

<b>MEETING:</b>	Cabinet
<b>DATE:</b>	Wednesday 7 February 2024
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall
<b>PUBLIC WEB LINK:</b>	<a href="https://barnsley.public-i.tv/core/portal/webcasts">https://barnsley.public-i.tv/core/portal/webcasts</a>

## AGENDA

1. Declaration of pecuniary and non-pecuniary interests
2. Leader - Call-in of Cabinet decisions

### Minutes

3. Minutes of the previous meeting held on 24 January 2024 (Cab.7.2.2024/3)  
(Pages 3 - 6)

### Items for Noting

4. Decisions of Cabinet Spokespersons (Cab.7.2.2024/4)

### Petitions

5. Petitions received under Standing Order 44 (Cab.7.2.2024/5)

### Items for Decision/Recommendation to Council

#### Core Services Spokesperson

6. Medium Term Financial Strategy 2024-27 (Cab.7.2.2024/6) (Pages 7 - 176)  
RECOMMENDATION TO FULL COUNCIL ON 29 FEBRUARY 2024

#### Children's Spokesperson

7. Co-ordinated Scheme for Admission to Schools 2025-2026 (Cab.7.2.2024/7)  
(Pages 177 - 200)
8. Admission Arrangements for Community and Voluntary Controlled Primary and Secondary Schools for the 2025-2026 School Year (Cab.7.2.2024/8)  
(Pages 201 - 224)

#### Regeneration and Culture Spokesperson

9. Habitat Bank Creation (Cab.7.2.2024/9) (Pages 225 - 242)

To: Chair and Members of Cabinet:-

Councillors Houghton CBE (Chair), Cain, T. Cave, Franklin, Frost, Higginbottom, Howard, Makinson and Newing

Cabinet Support Members:

Councillors Bellamy, Bowser, Cherryholme, Moyes, Osborne, Peace and Sheard

Chair of Overview and Scrutiny Committee

Chair of Audit Committee

Sarah Norman, Chief Executive

Wendy Popplewell, Executive Director Core Services

Carly Speechley, Executive Director Children's Services

Wendy Lowder, Executive Director Place Health and Adult Social Care for Barnsley

Matt O'Neill, Executive Director Growth and Sustainability

Anna Hartley, Executive Director Public Health and Communities

Neil Copley, Director of Finance (S151 Officer)

Sukdave Ghuman, Service Director Law and Governance Services (Monitoring Officer)

Michael Potter, Service Director Business Improvement, HR and Communications

Katie Rogers, Head of Communications and Marketing

Anna Marshall, Scrutiny Officer

Corporate Communications and Marketing

Please contact Sukdave Ghuman by email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk)

Tuesday 30 January 2024



<b>MEETING:</b>	Cabinet
<b>DATE:</b>	Wednesday 24 January 2024
<b>TIME:</b>	10.00 am
<b>VENUE:</b>	Council Chamber, Barnsley Town Hall

## MINUTES

**Present** Councillors Houghton CBE (Chair), Cain, T. Cave, Franklin, Frost, Higginbottom, Howard and Makinson

**Members in Attendance:** Councillors Bellamy, Bowser, Moyes, Osborne, Peace and Sheard

### 172. Declaration of pecuniary and non-pecuniary interests

Councillor Osborne declared a non-pecuniary interest as a Board Member at Berneslai Homes in respect of Minute Numbers 178, 179 and 180.

Councillor Sheard declared a non-pecuniary interest as a Governor at Barnsley Hospital in respect of the agenda as a whole.

### 173. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 10 January 2024 had been called in.

### 174. Minutes of the previous meeting held on 10 January 2024 (Cab.24.1.2024/3)

The minutes of the meeting held on 10 January 2024 were taken as read and signed by the Chair as a correct record.

### 175. Decisions of Cabinet Spokespersons (Cab.24.1.2024/4)

There were no Records of Decisions by Cabinet Spokespersons under delegated powers to report.

### 176. Petitions received under Standing Order 44 (Cab.24.1.2024/5)

It was reported that no petitions had been received under Standing Order 44.

### 177. Maintaining the Council's Long Term Financial Sustainability (Cab.24.1.2024/6)

**RESOLVED** that Cabinet note the challenging financial context and the Council's plans to ensure its ongoing financial sustainability.

### 178. Housing Revenue Account - Draft 2024/25 Budget and Capital Investment Proposals 2024-29 (Cab.24.1.2024/7)

#### RECOMMENDATION TO FULL COUNCIL ON 1 FEBRUARY 2024

**RESOLVED** that Cabinet recommend to forward to Full Council to approve:-

1. The HRA draft budget business plan for 2024/25 & note the MTFs (Medium Term Financial Strategy), with any final amendments being delegated to the Cabinet Spokesperson for Growth & Sustainability and the Executive Director for Growth & Sustainability in consultation with the Cabinet Spokesman for Core Services, the Director of Finance (S151); and Service Director Regeneration and Culture (Client lead for Berneslai Homes); and
2. A rent, non-dwelling rent, service charge and District Heating kWh increase of 7.7% in line with the Government's Rent Cap to maintain decency and to avoid cuts to services in 2024/25 and future years; and
3. The 2024/25 Berneslai Homes Management Fee totalling £16.674M, plus Gypsy and Traveller Management fee of £0.069M charged to the General Fund. Total £16.743M; and
4. The Core Housing Capital Investment Programme for 2024/25 totalling £17.939M Appendix 1; and
5. In principle, the proposed 5-year New Build and Acquisitions Programme £42.861M (up to c200 properties), subject to individual reports as appropriate, in line with the Council's governance arrangements (Appendix 2); and
6. A one year only £4.9M priority adjustment from Capital BHS to responsive Revenue Repairs to fund current demand whilst maintaining decency standards.

**179. Housing Strategy 2024-28 (Cab.24.1.2024/8)**

**RECOMMENDATION TO FULL COUNCIL ON 1 FEBRUARY 2024**

**RESOLVED** that Cabinet recommends that Full Council notes the outcome of the public consultation exercise and approves the adoption of the Housing Strategy 2024-28 which has been updated following public consultation.

**180. Refresh of the Berneslai Homes 2021-31 Strategic Plan and Annual Business Plan for 2024/25 (Cab.24.1.2024/9)**

**RESOLVED** that Cabinet:-

1. Approves the refreshed Berneslai Homes 2021-31 Strategic Plan and Annual Business Plan for 2024/25; and
2. Agrees the Service Director for Regeneration and Culture, in consultation with the Cabinet Spokesperson for Growth and Sustainability, be authorised to approve any minor final amendments or additions to the Strategic Plan/Annual Business Plan (including the final suite of KPI's for 2024/25 which will align to the Regulator's Tenant Satisfaction Measures), and associated appendices as may be identified.



**181. Street Trading Policy - Resolution to Designate Consent Streets  
(Cab.24.1.2024/10)**

**RESOLVED** that Cabinet:-

1. Approve the consultation process for the adoption of Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982; and
2. Approve all streets within the Barnsley borough be designated as Consent Streets to enable effective management and control of Street Trading within Barnsley town centre and the wider borough; and
3. Approve the draft Street Trading Policy for consultation purposes; and
4. Approve the draft proposed fees and charges for street trading permissions; and
5. Approve the draft Notice of Intention To Pass A Resolution on Street Trading and the Designation of Consent Streets.

**182. Submission to the Local Government Boundary Commission on the Council's Future Ward Boundaries (Cab.24.1.2024/11)**

**RESOLVED** that Cabinet approve the proposals for submission to the Local Government Boundary Commission.

**183. Statutory Polling District and Place Review 2023 (Cab.24.1.2024/12)**

**RECOMMENDATION TO FULL COUNCIL ON 1 FEBRUARY 2024**

**RESOLVED** that Cabinet recommend to Full Council:-

1. That the council designates the polling districts and places listed in Appendix 1 for all Parliamentary and Local elections; and
2. That the council empowers the Returning Officer to make any enforced changes to this schedule as required if buildings become unavailable in consultation with the elected members for the affected ward until the next statutory review.

**184. New Early Years Entitlements and Wraparound Expansion (Cab.24.1.2024/13)**

**RESOLVED** that Cabinet:-

1. Notes the timetable for the extension of early years funding entitlements for young children aged from 9 months, together with concurrent developments in 'Wraparound' child-care in the Borough; and
2. Agrees to draw down the funding grants made available by the DFE to support the Local Authority in developing the local childcare offer to ensure sufficient childcare places.

