60	6-Apr-20	2.00
<b>Adult Services</b>	Day Care	Session	30.72	31.33	6-Apr-20	2.00
<b>Adult Services</b>	Day Care Meal	Meal	4.96	5.06	6-Apr-20	2.00
<b>Adult Services</b>	Transport to day centre	Return journey	5.27	5.38	6-Apr-20	2.00
<b>Adult Services</b>	Community Alarms (Rothercare)	Weekly	2.92	2.98	6-Apr-20	2.00
<b>Adult Services</b>	Residential Care - Older People	Weekly	594.00	605.88	6-Apr-20	2.00
<b>Adult Services</b>	Residential Care - Learning Disabilities	Weekly	667.00	680.34	6-Apr-20	2.00
<b>Adult Services</b>	Respite Care - Learning Disabilities	Weekly	1,400.00	1,428.00	6-Apr-20	2.00
<b>Adult Services</b>	Extra Care Housing	Weekly	29.59	30.18	6-Apr-20	2.00
<b>Adult Services</b>	Deferred Payments - Set up fee	One -off	119.81	122.21	6-Apr-20	2.00
<b>Adult Services</b>	Deferred Payments - Property Valuation (initial)	One -off	204.80	208.90	6-Apr-20	2.00
<b>Adult Services</b>	Deferred Payments - Property Valuation (Full)	One -off	512.00	522.24	6-Apr-20	2.00
<b>Adult Services</b>	Deferred Payments - Annual Management fee	Annual	25.60	26.11	6-Apr-20	2.00
<b>Adult Services</b>	Deferred Payments - Closure Fee	One -off	61.44	62.67	6-Apr-20	2.00
<b>Housing</b>	HRA Standard Rent (average)	Weekly	72.31	74.27	6-Apr-20	2.70
<b>Housing</b>	Furnished Homes: Carpets only	Weekly	9.25	9.50	6-Apr-20	2.70
<b>Housing</b>	Furnished Homes: Washer only	Weekly	2.64	2.71	6-Apr-20	2.70
<b>Housing</b>	Furnished Homes: Bronze only	Weekly	8.58	8.81	6-Apr-20	2.70
<b>Housing</b>	Furnished Homes: Bronze + carpets	Weekly	17.84	18.32	6-Apr-20	2.70
<b>Housing</b>	Furnished Homes: Silver only	Weekly	13.55	13.96	6-Apr-20	2.70
<b>Housing</b>	Furnished Homes: Silver + carpets	Weekly	22.81	23.43	6-Apr-20	2.70
<b>Housing</b>	Furnished Homes: Gold only	Weekly	21.94	22.53	6-Apr-20	2.70
<b>Housing</b>	Furnished Homes: Gold + carpets	Weekly	31.19	32.03	6-Apr-20	2.70
<b>Housing</b>	Furnished Homes: Platinum only	Weekly	30.95	31.79	6-Apr-20	2.70
<b>Housing</b>	Furnished Homes: Platinum + carpets	Weekly	40.21	41.30	6-Apr-20	2.70
<b>Housing</b>	Garage Rent - Council tenant	Weekly	5.00	5.10	6-Apr-20	2.00
<b>Housing</b>	Garage Rent - Non Council tenant	Weekly	6.01	6.13	6-Apr-20	2.00
<b>Housing</b>	Surface Garage plot	Annual	60.26	61.47	6-Apr-20	2.00
<b>Housing</b>	Non-surface garage plot	Annual	54.24	55.33	6-Apr-20	2.00
<b>Housing</b>	Warcliffe Flats car park space	Weekly	6.57	6.70	6-Apr-20	2.00
<b>Housing</b>	Cooking Gas	Weekly	0.85	0.87	6-Apr-20	2.00
<b>Housing</b>	Community Facility	Weekly	4.75	4.85	6-Apr-20	2.00
<b>Housing</b>	Laundry Facility	Weekly	1.60	1.63	6-Apr-20	2.00
<b>Housing</b>	District Heating Unit Charge	Unit of heat	0.06	0.06	6-Apr-20	0.00
<b>Housing</b>	District Heating - Bedsit	Weekly	9.66	9.66	6-Apr-20	0.00
<b>Housing</b>	District Heating - 1 bed	Weekly	11.25	11.25	6-Apr-20	0.00
<b>Housing</b>	District Heating - 2 bed	Weekly	12.90	12.90	6-Apr-20	0.00
<b>Housing</b>	District Heating - 3-4 bed	Weekly	14.93	14.93	6-Apr-20	0.00

**REGENERATION & ENVIRONMENT - PROPOSED FEES & CHARGES FOR 2020/21**

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21	Effective Date	%age increase
<b>Dog Warden</b>	Retrieval of Stray Dogs Fees and Kennels Charge	First Night	56.32	58.00	1-Apr-20	2.98%
<b>Dog Warden</b>		Subsequent Night	10.00	11.00	1-Apr-20	10.00%
<b>Pest Control</b>	<b>Treatment of Pests</b>					
<b>Pest Control</b>	Rats Inside Property	Treatment upto 3 visits	31.80	70.00	1-Apr-20	120.13%
<b>Pest Control</b>	Rats Outside Property	Treatment upto 3 visits	31.80	70.00	1-Apr-20	120.13%
<b>Pest Control</b>	Mice	Treatment upto 4 visits	88.80	70.00	1-Apr-20	-21.17%
<b>Pest Control</b>	Mice	Subsequent Visits	29.60	31.00	1-Apr-20	4.73%
<b>Pest Control</b>	Moles	Treatment upto 3 visits	88.80	91.00	1-Apr-20	2.48%
<b>Pest Control</b>	Squirrels	Treatment upto 3 visits	88.80	91.00	1-Apr-20	2.48%
<b>Pest Control</b>	Feral Pigeons	Quote				
<b>Pest Control</b>	Fleas	Per Visit	88.80	91.00	1-Apr-20	2.48%
<b>Pest Control</b>	Bed Bugs	Treatment upto 4 visits	202.52	207.00	1-Apr-20	2.21%
<b>Pest Control</b>	Cockroaches	Treatment upto 4 visits	202.52	207.00	1-Apr-20	2.21%
<b>Pest Control</b>	Wasps Nest	Per Visit	88.80	91.00	1-Apr-20	2.48%
<b>Pest Control</b>	Flies	Per Visit	88.80	91.00	1-Apr-20	2.48%
<b>Pest Control</b>	Wild Bees / Bumble Bees (Outside Property)	Per Visit	88.80	91.00	1-Apr-20	2.48%

Service	Description of Fee or Charge	Unit of Charge
<b>Pest Control</b>	Stored Product Insects (Beetles Etc.)	Per Visit
<b>Pest Control</b>	Garden Ants	Per Visit
	<b>Out of Hours Fixed Fee</b>	
	<b>Weekdays and Saturday</b>	<b>Per Visit</b>
	<b>Sunday and Bank Holiday</b>	<b>Per Visit</b>
<b>Waste</b>	<b>Garden Waste</b>	
<b>Waste</b>	Subscription Garden Waste 19 collections per annum	Annual
	<b>Subscription Garden Waste per annum (Early Payment Discount)</b>	
<b>Waste</b>	Subscription Garden Waste 19 collections per annum - additional bin	Annual
<b>Waste</b>	<b>Bulky Item Collection Service</b>	
<b>Waste</b>	CAT A Waste Household Garden and Recreational Maximum 9 Items	1-3 items
<b>Waste</b>		4-6 items
<b>Waste</b>		7-9 items
	CAT A Waste Household Garden and Recreational Maximum 9 Items with Rothercard 50% Discount	1-3 items
<b>Waste</b>		4-6 items
<b>Waste</b>		7-9 items
<b>Waste</b>	CAT B Waste DIY Items Maximum 9 items, No Rothercard Discount for this section	1-3 items
<b>Waste</b>		4-6 items
<b>Waste</b>		7-9 items
<b>Waste</b>	<b>Waste Containers Replacements</b> (Costs applicable are bin plus delivery Charge)	
<b>Waste</b>	240L Black Bin (Recycling)	Bin
<b>Waste</b>	240L Green Bin (Recycling)	Bin
<b>Waste</b>	180L Pink Lid Black Bin	Bin
<b>Waste</b>	140L Pink Lid Black Bin	Bin
<b>Waste</b>	240L Brown Bin (Subscription Service)	Bin
<b>Waste</b>	Delivery	Upto 4 Bins
<b>Waste</b>	<b>Waste Containers New Developments</b> (Costs applicable are bin plus delivery Charge)	
<b>Waste</b>	240L Black Bin (Recycling)	Bin
<b>Waste</b>	240L Green Bin (Recycling)	Bin
<b>Waste</b>	180L Pink Lid Black Bin	Bin
<b>Waste</b>	140L Pink Lid Black Bin	Bin
<b>Waste</b>	Delivery	Upto 4 Bins
<b>Waste</b>		
<b>Waste</b>	<b>Waste Containers New Developments</b> (Costs applicable are bin plus delivery Charge)	
<b>Waste</b>	1100L Black Lid Reverse Lock (Recycling)	Bin
<b>Waste</b>	1100L Green Lid Reverse Lock (Recycling)	Bin
<b>Waste</b>	1100L Pink Lid Standard Lock	Bin
<b>Waste</b>	Delivery	Upto 3 Bins
<b>Waste</b>		
<b>Waste</b>	<b>Commercial Waste Collections Business Once per Week Collection</b>	
<b>Waste</b>	A1 2 Black Sacks Kerbside	Annum
<b>Waste</b>	240A First Bin Kerbside	Annum
<b>Waste</b>	240A Additional Bin Kerbside	Annum
<b>Waste</b>	240B First Bin Premise / Bin Store	Annum
<b>Waste</b>	240B Additional Bin Premise / Bin Store	Annum
<b>Waste</b>		
<b>Waste</b>	360A First Bin Kerbside	Annum
<b>Waste</b>	360A Additional Bin Kerbside	Annum
<b>Waste</b>	360B First Bin Premise / Bin Store	Annum
<b>Waste</b>	360B Additional Bin Premise / Bin Store	Annum
<b>Waste</b>		
<b>Waste</b>	660 First Bin Premise / Bin Store	Annum
<b>Waste</b>	660 Additional Bin Premise / Bin Store	Annum
<b>Waste</b>		
<b>Waste</b>	1100 First Bin Premise / Bin Store	Annum
<b>Waste</b>	1100 Additional Bin Premise / Bin Store	Annum
<b>Waste</b>		
<b>Waste</b>	<b>Commercial Waste Collections Charitable Once per Week Collection</b>	
<b>Waste</b>		
<b>Waste</b>	A1 2 Black Sacks Kerbside	Annum
<b>Waste</b>		
<b>Waste</b>	240A First Bin Kerbside	Annum
<b>Waste</b>	240A Additional Bin Kerbside	Annum
<b>Waste</b>	240B First Bin Premise / Bin Store	Annum
<b>Waste</b>	240B Additional Bin Premise / Bin Store	Annum
<b>Waste</b>		
<b>Waste</b>	360A First Bin Kerbside	Annum
<b>Waste</b>	360A Additional Bin Kerbside	Annum
<b>Waste</b>	360B First Bin Premise / Bin Store	Annum
<b>Waste</b>	360B Additional Bin Premise / Bin Store	Annum
<b>Waste</b>		
<b>Waste</b>	660 First Bin Premise / Bin Store	Annum
<b>Waste</b>	660 Additional Bin Premise / Bin Store	Annum
<b>Waste</b>		
<b>Waste</b>	1100 First Bin Premise / Bin Store	Annum
<b>Waste</b>	1100 Additional Bin Premise / Bin Store	Annum
<b>Transport</b>	<b>Training Service</b>	
<b>Transport</b>	Standard Mini Bus Driver Assessment	Per Person
<b>Transport</b>	Accessible Mini Bus Driver Assessment	Per Person

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
88.80	91.00	1-Apr-20	2.48%
88.80	91.00	1-Apr-20	2.48%
132.90	136.00		2.33%
177.20	181.00		2.14%
39.00	40.00	1-Apr-20	2.56%
39.00	37.00		-5.13%
30.00	31.00	1-Apr-20	3.33%
27.65	29.00	1-Apr-20	4.88%
55.30	57.00	1-Apr-20	3.07%
82.95	85.00	1-Apr-20	2.47%
13.82	14.50	1-Apr-20	4.92%
27.65	28.50	1-Apr-20	3.07%
41.48	42.50	1-Apr-20	2.46%
52.23	54.00	1-Apr-20	3.39%
104.45	107.00	1-Apr-20	2.44%
156.65	160.00	1-Apr-20	2.14%
0.00	0.00	1-Apr-20	
0.00	0.00	1-Apr-20	
22.13	23.00	1-Apr-20	3.93%
20.86	22.00	1-Apr-20	5.47%
23.40	24.00	1-Apr-20	2.56%
8.61	9.00	1-Apr-20	4.53%
24.10	25.00	1-Apr-20	3.73%
24.10	25.00	1-Apr-20	3.73%
22.13	23.00	1-Apr-20	3.93%
21.48	22.00	1-Apr-20	2.42%
8.61	9.00	1-Apr-20	4.53%
290.86	297.00	1-Apr-20	2.11%
290.86	297.00	1-Apr-20	2.11%
290.86	297.00	1-Apr-20	2.11%
32.00	32.00	1-Apr-20	0.00%
258.15	264.00	1-Apr-20	2.27%
380.49	389.00	1-Apr-20	2.24%
255.34	261.00	1-Apr-20	2.22%
437.47	447.00	1-Apr-20	2.18%
312.45	319.00	1-Apr-20	2.10%
451.23	461.00	1-Apr-20	2.17%
325.95	333.00	1-Apr-20	2.16%
507.91	519.00	1-Apr-20	2.18%
383.11	391.00	1-Apr-20	2.06%
994.38	1015.00	1-Apr-20	2.07%
869.53	887.00	1-Apr-20	2.01%
1,132.43	1156.00	1-Apr-20	2.08%
1,008.36	1029.00	1-Apr-20	2.05%
180.11	184.00	1-Apr-20	2.16%
191.80	196.00	1-Apr-20	2.19%
77.21	79.00	1-Apr-20	2.32%
243.94	249.00	1-Apr-20	2.07%
129.51	133.00	1-Apr-20	2.69%
212.38	217.00	1-Apr-20	2.18%
97.69	100.00	1-Apr-20	2.36%
264.25	270.00	1-Apr-20	2.18%
150.03	154.00	1-Apr-20	2.65%
553.01	565.00	1-Apr-20	2.17%
438.76	448.00	1-Apr-20	2.11%
555.01	567.00	1-Apr-20	2.16%
441.46	451.00	1-Apr-20	2.16%
50.00	55.00	1-Apr-20	10.00%
100.00	105.00	1-Apr-20	5.00%

Service	Description of Fee or Charge	Unit of Charge
Transport	Driver Certificate of Professional Competence	Per Person
Transport	Passenger Assistant Training	Per Person
Transport	Taxi Driving Test	Per Person
Transport		
Leisure, Tourism and Green Spaces		
Urban Parks	<b>Room Hire (non-VAT unless hired for sporting activity)</b>	
Urban Parks	Clifton Bowls Pavilion (per hour)	Per Hour
Urban Parks	Clifton Bowls Pavilion outside normal building operating hours (per hour)	Per Hour
Urban Parks	Clifton Garden Room (per hour) RMBC Internal bookings 9am to 5pm	Per Hour
Urban Parks	Clifton Garden Room (per hour)	Per Hour
Urban Parks	Clifton Garden Room and Sunspace (per hour)	Per Hour
Urban Parks	Clifton Garden Room and Sunspace (per hour - bookings over 6 hours per day)	Per Hour
Urban Parks	Clifton Garden Room outside normal operating hours (per hour)	Per Hour
Urban Parks	Clifton Garden Room & Sunspace outside normal operating hours	Per Hour
Urban Parks	Clifton Garden House Courtyard (per hour - when additional to room booking)	Per Hour
Urban Parks	Clifton Garden House Courtyard (per hour - when hired without indoor space)	Per Hour
Urban Parks	Children's Parties (under 14 years) (3 hour booking)	Three Hours
Urban Parks	Pre-Wedding Henna Celebration (3 hour booking)	Three Hours
Urban Parks	Excess charge for off-site catering	Per Event/Booking
Urban Parks	Clifton Garden House Courtyard Marquee (per day)	Per Day
Urban Parks	Clifton Garden House Courtyard Marquee (per day - extra consecutive days)	Per Day
Urban Parks	Outdoor Electricity (per day)	Per Day
Urban Parks	Caretaking costs outside normal building operation times (per hour)	Per Hour
Urban Parks	Celebratory room hire excess (not Children's Parties)	Per Event/Booking
Urban Parks	Hire of outdoor chairs and tables (6 tables & 24 chairs) for courtyard (per day)	Per Day
Urban Parks	Hire of 3m x 3m Gazebo (per day)	Per Day
Urban Parks	Hire of 3m x 6m Gazebo (per day)	Per Day
Urban Parks	Tea/Coffee per person (with room hire) (INTERNAL HIRE)	Per Person
Urban Parks	Tea/Coffee per person (with room hire)	Per Person
Urban Parks	Toddler Splash Sessions	Per Person
Urban Parks	<b>Outdoor Games</b>	
Urban Parks	Giant Chess (per hour)* Full Adult Price	Per Person Per Hour
Urban Parks	Giant Chess (per hour)* Concessionary Price	Per Person Per Hour
Urban Parks	Giant Chess (per hour)* Junior Rothercard Price	Per Person Per Hour
Urban Parks	Petanque/Bowls/Tennis Racquet/Chess Deposit (non-VAT)	Deposit
Urban Parks	Water Play exclusive use outside normal operation (per hour)*	Per Hour
Urban Parks	<b>Bowls*</b>	
Urban Parks	Season Ticket (April-September) Full Price	Per Person
Urban Parks	Season Ticket (April-September) Concessionary Price	Per Person
Urban Parks	Season Ticket (April-September) Junior Rothercard Price	Per Person
Urban Parks	Opponents fee - matches (per match)	Per Team Per Match
Urban Parks	Day ticket / Match ticket Full Price	Per Person Day Ticket
Urban Parks	Day ticket / Match ticket Concessionary Price	Per Person Day Ticket
Urban Parks	Day ticket / Match ticket Junior Rothercard Price	Per Person Day Ticket
Clifton Park	<b>Car Parking* (1st April to 14th July and 9th September to 31st March)</b>	
Clifton Park	Up to 1 hour	Per Vehicle
Clifton Park	Up to 2 hours	Per Vehicle
Clifton Park	Up to 3 hours	Per Vehicle
Clifton Park	Up to 4 hours	Per Vehicle
Clifton Park	Up to 5 hours	Per Vehicle
Clifton Park	All Day	Per Vehicle
Clifton Park	<b>Car Parking* (15th July to 8th September)</b>	
Clifton Park	Up to 1 hour	Per Vehicle
Clifton Park	Up to 2 hours	Per Vehicle
Clifton Park	Up to 3 hours	Per Vehicle
Clifton Park	Up to 4 hours	Per Vehicle
Clifton Park	Up to 5 hours	Per Vehicle
Clifton Park	All Day	Per Vehicle
	Blue Badge Holders	Per Vehicle
	Mini Buses (Charged as Car)	Per Vehicle

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
50.00	55.00	1-Apr-20	10.00%
50.00	55.00	1-Apr-20	10.00%
85.00	90.00	1-Apr-20	5.88%
14.50	14.80	1-Apr-20	2.07%
daytime rate (as above) + caretaking cost	daytime rate (as above) + caretaking cost	1-Apr-20	
21.50	23.00	1-Apr-20	6.98%
31.00	33.00	1-Apr-20	6.45%
37.00	38.00	1-Apr-20	2.70%
31.00	33.00	1-Apr-20	6.45%
daytime rate (as above) + caretaking cost	daytime rate (as above) + caretaking cost	1-Apr-20	
daytime rate (as above) + caretaking cost	daytime rate (as above) + caretaking cost	1-Apr-20	
27.00	27.00	1-Apr-20	0.00%
40.00	40.00	1-Apr-20	0.00%
150.00	150.00	1-Apr-20	0.00%
150.00	150.00	1-Apr-20	0.00%
30.00	35.00	1-Apr-20	16.67%
410.00	420.00	1-Apr-20	2.44%
58.00	60.00	1-Apr-20	3.45%
10.50	11.00	1-Apr-20	4.76%
17.50	18.00	1-Apr-20	2.86%
255.00	255.00	1-Apr-20	0.00%
52.00	50.00	1-Apr-20	-3.85%
36.00	30.00	1-Apr-20	-16.67%
57.00	50.00	1-Apr-20	-12.28%
0.82	0.85	1-Apr-20	3.66%
1.15	1.50	1-Apr-20	30.43%
2.00	2.50	1-Apr-20	25.00%
2.00	2.00	1-Apr-20	0.00%
1.50	1.50	1-Apr-20	0.00%
1.00	1.00	1-Apr-20	0.00%
10.00	10.00	1-Apr-20	0.00%
113.00	116.00	1-Apr-20	2.65%
77.00	79.00	1-Apr-20	2.60%
50.00	51.00	1-Apr-20	2.00%
42.35	43.20	1-Apr-20	2.01%
14.00	14.30	1-Apr-20	2.14%
5.65	5.80	1-Apr-20	2.65%
3.70	3.80	1-Apr-20	2.70%
3.10	3.20	1-Apr-20	3.23%
0.80	N/A	1-Apr-20	
1.60	2.00	1-Apr-20	25.00%
2.40	3.00	1-Apr-20	25.00%
4.10	4.00	1-Apr-20	-2.44%
6.00	5.00	1-Apr-20	-16.67%
8.30	6.00	1-Apr-20	-27.71%
1.00	N/A	1-Apr-20	
2.00	2.20	1-Apr-20	10.00%
3.00	3.30	1-Apr-20	10.00%
4.50	4.60	1-Apr-20	2.22%
6.50	5.70	1-Apr-20	-12.31%
8.50	7.00	1-Apr-20	-17.65%
	Free	1-Apr-20	

Service	Description of Fee or Charge	Unit of Charge
	Term Time Only Season Ticket (Charged Monthly)	Per Vehicle
Urban Parks	<b>Rosehill Park - Novelty Golf</b>	
Urban Parks	Novelty Golf	Per Person
Urban Parks	<b>Pavilion Hire</b>	
Urban Parks	Commercial Hire	Per Booking
Urban Parks	Canklow/Greenlands Park/Barkers Park/Wath Pavilion Room (community groups) per hour	Per Hour
Urban Parks	<b>Playing Pitches</b>	
Urban Parks	Regular bookings that meet criteria - exempt VAT	
Urban Parks	<b>Class "A"</b>	
Urban Parks	Football/Rugby/Cricket (incl. Changing & Showering facilities) Senior	Per Team Per Fixture
Urban Parks	Official "Under 18 Leagues"	Per Team Per Fixture
Urban Parks	<b>Class "B"</b>	
Urban Parks	Football/Rugby (incl. Changing Facilities but no services) Senior	Per Team Per Fixture
Urban Parks	Official "Under 18 Leagues"	Per Team Per Fixture
Urban Parks	<b>Class "C"</b>	
Urban Parks	Football/Rugby/Cricket Wicket (without Changing & Showering facilities) Senior	Per Team Per Fixture
Urban Parks	Official "Under 18 Leagues"	Per Team Per Fixture
Urban Parks	Administration Fee (Use of unbooked pitch)	Per Team Per Fixture
Urban Parks	Administration Fee (Use of unbooked pitch) Under 18's	Per Team Per Fixture
Urban Parks	<b>Urban Parks Outdoor Events</b>	
Urban Parks	Clifton Park Hire-Community/Voluntary Grps per hour (per 0.5 Ha or part thereof)	Per Hour
Urban Parks	Park Hire-Community/Voluntary Grps per hour (per 0.5 Ha or part thereof) (Excluding Clifton Park)	Per Hour
Urban Parks	Park Hire - Commercial Events	Per Event
Urban Parks	<b>Urban Parks School Visits</b>	
Urban Parks	Guided school visits (per pupil per half day)	Per Pupil Per Half Day
Urban Parks	Ranger/Officer educational visits to schools (per half day)	Per Half Day
Urban Parks	<b>Miscellaneous</b>	
Urban Parks	Organised Outdoor Fitness Classes (per class)	Per Class
Urban Parks	Scattering of Ashes	Per Unit
Urban Parks	Memorial Benches	Per Unit
Urban Parks	Memorial Trees	Per Unit
Urban Parks	Film Location Fee (Commercial)	
Urban Parks	Lighting rig (per day/eve)	Per Day/Evening
Urban Parks	PA System (per day/eve)	Per Day/Evening
Clifton Park Wedding Packages	<b>Garden Room, Sun Space &amp; Courtyard (9am to 12.30am)</b>	
Clifton Park Wedding Packages	<u>April - October</u>	
Clifton Park Wedding Packages	Friday to Sunday room hire	Per Booking
Clifton Park Wedding Packages	Monday to Thursday room hire	Per Booking
Clifton Park Wedding Packages	Day before set up	Per Booking
Clifton Park Wedding Packages	<u>November - March</u>	
Clifton Park Wedding Packages	Friday to Sunday room hire	Per Booking
Clifton Park Wedding Packages	Monday to Thursday room hire	Per Booking
Clifton Park Wedding Packages	Day before set up	Per Booking
Clifton Park Wedding Packages	Christmas Eve & New Years Eve	Per Booking
Clifton Park Wedding Packages	Day before set up	Per Booking
Allotment Rental	Commercial Growers – per square metre	
Allotment Rental	Site per sqm (allotment societies) Class A	
Allotment Rental	Site per sqm (allotment societies) Class B	
Allotment Rental	Plot (plus water rates) per square metre- Class A	
Allotment Rental	Plot (plus water rates) per square metre- Class B	

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
	277.50	1-Apr-20	
2.20	2.50	1-Apr-20	13.64%
POA	POA	1-Apr-20	
14.35	14.35	1-Apr-20	0.00%
71.70	73.20	1-Apr-20	2.09%
47.30	48.25	1-Apr-20	2.01%
61.10	62.35	1-Apr-20	2.05%
40.30	41.15	1-Apr-20	2.11%
54.80	55.90	1-Apr-20	2.01%
36.00	36.70	1-Apr-20	1.94%
Pitch+ £70	Pitch+ £70	1-Apr-20	
Pitch + £50	Pitch + £50	1-Apr-20	
30.75	30.00	1-Apr-20	-2.44%
11.60	11.30	1-Apr-20	-2.59%
POA	POA	1-Apr-20	
POA	POA	1-Apr-20	
82.00	84.00	1-Apr-20	2.44%
11.25	11.50	1-Apr-20	2.22%
47.00	48.00	1-Apr-20	2.13%
940.00	965.00	1-Apr-20	2.66%
205.00	215.00	1-Apr-20	4.88%
POA	POA	1-Apr-20	
20.50	21.00	1-Apr-20	2.44%
31.00	31.90	1-Apr-20	2.90%
1,330.00	1,360.00	1-Apr-21	2.26%
1,210.00	1,240.00	1-Apr-21	2.48%
510.00	475.00	1-Apr-21	-6.86%
1,210.00	1,050.00	1-Apr-21	-13.22%
1,075.00	1,050.00	1-Apr-21	-2.33%
405.00	415.00	1-Apr-21	2.47%
3,080.00	3,150.00	1-Apr-21	2.27%
515.00	540.00	1-Apr-21	4.85%
0.409	N/A		
0.253	N/A		
0.229	N/A		
0.285	N/A		
0.256	N/A		