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Chair

<b>MEETING:</b>	Cabinet
<b>DATE:</b>	Wednesday 7 February 2024

## **BUDGET PROPOSALS 2024/27**

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**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**LOCAL GOVERNMENT ACT 2003 - THE S151 OFFICER'S SECTION 25  
REPORT ON THE 24/25 BUDGET PROPOSALS**

1. **Purpose of the Report**

- 1.1 To provide, in accordance with the requirements of Section 25 of the Local Government Act 2003, advice from the Authority's Chief Finance Officer (CFO) on aspects of the 24/25 budget proposals.

2. **Background**

- 2.1 Part 2 of the Local Government Act 2003 contains a series of duties and powers that give statutory support to aspects of good fiscal management within local government.
- 2.2 Section 25 requires the CFO to report to an Authority, when it is making its decision on determining the council tax, advice on the following issues:
- The robustness of the estimates included in the budget; and
  - The adequacy of the reserves the budget will provide.
- 2.3 The CIPFA Prudential Code also requires consideration to be given to the affordability and prudence of future capital investment - given its impact on the revenue budget.
- 2.4 CIPFA's Financial Management Code also highlights the importance of the budget setting framework which operates within local authorities and the legal requirements under which this sits.

3. **Advice of the Chief Finance Officer**

- 3.1 This report is based on the Budget Recommendations at **Section 3** and the financial strategy and suite of financial information set out in **Sections 2 – 6**.

***Robustness of the Estimates***

- 3.2 As Members are aware, the setting of the 24/25 revenue and capital budgets are part of the Council's Medium-Term Financial Strategy that forms the framework for the budget for the period 24-27.
- 3.3 The Council's financial strategy has sought to clearly identify the risks associated with the budget so that properly informed and prioritised decisions are made.
- 3.4 Whilst in general terms I feel that this has been achieved in relation to the 24/25 budget, it should be noted that several of the key risks and challenges faced by

the Council are fluid and although not quantifiable at this stage are likely to have a material impact on the budget, particularly in the latter part of the MTFS planning period.

3.5 These include but are not limited to:

**[a] The demand and cost of Looked After Children / Children's Services has increased exponentially in the past two fiscal years.**

Given the significance to the Council's overall financial sustainability, I advise the Cabinet & SMT to ensure sufficient oversight of the children's placement and sufficiency plans.

**[b] The plans for creating a sustainable Children's Social Care workforce.**

Given the significant level of investment made to date and continuing pressures linked to national issues in Children's Social Care, I advise that Cabinet & SMT ensure sufficient oversight of the Children's Services workforce plan.

**[c] Demand and cost for Adult Social Care.**

The impact of the National Living Wage for 24/25 together with continuing inflationary & energy pressures on Adult Social Care provider costs will place significant upward pressure on fee levels for next year and beyond. It is currently assumed that these will be funded from a combination of a 2% increase in the Adult Social Care council tax precept, together with the adult social care grants confirmed as part of the settlement. That assumption will be revisited as part of the ongoing dialogue with care providers around fee levels for 24/25.

Given its material nature, Cabinet and SMT should ensure sufficient oversight of the Adult Social Care budget and in particular its linkages / interdependencies with the South Yorkshire Integrated Care Board (Health and Care Plan).

**[d] Delivering transformation / savings plans.**

Considerable progress has been made in relation to the Phase 1 Service Reviews, MICROSOFT Digitisation and Asset Management transformation workstreams. However, in my view the planned Phase 2 Service Reviews are in areas where efficiencies are more difficult to realise [statutory and demand led services].

Cabinet & SMT should therefore ensure that those reviews are appropriately resourced, and that sufficient oversight & challenge is given to ensure timely delivery in line with the brief.

**[e] Inflation, Supply Chain Issues.**

Although slowly abating the well-publicised inflation and supply chain issues relating to energy, fuel, food, and construction costs will continue to put pressure on the cost of Council services during 24/25. Moreover, the impact of rising prices

on household disposable incomes and on business cashflow / profitability will increase the volatility, unpredictability, and uncertainty on the levels of both council tax and business rate collection.

**[f] Future funding uncertainty.**

For the sixth year running DLUHC disappointingly announced a one year only funding settlement for 24/25, making longer term strategic planning challenging indeed.

The settlement did provide the promised increase in core spending power [although as usual that assumed councils would increase council tax by the maximum 5%] but that was in line with the previously announced policy intent [December 2022] and not reflective of the aforementioned cost pressures which have significantly exacerbated since that announcement was made.

In addition, the longer-term outlook for Local Government funding is clearly challenging, and if the implied real term funding cuts to non-protected Departmental Expenditure Limits [DEL] for the period 2025-29 are realised, that will result in serious challenges for the sector, the Council included.

**Robustness of specific assumptions underpinning the 24/25 budget**

3.6 In terms of the specific estimates and assumptions which are included in the proposed 24/25 budget, I would also offer the following comments:

(i) ***Council Tax Income Assumptions***

The estimates for Council Tax Income are based on a collection rate of 95%, the same level as in previous years. In addition, I have made assumptions around growth in the tax base to be achieved through a combination of new properties coming into rating and a reduction in the number of households claiming local council tax support which has increased significantly since the COVID pandemic.

At this stage I have no reason to believe that these are not robust assumptions, although given the fluidity of the current macro- economic / cost of living situation, the position will need to be closely monitored during the year.

(ii) ***Business Rates Income Assumptions***

Under the current Business Rate Retention scheme, Barnsley retains 49% of the total income collected. Government have confirmed that there will be no major changes to the Business Rate System next year and that the

planned move to reset the business rate baseline will not take place until further notice.

The settlement confirmed a 6.7% increase in bills for larger businesses [those with RV's > £51K]. This applies to a small number of businesses in Barnsley [around 539 / or 6% of all businesses].

For small businesses [those with RV < £51K] the multiplier was frozen, which means there will be no change to the bills for the vast majority of businesses in the Borough [8,490 / 94%].

In addition, the Chancellor extended the 75% business rate discount for retail, leisure & hospitality businesses [up to a maximum discount of £110k per business].

These changes impact the amount of business rate income available to fund council services; and those adjustments have been factored into the budget forecast, including the assumption that equivalent compensation will be received where any reductions in income are as a consequence of Government policy.

Finally, business rate collection may also be adversely impacted by the ongoing macro-economic / cost of living situation. Again, this position will need to be closely monitored.

(iii) ***Pay and other Inflation Assumptions***

The pay award for the current fiscal year [23/24] was resolved in November 2023 and equated to an average 7% uplift in the Council's pay bill, considerably in excess of the provision made in the 23/24 budget [3%], resulting in additional unbudgeted costs of £5m in this and future years.

Pay is forecast to increase by 5% in 24/25 and then at 3% per annum for the remainder of the planning period to 26/27; this will be kept under review in view of the balancing required to reflect the ongoing 'cost of living crisis' set against the anticipated real term reduction in local government funding over the medium term.

As set out above a provision has also been made in relation to the impact of the increase in the National Living Wage on the Council's external contracts, this having a particularly significant budgetary impact in adult social care.

Finally, provision has also been made where contractual payments are linked to the Consumer Price Index or other inflationary measures; the full impact of which will be monitored during the next fiscal year.



(iv) ***Interest Rate Assumptions***

Our treasury advisors and other commentators are predicting interest rates to stabilise before falling in the latter part of 2024 and over the remainder of the planning period, though the timing and pace remains subject to debate.

In view of this, my advice is to carefully time the additional borrowing that will be required over the period to meet the identified Capital Financing Requirement and additionally limit the Council's exposure to interest rate risk by restricting the amount of the debt portfolio that may be subject to variable interest rates at any one time. This is reflected in the proposed Treasury Management Strategy which is set out in detail at **Paper 2c**. The position will continue to be closely monitored by the Treasury Management Panel with regular updates provided to Cabinet as part of the quarterly performance monitoring cycle.

(v) ***Service/ Demand Pressures***

There have been significant increases in the demand for all council services during 23/24, those been particularly acute in children's social care. These pressures are expected to continue into 24/25 and beyond and provision for this has been made within the budget and MTFs [including the full baselining of all social care grants to meet such costs on a recurrent basis].

However, given the inherent risks with these assumptions and the continued systemic failure in the social care market at a national level, it remains unclear whether this provision will be adequate to cover these demographic and other associated cost pressures.

Therefore, as set out above my advice is that the Cabinet & SMT should enhance oversight of all material demand led services [social care, home to school transport et al] and be assured that relevant risks are being managed appropriately.

***Adequacy of Reserves***

- 3.7 **Section 2b** of the 24/25 budget proposals sets out the Council's proposed reserves strategy.
- 3.8 The Council has used £34M of its own reserves to prop up the budget in the past two fiscal years [22/23 & 23/24]. This is unprecedented, and in my view, also unsustainable.
- 3.9 Therefore, the revised strategy seeks to re-emphasise that reserves shouldn't be used to balance the budget, unless in exceptional circumstances and only ever as

a temporary bridging strategy pending the realignment of recurrent income and expenditure.

- 3.10 Secondly, given the uncertain financial outlook I have proposed a re-prioritisation of £23M of existing reserves to provide additional resilience to the MTFS over the planning period.
- 3.11 I consider this, together with the £20M Minimum Working Balance (MWB) held as a contingency for unforeseen events, appropriate to the current risk environment faced by the Council.
- 3.12 I have also undertaken an assessment of all earmarked reserves & provisions to ensure their continued validity and to make additional provision to cover known commitments where that has been necessary. I consider the current levels to be adequate subject to my comments at paragraphs 3.23 & 3.24.
- 3.13 It should also be noted that not all resources have yet been received and need to be 'banked' before being committed to future investments. I will ensure that this position is reviewed and reported through future monitoring reports. In addition, I also consider it appropriate and necessary to continually monitor reserve levels in the light of the changing circumstances facing the Council and as such, a further detailed review will be conducted as an integral part of the 23/24 accounts closure process and throughout 24/25.
- 3.14 Separately, the Council continues to progress significant external funding opportunities, working particularly closely with the South Yorkshire Mayoral Combined Authority. Specifically, officers are working with SYMCA colleagues to explore the possibility of bringing forward the Council's share of Renewal Fund income streams expected to be received over the next 26 years into a single upfront investment pot capable of delivering major capital investment at scale over the next 3 to 5 years. The Capital Investment Strategy and Capital Investment Programme (**Section 6**) provide further details on this.

### ***Prudence and Affordability***

- 3.15 The current Prudential Borrowing regime places a duty on the CFO to ensure that the budgetary impact of decisions to incur additional borrowing are affordable both in the immediate future and over the longer term.
- 3.16 Consideration of the revenue impact of all new capital schemes is therefore undertaken alongside other operational service issues to ensure that resources are allocated in accordance with the Council's priorities and within the overall resources available.
- 3.17 As Members will be aware the Council holds relatively elevated levels of debt as compared to its statistical neighbours. This is a result of previous policy decisions, including the building of a new secondary school estate and more recently the Glassworks town centre development.

- 3.18 Given this and the challenging financial environment, my advice to the Council is to focus on progressing its capital investment priorities via available external grant funding opportunities, and only revert to additional borrowing by exception.
- 3.19 In addition, given the increased focus on local authority borrowing levels, any future borrowing should also be considered carefully in line with the Codes principles of prudence, affordability, and sustainability, all relevant statutory indicators and a thorough risk assessment of all financial and non-financial factors to ensure that there are no broader unintended consequences for the Council's ongoing financial sustainability.

### ***Value for Money***

- 3.20 In June 2021 the National Audit Office launched a new Code of Audit Practice, part of which required the External Auditor to undertake a significantly more in-depth review of the Council's arrangements for securing Value for Money [VFM].
- 3.21 In January 2024 the External Auditor's Annual Report did not identify any significant issues in relation to the Council's arrangements for securing value for money during the 22/23 fiscal year. The External Auditor's assessment and final report in relation to the Council's 23/24 arrangements will be undertaken during 2024/25, and although I do not anticipate any major concerns to be raised, I will ensure that any issues or areas for improvement are addressed appropriately.
- 3.22 In addition, given the financial context a new VFM strategy will be launched in 2024 to help manage costs better, deliver improved VFM and maximise the commercial value from the Council's services & assets.

### ***Conclusion: Budget & Medium-Term Financial Strategy (MTFS)***

- 3.23 In my view, contingent upon the additional matters outlined at paragraphs 3.5 / 3.6, a balanced budget for 24/25 can be delivered through the agreement of the proposals contained at **Section 4** within these budget papers.
- 3.24 However, as a consequence of the significant risks set out at paragraph 3.5, I expect the future financial landscape to get significantly more challenging and hence my advice to Cabinet / Members is to exercise financial prudence, vigilance, and diligence over the planning period and specifically:
- Ensure that the CX & Executive Directors deliver, in full, the efficiency savings contained within the budget recommendations set out at **Section 4**.
  - Ensure that Executive Directors contain all expenditure within the resource envelopes recommended in this budget [unless otherwise agreed by Cabinet].

- Agree the principle that no new additional investment will be approved unless otherwise funded from external sources or simultaneously paid for by de-prioritising spending plans elsewhere.
- 3.25 Moreover, although I consider the suggested planning framework to be sensible and sound, given the nature and fluidity of the risks identified across the MTFS planning period, I further advise that Cabinet / Members:
- Request that the CX & the SMT produce an alternate savings plan under various scenarios for Cabinet consideration later 2024.
- 3.26 **In summarising my advice, I would stress that the robustness of the estimates and adequacy of the reserves which the budget will provide are satisfactory. However, this is contingent upon the requirements outlined at paragraphs 3.5 – 3.6 and reiterated at paragraph 3.23 – 3.25 above being delivered.**

N Copley BA (HONS), CPFA

Director Finance and S151 Officer

January 2024

### UPDATED MTFS 2024/25 – 2026/27

#### **1. PURPOSE**

- 1.1 This paper provides a summary update to the current Medium-Term Financial Strategy (MTFS) agreed at Full Council on 23<sup>rd</sup> February 2023 and extends it for a further year to 26/27 to maintain the Council's rolling 3-year planning framework.
- 1.2 The paper highlights the pressures currently being experienced by the Council and the ongoing impact of this on future years, together with highlighting other assumptions relevant to those years. An update is also provided on the Council's reserves position.
- 1.3 Finally, an update is provided of the progress made on the Phase 1 Transformational Service Reviews, MICROSOFT program and Asset Management Strategy.

#### **2. EXECUTIVE SUMMARY**

- 2.1 Despite the challenging financial situation the Council finds itself in, the proposals contained within this updated strategy provides for a balanced budget to be achieved in 24/25.
- 2.2 **To deliver this and begin to prepare for even more difficult times in the period beyond 24/25 the Council is recommended to:**
  1. **Note the cost pressures and funding assumptions contained within the updated Medium Term Financial Strategy (section 4 refers);**
  2. **Approve the efficiency savings related to the Service Reviews and Asset Management Strategy ensuring that Executive Directors deliver those in full (section 6 refers);**
  3. **Agree and ensure that Executive Directors be tasked with containing expenditure within the resource envelopes recommended in this budget unless otherwise agreed by Cabinet (section 5 refers);**
  4. **Approve the proposal to replenish the Council's reserve balances to provide additional financial resilience over the period of the MTFS (section 8 in this paper and Paper 2b in this budget pack refers);**
  5. **Approve a 4.99% increase in Council Tax (Paper 2a in this budget pack refers);**
  6. **Request that the Chief executive, Director of Finance and the Senior Management Team bring forward alternative savings plans (over and above the existing transformation program) based on various planning assumptions for Member consideration during 24/25 (section 5 refers);**

### 3. INTRODUCTION

3.1 The Council set a balanced budget for the current financial year (23/24) on the 23<sup>rd</sup> February 2023, including an updated MTFS:

	23/24 £M	24/25 £M	25/26 £M	TOTAL £M
Deficit	+7.336	+6.258	+7.648	+21.242
Agreed efficiencies	-7.336	TBD	TBD	-7.336
<b>Net Deficit</b>	<b>-</b>	<b>+6.258</b>	<b>+7.648</b>	<b>+13.906</b>

3.2 However, it was also highlighted at the time that a number of the baseline assumptions upon which the budget was based (see below) remained volatile and a provision of £7.4M (equivalent to the full allocation of the General Social Care Grant) was set aside in lieu of this.

#### 24 – 27 Original Assumptions

- Core funding uplifted for estimated inflation;
- Provision for pay awards at 3% p.a. over the planning period ;
- Provision for contract inflation of 4% p.a. over the planning period;
- Provision for key service pressures, mainly within Children’s SC;
- Provision for increases in the NLW and inflation in ASC;
- Council Tax @ 2% p.a. over the planning period;
- Future year deficits to be addressed via a programme of transformational activity capable of delivering a minimum £15M by 25/26.