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Herringthorpe Athletics Stadium	Arena Hire full day (7 hours)	Per booking	379.00	386.50	1-Apr-20	1.98%
Herringthorpe Athletics Stadium	Arena hire half day (3.5 hours)	Per booking	190.00	193.80	1-Apr-20	2.00%
Herringthorpe Athletics Stadium	Arena Hire (per hour)	Per booking	65.50	66.80	1-Apr-20	1.98%
Herringthorpe Athletics Stadium	Athletics Full Price	Per person	4.10	4.20	1-Apr-20	2.44%
Herringthorpe Athletics Stadium	Athletics Concessionary Price	Per person	3.30	3.40	1-Apr-20	3.03%
Herringthorpe Athletics Stadium	Athletics - Junior Rothercard Price	Per person	2.60	2.70	1-Apr-20	3.85%
Herringthorpe Athletics Stadium	Season Ticket - Monthly (Full Price)	Per person	23.50	24.00	1-Apr-20	2.13%
Herringthorpe Athletics Stadium	Season Ticket - Monthly Concessionary Price)	Per person	18.00	18.40	1-Apr-20	2.22%
Herringthorpe Athletics Stadium	Season Ticket - Monthly (Junior Rothercard Price)	Per person	11.80	12.00	1-Apr-20	1.69%
Herringthorpe Athletics Stadium	Season Ticket - Family Monthly Full	Per person	39.00	39.80	1-Apr-20	2.05%
Herringthorpe Athletics Stadium	Season Ticket - Family Monthly - Concessionary/Rothercard	Per person	29.00	29.60	1-Apr-20	2.07%
Herringthorpe Athletics Stadium	<b>Regular bookings that meet criteria - exempt VAT:</b>					
Herringthorpe Athletics Stadium	Track Centre Pitch	Per match	95.50	97.50	1-Apr-20	2.00%
Herringthorpe Athletics Stadium	Track Centre Pitch with lights	Per match	121.50	124.00	1-Apr-20	2.50%
Herringthorpe Athletics Stadium	Single 5-a-side Pitch	Per booking	39.00	39.80	1-Apr-20	2.05%
Herringthorpe Athletics Stadium	1/4 Pitch without lights (training)	Per booking	NA	25.00	1-Apr-20	NA
Herringthorpe Athletics Stadium	1/4 Pitch with lights (training)	booking	NA	30.00	1-Apr-20	NA
Herringthorpe Athletics Stadium	Single 5-a-side Pitch with lights	Per booking	50.20	51.20	1-Apr-20	1.99%
Herringthorpe Athletics Stadium	Multi-sports - Full Price	Per person	4.10	4.20	1-Apr-20	2.44%
Herringthorpe Athletics Stadium	Multi-sports - Concessionary/Rothercard Price	Per person	3.30	3.40	1-Apr-20	3.03%
Herringthorpe Athletics Stadium	Multi-sports - Junior Rothercard Price	Per person	2.60	2.65	1-Apr-20	1.92%
Herringthorpe Athletics Stadium	In2Athletics - Concessionary/Rothercard Price	Per person	3.60	3.70	1-Apr-20	2.78%
Herringthorpe Athletics Stadium	In2Athletics - Junior Rothercard Price	Per person	3.10	3.20	1-Apr-20	3.23%
Herringthorpe Athletics Stadium	School Visits (per pupil)	Per person	3.30	3.40	1-Apr-20	3.03%
Herringthorpe Athletics Stadium	Birthday Party (max. 15 kids, 1.5 hours)	Per party	60.00	62.00	1-Apr-20	3.33%
Herringthorpe Athletics Stadium	One to one Athletics coaching (max. 3 people, per 45 minutes) Full Price	Per person	25.00	25.50	1-Apr-20	2.00%
Herringthorpe Athletics Stadium	Training/Meeting Room ( per hour)	Per booking	15.00	15.30	1-Apr-20	2.00%
Herringthorpe Athletics Stadium	Training/Meeting Room (per hour) with refreshments	Per booking	28.00	28.50	1-Apr-20	1.79%
Herringthorpe Athletics Stadium	Training/Meeting Room (per hour) commercial rate	Per booking	28.00	28.50	1-Apr-20	1.79%
Herringthorpe Athletics Stadium	Training/Meeting Room ( per hour) commercial rate with refreshments	Per booking	34.00	34.70	1-Apr-20	2.06%
Herringthorpe Athletics Stadium	<b>Cancellation of Room/Hall bookings:</b>					



Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Herringthorpe Athletics Stadium	Charge for room booking cancelled on day		100.00%	100.00%	1-Apr-20	0.00%
Herringthorpe Athletics Stadium	Charge for booking cancelled within the week		80.00%	80.00%	1-Apr-20	0.00%
Herringthorpe Athletics Stadium	Charge for booking cancelled within the month		50.00%	50.00%	1-Apr-20	0.00%
Herringthorpe Athletics Stadium	<b>Cancellation of Track and centre pitch bookings:</b>					
Herringthorpe Athletics Stadium	Charge for booking cancelled on day		100%	100%	1-Apr-20	0.00%
Herringthorpe Athletics Stadium	Charge for booking cancelled within the week		50%	50%	1-Apr-20	0.00%
Thrybergh Country Park	<b>Fly Fishing* (includes car parking fee)</b>					
Thrybergh Country Park	4 hours (2 fish) Full Price	Half day	14.00	14.30	1-Apr-20	2.14%
Thrybergh Country Park	4 hours (2 fish) Concessionary/Rothercard Price	Half day	12.00	12.25	1-Apr-20	2.08%
Thrybergh Country Park	Full day (2 fish) Full Price	Half day ticket	15.50	15.80	1-Apr-20	1.94%
Thrybergh Country Park	Full day (2 fish) Concessionary/Rothercard Price	Half day ticket	13.50	13.80	1-Apr-20	2.22%
Thrybergh Country Park	Season Permit unlimited visits 2 fish per visit	Season ticket	210.00	215.00	1-Apr-20	2.38%
Thrybergh Country Park	<b>Float Tubing*</b>					
Thrybergh Country Park	Season Permit Float Tube Launch	Permit	43.00	44.00	1-Apr-20	2.33%
Thrybergh Country Park	Day Ticket Float Tube Launch	Day ticket	5.00	5.10	1-Apr-20	2.00%
Thrybergh Country Park	Boat Day	Day ticket	11.00	11.25	1-Apr-20	2.27%
Thrybergh Country Park	Boat 5 visits	Day ticket	44.00	45.00	1-Apr-20	2.27%
Thrybergh Country Park	<b>Caravan/Camping*</b>					
Thrybergh Country Park	Family Tent (per night)	Pitch	17.50	17.85	1-Apr-20	2.00%
Thrybergh Country Park	Caravans, trailer tents & motorhomes (per unit per night)	Pitch	21.00	21.50	1-Apr-20	2.38%
Thrybergh Country Park	Awning	Pitch	3.50	3.60	1-Apr-20	2.86%
Thrybergh Country Park	Rally Rate (per night)	Pitch	16.50	17.00	1-Apr-20	3.03%
Thrybergh Country Park	Seasonal Pitch (rate per night for six months)	Pitch	18.00	18.50	1-Apr-20	2.78%
Thrybergh Country Park	<b>Other Activities</b>					
Thrybergh Country Park	School Visits (per pupil)	Day visit	4.00	4.50	1-Apr-20	12.50%
Thrybergh Country Park	Soft Play* (per child)	Visit	2.25	2.50	1-Apr-20	11.11%
Thrybergh Country Park	<b>Car Parking - Thrybergh Country Park</b>					
Thrybergh Country Park	All Year Round (per day)	Ticket	1.80	1.80	1-Apr-20	0.00%
Thrybergh Country Park	Disabled Parking	Ticket	1.00	Free	1-Apr-20	-100.00%
Thrybergh Country Park	Minibus Day Rate	Ticket	4.50	3.50	1-Apr-20	-22.22%
Thrybergh Country Park	Car Parking - Season Ticket	Ticket	80.00	70.00	1-Apr-20	-12.50%
Thrybergh Country Park	car parking season ticket disabled	Ticket	32.00	Free	1-Apr-20	-100.00%
Thrybergh Country Park	Scooter hire (2hrs)	2 hr hire	2.50	2.55	1-Apr-20	2.00%
Ulley Country Park	<b>Coarse Fishing*</b>					
Ulley Country Park	Season Ticket Full Price	Ticket	73.00	74.50	1-Apr-20	2.05%
Ulley Country Park	Season Ticket Concessionary/Rothercard Price	Ticket	51.00	52.00	1-Apr-20	1.96%
Ulley Country Park	Day Ticket Full Price		6.00	6.20	1-Apr-20	3.33%
Ulley Country Park	Day Ticket Concessionary/Rothercard Price		4.50	4.60	1-Apr-20	2.22%
Ulley Country Park	<b>Other Activities</b>					
Ulley Country Park	Hire of Multi-purpose Room (1 Hour) (non-VAT unless hired for a sporting activity)	Per Hour	20.00	20.40	1-Apr-20	2.00%
Ulley Country Park	<b>Car Parking*</b>					
Ulley Country Park	Car Parking - per day	Per Day	1.20	1.80	1-Apr-20	50.00%
Ulley Country Park	Car Parking - Season Ticket (per car)	Per Car	47.00	70.00	1-Apr-20	48.94%
	Minibus Day Rate	Per Vehicle	Free	Free		
	Blue Badge Holders	Per Vehicle	Free	Free		

Service	Description of Fee or Charge	Unit of Charge
Rother Valley Country Park	<b>Watersports Includes VAT unless used for education/training</b>	
Rother Valley Country Park	Double Handed Dinghies (per 90 minutes) Full Price	Per 90 minutes
Rother Valley Country Park	Double Handed Dinghies (per 90 minutes) Concessionary/Rothercard Price	Per 90 minutes
Rother Valley Country Park	Double Handed Dinghies (per 90 minutes) Junior Rothercard Price	Per 90 minutes
Rother Valley Country Park	Single Handed Dinghies (per 90 minutes) Full Price	Per 90 minutes
Rother Valley Country Park	Single Handed Dinghies (per 90 minutes) Concessionary/ Rothercard Price	Per 90 minutes
Rother Valley Country Park	Single Handed Dinghies (per 90 minutes) Junior Rothercard Price	Per 90 minutes
Rother Valley Country Park	Windsurfer (per 90 minutes) Full Price	Per 90 minutes
Rother Valley Country Park	Windsurfer (per 90 minutes) Concessionary/Rothercard Price	Per 90 minutes
Rother Valley Country Park	Windsurfer (per 90 minutes) Junior Rothercard Price	Per 90 minutes
Rother Valley Country Park	Canadian Canoe (per 60 minutes) Full Price	Per Hour
Rother Valley Country Park	Canadian Canoe (per 60 minutes) Concessionary/Rothercard Price	Per Hour
Rother Valley Country Park	Canadian Canoe (per 60 minutes) Junior Rothercard Price	Per Hour
Rother Valley Country Park	Kayak Canoe (per 60 minutes) Full Price	Per Hour
Rother Valley Country Park	Kayak Canoe (per 60 minutes) Concessionary/Rothercard Price	Per Hour
Rother Valley Country Park	Kayak Canoe (per 60 minutes) Junior Rothercard Price	Per Hour
Rother Valley Country Park	Open Canoe (per 60 minutes) Full Price	Per Hour
Rother Valley Country Park	Open Canoe (per 60 minutes) Concessionary/Rothercard Price	Per Hour
Rother Valley Country Park	Open Canoe (per 60 minutes) Junior Rothercard Price	Per Hour
Rother Valley Country Park	Topo Due Canoe (per 60 minutes) Full Price	Per Hour
Rother Valley Country Park	Topo Due Canoe (per 60 minutes) Concessionary/Rothercard Price	Per Hour
Rother Valley Country Park	Topo Due Canoe (per 60 minutes) Junior Rothercard Price	Per Hour
Rother Valley Country Park	Rowing Boat (per 30 minutes)	Per 30 minutes
Rother Valley Country Park	Pedal Boat (per 30 minutes)	Per 30 minutes
Rother Valley Country Park	Electric Boats	
Rother Valley Country Park	Wet Suit (session) Full Price	Per Person
Rother Valley Country Park	Wet Suit (session) Concessionary/Rothercard Price	Per Person
Rother Valley Country Park	Wet Suit (per day) Full Price	Per Person
Rother Valley Country Park	Wet Suit (per day) Concessionary/Rothercard Price	Per Person
Rother Valley Country Park	Buoyancy Aid (per day) Full Price	Per Person
Rother Valley Country Park	Buoyancy Aid (per day) Concessionary/Rothercard Price	Per Person
Rother Valley Country Park	Instructor /Supervisor (1:1 90 min lesson in any activity, cost now includes equipment) VAT exempt	Per Person
Rother Valley Country Park	Locker Tokens	Per Locker
Rother Valley Country Park	<b>Powerboat Hire *</b>	
Rother Valley Country Park	Powerboat including Driver 0 - 4 hours	Per Boat
Rother Valley Country Park	Powerboat including Driver 0 - 8 hours	Per Boat
Rother Valley Country Park	<b>Launch Fees</b>	
Rother Valley Country Park	Private Launch - (Per Day) Full Price	Per Unit Per Day
Rother Valley Country Park	Private Launch - (Per Day) Concessionary/Rothercard Price	Per Unit Per Day
Rother Valley Country Park	Private Launch (within 3 hours of closure) Full Price	Per Unit
Rother Valley Country Park	Private Launch (within 3 hours of closure) Concessionary/Rothercard Price	Per Unit
Rother Valley Country Park	6 Month Private Launch Saver - Incl. Car Parking Fee Full Price	Per Unit
Rother Valley Country Park	6 Month Private Launch Saver - Incl. Car Parking Fee Concessionary/Rothercard Price	Per Unit
Rother Valley Country Park	Storage & Launch Saver ( launch 1/3/10 to 19/12/10, 12 month storage)inc C/P	Per Unit
Rother Valley Country Park	6 Months Jet Ski Launch Pass	Per Person Per Unit
Rother Valley Country Park	1 Month Jet Ski Launch Pass (min. of 6 months to be purchased first)	Per Person Per Unit
Rother Valley Country Park	<b>Craft Storage</b>	

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
17.50	18.00	1-Apr-20	2.86%
12.00	12.50	1-Apr-20	4.17%
10.50	10.50	1-Apr-20	0.00%
13.50	14.00	1-Apr-20	3.70%
9.50	10.00	1-Apr-20	5.26%
7.50	7.50	1-Apr-20	0.00%
12.50	13.00	1-Apr-20	4.00%
8.50	9.00	1-Apr-20	5.88%
6.50	6.50	1-Apr-20	0.00%
13.00	13.50	1-Apr-20	3.85%
10.50	11.00	1-Apr-20	4.76%
8.00	8.50	1-Apr-20	6.25%
11.00	11.50	1-Apr-20	4.55%
8.50	9.00	1-Apr-20	5.88%
6.50	7.00	1-Apr-20	7.69%
11.00	11.50	1-Apr-20	4.55%
8.50	9.00	1-Apr-20	5.88%
6.50	7.00	1-Apr-20	7.69%
12.00	12.50	1-Apr-20	4.17%
10.00	10.50	1-Apr-20	5.00%
7.00	7.50	1-Apr-20	7.14%
12.50	13.00	1-Apr-20	4.00%
12.50	13.00	1-Apr-20	4.00%
15.50	16.00	1-Apr-20	3.23%
7.00	7.00	1-Apr-20	0.00%
5.00	5.00	1-Apr-20	0.00%
14.00	14.50	1-Apr-20	3.57%
7.00	7.50	1-Apr-20	7.14%
10.00	10.50	1-Apr-20	5.00%
6.50	7.00	1-Apr-20	7.69%
80.00	82.00	1-Apr-20	2.50%
0.50	0.50	1-Apr-20	0.00%
560.00	575.00	1-Apr-20	2.68%
690.00	710.00	1-Apr-20	2.90%
10.00	10.50	1-Apr-20	5.00%
7.00	7.50	1-Apr-20	7.14%
6.50	7.00	1-Apr-20	7.69%
5.00	5.50	1-Apr-20	10.00%
195.00	198.00	1-Apr-20	1.54%
150.00	153.00	1-Apr-20	2.00%
360.00	367.00	1-Apr-20	1.94%
215.00	219.30	1-Apr-20	2.00%
62.50	65.00	1-Apr-20	4.00%



Service	Description of Fee or Charge	Unit of Charge
Rother Valley Country Park	Boats per year - to include car parking fee	Per Boat
Rother Valley Country Park	<b>Cycle Hire</b>	
Rother Valley Country Park	Cycle Hire Deposit (per cycle)	Per Cycle
Rother Valley Country Park	Cycle Hire Deposit (per group of over 6 people)	Per Cycle
Rother Valley Country Park	Cycle Hire (per hour)	Per Cycle Per Hour
Rother Valley Country Park	Cycle Hire 2 hour	Per Cycle Per 2 Hours
Rother Valley Country Park	Cycle Trailers (per hour)	Per Trailer Per Hour
Rother Valley Country Park	Cycle Trailers 2 hours	Per Trailer Per 2 Hours
Rother Valley Country Park	Dino Cycle	Per Cycle
Rother Valley Country Park	Dino Cycle Trailer	Per Cycle Trailer
Rother Valley Country Park	<b>Lake Hire</b>	
Rother Valley Country Park	<b>Summer (March - Sept) - All Day Lake Hire *</b>	
Rother Valley Country Park	Sole use of Main Lake	Per Day
Rother Valley Country Park	Partial use of Main Lake	Per Day
Rother Valley Country Park	Hire of Northern Lake	Per Day
Rother Valley Country Park	<u>Lake charges do not include equipment</u>	
Rother Valley Country Park	<b>Winter (October - February) - All Day Lake Hire *</b>	
Rother Valley Country Park	Sole use of Main Lake	Per Day
Rother Valley Country Park	Partial use of Main Lake	Per Day
Rother Valley Country Park	Hire of Northern Lake	Per Day
Rother Valley Country Park	<u>Lake charges do not include equipment</u>	
Rother Valley Country Park	<b>Model Boating *</b>	
Rother Valley Country Park	Model Boating (per craft per day) * Full Price	Per Craft Per Day
Rother Valley Country Park	Model Boating (per craft per day) * Concessionary/Rothercard Price	Per Craft Per Day
Rother Valley Country Park	<b>Miscellaneous</b>	
Rother Valley Country Park	Powercraft Engine Test	Per Craft
Rother Valley Country Park	Windsurf Harness Hire	Per Person
Rother Valley Country Park	Spraydeck hire	Per Unit
Rother Valley Country Park	Locker Tokens	Per Locker
Rother Valley Country Park	Small meeting room hire (half day)	Per Half Day
Rother Valley Country Park	Small meeting room hire (full day)	Per Day
Rother Valley Country Park	Large meeting room hire (full day)	Per Day
Rother Valley Country Park	Flip Chart Hire (on site only) per day*	Per Day
Rother Valley Country Park	P.A. Caravan (per day (on site only)*)	Per Day
Rother Valley Country Park	Rotherham School Visits	Per Pupil
Rother Valley Country Park	School Visits (per pupil)	Per Pupil
Rother Valley Country Park	Lecture (by Ranger Staff on site) per hour (non-vat)	Per Hour
Rother Valley Country Park	Events Fee *	Per Event
Rother Valley Country Park	Orienteering Maps *	Per Unit
Rother Valley Country Park	<b>Caravan and Camping *(not Caravan Site - event operator only)</b>	
Rother Valley Country Park	Caravan - Overnight (Organised events only)	Per Unit
Rother Valley Country Park	Tents - Overnight (Organised events only)	Per Unit
Rother Valley Country Park	Caravans (Daytime only)	Per Unit
Rother Valley Country Park	<b>Coarse Fishing</b>	
Rother Valley Country Park	Season ticket (ticket to expire at end of March)	Per Person
Rother Valley Country Park	Per Day	Per Person
Rother Valley Country Park	<b>Car Parking - Rother Valley Country Park</b>	

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
235.00	240.00	1-Apr-20	2.13%
5.00	5.00	1-Apr-20	0.00%
30.00	30.00	1-Apr-20	0.00%
7.00	7.50	1-Apr-20	7.14%
12.50	13.00	1-Apr-20	4.00%
5.50	6.00	1-Apr-20	9.09%
9.50	10.00	1-Apr-20	5.26%
18.50	19.00	1-Apr-20	2.70%
12.50	13.00	1-Apr-20	4.00%
3,900.00	3,978.00	1-Apr-20	2.00%
1,850.00	1,887.00	1-Apr-20	2.00%
1,200.00	1,224.00	1-Apr-20	2.00%
1,780.00	1,820.00	1-Apr-20	2.25%
890.00	910.00	1-Apr-20	2.25%
600.00	612.00	1-Apr-20	2.00%
4.50	5.00	1-Apr-20	11.11%
3.20	3.50	1-Apr-20	9.38%
45.00	46.00	1-Apr-20	2.22%
8.00	8.50	1-Apr-20	6.25%
8.00	8.50	1-Apr-20	6.25%
0.50	0.50	1-Apr-20	0.00%
61.50	63.00	1-Apr-20	2.44%
102.50	105.00	1-Apr-20	2.44%
205.00	210.00	1-Apr-20	2.44%
25.00	26.00	1-Apr-20	4.00%
75.00	76.50	1-Apr-20	2.00%
4.00	4.00	1-Apr-20	0.00%
4.00	4.50	1-Apr-20	12.50%
100.00	102.00	1-Apr-20	2.00%
499.00	500.00	1-Apr-20	0.20%
3.00	3.00	1-Apr-20	0.00%
10.50	11.00	1-Apr-20	4.76%
9.00	9.50	1-Apr-20	5.56%
5.00	5.00	1-Apr-20	0.00%
75.00	75.00	1-Apr-20	0.00%
5.00	5.00	1-Apr-20	0.00%

Service	Description of Fee or Charge	Unit of Charge
Rother Valley Country Park	Car Parking (over 3 hours)	Per Car
Rother Valley Country Park	Car Parking (within 3 hours of closure)	Per Car
Rother Valley Country Park	Car Parking - Orange / Blue Disabled Badge Holders	Per Car
Rother Valley Country Park	New automated system -	
Rother Valley Country Park	Up to 1 hour parking	Per Car
Rother Valley Country Park	Up to 2 hours parking	Per Car
Rother Valley Country Park	Up to 3 hours parking	Per Car
Rother Valley Country Park	Up to 4 hours parking	Per Car
Rother Valley Country Park	Up to 5 hours parking	Per Car
	All Day	Per Car
	Blue Badge Holders	per Car
	Mini Buses (Charged as Car)	per Car
	Up to 1 hour parking - Peak	Per Car
	Up to 2 hours parking - Peak	Per Car
	Up to 3 hours parking - Peak	Per Car
	Up to 4 hours parking - Peak	Per Car
	Up to 5 hours parking - Peak	Per Car
	All Day - Peak	Per Car
Rother Valley Country Park	Car Parking - Season Ticket (April to March)*	
Rother Valley Country Park	Purchased in April to June	Per Car
Rother Valley Country Park	Purchased in July to September	Per Car
Rother Valley Country Park	Purchased in October to December	Per Car
Waleswood Caravan and Camping Site	<b>Note that this is a new business, and all rates may be subject to amendment as dictated by demand and business efficiency.</b>	
Waleswood Caravan and Camping Site	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
Waleswood Caravan and Camping Site	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
Waleswood Caravan and Camping Site	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
Waleswood Caravan and Camping Site	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
Waleswood Caravan and Camping Site	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
Waleswood Caravan and Camping Site	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
Waleswood Caravan and Camping Site	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
Waleswood Caravan and Camping Site	Extra Large Motorhome / caravan pitch - Peak Season (April - October 2019, and March 2020)	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Extra Large Motorhome / Caravan pitch - Off Peak Season (November 2019 - Feb 2020)	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Tent Pitch 7.5m x 8m (shared electric hook up point)	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Large Tent Pitch 10m x 10m (shared electric hook up point)	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Infant aged 0 - 2 years, as part of a larger booking including adults	per person per night
Waleswood Caravan and Camping Site	Awning or Pup Tent (only on caravan and motorhome pitches, max one per pitch)	per night
Waleswood Caravan and Camping Site	Pet as part of a larger boeing including adults	per pet per night
Waleswood Caravan and Camping Site	Child aged 3 to 16 years old as part of a larger booking including adults	per person per night

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
5.00			
3.50			
2.50			
	N/A	1-Apr-20	
	2.00	1-Apr-20	
	3.00	1-Apr-20	
	4.00	1-Apr-20	
	5.00	1-Apr-20	
	6.00	1-Apr-20	
2.50	Free	1-Apr-20	
Free	Charged as Car	1-Apr-20	
	N/A	1-Apr-20	
	2.20	1-Apr-20	
	3.30	1-Apr-20	
	4.60	1-Apr-20	
	5.70	1-Apr-20	
	7.00	1-Apr-20	
80.00	90.00 reduced by 1/12th per calendar month	1-Apr-20	
60.00		1-Apr-20	
30.00		1-Apr-20	
	Charges for 2020/21 shown below		
28.00			
25.00			
25.00			
33.00			
27.00			
36.00			
30.00			
39.00			
33.00			
24.00			
27.00			
0.00			
3.00			
2.00			
3.00			

Service	Description of Fee or Charge	Unit of Charge
Waleswood Caravan and Camping Site	Additional person over 16 years old	per person per night
Waleswood Caravan and Camping Site	Additional car (note one car allowed free of charge on motorhome pitches, motorhome classed as a caravan)	per car per night
Waleswood Caravan and Camping Site	Visitor car (must be pre-booked)	per car per day
Waleswood Caravan and Camping Site	Standard hard-standing and Grass 8m x 8m, with shared electric hook-up point - High Season (School Holiday and bank Holiday's summer months) Pitch includes Awning, 2 people and 1 Car and caravan or motorhome	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Standard hard-standing 8m x 8m, with shared electric hook-up point - Mid Season (Term time summer Months) Pitch includes Awning, 2 people and 1 Car and caravan or motorhome	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Standard hard-standing and Grass 8m x 8m, with shared electric hook-up point -Low Season (Winter months) Pitch includes Awning, 2 people and 1 Car and caravan or motorhome	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Super Pitch 10m x 10m, with own static waste and tap water -High Season (School Holidays and bank Holidays summer) Pitch includes Awning, 2 people and 1 Car and caravan or motorhome	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Super Pitch 10m x 10m, with own static waste and tap water - Mid Season (Term Time) Pitch includes Awning, 2 people and 1 Car and caravan or motorhome	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Super Pitch 10m x 10m, with own static waste and tap water - low Season (Term time winter) Pitch includes Awning, 2 people and 1 Car and caravan or motorhome	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Large Motorhome / caravan pitch - Peak Season Super Pitch with own waste, water, and electric point High season	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Large Motorhome / Caravan pitch - Off Peak Season Super Pitch with own waste, water, and electric point Mid season	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Large Motorhome / Caravan pitch - Off Peak Season Super Pitch with own waste, water, and electric point low season	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Extra Large Motorhome / caravan pitch - High Season	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Extra Large Motorhome / Caravan pitch - Mid Season	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Extra Large Motorhome / Caravan pitch - low Season	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Tent Pitch 7.5m x 8m (shared electric hook up point)	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Large Tent Pitch 10m x 10m (shared electric hook up point)	Per pitch. Incl 2 people and electricity, per night
Waleswood Caravan and Camping Site	Infant aged 0 - 2 years, as part of a larger booking including adults	Per person per night
Waleswood Caravan and Camping Site	Extra Awning or Pup Tent (only on caravan and motorhome pitches, max one per pitch)	per night
Waleswood Caravan and Camping Site	Pet as part of a larger booking including adults	per night
Waleswood Caravan and Camping Site	Child aged 3 to 16 years old as part of a larger booking including adults	per person per night
Waleswood Caravan and Camping Site	Additional person over 16 years old	per person per night
Waleswood Caravan and Camping Site	Additional car (note one car allowed free of charge on motorhome pitches, motorhome classed as a caravan)	per car per day
Waleswood Caravan and Camping Site	Visitor car (must be pre-booked)	per day/part day
Waleswood Caravan and Camping Site		
Events Team	Car Parking fee at Herringthorpe Playing Fields for Rotherham Show	Per Car Per Day
Events Team	Event Application Form Administration Charge	Per Event
Events Team	Event Application Form Administration Charge (Registered Charity Rate)	Per Event