3.3 However, the Council has experienced significant pressures during 23/24, resulting in additional costs of £28M over and above the original £6M forecast for 24/25 per the original assumptions above (£34M in total). Further details of these pressures are described in Section 4 below.

### 4 WHAT’S CHANGED SINCE FEBRUARY 23

#### Updated Position for 24/25 and 25/26

4.1 The original forecast gaps for 24/25 and 25/26 were £6.3M and £7.6M respectively (13.9M in total). However, this has clearly been adversely impacted by the full year effect of the additional pressures experienced during 23/24. In addition, a full detailed review of the 24/25 and 25/26 demographic and cost projections has been undertaken which further exacerbates this position. The table below highlight the key changes:

	<b>Original £M</b>	<b>Additional £M</b>	<b>Revised £M</b>
4.2 <u>Employee Pay</u> The original MTFS assumed pay increases of 3% over the planning period. However, given employee pay has increased by an average of 7% in each of the last 2 years it is now considered prudent to assume a 5% pay award for 24/25 (on top of the full year effect costs of the 23/24 pay award).	<b>3.411</b>	<b>5.500</b>	<b>8.911</b>
4.3 <u>Looked After Children Placement Costs / Other</u> The numbers and cost of Looked After Children in residential / foster care is significantly higher than previously forecast (360 LAC in 22/23 v 422 in 23/24).	<b>0.200</b>	<b>9.310</b>	<b>9.510</b>
4.4 <u>Children's Development Plan Phase 2</u> During 23/24 Members agreed further investment to deliver planned service improvements.	-	<b>5.400</b>	<b>5.400</b>
4.5 <u>Adult Social Care</u> The National Living wage is set to increase from £10.42 to £11.44 from 1 <sup>st</sup> April 24 (a 9.8% increase – see paragraph 4.15 below). This, together with further fee increases from social care providers, creates a cost pressure within Adult Social Care.	<b>1.832</b>	<b>4.803</b>	<b>6.635</b>
4.6 <u>Home to School Transport</u> There has been a significant increase in contractor (transport) fees and client numbers in excess of the original plan.	<b>0.200</b>	<b>1.150</b>	<b>1.350</b>
4.7 <u>Waste</u> Additional costs associated with the disposal of Persistent Organic Pollutants (POPs) following changes in legislation.	<b>0.200</b>	<b>0.400</b>	<b>0.600</b>
4.8 <u>Legal Services</u> Additional investment in Legal Services predominately required to address rising caseloads in Children's Social Care.	-	<b>0.600</b>	<b>0.600</b>
4.9 <u>Commercial Income</u> Additional resources required to re-baseline commercial rental income reflecting the current commercial property market.	-	<b>0.800</b>	<b>0.800</b>
4.10 <u>Inflation &amp; Interest</u> Provision for inflation and interest costs on borrowing	<b>1.985</b>	-	<b>1.985</b>

4.11	<u>Other</u> Minor investment in other key council priorities	-	1.130	1.130
4.12	<u>Less</u> Reduction in Capital Financing / Investment Income	(1.221)	(1.079)	(2.300)
<b><u>TOTAL ONGOING COST PRESSURES</u></b>		<b>£6.607m</b>	<b>£28.014m</b>	<b>£34.621m</b>

### **2023 Government Autumn Statement / Provisional Local Government Settlement**

- 4.13 The Chancellor of the Exchequer set out the Autumn Statement on the 23<sup>rd</sup> November 2023. Key announcements affecting local government included:
- The National Living Wage is to increase by 9.8% to £11.44 per hour from 1<sup>st</sup> April 2024;
  - Business rate bills for large businesses (over £51,000 rateable value) are set to rise by CPI [@6.7%], with bills being frozen for small /medium sized businesses (<£51,000 rateable values);
  - An extension to the current 75% business rate discount for retail, leisure and hospitality businesses;
  - Local Housing Allowance increased;
  - Welfare benefits increased by CPI (6.7%);
  - Councils are able to recover the full cost of major planning decisions.
- 4.14 The Chancellor also announced that he expects all Government Departments / public services to deliver 0.5% p.a. efficiency savings over the planning period.
- 4.15 Subsequently on 18<sup>th</sup> December 2023 the Department for Levelling Up, Housing and Communities (DLUHC) released the Local Government Provisional Finance Settlement. This confirmed that there would be no new funding for the sector, over and above what was previously announced in December 2022:
- Core funding (RSG and Business rates) uplifted for inflation in line with previous assumptions;
  - An increase in the non-ringfenced social care grant (circ. £30M of grant now being fully baselined as core funding in the Council's forward assumptions);
  - Continuation of the Adult Social Care Market Sustainability and Improvement Fund (including rolled in Workforce grant) to contribute towards funding pressures within the care sector (£5.4M now baselined as core funding);
  - Additional funding to be allocated through the Better Care Fund to support safer hospital discharges, helping people regain or maximise independence as soon as possible and freeing up NHS beds for those who need them (£3.1M now baselined as core funding);



- A £1.8M reduction in the Service Grant (from £2.2M to £0.4M) to help pay for the above. Although this wasn't anticipated, the Council's MTFs always assumed this funding to be one-off in any event;
- Final year (one-off) New Homes Bonus of £0.4M in line with expectations.
- Council tax flexibilities allowing for a maximum 5% increase in 23/24 and 24/25 (3% Core Services and 2% Adult Social Care). A 4.99% increase is now assumed being 2.99% for core services and 2% for Adult Social Care – further details are provided at Paper 2a within this budget pack.

## **REVISED MEDIUM TERM FINANCIAL FORECAST**

4.16 The net impact of the above cost and mitigation strategies (pre any efficiencies) is summarised in the table below:

	<b><u>2024/25</u></b> <b><u>£M</u></b>	<b><u>2025/26</u></b> <b><u>£M</u></b>
<b>Opening Expenditure Budget</b>	<b>230.422</b>	<b>265.043</b>
Additional Cost Pressures		
Pay Award @ 5% increase in 24/25 and 3% thereafter	8.911	3.411
Demography & Demand – Children's Social Care	9.510	0.600
Investment – Children's Development Plan	5.400	-
Demography & Demand - Adult Social Care	6.635	4.317
Demography & Demand – Home to School Transport	1.350	0.500
Demography & Demand - Waste	0.600	0.200
Demography & Demand – Legal	0.600	-
Commercial Income	0.800	-
Inflation & Capital Financing	1.985	1.985
Other minor investments	1.130	4.000
Less Capital Financing / Investment Income	(2.300)	-
<b>Total Cost Pressures</b>	<b>34.621</b>	<b>15.013</b>
<b>Total Expenditure</b>	<b>265.043</b>	<b>280.056</b>
<b>Income Brought Forward</b>	<b>(230.422)</b>	<b>(255.592)</b>
<i>Less Mitigations:</i>		
Council Tax @ 4.99% + growth	(6.187)	(2.545)
Business Rates Growth + RSG inflation	(6.868)	(1.100)
Increase in General Social Care Grant	(13.375)	-
Better Care Fund (incl. Discharge Monies)	(3.943)	-
ASC Market Sustainability grant	(2.518)	-
Replenish reserves used in 23/24 budget	7.721	-
<b>Total additional Income</b>	<b>(25.170)</b>	<b>(3.645)</b>
<b>Total Expenditure</b>	<b>(255.592)</b>	<b>(259.237)</b>
<b>Revised Deficit (pre-efficiency savings)</b>	<b>9.451</b>	<b>20.819</b>

## **5. STRATEGY TO ADDRESS ABOVE GAPS**

5.1 The SMT have formulated a strategy and detailed plan to address both the short and medium-term budget gaps identified within the budget forecast:

1. **Action 1** – Executive Directors to undertake a major transformational review of **all services areas** including embedding Microsoft Digital technologies. Furthermore, The Executive Director of Growth and Sustainability, in conjunction with Elected Members and SMT to deliver the efficiency savings attached to the recently approved Asset Management Strategy (AMS). Section 6 below provides an update on progress against proposed plans.
  
2. **Action 2** – Executive Directors to ensure that they deliver services and agreed outcomes within revised budget envelopes for 2024/25. Section 5 in this suite of budget papers provides an update of the revised Directorate budget envelopes.
  