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
4.00			
5.00			
5.00			
	28.00	1-Apr-20	
	25.00	1-Apr-20	
	20.00	1-Apr-20	
	30.00	1-Apr-20	
	27.00	1-Apr-20	
	22.00	1-Apr-20	
	33.00	1-Apr-20	
	30.00	1-Apr-20	
	25.00	1-Apr-20	
	36.00	1-Apr-20	
	33.00	1-Apr-20	
	28.00	1-Apr-20	
	25.00	1-Apr-20	
	27.00	1-Apr-20	
	0.00	1-Apr-20	
	3.00	1-Apr-20	
	3.00	1-Apr-20	
	3.00	1-Apr-20	
	3.00	1-Apr-20	
	5.00	1-Apr-20	
	5.00	1-Apr-20	
3.00	3.00	1-Apr-20	0.00%
25.00	25.00	1-Apr-20	0.00%
17.50	17.50	1-Apr-20	0.00%

Service	Description of Fee or Charge	Unit of Charge
<b>Music Service</b>	CPD and other offers to schools	Per Hour
<b>Music Service</b>	Group lessons of 3 or more pupils	Per Pupil Per Term
<b>Music Service</b>	Shared lesson (2 pupils in the lesson)	Per Pupil Per Term
<b>Music Service</b>	Individual 15 minute lesson (only available if a suitable share cannot be found)	Per Pupil Per Term
<b>Music Service</b>	Individual 1:1 20 minutes	Per Term
<b>Music Service</b>	Individual 1:1 30 minutes grade 5+	Per Term
<b>Music Service</b>	Hourly charge for instrument lessons. Whole class teaching, after school clubs	Per Hour
<b>Library Service</b>	<b>Library Service Books (non-VAT)</b>	
<b>Library Service</b>	Overdue Charges per day open (Under 18s and over 60s exempt)	Per Day
<b>Library Service</b>	Overdue Charges maximum (Under 18s and over 60s exempt)	N/A
<b>Library Service</b>	<b>Talking Books (non-VAT)</b>	
<b>Library Service</b>	Overdue Charges per day per title (Under 18s and over 60s exempt)	Per Day
<b>Library Service</b>	Overdue Charges maximum (Under 18s and over 60s exempt)	Per Day
<b>Library Service</b>	<b>Compact Discs</b>	
<b>Library Service</b>	Hire Charges per week or part	Per Week/Part
<b>Library Service</b>	Overdue Charges per day open	Per Day
<b>Library Service</b>	Overdue Charges maximum	N/A
<b>Library Service</b>	<b>Video &amp; DVDs:</b>	
<b>Library Service</b>	Feature Films hire per week	Per Week
<b>Library Service</b>	Feature Films Overdue per day	Per Day
<b>Library Service</b>	Overdue Charges maximum	N/A
<b>Library Service</b>	Riverside Library Intermediate Band hire per week	Per Week
<b>Library Service</b>	Community Lib. Intermediate Band hire per week	Per Week
<b>Library Service</b>	Intermediate Band Overdue per day	Per Day
<b>Library Service</b>	Overdue Charges maximum	N/A
<b>Library Service</b>	<b>Reservations</b>	
<b>Library Service</b>	Book per item (in stock within Rotherham Libraries)	Per Item
<b>Library Service</b>	Book per item (not in stock within Rotherham Libraries)	Per Item
<b>Library Service</b>	Non-books per item	Per Item
<b>Library Service</b>	Inter-Library Loans	Per Item
<b>Library Service</b>	<b>Lost &amp; Irreparably Damaged Books, etc.</b>	
<b>Library Service</b>	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
<b>Library Service</b>	Adult Fiction Paperback	Per Item
<b>Library Service</b>	Adult Fiction Hardback	Per Item
<b>Library Service</b>	Adult Non-Fiction	Per Item
<b>Library Service</b>	Children's Fiction	Per Item
<b>Library Service</b>	Children's Non-Fiction	Per Item
<b>Library Service</b>	Microbit kit	Per Item
<b>Library Service</b>	<b>Lost/Irreparably Damaged Talking Books (non-VAT)</b>	
<b>Library Service</b>	Abridged Version	Per Item
<b>Library Service</b>	Unabridged Version	Per Item
<b>Library Service</b>	<b>Lost/Irreparably Damaged CD-Roms &amp; Compact Discs:</b>	
<b>Library Service</b>	Compact Discs	Per Item
<b>Library Service</b>	DVDs	Per Item
<b>Library Service</b>	<b>Library Tickets</b>	
<b>Library Service</b>	Lost Library Tickets: (non-VAT)	Per Item
<b>Library Service</b>	<b>Discarded Library Books/CDs/Videos</b>	
<b>Library Service</b>	Children's Hardback & Paperback (or 15% original price whichever is greatest)	Per Item
<b>Library Service</b>	Adult Fiction hardback (or 15% original price whichever is greatest)	Per Item

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
100.00	100.00	1-Apr-20	0.00%
55.00	55.00	1-Apr-20	0.00%
92.40	92.40	1-Apr-20	0.00%
92.40	92.40	1-Apr-20	0.00%
132.00	132.00	1-Apr-20	0.00%
165.00	165.00	1-Apr-20	0.00%
40.00	40.00	1-Apr-20	0.00%
0.25	0.00	1-Apr-20	-100.00%
6.00	0.00	1-Apr-20	-100.00%
0.25	0.00	1-Apr-20	-100.00%
6.00	0.00	1-Apr-20	-100.00%
1.20	1.20	1-Apr-20	0.00%
0.90	0.90	1-Apr-20	0.00%
7.50	7.50	1-Apr-20	0.00%
3.00	3.00	1-Apr-20	0.00%
1.50	1.50	1-Apr-20	0.00%
15.00	15.00	1-Apr-20	0.00%
1.85	1.85	1-Apr-20	0.00%
1.85	1.85	1-Apr-20	0.00%
0.65	0.65	1-Apr-20	0.00%
12.00	12.00	1-Apr-20	0.00%
0.00	0.00	1-Apr-20	0.00%
0.00	0.00	1-Apr-20	0.00%
0.60	0.60	1-Apr-20	0.00%
7.00	7.50	1-Apr-20	7.14%
0.00	0.00	1-Apr-20	
7.00	7.20	1-Apr-20	2.86%
11.00	7.20	1-Apr-20	-34.55%
11.00	7.20	1-Apr-20	-34.55%
5.00	5.10	1-Apr-20	2.00%
7.00	5.10	1-Apr-20	-27.14%
15.00	15.30	1-Apr-20	2.00%
7.00	7.20	1-Apr-20	2.86%
21.00	21.50	1-Apr-20	2.38%
6.00	6.00	1-Apr-20	0.00%
12.00	12.00	1-Apr-20	0.00%
1.50	1.50	1-Apr-20	0.00%
0.50	0.50	1-Apr-20	0.00%
1.00	1.00	1-Apr-20	0.00%

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Library Service	Adult non-fiction hardback & paperback (or 15% original price whichever is greatest)	Per Item	1.05	1.10	1-Apr-20	4.76%
Library Service	Adult Fiction paperbacks	Per Item	0.50	0.50	1-Apr-20	0.00%
Library Service	Discarded Compact Discs	Per Item	1.00	1.00	1-Apr-20	0.00%
Library Service	Discarded DVD's	Per Item	2.50	2.50	1-Apr-20	0.00%
Library Service	<b>Photocopying Black &amp; White</b>					
Library Service	A4	Per Page	0.20	0.20	1-Apr-20	0.00%
Library Service	A3	Per Page	1.05	1.10	1-Apr-20	4.76%
Library Service	<b>Photocopying Colour</b>					
Library Service	A4	Per Page	0.65	0.65	1-Apr-20	0.00%
Library Service	A3	Per Page	2.05	2.10	1-Apr-20	2.44%
Library Service	<b>Hire of Rooms (Greasbrough, Maltby, Mowbray, Swinton, Wath)</b>					
Library Service	In opening hours per hour	Per Hour	10.00	10.20	1-Apr-20	2.00%
Library Service	Outside opening hours per hour + Caretaking Costs	Per Hour	£10.00 + caretaker cost		1-Apr-20	
Library Service	Promotional Displays per month (insurance)	Per Month	12.30	12.50	1-Apr-20	1.63%
Library Service	Promotional Displays per week	Per Week	4.00	4.50	1-Apr-20	12.50%
Library Service	Commercial	N/A	Negotiable	Negotiable	1-Apr-20	
Library Service	<b>IT Facilities</b>					
Library Service	Printing Black & White per copy A4	Per Page	0.20	0.20	1-Apr-20	0.00%
Library Service	Printing Colour per copy A4	Per Page	0.65	0.65	1-Apr-20	0.00%
Library Service	Printing Black & White per copy A3	Per Page	1.05	1.10	1-Apr-20	4.76%
Library Service	Printing Colour per copy A3	Per Page	2.10	2.10	1-Apr-20	0.00%
Library Service	Internet user Library Member	Per Hour	0.00	0.00	1-Apr-20	
Library Service	Internet User Non-Library member	Per Hour	1.00	0.00	1-Apr-20	-100.00%
Library Service	<b>Use of ICT Centres</b>					
Library Service	Band A (libraries that can accommodate 12+ learners)	Various	26.00	26.50	1-Apr-20	1.92%
Library Service	Band B (libraries that can accommodate 6-11 learners)	Various	13.50	13.80	1-Apr-20	2.22%
Library Service	Band C libraries that can accommodate up to 6 learners)	Various	7.50	7.65	1-Apr-20	2.00%
Library Service	<b>Commission on sales</b>					
Library Service		% of sales	25.00%	25.00%	1-Apr-20	
Library Service	<b>Workshops/Holiday Activities (other than Summer Reading Challenge)</b>					
Library Service	Storystop/Activities/Events/Author Events	Per Child	Variable	Variable	1-Apr-20	
Library Service	<b>Riverside House Library, Heritage and Arts Space</b>					
Library Service	Gallery Hire (minimum 3 week hire for approved exhibitions)	Various	Negotiable	Negotiable	1-Apr-20	
Library Service	Publicity & Promotion of Booked Events at request of hirer per advert minimum (Inc. design, advert space)	Various	Negotiable	Negotiable	1-Apr-20	
Library Service	Projector	Various	Negotiable	Negotiable	1-Apr-20	
Library Service	Display cases	Various	Negotiable	Negotiable	1-Apr-20	
Library Service	Hire of Steinway piano (on site)	Various	Negotiable	Negotiable	1-Apr-20	
Library Service	Commission on sales	Various	25.00%	25.00%	1-Apr-20	
Library Service	<b>ICT Equipment Hire</b>					
Library Service	Micro-Bits kits	Per Unit	0.00	0.00	1-Apr-20	
Library Service	Overdue Charges per day per microbit kit (Under 18s and over 60s exempt)	Per Day	0.25	0.25	1-Apr-20	0.00%
Library Service	Overdue Charges maximum per microbit kit (Under 18s and over 60s exempt)	N/A	6.00	6.00	1-Apr-20	0.00%
Library Service	<b>Visa and Immigration Services</b>					
Library Service	We Are Digital Online Visa Support (fee minus 2% SCL levy for administration and support)	Per Hour	40.00	40.00	1-Apr-20	0.00%
Library Service	Visa Biometric Support	Per Transaction	15.68	15.68	1-Apr-20	0.00%
Registration Service	Ceremony Booking Fee		30.00	30.00	1-Apr-20	0.00%
Registration Service	Ceremony Administration Fee		30.00	30.00	1-Apr-20	0.00%
Registration Service	Statutory Marriage Civil Partnership Clifton Park Museum		57.00	57.00	1-Apr-20	0.00%
Registration Service	Enhanced Marriage Civil Partnership Clifton Park Museum		235.00	245.00	1-Apr-20	4.26%

Service	Description of Fee or Charge	Unit of Charge
Registration Service	Premium Marriage Civil Partnership Ceremony Clifton Park Museum	
Registration Service	Premium Marriage Civil Partnership Ceremony Clifton Park Museum	
Registration Service	Naming Renewal of Vows Clifton Park Museum	
Registration Service	Naming Renewal of Vows Clifton Park Museum	
Registration Service	Naming Renewal of Vows Clifton Park Museum	
Registration Service	Private Citizenship Clifton Park Museum	
Registration Service	Marriage Civil Partnership Approved Venue	
Registration Service	Marriage Civil Partnership Approved Venue	
Registration Service	Marriage Civil Partnership Approved Venue	
Registration Service	Marriage Civil Partnership Approved Venue	
Registration Service	Naming Renewal of Vows Approved Venue	
Registration Service	Naming Renewal of Vows Approved Venue	
Registration Service	Naming Renewal of Vows Approved Venue	
Registration Service	Naming Renewal of Vows Approved Venue	
Registration Service	Priority Certificate	
Registration Service	Closed register certificate	
Registration Service	Open register certificate	
Registration Service	Time of registration certificate	
Registration Service	Request for correction to register entry to Local Registration Service	
Registration Service	Request for correction to register entry to General Register Office	
Registration Service	Request for approval of foreign divorce documents as evidence for notice of marriage to Local Registration Service	
Registration Service	Request for approval of foreign divorce or dissolution documents as evidence for notice of marriage to General Register Office	
Registration Service	Request to change of forename within 12 months of birth registration	
Registration Service	Request to waive statutory marriage or civil partnership notice period	
Registration Service	Application to register a building for worship	
Registration Service	Application to register a place of religious worship for marriage	
Registration Service	Notice of marriage or civil partnership	
Registration Service	Attending to take notice of marriage or civil partnership for a housebound person	
Registration Service	Attending to take notice of marriage or civil partnership for a detained person	
Registration Service	Marriage or civil partnership by Registrar Generals Licence	
Registration Service	Attending the marriage or civil partnership of a housebound person	
Registration Service	Attending the marriage or civil partnership of a detained person	
Registration Service	Conversion of a civil partnership to marriage one stage procedure	
Registration Service	Conversion of a civil partnership to marriage two stage procedure	
Registration Service	Conversion of a civil partnership to marriage for a housebound person	
Registration Service	Conversion of a civil partnership to marriage for a detained person	
Registration Service	Conversion of a civil partnership to marriage by special procedure	
Registration Service	Attending to register a marriage at a place of religious worship	
Registration Service	Attending to register the religious marriage or civil partnership of a housebound person	
Registration Service	Attending to register the religious marriage or civil partnership of a detained person	
Registration Service	Certificate of no impediment to marriage or civil partnership	
Registration Service	Signed for postage	
Heritage Services:	<b>Room Bookings</b>	
Clifton Park Museum, York	Hire of Museum (Special Conditions apply)	Each

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
280.00	290.00	1-Apr-20	3.57%
280.00	290.00	1-Apr-20	3.57%
260.00	265.00	1-Apr-20	1.92%
305.00	320.00	1-Apr-20	4.92%
310.00	325.00	1-Apr-20	4.84%
150.00	155.00	1-Apr-20	3.33%
315.00	325.00	1-Apr-20	3.17%
355.00	355.00	1-Apr-20	0.00%
370.00	375.00	1-Apr-20	1.35%
475.00	475.00	1-Apr-20	0.00%
285.00	295.00	1-Apr-20	3.51%
345.00	345.00	1-Apr-20	0.00%
375.00	375.00	1-Apr-20	0.00%
500.00	500.00	1-Apr-20	0.00%
35.00	35.00	1-Apr-20	0.00%
11.00	11.00	1-Apr-20	0.00%
11.00	11.00	1-Apr-20	0.00%
11.00	11.00	1-Apr-20	0.00%
75.00	75.00	1-Apr-20	0.00%
90.00	90.00	1-Apr-20	0.00%
50.00	50.00	1-Apr-20	0.00%
75.00	75.00	1-Apr-20	0.00%
40.00	40.00	1-Apr-20	0.00%
60.00	60.00	1-Apr-20	0.00%
29.00	29.00	1-Apr-20	0.00%
123.00	123.00	1-Apr-20	0.00%
35.00	35.00	1-Apr-20	0.00%
47.00	47.00	1-Apr-20	0.00%
68.00	68.00	1-Apr-20	0.00%
15.00	15.00	1-Apr-20	0.00%
84.00	84.00	1-Apr-20	0.00%
94.00	94.00	1-Apr-20	0.00%
45.00	45.00	1-Apr-20	0.00%
118.00	118.00	1-Apr-20	0.00%
99.00	99.00	1-Apr-20	0.00%
117.00	117.00	1-Apr-20	0.00%
15.00	15.00	1-Apr-20	0.00%
86.00	86.00	1-Apr-20	0.00%
81.00	81.00	1-Apr-20	0.00%
88.00	88.00	1-Apr-20	0.00%
35.00	35.00	1-Apr-20	0.00%
1.77	1.81	1-Apr-20	2.26%
on application	on application	1-Apr-20	



Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Gallery Hire during normal Museum public opening hours (Mon-Fri) per hour	Each	30.00	31.00	1-Apr-20	3.33%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Gallery Hire during normal Museum public opening hours (Mon-Fri) per hour over 6 hours	Each	25.00	26.00	1-Apr-20	4.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Ceremony Room for ceremonies to include photos in the room and maintenance	Each	32.00	32.00	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Gallery Hire Saturday and Sunday	Each	on application	on application	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Caretaking cost per hour CPM/BC	Each	min £15.50	16.00	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Use of Gallery in Museum for background wedding/ceremony photos	Each	55.00	56.00	1-Apr-20	1.82%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Hire of Boston Castle (Special Conditions apply)	Each	on application	on application	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Boston Castle Earl's Room during normal opening hours	Each	25.00	26.00	1-Apr-20	4.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Boston Castle Earl's Room Saturday and Sunday and outside normal opening hours	Each	30.00	31.00	1-Apr-20	3.33%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Use of Gallery/roof at Boston Castle for background wedding/ceremony photos	Each	55.00	56.00	1-Apr-20	1.82%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Note room hire/photography outside normal opening hours incur a caretaking charge on top of the rates listed above - per hour					

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Cancellation of Room Bookings at Clifton Park Museum or Boston Castle					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Charge for room booking cancelled on day	Each	100%	100%	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Charge for room booking cancelled within the week	Each	80%	80%	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Charge for room booking cancelled within the month	Each	50%	50%	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Hospitality/Refreshments	Each	on application	on application	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Licensing applications	Each	cost plus 20%	Remove line	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Overhead Projector per hour	Each	0.00	0.00	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Overhead Projector full day (9 a.m.-5 p.m.)	Each	9.00	10.00	1-Apr-20	11.11%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Flip Chart Stand (including pad) per session	Each	9.00	12.00	1-Apr-20	33.33%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Powerpoint Projector per hour	Each	0.00	0.00	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Powerpoint Projector full day 9 am - 5 pm	Each	9.00	10.00	1-Apr-20	11.11%



Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Laptop per hour	Each	0.00	0.00	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Laptop full day 9 am - 5 pm	Each	9.00	10.00	1-Apr-20	11.11%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Display Cases	Each	Price on application	Price on application	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Transport of Display Cases	Each	cover costs + min. of 20%	cover costs + min. of 20%	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Installation of Display Cases	Each	cover costs + min. of 20%	cover costs + min. of 20%	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Display Boards	Each	minimum £15 per day	cover costs + min. of 20%	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	School/Learning Sessions/Workshops/Adult Sessions/Tours/Talks					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	**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					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	**School Sessions delivered at the Heritage Service venues for a full day visit (this includes all materials and resources)	Each	£6.50 per child	£6.50 per child	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	**School Sessions delivered at the Heritage Service venues for a half day (this includes all materials and resources)	Each	4.25	£4.25 per child	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	**School Sessions delivered at the Heritage Service venues for a half day using the kitchen Range (this includes all materials and resources)	Each	5.50	£5.50 per child	1-Apr-20	

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	**School based sessions inclusive of travel expenses	Each	4.75	£4.75 per child	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Minimum charge for school session at Heritage Service venues for 27 pupils or less for full day	Each	175.00	175.00	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Minimum charge for school session at Heritage Service venues including the Kitchen Range for 27 pupils or less for half day sessions	Each	148.50	148.50	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Minimum for standard school sessions at Heritage Service Venues for Half day for 27 pupils or less	Each	115.00	115.00	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Minimum charge for SEN school session (max. 12 pupils)	Each	60.00	60.00	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Minimum charge for school in School/Outreach venue for 27 pupils or less	Each	150.00	150.00	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Activity Box hire for self guided sessions (Museum or Park use only)	Each	20.00	20.00	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Activity Cart (resources for schools)	Each	Price on application	Price on application	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Adult Workshops/event tours/courses	Each	Variable at least to cover all delivery costs + min of 20%	Variable at least to cover all delivery costs + min of 20%	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Childrens activities (family fun days, craft activities, toddler sessions etc.)	Each	Variable at least to cover all delivery costs + min of 20%	Variable at least to cover all delivery costs + min of 20%	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Adult Reminiscence Sessions (max of 10 adults)	Each	Minimum charge of £55	Minimum charge of £55	1-Apr-20	

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Adult Care Home sessions (outreach venues)	Each	Minimum charge of £60	Minimum charge of £60	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	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-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	General Museum and Gallery Tour (minimum of 10 adults)	Each	Min. charge of £4.50 per person	Min. charge of £4.75 per person	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Talk by staff (non-VAT) (up to 2 hours including preparation) at Heritage Service Venue	Each	Minimum of £55	Minimum of £55	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Talk by staff (non-VAT) (up to 2 hours including preparation) at outreach Venue	Each	Minimum of £55 + travel at RMBC rates	Minimum of £55 + travel at RMBC rates	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives	<b>Object Identification/Research Enquiries*:</b>					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	In person up to 1 hour	Each	Free	Remove as covered below	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Over 1 hour in person	Each	Free	Free	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Research enquiries by post, e-mail or fax per 1/2 hour	Each	£7.65 per 15 minutes, minimum charge 30 minutes	£7.65 per 15 minutes, minimum charge 30 minutes	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	<b>A&amp;LS Enquiries and research service*</b>					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Basic initial enquiry and advice	Each	Free	Free	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Use of computers, internet and microfilm readers in searchroom	Each	Free	Free	1-Apr-20	

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	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-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	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-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	A&LS Packing and postage charges (based on Royal Mail) *					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	UK Standard					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Small letter up to 100g 1st class	Each	0.85	0.90	1-Apr-20	5.88%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Small letter up to 100g 2nd class	Each	0.75	0.80	1-Apr-20	6.67%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Large letter (A4 sheets) up to 100g, max thickness 2.5cm 2nd class	Each	1.20	1.25	1-Apr-20	4.17%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Large letter (A4 sheets) up to 250g, max thickness 2.5cm 2nd class	Each	1.75	1.80	1-Apr-20	2.86%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Large letter (A4 sheets) up to 500g, max thickness 2.5cm 2nd class	Each	2.00	2.05	1-Apr-20	2.50%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Large letter (A4 sheets) up to 750g, max thickness 2.5cm 2nd class	Each	2.80	2.85	1-Apr-20	1.79%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	International Standard - Europe					

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Small letter up to 100g	Each	1.95	2.00	1-Apr-20	2.56%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Large letter (A4 sheets) up to 100g, max thickness 2.5cm	Each	2.90	2.95	1-Apr-20	1.72%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Large letter (A4 sheets) up to 250g, max thickness 2.5cm	Each	4.20	4.30	1-Apr-20	2.38%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Parcels	Each	Cost on request	Cost on request	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	International Standard - World zone 1					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Small letter up to 100g	Each	2.90	2.95	1-Apr-20	1.72%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Large letter (A4 sheets) up to 100g, max thickness 2.5cm	Each	3.70	3.80	1-Apr-20	2.70%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Large letter (A4 sheets) up to 250g, max thickness 2.5cm	Each	5.35	5.45	1-Apr-20	1.87%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Parcels	Each	Cost on request	Cost on Request	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	International Standard - World zone 2					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Small letter up to 100g	Each	2.90	2.95	1-Apr-20	1.72%

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Large letter (A4 sheets) up to 100g, max thickness 2.5cm	Each	3.90	4.00	1-Apr-20	2.56%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Large letter (A4 sheets) up to 250g, max thickness 2.5cm	Each	5.75	5.90	1-Apr-20	2.61%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Parcels	Each	Cost on request	Cost on request	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	A&LS Photocopying per page*					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	(add on staff time and postage costs for orders placed via distance enquiry service)					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	A4 black and white	Each	0.45	0.45	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	A4 colour	Each	2.00	2.00	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	A3 black and white	Each	0.65	0.65	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	A3 colour	Each	2.90	2.90	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	A&LS Printing per page*					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	(add on staff time and postage costs for orders placed via distance enquiry service)					

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	From microfilm/fiche A4 black and white print	Each	0.65	0.65	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	From microfilm/fiche A3 black and white print	Each	1.05	1.05	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	From RLN computers A4 black and white print	Each	0.20	0.20	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	From RLN computers A4 colour print	Each	0.65	0.65	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	From Viewfinder A4 black and white print	Each	0.65	0.65	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	From Viewfinder A4 colour print	Each	2.10	2.10	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	From Mapper A4 black and white print	Each	0.65	0.65	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Digital image (A&LS/Collections)*					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	(add on staff time costs, plus CD-Rom and postage if applicable)					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Supply of single digital image	Each	2.00	2.00	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	One CD-Rom	Each	1.50	1.60	1-Apr-20	6.67%

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	A&LS Photography by customer*					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Digital photograph using own camera, per image taken	Each	0.50	0.50	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Permit to take a larger quantity of photographs on a single day (conditions apply)	Each	11.00	11.00	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Advanced permit, as above but with photographer bringing in own additional equipment e.g. tripod (conditions apply; pre-booking essential)	Each	30.00	31.00	1-Apr-20	3.33%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	A&LS/Collections reproduction fee per image (not including cost of obtaining the image)*					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	NB: an acknowledgement must be made to Rotherham Archives and Local Studies where the images are used.					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Uses by educational or non-profit making institution or person:					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Single use in one book, e-book, journal, CD-Rom, film, exhibition or display	Each	13.00	13.00	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Unlimited use in one book, e-book, journal, CD-Rom, film, exhibition or display	Each	26.00	26.00	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Use on a website	Each	31.00	31.00	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Uses by a commercial or profit-making institution or person:					



Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Single use in one book, e-book, journal, CD-Rom, film, exhibition or display	Each	26.00	26.00	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Unlimited use in one book, e-book, journal, CD-Rom, film, exhibition or display	Each	52.00	52.00	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Use on a website (non-VAT)	Each	62.00	62.00	1-Apr-20	0.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Commission:					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	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-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Hired Equipment	Each	Price on application	Price on application	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Use of Hired Van	Each	Price on application	Price on application	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Commission on Sales (Art/Craft/Exhibits)	Each	minimum 10% prof/amateur	minimum 10% prof/amateur	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Use of Gallery in Museum for background photos	Each	30.00	30.60	1-Apr-20	2.00%
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Fees for Consultancy Work*:					
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Unskilled staff per day	Each	Min £90	Min £90	1-Apr-20	

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Skilled staff per day	Each	Min £210	Min £210	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Professional staff per day	Each	Min £450	Min £450	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Conservation - fee per hour	Each	min. of £35 (£210 per day)	min. of £35 (£210 per day)	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	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-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Storage Charge (for equipment, scenery, costumes, materials, etc.) per day per 10m²	Each	Price on application	Price on application	1-Apr-20	
Clifton Park Museum, York and Lancaster Regimental Museum, Boston Castle, Archives and Local Studies	Box fees for deposition of Archaeological Archives at Clifton Park Museum	Each	No change	Price on application	1-Apr-20	
Civic Theatre	<b>Theatre Hire</b>					
Civic Theatre	Performance for Professional Company - 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	1,150.00	1,150.00	1-Sep-20	0.00%
Civic Theatre	Per hour daytime	per hour	205.00	205.00	1-Sep-20	0.00%
Civic Theatre	All professional performances incur per ticket booking fee	per ticket	1.05	1.05	1-Sep-20	0.00%
Civic Theatre	<b>Local Businesses and Dance Schools</b>					
Civic Theatre	Off Peak Weekday Performance Evenings - (6pm - 10.30pm Mon-Thurs)(2 crew, 1 duty Manager, 1 box office)	per performance	675.00	675.00	1-Sep-20	0.00%
Civic Theatre	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	1-Sep-20	0.00%
Civic Theatre	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	1-Sep-20	0.00%
Civic Theatre	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	1-Sep-20	0.00%
Civic Theatre	Bank Holiday performance - (6pm -10.30pm )(2 crew, 1 duty Manager, 1 box office)	per performance	800.00	800.00	1-Sep-20	0.00%
Civic Theatre	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	1-Sep-20	0.00%
Civic Theatre	<b>Pre Production</b>					
Civic Theatre	Pre- production Technical Meetings - To discuss all technical elements of production		FOC	FOC	1-Sep-20	
Civic Theatre	Saturday / Sunday Get In and Rehearsal - First eight hours or part thereof -	per session	675.00	675.00	1-Sep-20	0.00%
Civic Theatre	Saturday / Sunday Get In and Rehearsal - Hour and part hour after the first eight hours - Price Per Hour	per hour	75.00	75.00	1-Sep-20	0.00%
Civic Theatre	Weekday Get In and Rehearsal - First eight hours or part thereof	per session	675.00	675.00	1-Sep-20	0.00%
Civic Theatre	Weekday Get In and Rehearsal - Hour and part hour after the first eight hours - Price Per Hour	per hour	70.00	70.00	1-Sep-20	0.00%
Civic Theatre	Rehearsal Evenings - When part of a longer hire - Maximum 5 hours	per session	675.00	675.00	1-Sep-20	0.00%
Civic Theatre	Bank Holiday Rehearsal - When part of a longer hire - Maximum 5 hours	per session	800.00	800.00	1-Sep-20	0.00%

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Civic Theatre	Blank Night Retainer - When theatre is unoperational due to hirer occupancy	per session	675.00	675.00	1-Sep-20	0.00%
Civic Theatre	<b>Amateur and Charitable Organisations</b>					
Civic Theatre	Off Peak Weekday Performance Evenings - (6pm - 10.30pm Mon-Thurs)(2 crew, 1 duty Manager, 1 box office)	per performance	472.50	472.50	1-Sep-20	0.00%
Civic Theatre	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	1-Sep-20	0.00%
Civic Theatre	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	1-Sep-20	0.00%
Civic Theatre	Matinee Performances - Underplaying an Evening (2 crew, 1 duty Manager, 1 box office)	per performance	420.00	420.00	1-Sep-20	0.00%
Civic Theatre	Bank Holiday performance - (6pm -10.30pm )(2 crew, 1 duty Manager, 1 box office)	per performance	560.00	560.00	1-Sep-20	0.00%
Civic Theatre	6% Commission of ticket sales (an average of 6 complimentary tickets per performance are exempt from commission)	% total sales	6%	6%	1-Sep-20	
Civic Theatre	<b>Pre Production</b>					
Civic Theatre	Pre- production Technical Meetings - To discuss all technical elements of production		FOC	FOC	1-Sep-20	
Civic Theatre	Saturday / Sunday Get In and Rehearsal - First eight hours or part thereof -	per session	472.50	472.50	1-Sep-20	0.00%
Civic Theatre	Saturday / Sunday Get In and Rehearsal - Hour and part hour after the first eight hours - Price Per Hour	per hour	75.00	75.00	1-Sep-20	0.00%
Civic Theatre	Weekday Get In and Rehearsal - First eight hours or part thereof	per session	472.50	472.50	1-Sep-20	0.00%
Civic Theatre	Weekday Get In and Rehearsal - Hour and part hour after the first eight hours - Price Per Hour	per hour	70.00	70.00	1-Sep-20	0.00%
Civic Theatre	Rehearsal Evenings - When part of a longer hire - Maximum 5 hours	per session	472.50	472.50	1-Sep-20	0.00%
Civic Theatre	Bank Holiday Rehearsal - When part of a longer hire - Maximum 5 hours	per session	560.00	560.00	1-Sep-20	0.00%
Civic Theatre	Blank Night Retainer - When theatre is unoperational due to hirer occupancy	per session	472.50	472.50	1-Sep-20	0.00%
Civic Theatre	<b>Additional Staffing</b>					
Civic Theatre	Follow Spot Operator / Additional Stage Hand	per hour	20.00	20.00	1-Sep-20	0.00%
Civic Theatre	Additional Specialist Technician / Staff Member <i>Sound Operator/ AV tech (Subject to availability)</i>	per hour	POA	POA	1-Sep-20	
Civic Theatre	Theatre staff as Specialist Speakers	per hour	POA	POA	1-Sep-20	
Civic Theatre	<b>Additional Rooms</b>					
Civic Theatre	Annexe Lister Hall <i>External hire none show related</i>	per session	POA	POA	1-Sep-20	
Civic Theatre	The Lister Hall <i>Subject to availability price per hour or part of</i>	per hour	17.00	17.00	1-Sep-20	0.00%
Civic Theatre	The White Room	per hour	12.50	12.50	1-Sep-20	0.00%
Civic Theatre	<b>Equipment/Extras subject to availability</b>					
Civic Theatre	The Orchestra Pit <i>(when installed prior to hire)</i>	per use	56.50	56.50	1-Sep-20	0.00%
Civic Theatre	Projector Hire (Single Performance) <i>(Includes rigging and de-rigging)</i>	per day	36.00	36.00	1-Sep-20	0.00%
Civic Theatre	Projector Hire (Week long run of performances) <i>(Includes rigging and de-rigging)</i>	per week	98.50	98.50	1-Sep-20	0.00%
Civic Theatre	Yamaha Baby Grand Concert Piano	per use	61.50	61.50	1-Sep-20	0.00%
Civic Theatre	Piano Tuning	per use	Cost + 25%	Cost + 25%	1-Sep-20	
Civic Theatre	Follow spot <i>Operator costs see above(per day)</i>	per day	20.50	20.50	1-Sep-20	0.00%
Civic Theatre	Follow spot <i>Operator costs see above(per week)</i>	per week	50.00	50.00	1-Sep-20	0.00%
Civic Theatre	Mirror Ball	per use	20.50	20.50	1-Sep-20	0.00%
Civic Theatre	UV Lamps	per day	20.50	20.50	1-Sep-20	0.00%
Civic Theatre	UV Lamps	per week	35.00	35.00	1-Sep-20	0.00%
Civic Theatre	Strobe	per day	25.75	25.75	1-Sep-20	0.00%
Civic Theatre	Strobe	per week	65.00	65.00	1-Sep-20	0.00%
Civic Theatre	Hire of Intelligent Lighting system x 4 <i>intelligent lights (subject to availability)</i>	per day	130.00	130.00	1-Sep-20	0.00%
Civic Theatre	Hire of Intelligent Lighting system x 4 <i>intelligent lights (subject to availability)</i>	per week	310.00	310.00	1-Sep-20	0.00%
Civic Theatre	Drape Hire <i>When not as part of standard black box set up.</i>	per day	20.50	20.50	1-Sep-20	0.00%
Civic Theatre	Drape Hire <i>When not as part of standard black box set up.</i>	per week	50.00	50.00	1-Sep-20	0.00%
Civic Theatre	Repair of Drapes <i>(when repairable)</i>		cost + 25%	cost + 25%	1-Sep-20	
Civic Theatre	Replacement Drapes <i>(when irreparable)</i>		cost + 25%	cost + 25%	1-Sep-20	
Civic Theatre	Star Cloth	per day	25.75	25.75	1-Sep-20	0.00%
Civic Theatre	Star Cloth	per week	65.00	65.00	1-Sep-20	0.00%
Civic Theatre	Smoke Machine	per day	15.50	15.50	1-Sep-20	0.00%
Civic Theatre	Smoke Machine	per week	41.00	41.00	1-Sep-20	0.00%
Civic Theatre	Smoke Fluid per 0.5ml <i>(consumption monitored)</i>	per 0.5ml	12.50	12.50	1-Sep-20	0.00%
Civic Theatre	Haze Machine	per day	20.50	20.50	1-Sep-20	0.00%
Civic Theatre	Haze Machine	per week	51.50	51.50	1-Sep-20	0.00%
Civic Theatre	Haze Fluid per 0.5ml <i>(consumption monitored)</i>	per 0.5ml	12.50	12.50	1-Sep-20	0.00%
Civic Theatre	Mini Mist smoke machine	per day	15.00	15.00	1-Sep-20	0.00%

Service	Description of Fee or Charge	Unit of Charge
Civic Theatre	Mini Mist smoke machine	per week
Civic Theatre	Mini mist canister	per canister
Civic Theatre	Radio Mic	per use
Civic Theatre	Generic mic	per use
Civic Theatre	Pyrotechnic Detonation System	per day
Civic Theatre	Pyrotechnic Detonation System	per week
Civic Theatre	Gaffer Tape	per roll
Civic Theatre	PAT test	per item
Civic Theatre	<b>Miscellaneous</b>	
Civic Theatre	set up costs for external events	per event
Civic Theatre	Ticket printing ( <i>For non theatre events</i> )	per ticket
Civic Theatre	External Advertising	per event
Civic Theatre	<b>Commissions</b>	
Civic Theatre	Programme Sales	per item
Civic Theatre	Merchandise	per item
Civic Theatre	<b>Deposits / Cancellations FOR HIRERS</b>	
Civic Theatre	Deposit for Hirers ( <i>Payable on confirmation of dates</i> )	Per booking
Civic Theatre	Cancellation Fee within 4 months ( <i>of core charges</i> )	Per booking
Civic Theatre	Cancellation Fee within a month ( <i>of core charges</i> )	Per booking
Civic Theatre	Cancellation Fee within a week ( <i>of core charges</i> )	Per booking
Highways (Inspection and Street Works)	License for placement of a builder's skip /container on the highway	1 license
Highways (Inspection and Street Works)	Retrospective license for skip /container if placed without permission following site investigation / inspection	1 license
Highways (Inspection and Street Works)	License for the making of an excavation in the highway for the installation and maintenance of apparatus	1 license
Highways (Inspection and Street Works)	Licence for a trial hole in the highway	1 license
Highways (Inspection and Street Works)	License for the construction of permanent vehicle access crossings in the highway	1 license
Highways (Inspection and Street Works)	License for the construction of temporary vehicle access crossings in the highway	1 license
Highways (Inspection and Street Works)	License for the installation of scaffolding and hoarding in the highway	1 license
Highways (Inspection and Street Works)	The making of a temporary traffic regulation order to lawfully regulate traffic during planned activities on or near the highway	1 order
Highways (Inspection and Street Works)	The making of an emergency traffic regulation order to lawfully regulate traffic during unplanned activities on or near the highway	1 order
Highways (Inspection and Street Works)	Street Works Permit Scheme	
Highways (Inspection and Street Works)		
Highways (Inspection and Street Works)	Road Category 0, 1, 2 and 3 and 4 Designated Traffic Sensitive	
Highways (Inspection and Street Works)		
Highways (Inspection and Street Works)	Provisional Advance Authorisation	1 Permit
Highways (Inspection and Street Works)	Major Activity Permit (1 to 3 days duration)	1 Permit
Highways (Inspection and Street Works)	Major Activity Permit (4 to 10 days duration)	1 Permit
Highways (Inspection and Street Works)	Major Activity Permit (11 days or more duration) and all major activities requiring a traffic regulation order	1 Permit
Highways (Inspection and Street Works)	Standard Activity Permit	1 Permit
Highways (Inspection and Street Works)	Minor Activity Permit	1 Permit
Highways (Inspection and Street Works)	Immediate Activity Permit	1 Permit
Highways (Inspection and Street Works)		

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
40.00	40.00	1-Sep-20	0.00%
Cost + 25%	Cost + 25%	1-Sep-20	
36.00	36.00	1-Sep-20	0.00%
7.50	7.50	1-Sep-20	0.00%
15.50	15.50	1-Sep-20	0.00%
41.00	41.00	1-Sep-20	0.00%
cost + 25%	cost + 25%	1-Sep-20	
5.00	5.00	1-Sep-20	0.00%
POA	POA	1-Sep-20	
0.30	0.30	1-Sep-20	0.00%
cost + 25%	cost + 25%	1-Sep-20	
15%	15%	1-Sep-20	
15%	15%	1-Sep-20	
20%	20%	1-Sep-20	
50%	50%	1-Sep-20	
80%	80%	1-Sep-20	
100%	100%	1-Sep-20	
22.00	23.00	1-Apr-20	4.55%
69.00	71.00	1-Apr-20	2.90%
573.00	585.00	1-Apr-20	2.09%
471.00	481.00	1-Apr-20	2.12%
115.00	118.00	1-Apr-20	2.61%
188.00	192.00	1-Apr-20	2.13%
184.00	188.00	1-Apr-20	2.17%
983.00	1003.00	1-Apr-20	2.03%
758.00	774.00	1-Apr-20	2.11%
95.00	95.00		0.00%
58.00	58.00		0.00%
118.00	118.00		0.00%
213.00	213.00		0.00%
118.00	118.00		0.00%
58.00	58.00		0.00%
54.00	54.00		0.00%

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Highways (Inspection and Street Works)	Road Category 3 and 4 Designated Non-Traffic Sensitive					
Highways (Inspection and Street Works)						
Highways (Inspection and Street Works)	Provisional Advance Authorisation	1 Permit	63.00	63.00		0.00%
Highways (Inspection and Street Works)	Major Activity Permit (1 to 3 days duration)	1 Permit	41.00	41.00		0.00%
Highways (Inspection and Street Works)	Major Activity Permit (4 to 10 days duration)	1 Permit	66.00	66.00		0.00%
Highways (Inspection and Street Works)	Major Activity Permit (11 days or more duration) and all major activities requiring a traffic regulation order	1 Permit	118.00	118.00		0.00%
Highways (Inspection and Street Works)	Standard Activity Permit	1 Permit	66.00	66.00		0.00%
Highways (Inspection and Street Works)	Minor Activity Permit	1 Permit	41.00	41.00		0.00%
Highways (Inspection and Street Works)	Immediate Activity Permit	1 Permit	37.00	37.00		0.00%
Highway Asset & Drainage - Adoptions	Charges are for Highways act 1980 s38 agreements and adoptions done under section 220	1 order	Variable	Variable	1-Apr-20	
Highway Asset & Drainage - Adoptions	Charges are for Highways act 1980 s38 agreements and adoptions done under section 228	1 order	Variable	Variable	1-Apr-20	
Highway Asset & Drainage - Adoptions	Adoption Searches	1 order	41.00	42.00	1-Apr-20	2.44%
Highway Asset & Drainage - Drainage	Charges for emptying Cesspool & Septic Tanks	1 order	Variable	Variable	1-Apr-20	
Highway Asset & Drainage - Drainage	Charges for cleansing works	1 order	Variable	Variable	1-Apr-20	
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	983.00	1003.00	1-Apr-20	2.03%
	The making of an emergency traffic regulation order to lawfully regulate traffic during unplanned activities on or near the highway	1 order	758.00	774.00	1-Apr-20	2.11%
Highway Network Management - Street Lighting	Design of street lighting for external developers	per design	256.00	262.00	1-Apr-20	2.34%
	Admin and supervision of street lighting installation on developments	% on cost of quotation	22%	23%	1-Apr-20	2.68%
Parking Services	Release fee for untaxed/abandoned vehicle within 24 hrs	£	100.00	100.00	1-Apr-20	0.00%
Parking Services	Release fee for untaxed/abandoned vehicle after 24 hrs	£	200.00	200.00	1-Apr-20	0.00%
Parking Services	Penalty Charge Notices (higher level)	£	70.00	70.00	1-Apr-20	0.00%
Parking Services	Penalty Charge Notices (lower level)	£	50.00	50.00	1-Apr-20	0.00%
Parking Services	Off street parking charges	£		various		0.00%
Parking Services						
Parking Services	DRUMMOND STREET					
Parking Services						
Parking Services	Up to 2 hours	£	1.50	1.50		0.00%
Parking Services	Up to 4 hours	£	2.00	2.00		0.00%
Parking Services	All day	£	3.50	3.50		0.00%
Parking Services						
Parking Services	WELLGATE NORTH					
Parking Services						
Parking Services	Up to 30 minutes	p	50p	50p		0.00%
Parking Services	Up to 1 hour	£	1.00	1.00		0.00%

Service	Description of Fee or Charge	Unit of Charge
Parking Services		
Parking Services	<u>CLIFTON HALL</u>	
Parking Services		
Parking Services	Up to 2 hours	£
Parking Services	Up to 4 hours	£
Parking Services	All day	£
Parking Services		
Parking Services	<u>DOUGLAS STREET</u>	
Parking Services		
Parking Services	Up to 30 minutes	p
Parking Services	Up to 1 hour	£
Parking Services	Up to 2 hours	£
Parking Services		
Parking Services	<u>UNITY PLACE</u>	
Parking Services		
Parking Services	Up to 30 minutes	p
Parking Services	Up to 1 hour	p
Parking Services	Up to 2 hours	£
Parking Services	Up to 4 hours	£
Parking Services		
Parking Services	<u>SHEFFIELD ROAD</u>	
Parking Services		
Parking Services	All day	£
Parking Services		
Parking Services	<u>RIVERSIDE</u>	
Parking Services		
Parking Services	Up to 1 hour	p
Parking Services	Up to 2 hours	£
Parking Services	Up to 4 hours	£
Parking Services		
Parking Services	<u>SCALA</u>	
Parking Services		
Parking Services	Up to 2 hours	£
Parking Services	Up to 4 hours	£
Parking Services		
Parking Services	<u>RIVERSIDE HOUSE</u>	
Parking Services		
Parking Services	Up to 2 hours	£
Parking Services	Up to 4 hours	£
Parking Services	All day	£
Parking Services		
Parking Services	<u>YORK ROAD</u>	
Parking Services		
Parking Services	Up to 4 hours	£
Parking Services	All day	£
Parking Services		
Parking Services	<u>BAILEY HOUSE</u>	

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
1.50	1.50		0.00%
2.00	2.00		0.00%
3.50	3.50		0.00%
50p	50p		0.00%
1.00	1.00		0.00%
1.50	1.50		0.00%
20p	20p		0.00%
50p	50p		0.00%
1.50	1.50		0.00%
2.00	2.00		0.00%
1.80	1.80		0.00%
50p	50p		0.00%
1.00	1.00		0.00%
2.00	2.00		0.00%
1.50	1.50		0.00%
2.00	2.00		0.00%
1.50	1.50		0.00%
2.00	2.00		0.00%
3.50	3.50		0.00%
1.00	1.00		0.00%
2.00	2.00		0.00%

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Parking Services						
Parking Services	Up to 4 hours	£	1.00	1.00		0.00%
Parking Services	All day	£	2.00	2.00		0.00%
Parking Services						
Parking Services	<u>WELLGATE MSCP</u>					
Parking Services						
Parking Services	Up to 2 hours	£	1.50	1.50		0.00%
Parking Services	Up to 4 hours	£	2.00	2.00		0.00%
Parking Services	All day	£	3.50	3.50		0.00%
Parking Services						
Parking Services	<u>FORGE ISLAND</u>					
Parking Services						
Parking Services	Red Zone - Up to 2 hours	£	Free	Free		0.00%
Parking Services	Up to 2 hours	£	1.00	1.00		0.00%
Parking Services	Up to 4 hours	£	2.00	2.00		0.00%
Parking Services	All day	£	3.50	3.50		0.00%
Parking Services						
Parking Services	<u>THE STATUTES</u>					
Parking Services						
Parking Services	Up to 2 hours	£	1.00	1.00		0.00%
Parking Services	Up to 4 hours	£	2.00	2.00		0.00%
Parking Services	All day (Monday - Friday)	£	3.50	3.50		0.00%
Parking Services	All day (Saturday)	£	2.00	2.00		
Parking Services						
Parking Services	On street parking charges					0.00%
Parking Services	<u>MAIN STREET</u>					
Parking Services						
Parking Services	Up to 30 minutes	p	20p	20p		0.00%
Parking Services	Up to 1 hour	£	1.50	1.50		0.00%
Parking Services	Up to 2 hours	£	3.00	3.00		0.00%
Parking Services						
Parking Services	<u>MOORGATE STREET</u>					
Parking Services						
Parking Services	Up to 30 minutes	£	1.00	1.00		0.00%
Parking Services	Up to 1 hour	£	1.50	1.50		0.00%
Parking Services	Up to 2 hours	£	3.00	3.00		0.00%
Parking Services						
Parking Services	<u>MANSFIELD ROAD</u>					
Parking Services						
Parking Services	Up to 30 minutes	£	1.00	1.00		0.00%
Parking Services	Up to 1 hour	£	1.50	1.50		0.00%
Parking Services	Up to 2 hours	£	3.00	3.00		0.00%
Parking Services						
Parking Services	<u>STANLEY STREET</u>					
Parking Services						
Parking Services	Up to 30 minutes	£	1.00	1.00		0.00%
Parking Services	Up to 1 hour	£	1.50	1.50		0.00%

Service	Description of Fee or Charge	Unit of Charge
Parking Services	Up to 2 hours	£
Parking Services		
Parking Services	<u>MOORGATE</u>	
Parking Services		
Parking Services	Up to 30 minutes	£
Parking Services	Up to 1 hour	£
Parking Services	Up to 2 hours	£
Parking Services	Up to 3 hours	£
Parking Services	Up to 4 hours	£
Parking Services		
Parking Services	<u>CROFTS TOWN HALL</u>	
Parking Services		
Parking Services	Up to 30 minutes	£
Parking Services	Up to 1 hour	£
Parking Services	Up to 2 hours	£
Parking Services	Up to 3 hours	£
Parking Services	Up to 4 hours	£
Parking Services		
Parking Services	<u>SHIP HILL</u>	
Parking Services		
Parking Services	Up to 30 minutes	£
Parking Services	Up to 1 hour	£
Parking Services	Up to 2 hours	£
Parking Services	Up to 3 hours	£
Parking Services	Up to 4 hours	£
Parking Services		
Parking Services	<u>WELLGATE</u>	
Parking Services		
Parking Services	Up to 30 minutes	£
Parking Services	Up to 1 hour	£
Parking Services		
Parking Services	<u>DONCASTER GATE</u>	
Parking Services		
Parking Services	Up to 30 minutes	£
Parking Services	Up to 1 hour	£
Parking Services	Up to 2 hours	£
Parking Services		
Parking Services	<u>WESTGATE</u>	
Parking Services		
Parking Services	Up to 30 minutes	£
Parking Services	Up to 1 hour	£
Parking Services	Up to 2 hours	£
Parking Services		
Parking Services	<u>WHARNCLIFFE STREET</u>	
Parking Services		
Parking Services	Up to 30 minutes	£
Parking Services	Up to 1 hour	£

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
3.00	3.00		0.00%
1.00	1.00		0.00%
1.50	1.50		0.00%
3.00	3.00		0.00%
3.50	3.50		0.00%
4.00	4.00		0.00%
1.00	1.00		0.00%
1.50	1.50		0.00%
3.00	3.00		0.00%
3.50	3.50		0.00%
4.00	4.00		0.00%
1.00	1.00		0.00%
1.50	1.50		0.00%
3.00	3.00		0.00%
3.50	3.50		0.00%
4.00	4.00		0.00%
1.00	1.00		0.00%
1.50	1.50		0.00%
3.00	3.00		0.00%
1.00	1.00		0.00%
1.50	1.50		0.00%
3.00	3.00		0.00%
1.00	1.00		0.00%
1.50	1.50		0.00%



Service	Description of Fee or Charge	Unit of Charge
Parking Services	Up to 2 hours	£
Parking Services		
Parking Services	<b>PERCY STREET</b>	
Parking Services		
Parking Services	Up to 30 minutes	£
Parking Services	Up to 1 hour	£
Parking Services	Up to 2 hours	£
Parking Services		
Parking Services	<b>HOWARD STREET</b>	
Parking Services		
Parking Services	Up to 30 minutes	£
Parking Services	Up to 1 hour	£
Parking Services		
Parking Services	<b>EASTWOOD LANE</b>	
Parking Services		
Parking Services	Up to 30 minutes	£
Parking Services	Up to 1 hour	£
Parking Services		
Parking Services	<b>WELLGATE MASONS</b>	
Parking Services		
Parking Services	Up to 30 minutes	£
Parking Services	Up to 1 hour	£
Parking Services	Up to 2 hours	£
Parking Services		
Parking Services	<b>WESTGATE (Short Stay)</b>	
Parking Services		
Parking Services	Up to 30 minutes	p
Parking Services	Up to 1 hour	£
Parking Services	Up to 2 hours	£
Parking Services		
Parking Services	<b>WESTGATE (Long Stay)</b>	
Parking Services		
Parking Services	Up to 30 minutes	p
Parking Services	Up to 1 hour	£
Parking Services	Up to 2 hours	£
Parking Services	Up to 4 hours	£
Parking Services	All day	£
Parking Services		
Parking Services	<b>SHEFFIELD ROAD</b>	
Parking Services		
Parking Services	Up to 30 minutes	p
Parking Services	Up to 1 hour	£
Parking Services	Up to 2 hours	£
Parking Services	Up to 4 hours	£
Parking Services	All day	£
Parking Services		
Parking Services	<b>MAIN STREET</b>	

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
3.00	3.00		0.00%
1.00	1.00		0.00%
1.50	1.50		0.00%
3.00	3.00		0.00%
1.00	1.00		0.00%
1.50	1.50		0.00%
1.00	1.00		0.00%
1.50	1.50		0.00%
1.00	1.00		0.00%
1.50	1.50		0.00%
3.00	3.00		0.00%
20p	20p		0.00%
1.50	1.50		0.00%
3.00	3.00		0.00%
20p	20p		0.00%
1.00	1.00		0.00%
2.00	2.00		0.00%
3.00	3.00		0.00%
4.00	4.00		0.00%
20p	20p		0.00%
1.00	1.00		0.00%
2.00	2.00		0.00%
3.00	3.00		0.00%
4.00	4.00		0.00%