3. **Action 3** – Cessation of the use of reserves to balance the budget unless in exceptional circumstances and only ever as a temporary bridging strategy. Furthermore, implement a re-prioritisation of existing earmarked reserves to provide additional support to the broader MTFS position.
  
4. **Action 4** – That the Chief Executive in conjunction with the Director of Finance and Senior Management Team be tasked with formulating an alternative savings plan (over and above the service reviews /AMS) under various scenarios for Member consideration during 24/25.

## 6. CURRENT STATUS OF SERVICE REVIEWS / ASSET MANAGEMENT STRATEGY

### Service Reviews (including digital transformation)

6.1 In February 23, Members agreed to a major program of transformation to address future identified budget gaps. This programme has been divided into two phases; Phase 1 to be delivered by 1<sup>st</sup> April 2024 with Phase 2 being delivered by 1<sup>st</sup> April 2025. 20 service areas have put forward proposals to be delivered as part of Phase 1 as summarised in the table below and at Section 4a – within this budget pack.

Directorate	Deliverability for 2024/25			Overview of key lines of enquiry
	Total £	Finance	Timeframe	
Children in Care / Leaving Care	£1,580,000			<ul style="list-style-type: none"> <li>Reduction in LAC numbers through planning for permanency initiative, stabilised services and development of EOC/FGC services</li> <li>Increase in nos. of children with in-house foster carers</li> <li>Reduction in nos. of children placed with IFA carers</li> <li>Development of new in-borough children's home</li> <li>Full capacity &amp; use of Spring Lane children's home – albeit 3 bed unit</li> <li>Reduction in nos. of residential care placements – through reviews, step downs and planned moves</li> <li>Improved health funding for high cost placements</li> <li>Improved commissioning / contract management / procurement approaches of high cost placements e.g. block booking of beds</li> <li>£405k saving slipped to 25/26</li> </ul>
Children's Services Development	£1,070,000			<ul style="list-style-type: none"> <li>Cessation of approved agency staff (incl project teams)</li> <li>Cessation of Devt Board / project support costs</li> <li>Interim service manager posts (residential, fostering)</li> <li>Legal support</li> </ul>
<b>TOTAL CHILDREN'S</b>	<b>£2,650,000</b>			
Property Services	£175,000			<ul style="list-style-type: none"> <li>Review &amp; modernisation of delivery models to support AMS (£85K)</li> <li>Maximise digital and automation opportunities via Microsoft (£90K)</li> <li>Strategic alignment of similar services (Markets / Glassworks)</li> </ul>
Culture & Visitor Economy	£200,000			<ul style="list-style-type: none"> <li>Review of museums opening hours &amp; operating structure</li> <li>Review of archives provision, exploring alternative methods such as digital / virtual offer</li> </ul>
Economic Development	£165,000			<ul style="list-style-type: none"> <li>Fundamental review of operating model &amp; maximisation of capex &amp; external funding structures (£150K)</li> <li>Review of commercial rents to maximise income opportunities (£15K)</li> </ul>
Employment & Skills	£240,000			<ul style="list-style-type: none"> <li>Fundamental review of op model to support fall out of EU funding &amp; replacement with UKSPF</li> <li>Modernisation of service offer through enhanced use of technology.</li> <li>Holistic review of adult learning across the Council</li> </ul>
Waste, Recycling & Neighbourhoods	£500,000			<ul style="list-style-type: none"> <li>Fundamental review of Neighbourhood's op model / processes (£110K)</li> <li>Review of W&amp;R considering Environment Act compliance,</li> <li>Digitisation of back-office processes via Microsoft (£120K)</li> <li>Round re-balancing exercise to increase productivity (£95K)</li> <li>Maximisation of income opportunities (£175K)</li> </ul>
Commercial & Operational Service Support	£220,000			<ul style="list-style-type: none"> <li>External reviews commissioned - Fleet &amp; Car Parking</li> <li>Maximisation of commercial offer (waste &amp; pest control) (£105K)</li> <li>Review of operating model and digital opportunities (£85K)</li> <li>Introduction of internal driver training programme (£30K)</li> </ul>

Directorate	Deliverability for 2024/25			Overview of key lines of enquiry
	Total	Finance	Timeframe	
Bereavement	£170,000			<ul style="list-style-type: none"> <li>Growth in commercial businesses (new cremator at pet crem to enable expansion)</li> <li>Increase / review fees &amp; charges &amp; review of Sport Service</li> <li>A further £100K deliverable in 25/26 through expansion of pet crem</li> </ul>
Highways & Engineering	£330,000			<ul style="list-style-type: none"> <li>Fundamental review of operational delivery models</li> <li>Review of Schools Crossing Patrol (£25K)</li> <li>Review of fees &amp; charges &amp; maximisation of income opportunities £275K)</li> </ul>
<b>TOTAL GROWTH &amp; SUSTAINABILITY</b>	<b>£2,000,000</b>			
Better Lives Programme	£1,261,000			<p><u>Reablement Service</u></p> <ul style="list-style-type: none"> <li>Extend reach of the Community Referral scheme - borough wide and to include LD/MH referrals.</li> <li>Transfer / align OT service (i.e. E&amp;A) from SWYPFT</li> <li>Establishing an intensive integrated support service</li> </ul> <p><u>A&amp;C Front Door</u></p> <ul style="list-style-type: none"> <li>Establishing the Front Door team;</li> <li>Triaging of contacts / referrals and signposting.</li> <li>Embedding strength-based assessments / equipment</li> </ul> <p><u>A&amp;C Reviewing Team</u></p> <ul style="list-style-type: none"> <li>Continued review of high-cost care packages</li> <li>Extend review to cover 6-week hospital discharges plans</li> </ul>
<b>TOTAL PLACE HEALTH &amp; ADULT SOCIAL CARE</b>	<b>£1,261,000</b>			
Derbyshire	£84,000			<ul style="list-style-type: none"> <li>Fundamental review of operating model</li> <li>Review of approach to temporary accommodation (£221K deliverable over 3 years)</li> <li>Maximisation of income from penalties &amp; licensing fees (£10k)</li> <li>Strategic realignment of local welfare assistance to Finance</li> <li>Enhanced use of technology - CIVICA</li> </ul>
Derbyshire Communities	£85,000			
<b>TOTAL PUBLIC HEALTH &amp; COMMUNITIES</b>	<b>£169,000</b>			
Internal Audit	£57,000			<ul style="list-style-type: none"> <li>Fundamental review to explore the optimum approach / delivery model that maximises effectiveness for the Council</li> </ul>
Strategic Procurement & Contract Management	£165,000			<ul style="list-style-type: none"> <li>External review commissioned.</li> <li>Production of a Procurement Strategy linked to MTFS</li> <li>Fundamental review of delivery model to strengthen culture &amp; leadership</li> <li>Adoption of a business partnering approach to enhance the role of &amp; impact of procurement</li> </ul>
Service Design & Compliance	£498,000			<ul style="list-style-type: none"> <li>External review commissioned.</li> <li>Fundamental review of operating model &amp; adoption of digital / automation (£71K)</li> <li>Strategic re-alignment of Registrars service to Legal &amp; Governance</li> <li>Provision of contracted service through alternative digital solutions (£367K)</li> </ul>
Legal Services	£115,000			<ul style="list-style-type: none"> <li>External review commissioned new future operating model established to support B2030</li> </ul>
Council Governance	£54,000			<ul style="list-style-type: none"> <li>External review commissioned to review constitution and decision making arrangements</li> <li>Fundamental review of organisational approach to Council Governance</li> <li>Review of commercially traded services – JAGU and School Appeals</li> <li>Enhanced use of automation &amp; technology to drive efficiency</li> </ul>
Business Support	£215,000			<ul style="list-style-type: none"> <li>External review identified initial opportunities for efficiency, further opportunity to be mapped through fundamental review of operating model, adoption of technology &amp; strategic alignment of function. (Subject to separate SMT paper)</li> <li>£653K deliverable over 2 years</li> </ul>
<b>TOTAL CORE</b>	<b>£1,104,000</b>			
<b>RAND TOTAL</b>	<b>£7,184,000</b>			

## 2025/26 Transformation Service reviews

- 6.4 The Table below summarises the current Phase 2 reviews, after re-phasing agreed to date, and anticipated financial efficiency savings to be delivered by April 2025:

<b>EFFICIENCY SAVINGS 2025-26 (PHASE 2)</b>	
<b>Directorate</b>	<b>Target £</b>
<b>CHILDREN'S</b>	
Early Start and Family Centres	£308,000
Inclusion Services	£295,000
Education & Partnerships	£123,000
Targeted Youth Support	£250,000
Assessment & Care Management	£609,000
Children Disability & Short Breaks	£124,000
Children in Care	£2,305,000
Children's Development Plan	£1,360,000
<b>TOTAL CHILDREN'S</b>	<b>£5,374,000</b>
<b>GROWTH &amp; SUSTAINABILITY</b>	
Housing & Energy	£50,000
Planning & Building Control	£100,000
Waste, Recycling & Neighbourhoods	£1,000,000
Home to School Transport	£430,000
<b>TOTAL GROWTH &amp; SUSTAINABILITY</b>	<b>£1,580,000</b>
<b>PLACE HEALTH &amp; SOCIAL CARE</b>	
Day Services	£200,000
<b>TOTAL PLACE HEALTH &amp; SOCIAL CARE</b>	<b>£200,000</b>
<b>PUBLIC HEALTH &amp; COMMUNITIES</b>	
Safer Communities	£74,000
Stronger Communities	£264,000
Healthier Commissioning	£85,000
Library Services (SA)	£220,000
<b>TOTAL PUBLIC HEALTH &amp; COMMUNITIES</b>	<b>£643,000</b>
<b>CORE</b>	
Operational Finance	£140,000
Corporate Finance	£150,000
Continual Service Improvement	£100,000
Service Operations	£190,000
Business Support	£430,000
Human Resources	£180,000
Communications & Marketing	£50,000
Business Improvement & Intelligence	£120,000
Elections	£45,000
<b>TOTAL CORE</b>	<b>£1,405,000</b>
<b>OVERALL TOTAL</b>	<b>£9,202,000</b>

## Asset Management Review

- 6.5 Since October 2022 the Asset Strategy has been fully refreshed to review how the Council's land and property assets can be best used to enable the delivery of the priorities identified in the Corporate Plan and 2030 place-based ambitions.

6.6 The Council holds different property assets for different purposes, which in broad terms can be defined into the following categories:

- Operational – Supporting service delivery.
- Investment (Commercial) – Income generation or capital growth.
- Surplus – Disposal or re-purposing is to be considered.
- Strategic – Supporting corporate priorities.

6.7 The refreshed strategy focuses on these 4 categories and how the associated resources are deployed to achieve relevant outcomes, by focusing on 8 Objectives:

<b>Objective 1</b>	Delivering an efficient and fit for purpose estate, using assets innovatively whilst supporting service delivery
<b>Objective 2</b>	Guarantee all statutory and legal obligations are discharged
<b>Objective 3</b>	Supporting regeneration, housing, and economic growth
<b>Objective 4</b>	Maximise income growth from commercial and non-operational activities
<b>Objective 5</b>	Support leisure and cultural activities, contributing to Barnsley as a destination
<b>Objective 6</b>	Maximising opportunities available with key stakeholders and partners (OPE)
<b>Objective 7</b>	Contribute to the Council’s environmental and sustainability agenda
<b>Objective 8</b>	Enable strategic decisions through appropriate governance

6.8 To date the refreshed Asset Management Strategy and Plan has identified the potential to deliver £5.9M p.a. of cashable efficiencies over the planning period to support the balancing of the Medium-Term Financial Strategy (MTFS).

6.9 Governance arrangements have been established and agreed at SMT, meaning that any property related decision is now discussed at the Property Board prior to seeking approval from SMT and Cabinet.

6.10 Six subgroups have been formed to understand service requirements (linked to their transformation activity) and have worked up practical plans to achieve the delivery of the efficiency target and improved service outcomes.

The key areas of activity that will deliver £5.9M FYE savings are:

**1. Strategic 5-year Disposal Plan (Land)**

This has been refocused providing the Council with a 5-year disposal plan. The historic version has been reviewed to remove assets that have been sold and an appraisal of the remaining assets has taken place. This analysis has prudently identified the potential for £7M worth of capital receipts. Further consultation will be required, and progression will be subject to securing the usual

internal approvals. Consideration / prioritisation will be given to prime sites in order to maximise their capital receipt potential. This will take place as part of a wider coherent plan for individual localities.

**2. Improved Commercialisation of the Portfolio**

A strategic review of the estate to maximise income and determine commercial viability, including Gateway, the Glass Works, town centre asset base and the wider Industrial Estate.

A full review of the Business Centre model has also commenced covering:

- a) Phase 1 – assessment of condition, occupancy levels, running costs,
- b) Phase 2 – Future strategy for business centres/managed workspaces, reflecting supply and demand across the Borough (and wider).

**3. Sustainability and Energy Management**

Target reductions for gas and electricity consumption have been set for the next 5 years with detailed action plans developed to assist with achieving these. Investment will be required but this will be linked to individual business cases and investment will only be made in retained assets. A full review of the capacity and capability of the energy team is also required to ensure this can be successfully delivered.

**4. Operational Estate - Asset Rationalisation Plan**

Following consultation with services a rationalisation plan has been created linked to the operational estate. A total of 11 assets have been identified for immediate disposal / re-purposing that do not impact any wider strategic ambitions / outcomes such as the Libraries Refurbishment Programme or Principal Towns. A further 20 assets will be explored over the next 2 years. Running costs across these assets equate to £1.7M per annum and further rationalisation is expected to take this to £3.0M + the potential for capital receipts.

Activity	2024/25	2025/26	2026/27	TOTAL £M
<b>1. Strategic 5-year Disposal Plan (Land)</b>	0.100	0.300	0.300	0.700
<b>2. Improved Commercialisation of the Portfolio</b>	0.050	0.100	0.100	0.250
<b>3. Sustainability and Energy Management</b>	0.770	0.830	0.360	1.960
<b>4. Operational Estate - Asset Rationalisation Plan</b>	0.300	1.450	1.220	2.970
<b>TOTAL</b>	<b>1.220</b>	<b>2.680</b>	<b>1.990</b>	<b>5.880</b>

**7. Updated 2024/25 Directorate Resource Envelopes**

7.1 The table below summarises individual Directorate budget envelopes for 2024/25 taking account of all the changes highlighted in sections 4 to 6 with further detail provided in Section 5a.

DIRECTORATE	Opening Budget 22/23	Opening Budget 24/25	Planned Efficiency 24/25	Revised 24/25 Budget	% Increase since 22/23
Children's	36.0	66.9	(2.6)	<b>64.3</b>	79%
Growth & Sustainability	45.0	64.8	(3.2)	<b>61.6</b>	37%
Adults	43.6	63.6	(1.3)	<b>62.3</b>	43%
Public Health & Communities*	10.5	10.9	(0.2)	<b>10.7</b>	2%
Core	20.4	29.7	(1.1)	<b>28.6</b>	40%
Corporate	31.0	29.1	-	<b>29.1^</b>	-6.1%
<b>TOTAL</b>	<b>186.5</b>	<b>265.0</b>	<b>(8.4)</b>	<b>256.6</b>	<b>38%</b>

\*Excludes increase in Public Health Grant circa. £1M since 22/23

^ reflects reduction in capital financing costs / increased investment income

7.2 It is imperative that Directorate's manage within the above revised budget envelopes moving forward in order that the Medium Term Financial Strategy and plan to address the identified gaps is delivered. A number of tools have been developed to assist in managing cost better and delivering improved VfM and maximising the commercial value from our services and assets:

- Transformation guidance and support
- VfM Framework / Commercial Tool Kit

7.3 A process will also be put in place whereby budgets cannot be exceeded unless otherwise agreed by Cabinet and that would also take place with reference to a corresponding disinvestment elsewhere.

## 8. Updated General Fund Reserves Position

8.1 Following closure of the 2022/23 Accounts, total General Fund cash reserves stood at approximately £219M with the vast majority of these already committed to previous policy and investment decisions [e.g., major capital investment such as the Glass Works, SEAM & Principal Towns; Directorate projects and initiatives, school balances, minimum revenue provision [debt], insurances and other statutory provisions].

8.2 The following Table summarises the current position with the detailed Reserves Strategy for 24/25 included at paper 2b in this pack.