Service	Description of Fee or Charge	Unit of Charge
Parking Services		
Parking Services	Up to 30 minutes	£
Parking Services	Up to 1 hour	£
Parking Services	Up to 2 hours	£
Parking Services		
Parking Services	<u>MASBROUGH STREET</u>	
Parking Services		
Parking Services	Up to 30 minutes	p
Parking Services	Up to 1 hour	p
Parking Services	Up to 2 hours	£
Parking Services	All day	£
Parking Services		
Parking Services	<u>DOMINE LANE</u>	
Parking Services		
Parking Services	Up to 30 minutes	£
Parking Services	Up to 1 hour	£
Parking Services	Up to 2 hours	£
Parking Services		
Parking Services	<u>MARKET STREET</u>	
Parking Services		
Parking Services	Up to 30 minutes	£
Parking Services	Up to 1 hour	£
Parking Services	Up to 2 hours	£
Parking Services		
Parking Services	<u>COKE HILL</u>	
Parking Services		
Parking Services	Up to 30 minutes	p
Parking Services	Up to 4 hours	£
Parking Services	All day	£
Parking Services		
Parking Services	<u>PARKFIELD ROAD</u>	
Parking Services		
Parking Services	Up to 30 minutes	p
Parking Services	Up to 1 hour	£
Parking Services	Up to 2 hours	£
Parking Services	Up to 4 hours	£
Parking Services	All day	£
Parking Services	Staff parking permits (All car parks)	£
Parking Services	Parking dispensations and suspension fee - on street	£
Parking Services	Parking dispensations and suspension fee - off street	£
Catering & Facilities Services	The price of the meal to the child is set by the school	
School meals		
	The price charges by the school meals service are commercially confidential however it should be noted that the service is unable to increase the PFI contract charge due to the terms of the contract. The service needs to remain price competitive to compete with other external providers	

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
1.00	1.00		0.00%
1.50	1.50		0.00%
3.00	3.00		0.00%
20p	20p		0.00%
50p	50p		0.00%
1.00	1.00		0.00%
2.00	2.00		0.00%
1.00	1.00		0.00%
1.50	1.50		0.00%
3.00	3.00		0.00%
1.00	1.00		0.00%
1.50	1.50		0.00%
3.00	3.00		0.00%
20p	20p		0.00%
1.00	1.00		0.00%
2.00	2.00		0.00%
50p	50p		0.00%
1.00	1.00		0.00%
1.50	1.50		0.00%
2.00	2.00		0.00%
3.50	3.50		0.00%
35.00	36.00	1-Apr-20	2.86%
16.00	17.00	1-Apr-20	6.25%
16.00	17.00	1-Apr-20	6.25%
		1-Apr-20	

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Catering & Facilities Services						
Cleaning	The price charges by the cleaning service are commercially confidential. The service needs to remain price competitive to compete with other external providers					
Transportation Infrastructure Service	Provision of Traffic survey data	each	153.60	156.70	1-Apr-20	2.02%
Transportation Infrastructure Service	Provision of Road Safety - Collision Data	each	153.60	156.70	1-Apr-20	2.02%
Transportation Infrastructure Service	Switch off / Switch on traffic signals or similar	each	358.40	365.60	1-Apr-20	2.01%
Transportation Infrastructure Service	Provision of Traffic Signal drawings	each	153.60	156.70	1-Apr-20	2.02%
Regulation and Enforcement	<b>Animal Health</b>					
Regulation and Enforcement	Animal Boarding is now providing boarding in kennels for dogs, and providing boarding for cats		300.00	306.00	1-Apr-20	2.00%
Regulation and Enforcement	Home Boarding is now providing home boarding		300.00	306.00	1-Apr-20	2.00%
Regulation and Enforcement	Riding Establishments is now hiring out of horses		300.00	306.00	1-Apr-20	2.00%
Regulation and Enforcement	Dog Breeding is now breeding of dogs		300.00	306.00	1-Apr-20	2.00%
Regulation and Enforcement	Pet Shop Licences is now selling of pets		300.00	306.00	1-Apr-20	2.00%
Regulation and Enforcement	Performing Animals is now keeping or training animals for exhibition		300.00	306.00	1-Apr-20	2.00%
Regulation and Enforcement	Dangerous Wild Animals		157.00	161.00	1-Apr-20	2.55%
Regulation and Enforcement	Zoos First Licence		1,119.00	1142.00	1-Apr-20	2.06%
Regulation and Enforcement	Zoos Renewal		1,655.00	1689.00	1-Apr-20	2.05%
Regulation and Enforcement	<b>Health and Safety</b>					
Regulation and Enforcement	Ear-piercing – PREMISES		132.00	135.00	1-Apr-20	2.27%
Regulation and Enforcement	Ear piercing - person carrying on the business		29.00	30.00	1-Apr-20	3.45%
Regulation and Enforcement	Total for ear-piercing with one applicant		161.00	165.00	1-Apr-20	2.48%
Regulation and Enforcement	Tattooing – PREMISES		221.00	226.00	1-Apr-20	2.26%
Regulation and Enforcement	Tattooing - person carrying on the business		29.00	30.00	1-Apr-20	3.45%
Regulation and Enforcement	Total for tattooing with one applicant		250.00	255.00	1-Apr-20	2.00%
Regulation and Enforcement	Acupuncture – PREMISES		163.00	167.00	1-Apr-20	2.45%
Regulation and Enforcement	Acupuncture – person carrying on the practice		29.00	30.00	1-Apr-20	3.45%
Regulation and Enforcement	Electrolysis – PREMISES		163.00	167.00	1-Apr-20	2.45%
Regulation and Enforcement	Electrolysis – person carrying on the business		29.00	30.00	1-Apr-20	3.45%
Regulation and Enforcement	<b>Food Hygiene</b>					
Regulation and Enforcement	Food Hygiene Revisit		160.00	164.00	1-Apr-20	2.50%
Regulation and Enforcement	Provide pre-inspection advice to food businesses		195.00	199.00	1-Apr-20	2.05%
Licensing	<b>Taxi and Private Hire</b>					
Licensing	Private Hire Operator (1-3 vehicles)		142.00	142.00	1-Apr-20	0.00%
Licensing	Private Hire Operator (4-20 vehicles)		190.00	190.00	1-Apr-20	0.00%
Licensing	Private Hire Operator (21-40 vehicles)		449.00	449.00	1-Apr-20	0.00%
Licensing	Private Hire Operator (over 40 vehicles)		661.00	661.00	1-Apr-20	0.00%
Licensing	Licensed vehicle application fee		112.00	112.00	1-Apr-20	0.00%
Licensing	Licensed vehicle compliance test		45.00	45.00	1-Apr-20	0.00%
Licensing	Licence vehicle compliance test (retest)		25.00	25.00	1-Apr-20	0.00%
Licensing	Licensed vehicle compliance test missed appointment fee		45.00	45.00	1-Apr-20	0.00%
Licensing	Licensed vehicle licence plate		19.00	19.00	1-Apr-20	0.00%
Licensing	Licensed vehicle licence plate bracket		16.00	16.00	1-Apr-20	0.00%
Licensing	Licensed vehicle licence transfer fee		42.00	42.00	1-Apr-20	0.00%
Licensing	Driver Licence (1 year grant) -includes DBS cost		165.50	165.50	1-Apr-20	0.00%
Licensing	Driver Licence (3 year grant) - includes DBS cost		235.50	235.50	1-Apr-20	0.00%
Licensing	Driver Licence (1 year renewal)		94.50	94.50	1-Apr-20	0.00%
Licensing	Driver Licence (3 year renewal)		164.50	164.50	1-Apr-20	0.00%
Licensing	Disclosure and Barring Service Enhanced check		44.00	44.00	1-Apr-20	0.00%
Licensing	Replacement licence		18.50	18.50	1-Apr-20	0.00%
Licensing	Replacement ID badge		19.00	19.00	1-Apr-20	0.00%
Licensing	Approval of advertisement		38.00	38.00	1-Apr-20	0.00%
Licensing	Approval of trailer for attachment to licensed vehicle		37.00	37.00	1-Apr-20	0.00%
Licensing	Replacement Hackney Carriage door signs (each)		7.00	7.00	1-Apr-20	0.00%
Licensing	<b>Licensing Act 2003</b>					
Licensing	<b>Premises Licence and Club Premises Certificate Application Fee:</b>					

Service	Description of Fee or Charge	Unit of Charge
Licensing	Band A	
Licensing	Band B	
Licensing	Band C	
Licensing	Band D	
Licensing	Band E	
Licensing	<b>Premises Licence and Club Premises Certificate Application additional fee based on capacity:</b>	
Licensing	5000 - 9999	
Licensing	10000 - 14999	
Licensing	15000 - 19999	
Licensing	20000 - 29999	
Licensing	30000 - 39999	
Licensing	40000 - 49999	
Licensing	50000 - 59999	
Licensing	60000 - 69999	
Licensing	70000 - 79999	
Licensing	80000 - 89999	
Licensing	90000 and over	
Licensing	<b>Variation fee in transition:</b>	
Licensing	Band A	
Licensing	Band B	
Licensing	Band C	
Licensing	Band D	
Licensing	Band E	
Licensing	<b>Premise Licence and Club Premises Certificate Annual Fee</b>	
Licensing	Band A	
Licensing	Band B	
Licensing	Band C	
Licensing	Band D	
Licensing	Band E	
Licensing	<b>Premises Licence and Club Premises Certificate annual fee additional fee based on capacity:</b>	
Licensing	5000 - 9999	
Licensing	10000 - 14999	
Licensing	15000 - 19999	
Licensing	20000 - 29999	
Licensing	30000 - 39999	
Licensing	40000 - 49999	
Licensing	50000 - 59999	
Licensing	60000 - 69999	
Licensing	70000 - 79999	
Licensing	80000 - 89999	
Licensing	90000 and over	
Licensing	<b>Miscellaneous fees:</b>	
Licensing	Replacement licence	
Licensing	Application for provisional statement	
Licensing	Notification of change	
Licensing	Application to vary DPS	
Licensing	Application to transfer premises licence	
Licensing	Interim authority notice	
Licensing	Temporary Event Notice	
Licensing	Grant of personal licence	
Licensing	Fee for right to be notified	
Licensing	<b>Gambling Act 2005</b>	
Licensing	<b>Premises Licence Application Fee:</b>	
Licensing	New Small Casinos	
Licensing	New Large Casino	
Licensing	Regional Casino	
Licensing	Bingo Club	
Licensing	Betting premises (excluding Tracks)	
Licensing	Tracks	
Licensing	Family Entertainment Centres	
Licensing	Adult Gaming Centre	
Licensing	<b>Premises Licence Annual Fee:</b>	
Licensing	New Small Casinos	
Licensing	New Large Casino	
Licensing	Regional Casino	
Licensing	Bingo Club	
Licensing	Betting premises (excluding Tracks)	
Licensing	Tracks	
Licensing	Family Entertainment Centres	
Licensing	Adult Gaming Centre	
Licensing	<b>Application to vary:</b>	
Licensing	New Small Casinos	
Licensing	New Large Casino	
Licensing	Bingo Club	
Licensing	Betting premises (excluding Tracks)	
Licensing	Tracks	
Licensing	Family Entertainment Centres	
Licensing	Adult Gaming Centre	
Licensing	<b>Application to transfer:</b>	
Licensing	New Small Casinos	
Licensing	New Large Casino	
Licensing	Bingo Club	
Licensing	Betting premises (excluding Tracks)	
Licensing	Tracks	
Licensing	Family Entertainment Centres	
Licensing	Adult Gaming Centre	
Licensing	<b>Application for Reinstatement</b>	
Licensing	New Small Casinos	
Licensing	New Large Casino	

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
100.00	100.00	1-Apr-20	0.00%
190.00	190.00	1-Apr-20	0.00%
315.00	315.00	1-Apr-20	0.00%
450.00	450.00	1-Apr-20	0.00%
635.00	635.00	1-Apr-20	0.00%
1,000.00	1,000.00	1-Apr-20	0.00%
2,000.00	2,000.00	1-Apr-20	0.00%
4,000.00	4,000.00	1-Apr-20	0.00%
8,000.00	8,000.00	1-Apr-20	0.00%
16,000.00	16,000.00	1-Apr-20	0.00%
24,000.00	24,000.00	1-Apr-20	0.00%
32,000.00	32,000.00	1-Apr-20	0.00%
40,000.00	40,000.00	1-Apr-20	0.00%
48,000.00	48,000.00	1-Apr-20	0.00%
56,000.00	56,000.00	1-Apr-20	0.00%
64,000.00	64,000.00	1-Apr-20	0.00%
20.00	20.00	1-Apr-20	0.00%
60.00	60.00	1-Apr-20	0.00%
80.00	80.00	1-Apr-20	0.00%
100.00	100.00	1-Apr-20	0.00%
120.00	120.00	1-Apr-20	0.00%
70.00	70.00	1-Apr-20	0.00%
180.00	180.00	1-Apr-20	0.00%
295.00	295.00	1-Apr-20	0.00%
320.00	320.00	1-Apr-20	0.00%
350.00	350.00	1-Apr-20	0.00%
500.00	500.00	1-Apr-20	0.00%
1,000.00	1,000.00	1-Apr-20	0.00%
2,000.00	2,000.00	1-Apr-20	0.00%
4,000.00	4,000.00	1-Apr-20	0.00%
8,000.00	8,000.00	1-Apr-20	0.00%
12,000.00	12,000.00	1-Apr-20	0.00%
16,000.00	16,000.00	1-Apr-20	0.00%
20,000.00	20,000.00	1-Apr-20	0.00%
24,000.00	24,000.00	1-Apr-20	0.00%
28,000.00	28,000.00	1-Apr-20	0.00%
32,000.00	32,000.00	1-Apr-20	0.00%
10.50	10.50	1-Apr-20	0.00%
315.00	315.00	1-Apr-20	0.00%
10.50	10.50	1-Apr-20	0.00%
23.00	23.00	1-Apr-20	0.00%
23.00	23.00	1-Apr-20	0.00%
23.00	23.00	1-Apr-20	0.00%
21.00	21.00	1-Apr-20	0.00%
37.00	37.00	1-Apr-20	0.00%
21.00	21.00	1-Apr-20	0.00%
6,637.00	6,637.00	1-Apr-20	0.00%
8,296.00	8,296.00	1-Apr-20	0.00%
12,443.00	12,443.00	1-Apr-20	0.00%
2,766.00	2,766.00	1-Apr-20	0.00%
2,212.00	2,212.00	1-Apr-20	0.00%
2,212.00	2,212.00	1-Apr-20	0.00%
1,660.00	1,660.00	1-Apr-20	0.00%
1,660.00	1,660.00	1-Apr-20	0.00%
8,296.00	8,296.00	1-Apr-20	0.00%
8,132.00	8,132.00	1-Apr-20	0.00%
12,443.00	12,443.00	1-Apr-20	0.00%
821.00	821.00	1-Apr-20	0.00%
499.00	499.00	1-Apr-20	0.00%
831.00	831.00	1-Apr-20	0.00%
554.00	554.00	1-Apr-20	0.00%
831.00	831.00	1-Apr-20	0.00%
3,318.00	3,318.00	1-Apr-20	0.00%
4,148.00	4,148.00	1-Apr-20	0.00%
1,440.00	1,440.00	1-Apr-20	0.00%
1,232.00	1,232.00	1-Apr-20	0.00%
1,031.00	1,031.00	1-Apr-20	0.00%
831.00	831.00	1-Apr-20	0.00%
831.00	831.00	1-Apr-20	0.00%
1,492.00	1,492.00	1-Apr-20	0.00%
1,770.00	1,770.00	1-Apr-20	0.00%
997.00	997.00	1-Apr-20	0.00%
997.00	997.00	1-Apr-20	0.00%
788.00	788.00	1-Apr-20	0.00%
777.00	777.00	1-Apr-20	0.00%
997.00	997.00	1-Apr-20	0.00%
1,492.00	1,492.00	1-Apr-20	0.00%
1,770.00	1,770.00	1-Apr-20	0.00%

Service	Description of Fee or Charge	Unit of Charge
Licensing	Bingo Club	
Licensing	Betting premises (excluding Tracks)	
Licensing	Tracks	
Licensing	Family Entertainment Centres	
Licensing	Adult Gaming Centre	
Licensing	<b>Application for Provisional Statement</b>	
Licensing	New Small Casinos	
Licensing	New Large Casino	
Licensing	Bingo Club	
Licensing	Betting premises (excluding Tracks)	
Licensing	Tracks	
Licensing	Family Entertainment Centres	
Licensing	Adult Gaming Centre	
Licensing	<b>Licence Application (Provisional Statement Holders):</b>	
Licensing	New Small Casinos	
Licensing	New Large Casino	
Licensing	Bingo Club	
Licensing	Betting premises (excluding Tracks)	
Licensing	Tracks	
Licensing	Family Entertainment Centres	
Licensing	Adult Gaming Centre	
Licensing	Copy Licence	
Licensing	Notification of Change	
Licensing	<b>Unlicensed Family Entertainment Centre Gaming Machine Permit:</b>	
Licensing	Application fee	
Licensing	Renewal fee	
Licensing	Change of name	
Licensing	Copy of document	
Licensing	<b>Prize Gaming Permit:</b>	
Licensing	Application fee	
Licensing	Renewal fee	
Licensing	Change of name	
Licensing	Copy of document	
Licensing	<b>Alcohol licensed premises gaming machine notification (less than 3 machines):</b>	
Licensing	Application fee	
Licensing	<b>Alcohol licensed premises gaming machine notification (more than 2 machines):</b>	
Licensing	Application fee	
Licensing	Renewal fee	
Licensing	Variation fee	
Licensing	Transfer fee	
Licensing	Annual fee	
Licensing	Change of name	
Licensing	Copy of document	
Licensing	<b>Club Gaming Machine Permit:</b>	
Licensing	Application fee	
Licensing	Renewal fee	
Licensing	Variation fee	
Licensing	Annual fee	
Licensing	Copy of document	
Licensing	<b>Club Gaming Machine Permit (club premises certificate holder)</b>	
Licensing	Application fee	
Licensing	Renewal fee	
Licensing	Variation fee	
Licensing	Annual fee	
Licensing	Copy of document	
Licensing	<b>Club Gaming Permit:</b>	
Licensing	Application fee	
Licensing	Renewal fee	
Licensing	Variation fee	
Licensing	Annual fee	
Licensing	Copy of document	
Licensing	<b>Club Gaming Permit (club premises certificate holder)</b>	
Licensing	Application fee	
Licensing	Renewal fee	
Licensing	Variation fee	
Licensing	Annual fee	
Licensing	Copy of document	
Licensing	<b>Registration of Small Lotteries:</b>	
Licensing	Application fee	
Licensing	Renewal fee	
Licensing	<b>Temporary Use Notice</b>	
Licensing	Application fee	
Licensing	Copy of document	
Licensing	<b>Miscellaneous Licence Fees</b>	
Licensing	Sex shop licence	
Licensing	Scrap Metal Dealer Collectors Licence (3 years)	
Licensing	Scrap Metal Dealer Site Licence (3 years)	
Licensing	Marriage Act Approved Premises Application Fee	
Licensing	Marriage Act Approved Premises Transfer Fee	
Licensing	Marriage Act Approved Premises Variation Fee	
Licensing	<b>Water Samples</b>	
Licensing	Private Water Supply Samples	
Licensing	Risk assessment (for each assessment)	
Licensing	Sampling (for each visit) Investigation (for each	

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
997.00	997.00	1-Apr-20	0.00%
997.00	997.00	1-Apr-20	0.00%
788.00	788.00	1-Apr-20	0.00%
777.00	777.00	1-Apr-20	0.00%
997.00	997.00	1-Apr-20	0.00%
6,636.00	6,636.00	1-Apr-20	0.00%
8,296.00	8,296.00	1-Apr-20	0.00%
2,877.00	2,877.00	1-Apr-20	0.00%
2,877.00	2,877.00	1-Apr-20	0.00%
2,059.00	2,059.00	1-Apr-20	0.00%
1,660.00	1,660.00	1-Apr-20	0.00%
1,660.00	1,660.00	1-Apr-20	0.00%
2,490.00	2,490.00	1-Apr-20	0.00%
4,148.00	4,148.00	1-Apr-20	0.00%
997.00	997.00	1-Apr-20	0.00%
997.00	997.00	1-Apr-20	0.00%
788.00	788.00	1-Apr-20	0.00%
777.00	777.00	1-Apr-20	0.00%
997.00	997.00	1-Apr-20	0.00%
25.00	25.00	1-Apr-20	0.00%
50.00	50.00	1-Apr-20	0.00%
300.00	300.00	1-Apr-20	0.00%
300.00	300.00	1-Apr-20	0.00%
25.00	25.00	1-Apr-20	0.00%
12.00	12.00	1-Apr-20	0.00%
300.00	300.00	1-Apr-20	0.00%
300.00	300.00	1-Apr-20	0.00%
25.00	25.00	1-Apr-20	0.00%
15.00	15.00	1-Apr-20	0.00%
50.00	50.00	1-Apr-20	0.00%
150.00	150.00	1-Apr-20	0.00%
50.00	50.00	1-Apr-20	0.00%
100.00	100.00	1-Apr-20	0.00%
25.00	25.00	1-Apr-20	0.00%
50.00	50.00	1-Apr-20	0.00%
25.00	25.00	1-Apr-20	0.00%
15.00	15.00	1-Apr-20	0.00%
200.00	200.00	1-Apr-20	0.00%
200.00	200.00	1-Apr-20	0.00%
100.00	100.00	1-Apr-20	0.00%
50.00	50.00	1-Apr-20	0.00%
15.00	15.00	1-Apr-20	0.00%
100.00	100.00	1-Apr-20	0.00%
100.00	100.00	1-Apr-20	0.00%
100.00	100.00	1-Apr-20	0.00%
50.00	50.00	1-Apr-20	0.00%
15.00	15.00	1-Apr-20	0.00%
200.00	200.00	1-Apr-20	0.00%
200.00	200.00	1-Apr-20	0.00%
100.00	100.00	1-Apr-20	0.00%
50.00	50.00	1-Apr-20	0.00%
15.00	15.00	1-Apr-20	0.00%
100.00	100.00	1-Apr-20	0.00%
100.00	100.00	1-Apr-20	0.00%
100.00	100.00	1-Apr-20	0.00%
50.00	50.00	1-Apr-20	0.00%
15.00	15.00	1-Apr-20	0.00%
40.00	40.00	1-Apr-20	0.00%
20.00	20.00	1-Apr-20	0.00%
375.00	375.00	1-Apr-20	0.00%
15.00	15.00	1-Apr-20	0.00%
7,635.00	7,635.00	1-Apr-20	0.00%
200.00	200.00	1-Apr-20	0.00%
400.00	400.00	1-Apr-20	0.00%
1,539.00	1,539.00	1-Apr-20	0.00%
31.00	31.00	1-Apr-20	0.00%
286.00	286.00	1-Apr-20	0.00%
500.00	500.00	1-Apr-20	0.00%
100.00	100.00	1-Apr-20	0.00%
100.00	100.00	1-Apr-20	0.00%

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Licensing	investigation)					
Licensing	Granting an authorisation (for each authorisation)		100.00	100.00	1-Apr-20	0.00%
Licensing	Analysing a sample					
Licensing	taken under reg 10		25.00	25.00	1-Apr-20	0.00%
Licensing	taken during check monitoring		100.00	100.00	1-Apr-20	0.00%
Licensing	taken during audit monitoring		500.00	500.00	1-Apr-20	0.00%
Licensing	Water Samples:					
Licensing	Standard Microbiological sample		93.00	93.00	1-Apr-20	0.00%
Licensing	Legionella water sample		123.00	123.00	1-Apr-20	0.00%
Licensing	<b>Export Certificates</b>					
Licensing	Export Certificates		91.00	93.00	1-Apr-20	2.20%
Licensing	<b>Trading Standards</b>					
Licensing	Weights and Measures Inspector (hourly rate)		64.00	66.00	1-Apr-20	3.13%
Licensing	Weights and Measures Technical Assistant (hourly rate)		39.00	40.00	1-Apr-20	2.56%
Licensing	<b>Environmental Health General</b>					
Licensing	Works in default	n/a	variable	variable	1-Apr-20	
Licensing	Consultation or business advice Enquiry	Hr	20.97	22.00	1-Apr-20	4.91%
Licensing	High Hedges investigation	Investigation	422.00	431.00	1-Apr-20	2.13%
Licensing	<b>Private Sector Housing Enforcement Trading Account fees</b>					
Licensing	House in Multiple Occupation (HMO) - Application	House	251.00	256.02	1-Apr-20	2.00%
Licensing	House in Multiple Occupation (HMO) Licence maintenance fee	House	625.00	637.50	1-Apr-20	2.00%
Licensing	HMO License renewal application fee (available for renewing applications which have not expired)	House	223.00	227.46	1-Apr-20	2.00%
Licensing	HMO License renewal Licence maintenance fee (available for renewing applications which have not expired)		535.00	545.70	1-Apr-20	2.00%
Licensing	HMO Late application fee (Operating 12 weeks unlicensed)		387.00	394.74	1-Apr-20	2.00%
Licensing	Selective Licence of other houses in designated areas - application fee	Letting Unit	154.00	68.00	1-Apr-20	-55.84%
Licensing	Selective Licence of other houses in designated areas - Licence maintenance fee	Letting Unit	438.00	453.00	1-Apr-20	3.42%
Licensing	Rebate for early applications with fully compliant property	Letting Unit		-127.00	1-Apr-20	
Licensing	Selective Licence late application fee (operating unlicensed for 12 weeks)		292.00	136.00	1-Apr-20	-53.42%
Licensing	Additional Unit Maintenance Fee	Letting Unit	132.00	132.00	1-Apr-20	
Licensing	Housing enforcement - General					
Licensing	Charge for the service of Enforcement Notices under the Housing Act 2004	Notice	400.00	410.00	1-Apr-20	2.50%
Licensing	<b>Fixed Penalty Notices</b>					
Licensing	Leaving Litter	Offence	150 (reduced to £100 if paid early)	150 (reduced to £100 if paid early)	1-Apr-20	
Licensing	Failing to Comply with a Public Space Protection Order (Including the Dog Control Order)	Offence	100.00	100.00	1-Apr-20	0.00%
Licensing	Graffiti and Fly Posting	Offence	80.00	80.00	1-Apr-20	0.00%
Licensing	Failure to comply with a Community Protection Notice	Offence	100.00	100.00	1-Apr-20	0.00%
Licensing	Failure to comply with non-domestic waste receptacles notice	Offence	100.00	100.00	1-Apr-20	0.00%
Licensing	Failure to produce authority to transport controlled waste	Offence	300.00	300.00	1-Apr-20	0.00%
Licensing	Failure to produce waste disposal documentation	Offence	300.00	300.00	1-Apr-20	0.00%
Licensing	Illegal disposal of waste (Fly Tipping)	Offence	400 (reduced to £300 if paid early)	400 (reduced to £300 if paid early)	1-Apr-20	0.00%
Licensing	<b>Housing Monetary/Civil penalties</b>					
Licensing	<b>Non-compliance with the Smoke and Carbon Monoxide Alarm (England) Regulations 2015</b>					
Licensing	First Offence		1,500.00	1,500.00	1-Apr-20	0.00%
Licensing	Second Offence		3,000.00	3,000.00	1-Apr-20	0.00%
Licensing	Further Offences PER OFFENCE		5,000.00	5,000.00	1-Apr-20	0.00%
Licensing	Non-compliance with section 46 Environmental Protection Act 1990 (domestic waste receptacles)		5,000.00	5,000.00	1-Apr-20	0.00%
Licensing	Civil Penalty for Housing offences under the Housing and Planning Act 2016		30,000.00	30,000.00	1-Apr-20	0.00%
Licensing	<b>Pollution Control - Permitted Processes</b>					
Licensing	<b>Application Fee</b>					
Licensing	Standard process		1,650.00	1,650.00	1-Apr-20	0.00%
Licensing	Additional fee for operating without a permit		1,188.00	1,188.00	1-Apr-20	0.00%
Licensing	PVR I, Dry Cleaners and Reduced fee activities (1)		155.00	155.00	1-Apr-20	0.00%
Licensing	PVR I & II Combined		257.00	257.00	1-Apr-20	0.00%
Licensing	Vehicle Refinishers (VRs) and other Reduced Fee activities (2)		362.00	362.00	1-Apr-20	0.00%
Licensing	Reduced fee activities additional fee for operating without a permit		71.00	71.00	1-Apr-20	0.00%
Licensing	Mobile screening and crushing plant		1,650.00	1,650.00	1-Apr-20	0.00%
Licensing	for the third to seventh applications		985.00	985.00	1-Apr-20	0.00%
Licensing	for the eighth and subsequent applications		498.00	498.00	1-Apr-20	0.00%
Licensing	<b>Annual Subsistence Charge</b>					



Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Licensing	Standard process LOW		£772 (+104)*	£772 (+104)*	1-Apr-20	
Licensing	Standard process MEDIUM		£1,161(+156)*	£1,161(+156)*	1-Apr-20	
Licensing	Standard process HIGH		£1,747 (+207)*	£1,747 (+207)*	1-Apr-20	
Licensing	Reduced fee activities Low/Medium/High		£79 £158 £237	£79 £158 £237	1-Apr-20	
Licensing	PVR I & II Combined Medium Component		£113 £226 £341	£113 £226 £341	1-Apr-20	
Licensing	Vehicle Refinishers Low/Medium/High		£288 £365 £548	£288 £365 £548	1-Apr-20	
Licensing	Odouring of natural gas Low/Medium/High		£79 £158 £237	£79 £158 £237	1-Apr-20	
Licensing	Mobile screening and crushing plant Low/Medium/High		£626 £1034 £1,551	£626 £1034 £1,551	1-Apr-20	
Licensing	for the third to seventh authorisations Low/Medium/High		£385 £617 £924	£385 £617 £924	1-Apr-20	
Licensing	for the eighth and subsequent authorisations Low/Medium/High		£198 £316 £473	£198 £316 £473	1-Apr-20	
Licensing	Late Payment Fee		52.00	52.00	1-Apr-20	0.00%
Licensing	<b>Transfer and Surrender</b>					
Licensing	Standard process transfer		169.00	169.00	1-Apr-20	0.00%
Licensing	Standard process partial transfer		497.00	497.00	1-Apr-20	0.00%
Licensing	New operator at low risk reduced fee activity		78.00	78.00	1-Apr-20	0.00%
Licensing	Surrender: all Part B activities		0.00	0.00	1-Apr-20	
Licensing	Reduced fee activities*: transfer		0.00	0.00	1-Apr-20	
Licensing	Reduced fee activities*: partial transfer		47.00	47.00	1-Apr-20	0.00%
Licensing	<b>Temporary Transfer for Mobiles</b>					
Licensing	First Transfer		53.00	53.00	1-Apr-20	0.00%
Licensing	Repeat Transfer		10.00	10.00	1-Apr-20	0.00%
Licensing	Repeat Following enforcement or warning		53.00	53.00	1-Apr-20	0.00%
Licensing	<b>Substantial change s10 and s11</b>					
Licensing	Standard process		1,050.00	1,050.00	1-Apr-20	0.00%
Licensing	Standard process where the substantial change results in a new PPC activity		1,650.00	1,650.00	1-Apr-20	0.00%
Licensing	Reduced fee activities*		102.00	102.00	1-Apr-20	0.00%
Licensing	<b>Part A2</b>					
Licensing	Application		3,363.00	3,363.00	1-Apr-20	0.00%
Licensing	Additional fee for operating without a permit		1,188.00	1,188.00	1-Apr-20	0.00%
Licensing	Annual Subsistence LOW		1,447.00	1,447.00	1-Apr-20	0.00%
Licensing	Annual Subsistence MEDIUM		1,611.00	1,611.00	1-Apr-20	0.00%
Licensing	Annual Subsistence HIGH		2,334.00	2,334.00	1-Apr-20	0.00%
Licensing	Late Payment Fee		52.00	52.00	1-Apr-20	0.00%
Licensing	Substantial Variation		1,368.00	1,368.00	1-Apr-20	0.00%
Licensing	Transfer		235.00	235.00	1-Apr-20	0.00%
Licensing	Partial Transfer		698.00	698.00	1-Apr-20	0.00%
Licensing	Surrender		698.00	698.00	1-Apr-20	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 inc VAT	£30 per hour inc VAT	1-Apr-20	0.00%
Planning Service	Provide listed building advice		£100 per hour	£100 per hour	1-Apr-20	0.00%
Planning Service	Statutory planning application fees - set nationally cannot be changed locally	per application	as per statute	as per statute	1-Apr-20	0.00%
Planning Service	<a href="https://ecab.planningportal.co.uk/uploads/english_application_fees.pdf">https://ecab.planningportal.co.uk/uploads/english_application_fees.pdf</a>					
Planning Service	Complete Local Authority Search (LLC1 & Con29	per application	115.60	115.60	1-Apr-20	0.00%
Planning Service	Compiled, covering all required property enquiries)					
Planning Service	Con29 Compiled Search	per application	93.60	93.60	1-Apr-20	0.00%
Planning Service	Local Land Charges Register Search (LLC1 only)	per application	22.00	22.00	1-Apr-20	0.00%
Planning Service						
Planning Service	New street naming	per application	76.80	79.00	1-Apr-20	2.86%
Planning Service	New properties on new street or new	1	61.44	63.00	1-Apr-20	2.54%
Planning Service	property addresses on an existing street	2 to 5	92.16	94.00	1-Apr-20	2.00%
Planning Service	and	6 to 10	122.88	126.00	1-Apr-20	2.54%
Planning Service	Readdressing after notification (i.e. change	more than 10	256.00	262.00	1-Apr-20	2.34%
Planning Service	subsequent to initial application)		5.12	5.30	1-Apr-20	3.52%
Planning Service						
Planning Service	Change to house name	per request	51.20	53.00	1-Apr-20	3.52%
Planning Service	and					
Planning Service	Letter of confirmation of address					
Building Control	Additional Fee: Where a Completion Cert is requested, where works have been completed historically and no completion inspection has been undertaken		£90-£180	£90-£180	1-Apr-20	0.00%

Service	Description of Fee or Charge	Unit of Charge
<b>Building Control</b>	Re-issue of Completion Certificates	
<b>Building Control</b>	Standard fee's for Domestic Work. Category 1 - Erection or extension of a detached/attached domestic garage or car port up to 50m2	
<b>Building Control</b>	Standard fee's for Domestic Work. Category 1 - REGULARISATION Erection or extension of a detached/attached domestic garage or car port up to 50m2	
<b>Building Control</b>	Standard fee's for Domestic Work. Category 2 - Any extension with a total floor area which does not exceed 40m2	
<b>Building Control</b>	Standard fee's for Domestic Work. Category 2 - REGULARISATION Any extension with a total floor area which does not exceed 40m2	
<b>Building Control</b>	Standard fee's for Domestic Work. Category 3 - Any extension with a total floor area exceeding 40m <sup>2</sup> but not exceeding 60m <sup>2</sup>	
<b>Building Control</b>	Standard fee's for Domestic Work. Category 3 - REGULARISATION Any extension with a total floor area exceeding 40m2 but not exceeding 60m2	
<b>Building Control</b>	Standard fee's for Domestic Work. Category 4 - Any extension with a total floor area exceeding 60m <sup>2</sup> but not exceeding 100m <sup>2</sup>	
<b>Building Control</b>	Standard fee's for Domestic Work. Category 4 - REGULARISATION Any extension with a total floor area exceeding 60m <sup>2</sup> but not exceeding 100m <sup>2</sup>	
<b>Building Control</b>	Standard fee's for Other Domestic Work. Category 5 - The provision of one or more rooms in a roof space	
<b>Building Control</b>	Standard fee's for Other Domestic Work. Category 5 - REGULARISATION The provision of one or more rooms in a roof space	
<b>Building Control</b>	Standard fee's for Other Domestic Work. Category 6 - Conversion of a garage to a habitable room	
<b>Building Control</b>	Standard fee's for Other Domestic Work. Category 6 - REGULARISATION - Conversion of a garage to a habitable room	
<b>Building Control</b>	Standard fee's for Other Domestic Work. Category 7 - The replacement of windows, roof lights, roof windows and external doors in an existing dwelling.	
<b>Building Control</b>	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.	
<b>Building Control</b>	Standard fee's for Other Domestic Work. Category 8 - Re-roof of a domestic dwelling or external wall insulation cladding	
<b>Building Control</b>	Standard fee's for Other Domestic Work. Category 8 - REGULARISATION Re-roof of a domestic dwelling or external wall insulation cladding	
<b>Building Control</b>	Standard fee's for Other Domestic Work. Category 9 - Installation of Solid Fuel Burning appliance	
<b>Building Control</b>	Standard fee's for Other Domestic Work. Category 9 - REGULARISATION Installation of Solid Fuel Burning appliance	
<b>Building Control</b>	Standard fee's for Other Domestic Work. Category 10 -Installation of controlled domestic electrical installation (by non-competent person scheme)	
<b>Building Control</b>	Standard Charge for new dwellings for Other Category 1 - Number of dwellings-1	
<b>Building Control</b>	Standard Charge for new dwellings for Other Category 1 - REGULARISATION - Number of dwellings-1	
<b>Building Control</b>	Standard Charges for all other work Category 1 - Charge based on estimated cost of work £0 - £1000	
<b>Building Control</b>	Standard Charges for all other work Category 1 - REGULARISATION Charge based on estimated cost of work £0 - £1000	
<b>Building Control</b>	Standard Charges for all other work Category 2 - Charge based on estimated cost of work £1001 - £10 000	
<b>Building Control</b>	Standard Charges for all other work Category 2 - REGULARISATION Charge based on estimated cost of work £1001 - £10 000	
<b>Building Control</b>	Standard Charges for all other work Category 3 - Charge based on estimated cost of work £10 001 - £25 000	
<b>Building Control</b>	Standard Charges for all other work Category 3 - REGULARISATION Charge based on estimated cost of work £10 001 - £25 000	
<b>Building Control</b>	Standard Charges for all other work Category 4 - Charge based on estimated cost of work £25 001 - £50 000	
<b>Building Control</b>	Standard Charges for all other work Category 4 - REGULARISATION Charge based on estimated cost of work £25 001 - £50 000	
<b>Market Service</b>	<b>Perimeter Stall (10% Reduction 2018/2019)</b>	

Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
50.00	60.00	1-Apr-20	20.00%
330.00	360.00	1-Apr-20	9.09%
550.00	600.00	1-Apr-20	9.09%
570.00	570.00	1-Apr-20	0.00%
950.00	950.00	1-Apr-20	0.00%
660.00	660.00	1-Apr-20	0.00%
1,100.00	1100.00	1-Apr-20	0.00%
750.00	870.00	1-Apr-20	16.00%
1,250.00	1450.00	1-Apr-20	16.00%
570.00	570.00	1-Apr-20	0.00%
950.00	950.00	1-Apr-20	0.00%
330.00	360.00	1-Apr-20	9.09%
550.00	600.00	1-Apr-20	9.09%
120.00	150.00	1-Apr-20	25.00%
200.00	250.00	1-Apr-20	25.00%
180.00	180.00	1-Apr-20	0.00%
300.00	300.00	1-Apr-20	0.00%
360.00	360.00	1-Apr-20	0.00%
650.00	650.00	1-Apr-20	0.00%
POA	POA		
720.00	840.00	1-Apr-20	16.67%
1,200.00	1400.00	1-Apr-20	16.67%
180.00	180.00	1-Apr-20	0.00%
300.00	300.00	1-Apr-20	0.00%
390.00	390.00	1-Apr-20	0.00%
650.00	650.00	1-Apr-20	0.00%
660.00	660.00	1-Apr-20	0.00%
1,000.00	1000.00	1-Apr-20	0.00%
780.00	840.00	1-Apr-20	7.69%
1,300.00	1400.00	1-Apr-20	7.69%



Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Market Service	1 - 5	Monthly	446.76	446.76	1-Apr-20	0.00%
Market Service	6 & 10	Monthly	284.13	284.13	1-Apr-20	0.00%
Market Service	7 - 9, 12 - 14, 16 - 18, 68 - 76	Monthly	446.76	446.76	1-Apr-20	0.00%
Market Service	11	Monthly	365.45	365.45	1-Apr-20	0.00%
Market Service	15	Monthly	290.97	290.97	1-Apr-20	0.00%
Market Service	19	Monthly	405.54	405.54	1-Apr-20	0.00%
Market Service	88 + Electricity Standing Charges	Monthly	534.36	534.36	1-Apr-20	0.00%
Market Service	Island stall					
Market Service	20 & 21	Monthly	446.76	446.76	1-Apr-20	0.00%
Market Service	22 - 67, 78, 80 - 87	Monthly	386.06	386.06	1-Apr-20	0.00%
Market Service	77 & 79	Monthly	405.54	405.54	1-Apr-20	0.00%
Market Service	Stock Room					
Market Service	A1	Monthly	57.50	57.50	1-Apr-20	0.00%
Market Service	A2, A3, C2,E2,F2, G2, J2, M2, P1, Q2, Q3	Monthly	70.00	70.00	1-Apr-20	0.00%
Market Service	A4, B5	Monthly	36.00	36.00	1-Apr-20	0.00%
Market Service	B1	Monthly	21.00	21.00	1-Apr-20	0.00%
Market Service	B2, B3	Monthly	23.50	23.50	1-Apr-20	0.00%
Market Service	B4	Monthly	31.50	31.50	1-Apr-20	0.00%
Market Service	C1, E1, F1, J1, K1,	Monthly	47.00	47.00	1-Apr-20	0.00%
Market Service	G1,H1, H2A, H2B, K2A, K2B, L1, L2A, M1	Monthly	35.00	35.00	1-Apr-20	0.00%
Market Service	Q1A, Q1B	Monthly	35.00	35.00	1-Apr-20	0.00%
Market Service	Stock Room Lights Per Quarter	Quarter	10.00	10.00	1-Apr-20	0.00%
Market Service	Car Parking - Per Quarter					
Market Service	(Inc CCTV Upgrades & Additional Security)	Quarter	133.00	133.00	1-Apr-20	0.00%
Market Service	Outdoor Daily Charges inc. VAT					
Market Service	(10% Reduction 2018/2019)					
Market Service	Monday					
Market Service	Small Stall 1 & 2	Daily	10.00	10.00	1-Apr-20	0.00%
Market Service	Standard Stall 8 - 85 & 129 - 131	Daily	10.00	10.00	1-Apr-20	0.00%
Market Service	Large Stall 3 - 7 & 86 - 128	Daily	10.00	10.00	1-Apr-20	0.00%
Market Service	Tuesday to Saturday (10% Reduction 2018/2019)					
Market Service	Standard Stall	Daily	9.60	9.60	1-Apr-20	0.00%
Market Service	Wednesday					
Market Service	Standard Stall	Daily	12.95	12.95	1-Apr-20	0.00%
Market Service	Friday & Saturday					
Market Service	Small Stall 1 & 2	Daily	12.25	12.25	1-Apr-20	0.00%
Market Service	Standard Stall 8 - 85 & 129 - 131	Daily	14.35	14.35	1-Apr-20	0.00%
Market Service	Large Stall 3 - 7 & 86 - 128	Daily	16.05	16.05	1-Apr-20	0.00%
Market Service	Storage Charges					
Market Service	Storage Boxes	Daily	4.00	4.00	1-Apr-20	0.00%
Market Service	OMT Large	Weekly	23.00	23.00	1-Apr-20	0.00%
Market Service	OMT Small	Weekly	19.00	19.00	1-Apr-20	0.00%
Market Service	Fruiters Storage	Weekly	9.00	9.00	1-Apr-20	0.00%
Market Service	Outdoor Daily Charges exc. VAT					
Market Service	Street Market					
Market Service	RMBC Casual Traders/ Multiple Trading Days	Daily	23.50	23.50	1-Apr-20	0.00%
Market Service	Regular Traders	Daily	33.75	33.75	1-Apr-20	0.00%
Market Service	Town Centre Farmers Market	Daily	£15/£20/£25	£15/£20/£25	1-Apr-20	
Market Service	Wath District (Per foot)	Daily	1.30	1.30	1-Apr-20	0.00%
Market Service	Miscellaneous Charges					
Market Service	Rotherham Crafters Inc Vat	Daily	7.00	7.00	1-Apr-20	0.00%
Market Service	Car Boot Charity Admin Fee Plus Vat	Each Document	22.00	22.00	1-Apr-20	0.00%
Market Service	Farmers Market Licence Fee Plus Vat	Daily	33.00	33.00	1-Apr-20	0.00%
Market Service	Document Completion Fee Plus Vat	Each Document	10.50	10.50	1-Apr-20	0.00%
Market Service	Out of Hours access charge plus Vat	Each Access	20.50	20.50	1-Apr-20	0.00%
Market Service	Lease Assignment Fee Plus Vat	Each Assignment	£105.00/£260.00	£105.00/£260.00	1-Apr-20	
Market Service	Lease Renewal Fee Plus Vat	Each Lease	205.00	205.00	1-Apr-20	0.00%
Market Service	Town Centre Pitch Stall Hire inc Vat	Each Hire	30.00	30.00	1-Apr-20	0.00%
Market Service	Rotherham Advertiser Pitch inc Vat	Weekly	25.00	25.00	1-Apr-20	0.00%
Market Service	Water Admin. Charge Plus Vat	Monthly	20.00	20.00	1-Apr-20	0.00%
Market Service	Concession Management Pitch Inc Vat	Each pitch	10.00	10.00	1-Apr-20	0.00%
Market Service	Rival Market Licence Fee	Each Document	£130.00/ £235.00/ £285.00	130.00/ £235.00/ £285.00	1-Apr-20	
Market Service	New Trader Incentive Exe Vat	Three months rent free incentive	Three months	Three months	1-Apr-20	
Market Service	Equipment Hire Concession Rate (Per Gazebo)	Each Gazebo	10.50	10.50	1-Apr-20	0.00%
Market Service	Equipment Hire Normal Rate (Per Gazebo)	Each Gazebo	32.00	32.00	1-Apr-20	0.00%
Market Service	Late Open/Early Close Fee - Market Hall Plus Vat	Each Offence	10.00	10.00	1-Apr-20	0.00%
Market Service	Borough Fairs					
Market Service	Bonfire Ground Wath	Annually	1,030.00	1,030.00	1-Apr-20	0.00%
Market Service	Victoria Park	Annually	865.00	865.00	1-Apr-20	0.00%
Market Service	Spring Fair Herringthorpe	Annually	2,155.00	2,155.00	1-Apr-20	0.00%
Market Service	St Pauls Kimberworth	Annually	510.00	510.00	1-Apr-20	0.00%
Market Service	Clifton Park	Annually	1,800.00	1,800.00	1-Apr-20	0.00%
Market Service	Clifton Park	Annually	1,800.00	1,800.00	1-Apr-20	0.00%
Market Service	Greasborough RC	Annually	885.00	885.00	1-Apr-20	0.00%
Market Service	Wood Lea Common	Annually	550.00	550.00	1-Apr-20	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	40.80	1-Apr-20	2.00%
Visa and Immigration Services	Visa Biometric Support	Per Transaction	15.68	15.99	1-Apr-20	1.98%
Asset Management	All Commercial Fees, Leases and Time charges	Negotiated	Varies	Varies	NA	
Asset Management - Estates Team	Assignments (under £10k p.a)		600.00	615.00	1-Apr-20	2.50%

Service	Description of Fee or Charge	Unit of Charge	Charge 2019/20 £	Proposed Charge 2020/21 £	Effective Date	%age increase
Asset Management - Estates Team	Assignments (over £10k p.a)		800.00	825.00	1-Apr-20	3.13%
Asset Management - Estates Team	Underlettings		325.00	335.00	1-Apr-20	3.08%
Asset Management - Estates Team	Compound Licence		500.00	510.00	1-Apr-20	2.00%
Asset Management - Estates Team	Retrospective Consents (Commercial)		800.00	820.00	1-Apr-20	2.50%
Asset Management - Estates Team	Retrospective Consents (Residential)		400.00	410.00	1-Apr-20	2.50%
Asset Management - Estates Team	Negotiation of early termination		400.00	410.00	1-Apr-20	2.50%
Asset Management - Estates Team	Enfranchisement		800.00	820.00	1-Apr-20	2.50%
Asset Management - Estates Team	Landlords Consent		550.00	565.00	1-Apr-20	2.73%
Asset Management - Estates Team	Landlords Consent (Short Notice)		800.00	820.00	1-Apr-20	2.50%
Asset Management - Estates Team	Restrictive Covenants		600.00	615.00	1-Apr-20	2.50%
Asset Management - Estates Team	External Asset Valuation - Minimum Fee		550.00	565.00	1-Apr-20	2.73%
Asset Management - Estates Team	Asset Transfer Lease (Surveyors Fees)		1,100.00	1125.00	1-Apr-20	2.27%
Asset Management - Estates Team	School Caretakers Properties - Rents		Various	Various	1-Apr-20	2.70%

**Background to the Budget and Financial Strategy**

<b>1.</b>	<b>Budget Challenges</b>
1.1	The particular challenges which the Council has to take account of within its budget and financial strategy are summarised below:
1.1.1	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.
1.1.2	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.
1.1.3	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. The provisional data for 2019 also shows that Rotherham is 2.8% below the national average at Foundation Stage; 5.8% below the national average at KS2 and 2.3 points below the national average for Attainment 8 scores at KS4.
1.1.4	Rotherham has excellent transport links to the rest of the region and country, being well served by the motorway network 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.
1.1.5	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 £140,000 but this is far below the English average of £249,000. Rotherham people are very proud of their local parks and country parks, particularly Clifton Park which has won national awards.
1.1.6	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, which is due to open in Spring 2020. There are also the ruins of Roche Abbey and the award winning Clifton Park Museum which

	has recently been refurbished. The Borough has a Civic Theatre, a thriving sports scene and four leisure centres.
1.1.7	Rotherham has a steadily growing population which reached a record total of 264,700 in 2018. The population is growing as a result of natural increase (more births than deaths), net inward migration and increased life expectancy. Rotherham has 161,600 people of working age (61%), which is slightly lower than the English average.
1.1.8	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 51,700 people aged 65 or over including 6,100 people aged 85 or over, and these 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.
1.1.9	There are 51,340 children aged 0-15 in Rotherham and 25,930 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 increased from 380 in 2012 to a peak of 662 in 2018, but has now reduced to 614 by December 2019. The number of Children in Need (CIN only) has seen a decrease from 1,430 in March 2016 to 1,162 in December 2019. Meanwhile, the number of Children subject to a Child Protection Plan at the end of December 2016 was 335 rising to 463 in December 2019.
1.1.10	Government intervention formally ended on 31st March 2019 and all decision making powers have been returned to the Council. Prior to this, an independent health check was conducted in February 2019. This health check concluded that the pace of improvement across the Council had increased beyond the Commissioner's expectations and that the Council has assumed an "air of calm and confidence" enabling it to set high ambitions for the future. There was a Good Ofsted inspection in 2018 and further positive visits since this time.
1.1.11	The Council will continue to invest in continued improvement and this Strategy is critical in setting out our approach over the next 3/5 years.
1.2	The Council remains committed to the Sheffield City Region 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. The City Region is currently consulting on the proposed devolution deal and it is anticipated that a devolution agreement would positively impact on the budget in terms of:

1.2.1	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 with further powers to drive joint working.
1.2.2	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.
1.2.3	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.
1.3	Whilst the specific benefits 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.
1.4	Similarly, work continues to identify further collaboration / shared services opportunities where it makes sense for Rotherham to do so.
<b>2.</b>	<b>Key Issues – Budget Proposals</b>
2.1	This section incorporates the financial matters related to the Budget and Medium Term Financial Strategy which need to be considered by Cabinet for recommendation to Council.
2.2	<p>In 2018 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, ensuring that Rotherham's public services are sustainable, affordable and fit for the future.</p> <ol style="list-style-type: none"> <li><b>1) Keep residents, particularly vulnerable children and adults, safe from harm and enable more people to live independently</b></li> <li><b>2) Drive inclusive growth and ensure Rotherham's residents are connected to local good quality job opportunities</b></li> <li><b>3) Protect Rotherham's green spaces and improve the quality of the public realm, ensuring our streets are clean and safe</b></li> <li><b>4) Become a smaller, more efficient, more connected organisation, working as one Council with a stronger leadership and influencing role</b></li> <li><b>5) Adopt a more commercial, outward facing approach to doing business, generating income and leveraging the resources and assets of our partners in Rotherham</b></li> </ol>

	<b>6) <i>Work with communities and local neighbourhoods to develop independence, wellbeing and resilience</i></b>
2.3	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 delivering the two-year budget plan.
2.4	<p>The Budget outlined in this report maintains the themes of the two-year budget and MTFS and will:</p> <ul style="list-style-type: none"> <li>• continue focus on protecting and supporting Rotherham's most vulnerable children and adults whilst trying to ensure that a wide range of services continue to be provided to all residents;</li> <li>• further 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;</li> <li>• continue 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</li> <li>• continue to reduce management, administration and support costs as far as is sensible to do so.</li> </ul> <p>All of which contribute to the achievement of the Council Plan priorities.</p>
2.5	The key impact of the proposed budget on each Directorate is shown below:
2.5.1	<b>Adult Care, Housing and Public Health</b>
	<b>Adult Care</b>
2.5.1.1	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 ill-health problems, learning disabilities and physical and/or sensory impairments. The directorate also supports people with housing and support requirements outside of the Care Act duties through housing related support and this includes, for example, people with complex lives and people who have experienced domestic abuse.
2.5.1.2	Adult Care has responsibility for managing and delivering:
	<ul style="list-style-type: none"> <li>• Information, advice and advocacy</li> </ul>

	<ul style="list-style-type: none"> <li>• Prevention and recovery</li> <li>• Safeguarding</li> <li>• Assessment and care planning</li> <li>• Care, at home and in residential settings</li> </ul>
2.5.1.3	The Directorate faces a number of significant demand challenges as a result of changes in population demographics. There is a 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; increasing acuity and complexity of need for those residents who need support; and increased cost pressures including rising inflation and the implementation of policy decisions such as the National Living Wage.
2.5.1.4	These demand and budget pressures have resulted in an over-spend in 2019/20 and the focus for 2020/21 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.
2.5.1.5	Quality of care will continue to be developed and improved through further integration between health and care partners in the borough. In June 2019 the Intermediate Care and Reablement Outline Business Case to integrate health and social care pathways, as part of the Urgent and Community Transformation Place Group was approved across the system.
2.5.1.6	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 and increased use of emerging technology, 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.
2.5.1.7	Care for adults with complex support needs will be transformed to enable people to access both high quality primary care and a broader range of care pathways, and stronger connections to family and community support. Similarly, with health partners, the Council will continue with the remodelling of mental health services, with a greater focus on early intervention, improved accessibility and more responsive, personalised service.
2.5.1.8	The priorities, as outlined, can only be achieved if there is a high quality, motivated social care workforce in place. During the year a new operating model has been implemented. This was a whole system change in the way services and resources are organised and will assist Adult Care to manage and deliver the services it provides. This is assisted by a comprehensive workforce development plan, building skills and confidence in assessments and delivery of cost effective strength based outcomes.

2.5.1.9	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.
	<b>Public Health</b>
2.5.1.10	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: sexual health; drug and alcohol; 0-19; and a holistic wellbeing service which encompasses NHS Health Checks, weight management, alcohol brief interventions and stop smoking treatment.
2.5.1.11	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.
2.5.1.12	Life expectancy at birth in Rotherham for males is 1.8 years below the England average and for females is 1.4 years below the England average, which is indicative of a range of health inequalities in the Borough. This is further demonstrated by a seven-year difference in life expectancy for men, and a six-year difference for women between the Borough's most and least deprived wards. The impact of deprivation contributes to significant health issues, such as higher smoking prevalence and low levels of physical activity that are significantly worse than the national average.
2.5.1.13	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. This year Public Health have been leading the re-launch of the Joint Strategic Needs Assessment, involving a wide range of partners in bringing together data across the wider determinants of health, in order to influence strategic planning, commissioning and policy across the Borough. Public Health have been leading implementation of the Better Mental Health for All strategy, coordinating work with partners to roll out the Five Ways to Wellbeing, launching the Be the One campaign and consulting with partners and residents to inform the development of a loneliness plan for the Borough.
2.5.1.14	Public Health have delivered on all agreed savings and will continue to look for further efficiencies and best value for money in 2020/21.
	<b>Housing Services</b>
2.5.1.15	Housing Services hold overall landlord responsibility for the management and maintenance of the borough's 20,200 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 services are also responsible for building new, affordable, high quality homes in the borough.
2.5.1.16	The service will continue 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 20,200 council homes are maintained effectively, meet the decent homes standard and continue to develop an ambitious programme of new homes in the Borough to meet future demands and replace those lost through the right to buy scheme. This will be achieved by building on council owned sites and acquiring new homes from private developers through Section 106 agreements.
2.5.1.17	The general fund budget will continue to be used to address homelessness and deliver aids and adaptations to homes.
2.5.1.18	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 via a new contract due to start in April. These measures will both increase income and deliver efficiencies, with no detrimental impact on residents in the borough.
2.5.2	<b>Children and Young People's Services</b>
2.5.2.1	The Directorate for Children and Young People's Services (CYPS) is responsible for social care services, education and skills, 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.
2.5.2.2	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.
2.5.2.3	Compounding the national trend, Rotherham's improvements have impacted on the increased number of children in care. This increase in care demand occurred despite the significant improvements made to early help and investment in programmes including Edge of Care, PAUSE and Family Group Conferencing.
2.5.2.4	The 2019/20 & 2020/21 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.
2.5.2.5	These 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 have now been 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.
2.5.2.6	The new education and skills service operating model is now 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.
2.5.2.7	In 2019/20 the first phase of the Early Help & Social Care (EH & SC) pathway has now been implemented with the second phase to be implemented over the next two financial years. The implementation is linked to a reduction of overall caseloads (CIN/CP/LAC) with LAC numbers reducing from a high of 662 (October 2018) to 614 as at December 2019 and are projected to continue to reduce in 2020/21.
2.5.2.8	The LAC numbers reducing is linked to the impact of the Demand and Market Management Strategies.
2.5.2.9	The main focus of Market Management has been on increasing the number / capacity of in-house foster carers which is now showing improvements through the work of Bright Sparks, implementation of new fees and allowance payments and a restructure of the Fostering Team. Residential Block Contracting despite initial delays is now progressing well with 2 homes opened in January 2020. Both homes have children ready to move in, which will enable young people to be supported locally at a cost effective price.
2.5.2.10	The main focus of Demand Management is to ensure that children are discharged from the care system in a timely manner. The Right Child Right Care initiative 3 (RCRC) commenced in November to identify young people (181) for the 2020 calendar year, with discharge plans that will be managed through the RCRC Performance Meetings. The House Project will also continue in 2020/21 which enables a number of young people to move from their current residential and fostering into their "forever" homes.
2.5.2.11	Alongside these savings, the Directorate is also reviewing the wider CYPS budget to determine if there are any other opportunities for efficiency savings.
2.5.3	<b>Regeneration and Environment</b>

2.5.3.1	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.
2.5.3.2	<p>The Regeneration and Environment Directorate's focus is on the Council Plan priorities:</p> <ul style="list-style-type: none"> <li>• A strong community in a clean, safe environment; and</li> <li>• Extending opportunity, prosperity and planning for the future.</li> </ul>
2.5.3.3	<p>A particular emphasis 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.</p> <p>The Directorate has a broad portfolio of responsibilities including:</p> <ul style="list-style-type: none"> <li>• Community safety</li> <li>• Environmental protection</li> <li>• Licensing</li> <li>• Schools' catering and cleaning</li> <li>• Waste collection, management and disposal</li> <li>• Street cleaning and grounds maintenance</li> <li>• Parks, countryside and green spaces</li> <li>• Leisure, sport and physical activity</li> <li>• Tourism and events</li> <li>• Heritage, museums and archives</li> <li>• Libraries and neighbourhood Hubs</li> <li>• Registration and bereavement services</li> <li>• Planning and Building Control</li> <li>• Regeneration (including business support)</li> <li>• Transport and highways</li> <li>• Asset Management and Property</li> <li>• Emergency Planning, Business Continuity and Health and Safety</li> </ul>
2.5.3.4	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.
2.5.3.5	The adopted Town Centre Masterplan is being implemented including the proposal for a vibrant leisure quarter at Forge Island. 2019 saw the opening of the refurbished Transport Interchange, the start on site for Forge Island (Flood Protection) and approval to submit a full business case/bid to the Government's Future High Street Fund.
2.5.3.6	Rotherham's economy continues to perform well, as part of the wider City Region. The total number of business enterprises in Rotherham reached 7,150 by December 2019. The University Centre Rotherham continues to increase its numbers of degree level students providing a skilled workforce for Rotherham's businesses, with the percentage of the working

	age population with an Level 4 qualification or higher rising to 25.9%. Links between schools and businesses have improved appreciably, with all 26 secondary schools and colleges engaging in the Council-run Enterprise Adviser Network project.
2.5.3.7	The investment into the Council's roads continued as part of the Highways 2020 Roads Programme, which will have seen an extra £10m invested over the last 3 years, as well as investment in major infrastructure to support growth such as the College Road Roundabout Scheme.
2.5.3.8	The Directorate has a key role in creating and maintaining a rich cultural and leisure offer and delivering a cleaner, greener Rotherham. 2019 saw the roll-out of the new household waste service which is seeing higher levels of recycling and a good take up from residents of the garden waste service. The 40th Rotherham Show was held in September 2019 and attended by 75,000 – 80,000 people and Rotherham is hosting Yorkshire Day in August 2020.
2.5.3.9	A number of developments are planned for 2020/21 including investments in library buildings along with a proposed new library strategy, further improvements to the Borough's roads, improvements to car parks and improvements to the CCTV system. New policies are proposed for Licensing (including taxis, alcohol and gambling) along with implementing Selective Licensing in the approved areas and delivering new Zonal Working arrangements for street cleansing, fly tipping and bulky waste services.
2.5.3.10	The Directorate played a lead role in responding to the November 2019 floods which tested Emergency Planning arrangements and work will continue into 2020 in seeking to further improve arrangements as well as seeking investment into future flood defences.
2.5.4	<b>Corporate Support Services</b>
2.5.4.1	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 effectively. 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.
	<b>Finance and Customer Services</b>
2.5.4.2	The Directorate provides services in the following four areas: <ul style="list-style-type: none"> <li>• Financial Services <ul style="list-style-type: none"> <li>▪ Finance, Accounting, Insurance</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>▪ Local Taxation, Housing Benefit, Income Collection and Financial Assessments for care services</li> <li>▪ Procurement</li> <li>• Legal Services <ul style="list-style-type: none"> <li>▪ Legal</li> <li>▪ Elections</li> </ul> </li> <li>• Customer, Information and Digital Services <ul style="list-style-type: none"> <li>▪ ICT</li> <li>▪ Customer Services</li> <li>▪ Information Management</li> </ul> </li> <li>• Internal Audit</li> </ul>
2.5.4.3	The Directorate is committed to providing outstanding, high quality professional 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.
2.5.4.4	To provide the support the Council requires, the Directorate must be strong and appropriately resourced, which is why over the last four years it has undergone significant change in key areas in order to strengthen its contribution to supporting the Council services.
2.5.4.5	Over the last year the finance service has continued to identify and realise substantial savings, particularly in relation to treasury management activity and this will continue to directly support the funding for front line services. The business partnering approach which has been substantially strengthened over the last few years has continued with the building of much closer ties with other departments which has enabled effective challenge, control and support.
2.5.4.6	The Internal Audit team remains an effective, low cost service and continues to work across all areas in the Council to provide assurance of governance, risk management and the control framework.
2.5.4.7	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 service model is underway and 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 continue to engage staff and services from across the council and will provide better information both about and for our customers. The Customer and Digital programme consists of many connected elements and projects prioritising the areas of greatest positive impact for the customer alongside delivering significant financial savings.
	<b>Assistant Chief Executive's Office</b>
2.5.4.8	The Directorate has six distinct areas of responsibility:

	<ul style="list-style-type: none"> <li>• Human Resources</li> <li>• Neighbourhoods</li> <li>• Communications</li> <li>• Democratic &amp; Scrutiny Services</li> <li>• Performance, Partnerships and Improvement</li> <li>• Change and Innovation</li> </ul>
2.5.4.9	The Directorate has continued to support the Council in relation to its continuous improvement journey and enabling Directorates to deliver against their Council Plan priorities.
2.5.4.10	There have been a number of delivery achievements in 2019, including a refreshing of Council signage, maximising the use of the apprenticeship levy, implementation of a social value policy, development of a climate emergency response and delivery against the building stronger communities strategy. Other key achievements include the implementation of the Council's new HR & Payroll system.
2.5.4.11	The Thriving Neighbourhoods Strategy has continued to make great progress, every ward has a neighbourhood plan underpinned by ward profile information and there is a structured approach as to how Members are engaging, informing and involving residents in addressing opportunities and challenges at a locality level.
2.5.4.12	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 providing a clear line of sight across the Council on the range of programmes and projects that Directorates are leading on.
2.5.4.13	In the coming twelve months, the Directorate will continue to challenge itself and review its practices and develop and modernise its service offer. Continuous improvement will be founded on the principles of best value and sustainable change.
	Work has been completed on a new Performance, Intelligence and Improvement function and also Democratic Services. Both areas have delivered savings as part of the Medium Term Financial Strategy and based on the challenges the Council faces going forward.

Public Report

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Overview and Scrutiny Management Board

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**Committee Name and Date of Committee Meeting**

Overview and Scrutiny Management Board – 29 January 2020

**Report Title**

Budget consultation 2020-21

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

No

**Strategic Director Approving Submission of the Report**

Shokat Lal, Assistant Chief Executive

**Report Author(s)**

Michael Holmes, Partnership Officer

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**Ward(s) Affected**

Borough-wide

**Report Summary**

The report presents the findings of the recent public consultation on the Council budget for 2020-21, which took place from December 13<sup>th</sup> 2019 to January 13<sup>th</sup> 2020.

Following on from the two-year budget consultation carried out in 2018, the purpose of this consultation was to seek further feedback from the general public and partner organisations, in order to help the Council evaluate progress.

A total of 54 people responded to the online consultation, with additional comments received via social media. In addition, four letters were received from partner organisations and other stakeholders.

The report provides a more detailed breakdown of responses and issues raised.

**Recommendations**

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

**List of Appendices Included**

None

**Background Papers**

None

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

No

**Council Approval Required**

No

**Exempt from the Press and Public**

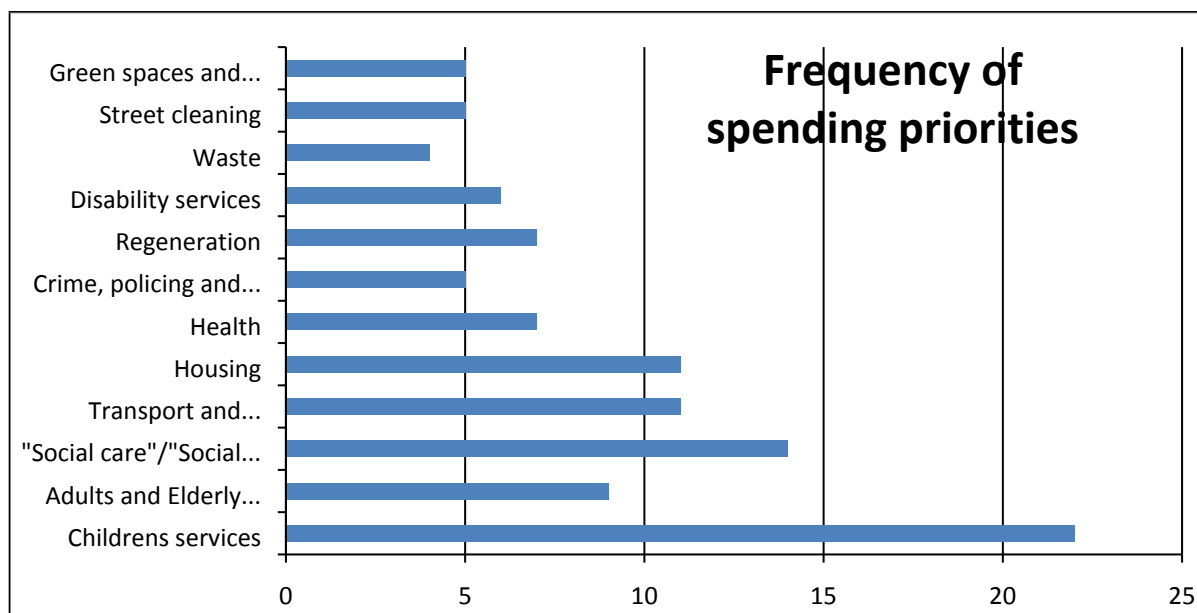
No



<b>BRIEFING</b>	<b>TO:</b>	Overview and Scrutiny Management Board
	<b>DATE:</b>	29 January 2020
	<b>LEAD OFFICER</b> <i>(Full name, title and Directorate)</i>	Shokat Lal, Assistant Chief Executive, Assistant Chief Executive's Directorate
	<b>TITLE:</b>	Budget Consultation 2020-21
<b>Background</b>		
1.	<p>In 2018, an extensive consultation exercise was carried out on the Council's budget proposals for 2019-21.</p> <p>This acknowledged that the scale and breadth of the proposals, with £30m of savings required, would impact the whole of Rotherham and its residents.</p> <p>As part of the consultation process in 2018, the public were informed about the necessity of working in a different way and the scale of the challenges faced due to ongoing government funding reductions, which helped to explain some of the difficult decisions faced by Rotherham and many other councils across the country.</p> <p>A total of 1,181 people participated in the 2018 consultation overall, through online engagement, face-to-face sessions, letters and emails.</p> <p>Given the scope of that consultation exercise and the fact that no new savings are now being proposed, the consultation on the 2020-21 budget has been conducted via an online form, with feedback invited via social media and a letter also sent to key partners seeking their views.</p>	
<b>Online Consultation</b>		
2.	<p>The online consultation was open for one month from 13 December 2019 to 13 January and provided broad information on areas of income and expenditure, as well as a link to the February 2019 council budget report. The online form had 3 questions, which allowed for "free text" responses:</p> <ul style="list-style-type: none"><li>• What would be your spending and saving priorities?</li><li>• Do you have any concerns about the Council's current two-year budget?</li><li>• Do you have any other thoughts on the budget?</li></ul> <p>A total of 54 people completed the online consultation. A summary of responses is set out below.</p>	

## What would be your spending priorities?

All respondents answered question 1, which was concerned with spending and saving priorities; of these, all but 3 gave spending priorities. Many gave more than one priority:



- Children are most frequently prioritised (22 mentions by respondents). Of these mentions, 12 focused on schools/education specifically, whereas child protection services and activities/leisure were mentioned twice each. All other mentions of children's services were non-specific.
- Social care and social services were also mentioned relatively frequently (14 mentions). This category represents respondents who referred to social care/services in general terms, without clarifying whether their priority was specifically children, adults/elderly people, disabled people, or another relevant issue.

Nationally, children's services have seen an unprecedented surge in demand in recent years, including a sustained increase in the number of young people with complex learning difficulties and disabilities. Recent improvements in children's social services in Rotherham have further impacted on the demand for care locally. The Council is continuing to focus on building in-borough capacity for looked after children and increasing provision for children with learning difficulties and disabilities; as well as further developing interventions and services designed to reduce demand.

The Council is making significant changes to the way adult social care services are delivered to make care more personalised, responsive and cost effective. Alongside this, work continues with local health and care partners to improve integration and reduce demand.

- Of the 11 prioritisations of transport and highways, nine concerned road repairs and maintenance, with the other two mentioning cycling infrastructure and public transport improvement.

The Council's budget for 2020/21 will have a significant focus on providing capital investment for the improvement of local roads, building on the improvement work seen through the delivery of the Rotherham 2020 highways programme (£10m investment). The Council will continue to work with external partners to deliver cycling infrastructure

and public transport improvement schemes, utilising external capital grants available.

- The 11 prioritisations of housing were given in general terms, with four exceptions. Three respondents specifically mentioned homelessness as a priority, while an additional respondent specified that they prioritised improvements to housing.

The recently agreed housing revenue account 30-year business 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. The plan includes a commitment of £130m for housing growth over five years, including approved schemes delivering 388 mixed tenure homes in the town centre and across the borough.

The housing general fund capital budget will continue to be used to address homelessness and deliver aids and adaptations to homes.

- Respondents who prioritised regeneration had mixed priorities: some focused on general development of Rotherham (e.g. one specific respondent focused on culture and arts), whereas others specified geographic areas (i.e. town centres or neighbourhoods) that require regeneration and investment.

The adopted town centre masterplan is being implemented, including the proposal for a vibrant leisure quarter at Forge Island, where flood defence work is underway. Rotherham's new university centre opened in 2018 and the fully refurbished transport Interchange was completed last year. Construction begins on three key town centre housing sites in February, providing a total of 171 new homes for sale, rent and shared ownership.

- Finally, two respondents mentioned libraries or community centres, with a specific suggestion that local libraries could be used to host "public living rooms". There was also a social media comment (see section 3. below) about transferring ownership and management of libraries to community groups.

As part of consultation on the draft library strategy for 2020-25, the Council's Cabinet has considered specific proposals to establish libraries as essential community and cultural hubs and to pilot a community-managed delivery model at Brinsworth library.

### **What would be your saving priorities?**

Whilst all respondents answered the first part of the question, only 46% (25 respondents) included a savings priority. These priorities broke down as follows:

<b>Category</b>	Cutting salaries/ expenses	Organisational and corporate changes	Tackling inefficiency/ waste	More stringent collection of fees, fines and levies	Service changes	Other
<b>Frequency</b>	3	9	4	4	3	2

Two thirds of organisational and corporate changes suggested scaling back the Council's organisation to varying degrees. Alongside this were two mentions of providing services in-house, and one opposing suggestion of outsourcing IT services.

Of the four respondents who prioritised tackling waste and inefficiency, two were not specific as to where they identified wasteful or inefficient practices. The other two respondents identified contractors and (implied manual) "workers" as being wasteful by "not working".

Only three respondents suggested changing a specific service in order to make savings. These suggestions were:

- Fewer family social workers
- Cut back on “non-essential” environmental or cultural projects
- Cutting back on promotion of town centre masterplan

“Other” saving priorities, which could not be separated into any of the above themes, were as follows:

- Cut down on meetings
- Dispose of or utilise buildings that are shutdown

### **Do you have any concerns about the Council’s current two-year budget?**

33 respondents (61%) raised a concern in response to question 2; others either left no response or indicated that they had no concerns. Concerns were raised in the following categories:

Category	Specific service	Salaries/ expenses	Efficiency/waste	Budget clarity	Overall spending priorities	Other
Frequency	10	3	4	6	3	9

Respondents commenting on specific services generally felt that not enough money was allocated to the following: housing (two instances), regeneration (one instance), social care (three instances), waste (one instance) and transport. Conversely, there were two singular instances where respondents felt money in transport and administrative functions of the Council’s budget were wasted.

Of the six respondents who felt that the budget did not have enough clarity, there were frequent questions asked regarding the Assistant Chief Executive’s portfolio and the purpose of funding allocated there.

Concerns raised regarding overall spending priorities expressed general concern that money would not be used to the effective benefit of the borough and its people, but did not identify any particular issue with the budget.

Responses in the “other” category included the following themes:

- Non-specific concern for personal wellbeing and wellbeing of others
- Concerns over allocation of central government funds
- Opinions that spending does not appear noticeable
- Questions regarding competency of the Council
- Feelings that respondent priorities will not be reflected

### **Do you have any other thoughts on the budget?**

Question 3 also received a significantly lower response rate than the first question, likely due to the breadth of the previous two questions in providing scope for residents to air their priorities.

Q3 Response rate	
Response	No response
25 46%	29 54%

“No response” includes indications given by respondents that they have no further thoughts/comments. Responses received were separated into the following categories:

Category	Queries	Service comments	Budget priorities	Organisational comments	Other
Frequency	3	4	12	4	7

Two of the three queries restated earlier comments on lack of clarity regarding the budget; an additional query was raised regarding whether the Council should charge more for services.

Of the four comments regarding services, two aired previously stated concerns/priorities (reflected in above analysis). Of the two new concerns, one related to the quality of street cleaning, with the other mentioning perceived increases in violence and the need for policing.

“Budget priorities” refers to occasions where individuals restated their key spending/savings priorities, as broken down in earlier questions.

In the four responses relating to organisational comments, two suggested organisational cutbacks for the Council. The following themes were also mentioned:

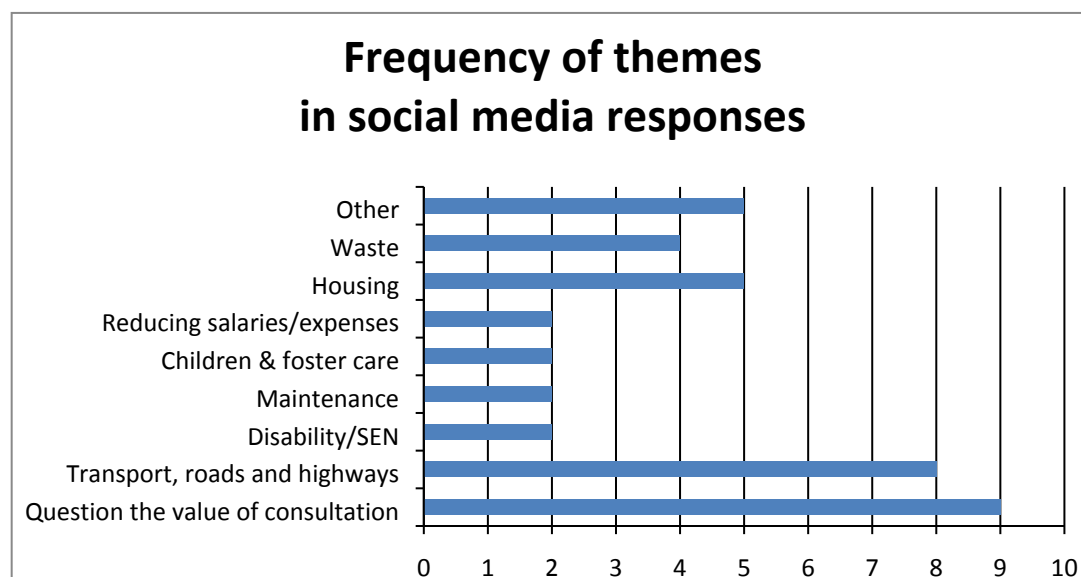
- Increasing BME employment
- Improve cross-service working
- Bring services in-house

Comments in the “other” category were placed here due to not conforming to other discrete categories. Themes include:

- Greater consultation surrounding spending
- Longer term budgets to reflect long-term goals
- Recruit apprentices
- Increase stringency of arrears collection
- Seek greater government funding
- Better “distribution” of funds towards the most vulnerable

## Social Media Engagement

3. Social media engagement returned 39 significant responses (i.e. responses broken down into theme, removing repeat posts from individuals regarding the same theme).



The two most frequent themes reflect the opinion that the budget consultation itself is pointless (typically reflecting the opinion that the Council will pay little heed to responses) and the prioritisation of transport, roads and highways. The majority of comments under the latter theme were focused on improving road maintenance, while two focused on parking improvements.

Of the respondents commenting on housing, two individuals prioritised the reduction of homelessness and three commented on council housing. Of these latter three, two emphasised punitive measures against council housing tenants for antisocial behaviour/disturbances, while the final respondent suggested an end to council housing services altogether.

The three comments on waste suggested:

- Review of bin collection services
- Review of vehicles permitted in “dump sites”, in order to curb fly tipping
- Stopping the Droppingwell landfill site

Respondents commenting on children and foster care suggested an end to all cuts to children’s services, and an increase of special guardianship order pay in line with foster carers, respectively. Similarly, disability/special educational needs (SEN) comments suggested more support - in one case this was expressed in terms of physical support for disabled people, in the other case SEN was referred to specifically.

Maintenance here refers to maintenance of public spaces; these two respondents focused particularly on the aesthetics of parks and estates.

Other comments included the following themes:

- Mandatory community service for those who are unemployed
- Turning off lights in operational buildings (i.e. Riverside House)
- Questions regarding spending on flood defences
- Concern over “obesity” and provision of community facilities to encourage active lifestyles
- Suggestions to sell council services to other boroughs or provide maintenance services to private individuals at a fee
- Transfer ownership and management of libraries to community groups

## Other responses

### 4. Letters and emails

Four responses have been received to the letter sent to key partners. These were from Rotherham Clinical Commissioning Group (CCG), Barnsley and Rotherham Chamber of Commerce, Voluntary Action Rotherham and Alexander Stafford, the new Member of Parliament for Rother Valley.

All four were generally supportive and noted the need to work collaboratively. Alexander Stafford noted the funding provided by government and suggested this should be used to tackle the “social care crisis”. He also drew attention to specific issues in his Rother Valley constituency, including:

- Improving roads, transport links and bus routes between villages
- Tackling fly-tipping and litter
- Opposition to HS2

**Recommendations****5.**

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

## Initial Equality Screening Assessment (Part A)

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality and diversity.

A **screening** process can help judge relevance and provide a record of both the process and decision. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions.

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality and diversity
- whether or not equality and diversity is being/has already been considered, and
- whether or not it is necessary to carry out an equality analysis.

<b>Directorate: Finance and Customer Services</b>	<b>Service area: Finance</b>
<b>Lead person: Rob Mahon</b>	<b>Contact number: 01709 254518</b>

### 1. Title:

Is this a:

☒

**Strategy / Policy**

☒

**Service / Function**

☐

**Other**

**If other, please specify**

### 2. Please provide a brief description of what you are screening

The Council is required to set a balanced budget for 2020/21, and intends to present that balanced budget at Cabinet and Council in February 2020. The budget report will outline the Council's available resources from core government funding, grants and those resources generated through local taxation, and how those resources will be utilised across the Council's services. In 2019/20 the Council approved a two year budget plan, with a two year savings programme, as such there are no additional savings built into the budget for 2020/21 that require their own EIA.

The budget report provides an indication of the key challenges that the Council faces, and the specific challenges faced by each directorate along with an indication of the aims and objectives of those directorates.

In addition to the revenue budget the Council's revised capital programme will be



approved as part of the budget report. The Council's capital programme will be approved as part of the Capital Strategy section of the budget report. This section of the report will seek approval for a series of new investment proposals that officers and Cabinet Budget Working Group have prioritised following a process of review and scrutiny of options. The linked financial revenue implications of the capital programme have been factored into the Council's revenue budget.

Finally the budget report will approve the Council's Treasury Management Strategy, and prudential indicators. This report covers how the Council intends to manage its debt, borrowing for new investments, cashflow and banking procedures and risk. The prudential indicators provide the key framework for how that strategy will be managed.

### 3. Relevance to equality and diversity

All the Council's strategies/policies, services/functions affect service users, employees or the wider community – borough wide or more local. These will also have a greater/lesser relevance to equality and diversity.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation and any other relevant characteristics (for example socio-economic status, social class, income, unemployment, residential location or family background and education or skills levels).