	Earmarked Under Statute	Grant Funding /Service Specific	Capital Priorities	Budget Mitigation 2023/24	Budget Mitigation Future	Minimum Working Balance	TOTAL
GENERAL FUND	£M	£M	£M	£M	£M	£M	£M
<b>Reserves GF</b>	50.002	58.807	43.627	24.233	23.000	20.000	219.669



- 8.2 Given the significant use of reserves required to balance the Council's 23/24 position (£23M) on top of the reserves used in 22/23 (£11M), a review and re-prioritisation of remaining earmarked reserves has been undertaken to replenish general reserves in order to provide additional future resilience.
- 8.3 This review has focused on those reserves previously earmarked for capital investment priorities due to fact that the reserves earmarked for other purposes cannot realistically be re-prioritised either because they have conditions attached to them (e.g. specific grants earmarked for service priorities) or are required for statutory purposes (e.g. earmarked for future debt repayment).
- 8.4 As a result, a balance of £23M has now been set aside to provide further financial resilience for the Council's Medium Term Financial Strategy (over and above the £20M Minimum Working Balance).

## 9. REVISED MEDIUM TERM FINANCIAL FORECAST

- 9.1 The net impact of the above cost and mitigation strategies is summarised in the table below:

	24/25	25/26	26/27
	£M	£M	£
<b>FORECAST GAP (pre-efficiency)</b>	<b>9.451</b>	<b>20.819</b>	<b>23.915</b>
<b>Asset Strategy Review</b>	<b>(1.220)</b>	<b>(1.220)</b>	<b>(1.220)</b>
<b>Service Transformation Reviews - Phase 1</b>	<b>(7.184)</b>	<b>(7.184)</b>	<b>(7.184)</b>
<b>Temporary use of one-off Services Grant / New Homes Bonus</b>	<b>(1.047)</b>	<b>-</b>	<b>-</b>
<b>REVISED GAP AFTER EFFICIENCIES</b>	<b>-</b>	<b>12.415</b>	<b>15.511*</b>

\*gap after proposed efficiencies should these be delivered in full circa. £2M

- 9.2 This position is based on the following key assumptions:
- Provision for pay awards @ 5% (£8.9M) & 3% p.a. thereafter.
  - Provision for contract inflation @ 6% in 24/25 (£1.4M) falling to 4% thereafter.
  - Provision for key service pressures within Children's Social Care (£14.1M).
  - Provision for increases in the National Living Wage and inflation in Adults Social Care (£6.6M) partially offset by additional specific Adult Social Care grant.
  - Provision for increased cost of Home to School Transport (£1.4M).
  - Council Tax @ 4.99% plus growth in 24/25 (£6.2M) and 2% thereafter.
  - Core funding uplifted for inflation in 24/25 and 25/26;
  - Baselining additional non-ringfenced social care grant;
  - Directorates manage within agreed resource envelopes.
  - No investment in other new burdens / priorities e.g Zero 40, CYP enrichment, unless funded from new grant monies or de-prioritisation elsewhere.
- 9.3 There are currently proposals to deliver transformational efficiency savings of £13.8M over the period (£11.8M in 25/26 and a further £2M in 26/27). Should these proposals be delivered as expected then a gap of £1.0M in 25/26 rising to £2.1M in 26/27 will still remain for which other proposals are currently being considered.

- 9.4 However, the timing and deliverability of these proposals will need to be carefully monitored given that the majority are in complex demand-led service areas. Furthermore, a continued rise in demand and cost of provision of services together with the Government indicating that they expect productivity efficiencies from all central departments from 25/26 will continue to place significant pressure on future finances.
- 9.5 Therefore, good financial management practice determines that alternative savings be established during 2024 in the event that these are required to be delivered during the planning period.

## MTFS Detailed Forecast

	FORECAST 2024/25 £m	FORECAST 2025/26 £m	FORECAST 2026/27 £m
<b>EXPENDITURE:</b>			
Revised Base Position	230.422	265.043	280.056
<b>2. Fixed and Ongoing (already reported)</b>			
Pay Award, National Insurance 1.25% increase	8.911	3.411	3.411
	8.911	3.411	3.411
<b>3. Demographic and Demand</b>			
Energy Cost issues / New Energy Team	0.000	1.000	0.000
Children's Social Care (LAC / Fostering)	9.510	0.600	0.600
Adult Social Care National Living Wage /Inflationary Increases	6.635	4.317	2.000
Home To School - Demographics	1.350	0.500	0.500
Waste - Demographics / HWRC / Inflation	0.600	0.200	0.200
Legal	0.600	0.000	0.000
	18.695	6.617	3.300
<b>4. Investments</b>			
Childrens Development Plan	5.400	0.000	
Graduates	0.230	0.000	0.000
Seam	0.500	0.000	0.000
Financing Capital New Starts Programme & MRP	0.570	0.570	0.570
General Inflation	1.415	1.415	1.000
Commercial income	0.800	0.000	0.000
	8.915	1.985	1.570
<b>5. Provisions</b>			
Release of Energy provision			
Demography Provision			
Capital Financing Saving/ Investment Income	-2.300		
Base Budget Review/Reprofiling	0.400	3.000	
	-1.900	3.000	0.000
<b>TOTAL EXPENDITURE BEFORE EFFICIENCIES</b>	<b>265.043</b>	<b>280.056</b>	<b>288.337</b>
<b>RESOURCES:</b>			
<b>6. Core Resources</b>			
<u>Council Tax</u>			
Council Tax Income inc Base	113.330	119.517	123.202
Council Tax Collection Fund Surplus	3.572	3.572	2.154
	116.902	123.089	125.356
<u>Business Rates Retention (BRR) scheme</u>			
Local Share - Business Rates (net 50% share)	28.414	32.089	33.189
Business Rate Surplus	1.000	1.000	1.000
S31 Grant for 2% Capping - Local Share	6.910	7.805	7.805
Local Share - Top Up Grant	32.268	33.846	33.846
S31 Grant for 2% Capping - Top Up	1.769	1.769	1.769
Revenue Support Grant (RSG)	15.196	16.203	16.203
	85.557	92.712	93.812
<u>S31 Grant</u>			
Services Grant	2.212	0.760	0.000
	2.212	0.760	0.000
<u>Additional Changes</u>			
IBCF	3.350	3.350	3.350
Public Health Grant	0.300	0.300	0.300
BCF Inflation		0.800	0.800
BCF Discharge Monies		3.143	3.143
Market sustainability grant	2.900	5.418	5.418
Social Care grant	13.692	27.067	27.067
	20.242	40.078	40.078
Reserves	5.500		
<b>Core Resources b/f</b>	<b>230.413</b>	<b>256.639</b>	<b>259.246</b>
<b>7. Change in Resources</b>			
<u>Council Tax</u>			
Council Tax increase in tax base @ 800	1.325	1.385	1.385
Council Tax increase (@ 4.9% in 24/25, 2% thereafter)	4.862	2.300	2.300
One of Council Tax Collection Fund		-1.418	
	6.187	2.267	3.685
<u>Business Rates Retention (BRR) scheme</u>			
Local Share Business Rate Growth (£3.0M) / Multiplier 4%	3.675	1.100	1.500
Business Rates Top Up Grant	1.578		
S31 Multiplier Cap	0.895		
Changes to RSG	1.007		
	7.155	1.100	1.500
<u>Other Specific Funding</u>			
General Services /NHB Grant	-1.452	-0.760	
BCF Inflation	0.800		
BCF Discharge Monies	3.143		
Market Sustainability Grant	2.518		
General Social Care Grant	13.375		
	18.384	-0.760	0.000
Replenish Reserves	-5.500		
<b>TOTAL RESOURCES</b>	<b>256.639</b>	<b>259.246</b>	<b>264.431</b>
<b>NET SHORTFALL (CUMMLATIVE)</b>	<b>8.404</b>	<b>20.810</b>	<b>23.906</b>
<b>NET SHORTFALL (ANNUAL)</b>		<b>12.406</b>	<b>3.096</b>
<b>9. Efficiency Proposals</b>			
2023-24 Efficiency Programme			
ASSETS	-1.220	-1.220	-1.220
PHASE 1 inc Digital	-7.184	-7.184	-7.184
Phase 2			
<b>Shortfall after efficiencies</b>	<b>0.000</b>	<b>12.406</b>	<b>15.502</b>

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## BARNSELEY METROPOLITAN BOROUGH COUNCIL

### 2024/25 COUNCIL TAX OPTIONS

#### 1. Introduction

1.1 This report considers the calculation and options for setting Council Tax levels for 2024/25.

#### 2. Basis of Council Tax Calculation

2.1 The following stages are involved in determining options for setting the Council Tax:

- 1) Determining the Council Tax base;
- 2) A review of past performance in collecting Council Tax;
- 3) Identifying the potential impact on the Council's Medium Term Financial Strategy of various Council Tax increases; and
- 4) Options for setting the Council Tax in the context of national and local policy.