Questions	Yes	No
Could the proposal have implications regarding the accessibility of services to the whole or wider community?		x
Could the proposal affect service users?		x
Has there been or is there likely to be an impact on an individual or group with protected characteristics?		x
Have there been or likely to be any public concerns regarding the proposal?		x
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom?		x
Could the proposal affect the Council's workforce or employment practices?		x

If you have answered **no** to all the questions above please complete **sections 5 and 6**.

If you have answered **yes** to any of the above please complete **section 4**.

#### 4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be considered within your proposals prior to carrying out an **Equality Analysis**.

Considering equality and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation.

Please provide specific details for all three areas below and use the prompts for guidance.

- **How have you considered equality and diversity?**

n/a

- **Key findings**

n/a

- **Actions**

n/a

Date to scope and plan your Equality Analysis:	n/a
Date to complete your Equality Analysis:	n/a
Lead person for your Equality Analysis (Include name and job title):	n/a

## 5. Governance, ownership and approval

Please state here who has approved the actions and outcomes of the screening:

Name	Job title	Date
Judith Badger	Strategic Director – Finance and Customer Services	03 February 2020

## 6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to [equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

<b>Date screening completed</b>	30 January 2020
<b>If relates to a Key Delegated Decision, Executive Board, Council or a Significant Operational Decision – report date and date sent for publication</b>	
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	

**Committee Name and Date of Committee Meeting**

Cabinet – 17 February 2020

**Report Title**

December Financial Monitoring 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)**

Rob Mahon, Head of Corporate Finance  
01709 254518 or [rob.mahon@rotherham.gov.uk](mailto:rob.mahon@rotherham.gov.uk)

**Ward(s) Affected**

Borough-Wide

**Report Summary**

The report sets out the financial position as at the end of December 2019 and is based on actual costs and income for the first nine months of 2019/20 and forecast for the remainder of the financial year. Financial performance is a key element within the assessment of the Council's overall performance framework, and is essential to achievement of the objectives within the Council's Policy Agenda. To that end, this is the fourth in a series of monitoring reports for the current financial year which will continue to be brought forward to Cabinet on a regular basis.

As at December 2019, the Council has a forecast year-end overspend of £4.0m on the General Fund.

The report also outlines an interim update to the Council's Medium Term Financial Strategy.

**Recommendations**

1. That the current General Fund Revenue Budget forecast of £4.0m overspend be noted.
2. That it be noted that actions will continue to be taken to mitigate the forecast overspend.
3. That the Capital Programme update be noted.

**List of Appendices Included**

Appendix 1 Initial Equality Screening

**Background Papers**

Budget and Council Tax Setting Report 2019/20 to Council on 27<sup>th</sup> February 2019.

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

Overview and Scrutiny Management Board

**Council Approval Required**

No

**Exempt from the Press and Public**

No.

## December Financial Monitoring 2019/20

### 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 the fourth in a series of financial monitoring reports to Cabinet for 2019/20, 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.

### 2. Key Issues

- 2.1 Table 1 below shows, by Directorate, the summary forecast revenue outturn position.

#### 2.2 Table 1: Forecast Revenue Outturn 2019/20 as at December 2019

Directorate	Budget 2019/20 £m	Forecast Outturn 2019/20 £m	Forecast Variance over/under (-) £m
Children and Young People's Services	66.2	72.1	5.9
Adult Care, Housing & Public Health	77.4	78.8	1.4
Regeneration and Environment Services	43.3	45.3	2.0
Finance and Customer Services	16.2	15.5	-0.7
Assistant Chief Executive	6.7	6.6	-0.1
Central Services	11.3	6.8	-4.5
<b>TOTAL</b>	<b>221.1</b>	<b>225.1</b>	<b>4.0</b>
Dedicated Schools Grant			3.3
Housing Revenue Account (HRA)	83.0	81.0	-2.0

- 2.3 The following sections provide further information regarding the key reasons for forecast under or overspends within Directorates, and the progress of savings delivery.

**Children and Young People Services Directorate (£5.9m forecast overspend)**

- 2.4 Children and Young People Services are implementing a two-year budget recovery plan to reduce the budget pressures from previous years (£15.7m in 2018/19) and deliver budget savings.
- 2.5 The budget pressure at the end of December is £5.9m with an adverse movement of £0.3m from the October position reported to Cabinet. The Looked After Children number of 614 is currently below the budget profile (616) for this period, but the placement mix of having too many placements in residential care continues to be the main reason for the budget pressures.
- 2.6 The direct employees budgets stands at £39.0m and is a combination of general fund, traded and grant funded services. The projected underspend at the end of December is £990k, of which £514k is a general fund underspend, a favourable movement of £25k this period. There are currently 7 agency workers in children's social care at the end of December.
- 2.7 The staffing budget reflects the work undertaken to date on delivery of the Early Help and Social Care Pathways savings proposal and other staff savings across the CYPS directorate. Further proposals have been identified to deliver the 2020/21 budget savings and contribute towards mitigating the current 2019/20 budget pressures.
- 2.8 A significant element of the CYPS non-pay budgets relates to placements which has a net budget of £31.2m, with a current projected spend of £37.6m, a net financial pressure of £6.4m. The main financial pressures are on the projected costs of residential placements (£4.6m), Special Guardianship Payments (£1.0m), and Direct Payments (£0.4m) offset by Parent and Baby assessment savings of (£0.4), plus a reduction in the estimated income from the Clinical Commissioning Group (£700k).
- 2.9 The £5.3m residential pressures are due to a combination of 17 additional placements above the budget profile (£3.1m) an increase in the average net unit cost of residential placements (£1.5m) with the increase in unit costs due to the complexity of current children in residential and the reduction in estimated income from CCG (£700k).
- 2.10 The placement forecast assumes that from January 2020 to March 2020, the placement budget assumptions (placement reductions and transitions to lower cost placement types) will be achieved for the rest of the financial year. There are several risks linked to achievement of this placement budget profile which are:
  - External residential placement admissions continue at a high level above forecast assumptions
  - Estimated admissions and discharges from care being in line with expectation
  - The increase in in-house fostering enquires and net growth in foster carers placements are not in line with the estimated projections.
  - Costs of placements increasing above inflationary expectations

- 2.11 The other major budget pressures have also been incurred linked to the current number of Looked After Children this financial year. Transport has a forecast overspend of £470k whilst, section 17 & 23 payments are projected to overspend by £532k. 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.

#### **Dedicated Schools Grant**

- 2.12 The High Needs Block (HNB) is £34.5m (including the £2.8m transfer from the schools block) and remains 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 three-year period from a £1m reserve deficit at the end of 2015/16 to £15.1m deficit at the end of the 2018/19 financial year (£5.1m overspend in 2018/19).
- 2.13 The forecast at the end of December 2019 shows an in-year pressure of £3.3m. The projections have been based on the DSG recovery plan assumptions and includes anticipated growth on EHCs numbers and the implementation of new developments linked to the SEND Sufficiency Strategy. The main pressures are linked to alternative provision, high cost external residential, independent sector placements and top-up payments.
- 2.14 Both the Early Years and the Schools' block are expected to be broadly in line with allocations in 2019/20.
- 2.15 The key areas of focus to reduce the current High Needs Block pressures are:
- A revised Special School funding model;
  - A review of high cost, external education provision to reduce cost and move children back into Rotherham educational provision;
  - Develop additional SEN provision in Rotherham linked to mainstream schools and academies;
  - Work with schools and academies to maintain pupils in mainstream settings wherever possible;
  - A review of inclusion services provided by the Council.

#### **Regeneration and Environment Directorate (£2.0m forecast overspend )**

- 2.16 The latest outturn projections for the Directorate indicate an increase in the forecast pressure from £1.5m to £2m for this financial year. The position includes the latest expectation of further savings that can be delivered by the end of the year following a comprehensive budget review within the Directorate. This projection includes the following specific budget issues :
- 2.17 Home to School Transport (£1.3m) as a result of demand led pressures. There are offsetting underspends (£0.2m) in Highways, Community Safety, Resilience and Emergency Planning, this gives rise to a net £1.1m pressure overall in Community Safety and Streetscene.



- 2.18 In Culture Sport and Tourism, there has been an underachievement of income at Rother Valley Country Park related to a number of revenue streams including leisure activities, café, accommodation and car-parking. This was in part due to the impact of blue-green algae and also the revised timescale for the delivery of Gullivers, which meant that previous forecasts of sales – and related budget savings - aligned to increased usage of Rother Valley facilities have not been achievable. However, customer reviews of Rother Valley and the new campsite and caravan park remain very positive, achieving 4.8 out of 5 star reviews. The most recent forecast for Rother Valley and related facilities is more prudent and work is underway to prevent the blue-green algae from re-occurring as well as engage closely with the Gullivers team on their schedule for opening. A pressure of £0.7m is likely in Culture, Sport and Tourism.
- 2.19 Ongoing reduction in Markets income (£0.3m) as a consequence of the overall decline in all forms of retail activity results in a pressure in Planning Regeneration and Transport. A one off shortfall in Highways Design service fee income (£0.1m) will be resolved by recruitment into fee earning posts. The timing of Property Savings (total approved £1m) will also adversely impact on the bottom line although over the medium term the budget gap will be removed as buildings are closed and savings are released. The overall pressure in 2019/20 on Corporate Landlord properties is £1.4m. It is made up of £0.3m underachievement from the previously noted Beighton Link investment income plus slippage in property running costs savings (£0.6m) and higher than planned expenditure on corporate property £0.5m. A forecast over-recovery of £0.7m on Building Consultancy income, as a result of increased capital work is helping to partly offset pressures in this Service. However, a net pressure of £1.1m is likely in Planning Regeneration and Transport.
- 2.20 The Directorate has £4.1m of savings to implement in 2019-20. Of this sum £0.6m of savings has been completed, leaving £3.5m in progress and while £1.4m of this remains on track for delivery in 2019/20, £2.1m will carry forward into 2020-21.
- 2.21 Transport Savings (£0.3m) and Property savings (£0.6m) are taking longer than planned to deliver leaving a gap of £0.4m. Less than planned income (£0.4m) from leisure activity in Rother Valley introduced as savings for 2019/20 has also taken longer than expected to deliver. The Business Units at Beighton Link are expected to be finished in February 2020 and once commissioned, rental income from the investment is expected in. A rent guarantee is in place to cover income risk post-commissioning. A part-year saving in 2019/20 will be achieved and then the full year savings (£0.3m) for 2020-21 is expected.

#### **Adult Care and Housing (£1.4m forecast overspend)**

- 2.22 The overall Directorate forecast is an overspend of £1.4m on general fund services. This is based on full delivery of savings identified by implementing the new target operating model and part year savings from the reassessment programme and review of Learning Disability services.

- 2.23 Adult Care Services are forecast to overspend by £2.1m, largely as a result of demand for services. In 2018/19 there were c.640 people who required a new service and c.800 ended service. This net reduction was less than expected with around 250 more people in receipt of services than anticipated resulting in a cost pressure of £1.8m. People are presenting with increasingly complex needs and the average number of hours for a domiciliary care package is increasing.
- 2.24 The budget includes savings of £5.7m, of which £2.3m is estimated to be delivered giving a shortfall of £3.4m in 2019/20.
- 2.25 Some of the forecast savings are lower than originally planned and will take longer to deliver. The reassessment savings have been re-profiled based on the reassessments delivered in 2018/19, and the forecast activity over the next three financial years (2019/20 to 2021/22). The current forecast includes the impact of the reassessments completed to date which show a deficit of £0.4m against plan.
- 2.26 My Front Door has been re-profiled for the amended In-House Services timeline. Other savings are on track to be delivered as planned.
- 2.27 Neighbourhood Services' (Housing) latest forecast is an overall underspend position due to additional fee income from the Furnished Homes scheme (-£0.3m) plus additional contributions from the HRA for advocacy and appeals.
- 2.28 A number of mitigating actions have been identified, including maximising the use of one-off resources, which are expected to bridge the savings shortfall this financial year and also cover some of costs of additional demand for services, resulting in a net overall forecast of £1.4m overspend for the Directorate.

#### **Public Health (Forecast balanced budget)**

- 2.29 The latest forecast is a balanced position. This includes a budgeted transfer from the Public Health Grant reserve of £0.2m in order to set a balanced budget.
- 2.30 A Budget saving agreed as part of the budget setting process totalling £0.1m in respect Sexual Health contract is forecast to be fully achieved in year.

#### **Finance and Customer Services (£0.7m forecast underspend)**

- 2.31 The overall Directorate forecast is an underspend of £0.7m. Savings are being accrued within the Revenues and Benefits service but these will, in the first instance, contribute to the delivery of the 2019/20 saving for the Customer and Digital Programme relating to FCS Directorate. Recurring savings of £471k have already been identified and secured to date that are directly attributable to the programme and work is underway in order to secure the remainder. The entire value of the budget saving is expected to be delivered in year.

- 2.31 Within Customer, Information and Digital Services, there are financial pressures on Schools Connect Trading to reflect the continued loss of schools/academies subscribing to services, which is resulting in a forecast loss of £0.1m. The service will mitigate the cost pressures this year through vacancy control with plans to cease provision of the service from the new financial year. There is also a current high demand on Customer Services and temporary staff are being recruited to assist in managing this demand and reducing wait times for customers. This will be funded within the overall Customer, Information and Digital budget.
- 2.32 Whilst Legal Services faces continued demand for legal support with child protection hearings and court case costs relating to Looked After Children, legal disbursements are currently forecasting a £0.2m underspend. However, the number of cases during the year remains volatile and will continue to be monitored closely. There are demand pressures across all parts of Legal Services but it is anticipated that this will be managed within the Legal Services budget.

**Assistant Chief Executive (£0.1m Forecast underspend)**

- 2.33 The Assistant Chief Executive's Directorate are forecasting an underspend of £0.1m. Savings are being accrued within the HR service which contribute to the delivery of the 2019/20 saving for the Customer and Digital Programme attributable to the ACX Directorate. The entire value of the budget saving is expected to be delivered in year, plus a further £0.1m underspend.
- 2.34 There are income pressures due to loss of consultancy business from schools and academies, however the over-achievement of income from salary sacrifice schemes has delivered a budget benefit.

**Central Services (£4.5m forecast underspend)**

- 2.35 Savings are being delivered from a range of activities within the treasury management strategy, including effective cash flow planning and monitoring, along with management of the loans portfolio to take advantage of the continuing low cost of short-term funds. These activities, together with a number of general efficiencies on centrally managed budgets are forecast to provide a £4.5m saving. This includes the amount of costs of dealing with the recent floods which the Council will have to contribute from its own resources.

**Housing Revenue Account (HRA) (forecast £2.0m underspend)**

- 2.36 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 overall HRA forecast is an underspend of £2.0m which will reduce the transfer from the HRA reserve from a budgeted £12.2m to £10.2m.

- 2.37 The forecast underspend relates to:
- additional income from rents due to a quicker turnaround of void properties and a reduction in forecast rent allowances (£0.5m);
  - £1m underspend on Repairs and Maintenance due to increased recovery of tenants repairs income and a reduction in forecast costs;
  - staff vacancies and savings on other employee costs (£0.5m);
  - £0.2m reduction in the cost of bad debt;
  - Increased cost of borrowing £0.2m
- 2.38 The HRA budget includes a revenue contribution to capital expenditure of £14.7m which is forecast in line with budget at this stage.

### **Capital Programme Update**

- 2.39 The Capital Programme 2019/20 totals £117.331m split between the general fund £69.608m and HRA £47.723m, this has reduced overall by (£7.054m) from the position reported to Cabinet in October. The movement is based on the latest profiles of expenditure against schemes, factoring in slippage and re-profiles of (£8.937m), new grants of £0.572m, and new schemes added as part of the Councils 2020/21 budget setting report of £1.311m.
- 2.40 The slippage and re-profile requirements are within the Regeneration and Environment & HRA programmes, they include ;
- 2.41 Rothwell Grange SOAHP (£1.520m) new build scheme is still at the early stages of project delivery following agreement in the early part of the year to go back out to tender with the proposed scheme design to achieve a more competitive price. This delay, plus delays with getting the site up to a developable standard will now see the scheme take place in 2020/21.
- 2.42 Modern Methods of Construction Bungalows SOAHP (1.962m) new build scheme has been delayed due to budget pressures within the wider SOAHP programme, meaning that the budget available for this scheme has been reduced. Whilst the Council intends to still deliver a scheme the design, budget and timeframes still need to be finalised.
- 2.43 Parkway Widening Phase 2 (£1.949m) scheme will see slippage into 2020/21, the proposed scheme is currently with the Department for Transportation to approve the business case for this significant investment (£45.6m total scheme cost), following RMBC's completion of project designs and preliminary works. The intention was to be on site by March 2020, however the general election has seem the profile of DfT approvals slip, meaning the scheme will comment in 2020/21 subject to DfT approval.
- 2.44 Century Phase 2 (£3.071m) will be slipped into 2020/21 as its now unlikely that the Sheffield City Region will have surplus capital resources to support the scheme this year. RMBC has this scheme ready to deliver should SCR have surplus resources within their capital programmes following the non-delivery or delay of existing approved schemes.

2.45 Additional grant funded schemes are added to the Capital Programme on an ongoing basis in accordance with the Financial and Procurement Procedure Rules. Grant schemes added since the report to Cabinet in October are listed below. The updated Capital Programme totals also align with new schemes proposed to be added to the Council's Capital Programme that are set out for approval within the Budget and Council Tax 2020/21 report on the same Cabinet agenda as this report.

2.46 **Table 2: New Grant/HRA Funded Schemes, and additions proposed within the Budget and Council Tax 2020/21 report.**

Directorate/Scheme	2019/20 £M	Post 2019/20 £m
<b>Regeneration &amp; Environment</b>		
New Grants identified for 2020/21 to 2023/24 as part of Budget Setting.		
The 2019/20 addition is the confirmed LTP incentive grant to be used for increased highways and street lighting investment and the inclusion of the estimated Future High Streets Funding programme	1.872	105.373
Capitalisation of expenditure to support the revenue budget & invest to save schemes	0.623	9.533
Capital Proposals to be approved as part of the Budget Setting Report 2019/20. These are predominantly funded by corporate resources, with some grant contributions.	0.234	52.296
Annual Capital schemes extended into 2023/24 as part of the Budget Setting Report 2020/21.	0.000	16.142
Schemes already planned in for 2023/24 as part of their project life	0.000	2.968
HRA Business Plan additions	0.454	62.707
<b>Total Additions</b>	<b>3.163</b>	<b>249.019</b>

2.47 The proposed updated Capital Programme to 2023/24 is shown by Directorate in Table 2 below.

2.48 **Table 2: Proposed Updated Capital Programme 2019/20 to 2022/23**

Directorate	2019/20 Budget £m	2020/21 Budget £m	2021/22 Budget £m	2022/23 Budget £m	2023/24 Budget £m	Total Budget £m
<b>General Fund Capital</b>						
Children and Young People's Services	12.508	12.581	6.180	4.508	6.033	41.810
Assistant Chief Executive	0.627	0.210	0.210	0.210	0.210	1.467
Adult Care & Housing	4.720	4.361	6.523	12.624	6.240	34.468
Finance and Customer Services	7.481	7.061	2.679	3.124	10.523	30.868
Regeneration and Environment	43.552	65.981	56.682	43.820	41.035	251.071
Capitalisation Direction	2.000	2.000	2.000	0.000	0.000	6.000
<b>Total General Fund Capital</b>	<b>70.888</b>	<b>92.194</b>	<b>74.274</b>	<b>64.287</b>	<b>64.041</b>	<b>365.685</b>
<b>Total HRA Capital</b>	<b>47.723</b>	<b>55.016</b>	<b>55.058</b>	<b>44.178</b>	<b>43.198</b>	<b>245.172</b>
<b>Total RMBC Capital Programme</b>	<b>118.611</b>	<b>147.210</b>	<b>129.332</b>	<b>108.464</b>	<b>107.239</b>	<b>610.857</b>

**Forecast position of Capital Programme 2019/20**

2.49 The £118.611m of capital expenditure is funded as shown in the Table 3 below.

2.50 **Table 3: Funding of the approved Capital Programme**

Funding Stream	2019/20 Budget £m
Grants And Contributions	28.977
Unsupported Borrowing	33.686
Capital Receipts	6.225
Capital Receipts - Flexible Use	2.000
<b>Total Funding - General Fund</b>	<b>70.888</b>
Grants And Contributions	1.905
Unsupported Borrowing	-
Housing Major Repairs Allowance	18.080
Capital Receipts	13.046
Revenue Contribution	14.692
<b>Total Funding – HRA</b>	<b>47.723</b>
<b>Total</b>	<b>118.611</b>

## Capital Receipts

- 2.51 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, in accordance with the Council's approved flexible use of capital receipts strategy.
- 2.52 To date General Fund capital receipts of £2.830m have been generated as shown in Table 4 below. Although loan repayments of £2.734m have been received in 2019/20, this cannot be used to support the revenue budget as only those receipts by the disposal of property, plant and equipment can be used in that way.
- 2.53 **Table 4 – General Fund Capital Receipts Received in 2019/20**

<b>Description</b>	<b>Total as at 31<sup>st</sup> December 2019 £m</b>
4b Beighton Link	-0.021
DEPOSIT – Erkine Road	-0.010
DEPOSIT – 36 Nelson Street	-0.004
DEPOSIT – Rockcliffe Road	-0.006
DEPOSIT – Treeton Youth Centre	-0.028
DEPOSIT – St Leonards Youth Centre	-0.091
DEPOSIT – Fitzwilliam	-0.095
Sub total - Useable In-Year Capital Receipts	-0.072
De-minimus receipts	-0.006
<b>Total Capital Receipts ( Excl loan repayments)</b>	<b>-0.091</b>
Repayment of Loans	-2.734
<b>Total Capital Receipts</b>	<b>-2.830</b>

- 2.54 The forecast for useable capital receipts is between £0.894m & £0.983m and includes surplus property disposals which are subject to Cabinet approval. These receipts are made up of a small number of disposals and therefore any changes to these could impact on these forecasts significantly. The estimated value of receipts has fallen significantly from that reported to cabinet in October following a major site sale slipping into 2020/21.
3. **Options considered and recommended proposal**
- 3.1 With regard to the current forecast overspend of £4.0m, further management actions continue to be identified with the clear aim of bringing expenditure into line with budgets. This includes holding back all spend, where possible, for the remainder of the financial year. The Council has £3.2m of the budget contingency reserve remaining to support the 2019/20 budget.

**4. Consultation on proposal**

- 4.1 The Council consulted extensively on budget proposals for 2019/20. Details of the consultation are set out in the Budget and Council Tax 2019/20 report approved by Council on 27th February 2019.

**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 this financial year.
- 5.2 Financial Monitoring reports are taken to Cabinet meetings during the year. The next Financial Monitoring Report with the position at the end of January 2020 will be considered by Cabinet in March 2020.

**6. Financial and Procurement Advice and Implications**

- 6.1 There is currently a projected overspend of £4.0m as set out in Section 2 of this report. The Council has £3.2m of the budget contingency reserve remaining which can support the 2019/20 financial outturn.
- 6.2 If budget and planned savings and spend reductions are not delivered as intended to an extent that cannot be contained within the budget contingency reserve, there will be a further impact on the Council's reserves, as any expenditure in excess of budget impacts reserves levels. Control over spending is therefore critical to both maintaining the 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 and the identification of alternative options.
- 6.3 The interim update to the Council's Medium Term Financial Strategy indicates that a balanced budget can be maintained for 2020/21 and across the MTFS period. Whilst there is some capacity within the MTFS going forward to provide for the timing impact of delivery of some budget savings, the maintenance of a balanced budget is predicated on all approved savings being delivered in full by 2021/22, either as originally approved or with approved alternative savings, together with actions completed to eradicate or mitigate against the impact of other budget pressures.
- 6.4 There are no direct procurement implications arising from the 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 The report includes reference to the cost pressures on both Children's and Adult Social care budget.

## 10. **Equalities and Human Rights Advice and Implications**

- 10.1 No direct implications.

## 11. **Implications for Partners**

- 11.1 No direct implications.

## 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 Officers**

Graham Saxton, Assistant Director – Financial Services

Rob Mahon, Head of Corporate Finance

Approvals obtained on behalf of Statutory Officers:-

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	03/02/20
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	29/01/20
Head of Legal Services (Monitoring Officer)	Bal Nahal	31/01/20

*Report Author: Rob Mahon, Head of Corporate Finance*

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

## Initial Equality Screening Assessment (Part A)

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality and diversity.

A **screening** process can help judge relevance and provide a record of both the process and decision. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions.

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality and diversity
- whether or not equality and diversity is being/has already been considered, and
- whether or not it is necessary to carry out an equality analysis.

<b>Directorate: Finance and Customer Services</b>	<b>Service area: Finance</b>
<b>Lead person: Rob Mahon</b>	<b>Contact number: 01709 254518</b>

### 1. Title:

Is this a:

☐

**Strategy / Policy**

☒

**Service / Function**

☐

**Other**

**If other, please specify**

### 2. Please provide a brief description of what you are screening

The Council has a framework of budgetary monitoring and reporting that ensures budget management is exercised within annual cash limits.

Each month the Budget Manager receives timely information on income and expenditure to enable them to fulfil their budgetary responsibilities. Following the review of the budget information, each budget manager provides a forecast of their projected outturn position on each service. The Strategic Director subsequently provides a consolidated forecast for their directorate to the Chief Finance Officer and relevant Cabinet Member.

A budget monitoring report, which includes an up-to-date outturn forecast, information about significant variances from approved budgets and proposals for dealing with them, is submitted to Cabinet at least 6 times a year.

Whilst the framework described above relates to revenue budgets, the capital programme is also similarly monitored and reported alongside the Council's revenue position.

The financial monitoring position report summarises the key variances for each directorate and considers the key financial pressures and risks.

Given that the revenue and capital budgets have been approved by Council in February 2019, when equality assessments would have been considered at that time in respect of the budget proposals, there are no further issues in respect of equality and diversity.

### 3. Relevance to equality and diversity

All the Council's strategies/policies, services/functions affect service users, employees or the wider community – borough wide or more local. These will also have a greater/lesser relevance to equality and diversity.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation and any other relevant characteristics (for example socio-economic status, social class, income, unemployment, residential location or family background and education or skills levels).

Questions	Yes	No
Could the proposal have implications regarding the accessibility of services to the whole or wider community?		x
Could the proposal affect service users?		x
Has there been or is there likely to be an impact on an individual or group with protected characteristics?		x
Have there been or likely to be any public concerns regarding the proposal?		x
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom?		x
Could the proposal affect the Council's workforce or employment practices?		x

If you have answered **no** to all the questions above please complete **sections 5 and 6**.

If you have answered **yes** to any of the above please complete **section 4**.

#### 4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be considered within your proposals prior to carrying out an **Equality Analysis**.

Considering equality and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation.

Please provide specific details for all three areas below and use the prompts for guidance.

- **How have you considered equality and diversity?**

n/a

- **Key findings**

n/a

- **Actions**

n/a

Date to scope and plan your Equality Analysis:	n/a
Date to complete your Equality Analysis:	n/a
Lead person for your Equality Analysis (Include name and job title):	n/a

## 5. Governance, ownership and approval

Please state here who has approved the actions and outcomes of the screening:

Name	Job title	Date
Judith Badger	Strategic Director – Finance and Customer Services	24 September 2019

## 6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to [equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

Date screening completed	30 January 2020
If relates to a Key Delegated Decision, Executive Board, Council or a Significant Operational Decision – report date and date sent for publication	
Date screening sent to Performance, Intelligence and Improvement <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	