#### ***Step 1 – Determining the council tax base***

2.2 The Council Tax Base represents the estimated number of chargeable dwellings in the area, expressed in terms of Band D equivalent properties after allowing for disabled persons relief, discounts and other statutory adjustments.

2.3 The calculation of the tax base is further complicated by the Government's Local Government Finance reforms that took effect from 1<sup>st</sup> April 2013. These changes are summarised below.

#### *Technical Changes to Council Tax*

2.4 Since 2013/14, local authorities have been afforded discretion to charge Council Tax on second homes and empty properties. The Council's current policy is as follows:

- A discount of 0% to be applied to second homes and empty furnished homes;
- A discount of 25% to be applied to properties that are vacant and undergoing repair or major structural alterations for up to 12 months, or 6 months after the completion of works, whichever is shorter;
- A discount of 8.3% (1 month) to be applied to properties that are vacant from the date the property becomes empty. This discount is only available to landlords of rented accommodation.
- A 100% premium to be charged on properties which have been empty and unfurnished for more than two years; and
- A 200% premium to be charged on properties which have been empty and unfurnished for more than five years; and

- A 300% premium to be charged on properties which have been empty and unfurnished for more than ten years.

2.5 From 1<sup>st</sup> April 2024, the Levelling Up and Regeneration Act 2023 will enable local authorities to charge an additional 100% premium (or a 200% council tax charge) for properties that are empty and unfurnished after one year. The Council's policy has been updated to take account of this change and from 1 April 2024 a 100% premium will now be applied to any property which has been empty for a period of 12 months.

2.6 Furthermore the Levelling Up and Regeneration Act 2023 will now also enable local authorities to charge an additional 100% (or a 200% council tax charge) for properties that are substantially furnished but are no one's sole or main residence, e.g. a 'second home'. At the time of preparing this report, the Department for Levelling up, Housing and Communities has yet to provide any official guidance, however, it is anticipated that there will be a requirement to give 12 months' notice of any decision to implement this additional premium. It proposed that the Council give notice of its intention apply this premium on "second homes" from 1 April 2025 and will adopt its policy at that time.

Property empty period	Additional Premium	Total Council Tax charge
Up to 1 year	0	100%
1 to 5 years	100%	200%
5 to 10 years	200%	300%
10 years and over	300%	400%

2.7 The 2024/25 Council Tax Base report approved in January 2024 (Cab.10.1.2024/7 refers) set a tax base of 66,800.90.

### ***Step 2 - Review of performance in collecting council tax***

2.8 Cabinet receive regular updates in relation to Council Tax collection. Whilst collection rates have remained relatively static over the last few years, the ongoing cost-of-living crisis may start to have a detrimental impact resulting in a fall in collection rates.

2.9 As at the end of December 23, the forecast collection rate for 2023/24 stood at 96.63% which remains above the estimated 95% collection rate. Collection rates will continue to be closely monitored throughout 2024/25 with updates reported to Cabinet as appropriate.

### ***Step 3 – Potential Council Tax Yields 2024/25***

2.10 Table 1 below provides information on the estimated yields that could be generated based on the currently estimated Council Tax base and different levels of Council Tax increase.

**Table 1 – Council Tax Options (2024/25)**

% Increase	0% £M	1.00% £M	2.00% £M	2.50% £M	2.90% £M	3.50% £M	3.90% £M	4.50% £M	4.90% £M	4.99% £M
Council Tax Income	113.934	115.073	116.098	116.782	117.238	117.921	118.377	119.061	119.517	119.619
Collection Fund Surplus	3.572	3.572	3.572	3.572	3.572	3.572	3.572	3.572	3.572	3.572
Total Council Tax Income	117.506	118.645	119.670	120.354	120.810	121.493	121.949	122.633	123.089	123.191

2.11 Each 1% increase in the Band D Council Tax generates additional income of approximately **£1.140M** per annum recurrently (0.5% = £0.570M).

2.12 Table 2 provides an analysis of the impact of the various increases on council tax bills for council services for each band.

**Table 2 – Indicative 2024/25 Council Tax Levels for BMBC Services**

% Increase	0.00%	1.00%	2.00%	2.90%	3.50%	3.90%	4.50%	4.90%	4.99%
Band A-	947.54	957.01	966.49	975.02	980.70	984.49	990.18	993.97	994.82
Band A	1,137.05	1,148.42	1,159.79	1,170.02	1,176.84	1,181.39	1,188.21	1,192.76	1,193.79
Band B	1,326.56	1,339.83	1,353.09	1,365.03	1,372.99	1,378.30	1,386.26	1,391.56	1,392.76
Band C	1,516.06	1,531.22	1,546.38	1,560.03	1,569.12	1,575.19	1,584.29	1,590.35	1,591.71
Band D	1,705.57	1,722.63	1,739.68	1,755.03	1,765.26	1,772.09	1,782.32	1,789.14	1,790.68
Band E	2,084.59	2,105.43	2,126.28	2,145.04	2,157.55	2,165.88	2,178.39	2,186.73	2,188.61
Band F	2,463.60	2,488.24	2,512.87	2,535.05	2,549.83	2,559.68	2,574.46	2,584.32	2,586.53
Band G	2,842.62	2,871.04	2,899.47	2,925.05	2,942.11	2,953.48	2,970.53	2,981.90	2,984.47
Band H	3,411.14	3,445.26	2,479.36	3,510.06	3,530.52	3,544.18	3,564.64	3,578.28	3,581.36

2.13 The majority of households in Barnsley are Band A or Band B properties. Based on the table above each 1% increase in Council Tax equates to an annual increase of approximately £11 (21p per week) for a Band A property and £13 (25p per week) for a Band B property.

2.14 However, it should be noted that the final overall Council Tax increase for properties in the borough will depend on the precepts levied by the Police and Fire Authorities. These are currently being finalised by the respective authorities. Table 4 below provides a breakdown of the additional cost if the maximum allowable increases are made during 2024/25 (assumed to be £13 for Police and 3% for Fire).

2.15 It should also be noted that properties situated within a Parish Council area will have an additional precept levied. This information is still being collected and it is not possible to provide an estimate as there are no restrictions or referendum limits imposed on parish or town councils in 2024/205. Any additional charges will be set out in the Council Tax Resolution paper which will be presented to members at the Budget Meeting, Full Council on 29 February 2024.

**Step 4 – Options for setting council tax in the context of national and local policy****Options for 2024/25****Council Tax Referendums and Council Tax Capping****General Services**

- 2.16 Schedule 5 of the Localism Act introduced a new chapter into the 1992 Local Government Finance Act, making provision for Council Tax referendums to be held if an authority increases its Council Tax by an amount exceeding the principle determined by the Secretary of State and agreed by Parliament.
- 2.17 The Council Tax for general (core) services threshold is 3% before the requirement to hold a referendum. There remains the option to increase core Council Tax above 3% subject to holding a referendum (and/or receiving Secretary of State approval). The cost of holding a referendum is estimated to be around £0.5M so any additional income received for increases above 3% would be needed to cover this cost.

**Additional Flexibility for Adult Social Care Pressures**

- 2.18 Since 2016 Government have allowed further flexibilities to local authorities around the Adult Social Care (ASC) precept. This flexibility is offered in recognition of the increasing demand and cost for ASC services.
- 2.19 Members will recall that in the Chancellor's 2022 Autumn Statement these flexibilities would be extended into 2024/25. The Council has the option to increase the ASC precept by further 2% for 2024/25.
- 2.20 Table 3 below provides an analysis of the impact of an additional 4.99% increase (2% for ASC plus 2.99% for Core Service) on Council Tax bills across each charging band.

**Table 3 – Indicative 2024/25 Council Tax Levels at 4.99%**

% Increase	0.00%	ADULT SOCIAL CARE PRECEPT		GENERAL INCREASE		CUMULATIVE INCREASE		2024/25 TOTAL	
		2.00%		2.99%		4.99%			
BAND	Annual Charge £	Annual Increase £	Weekly Increase £	Annual Increase £	Weekly Increase £	Annual Increase £	Weekly Increase £	Annual Cost £	Weekly Cost £
Band A-	<b>947.54</b>	18.95	0.36	28.33	0.54	47.28	0.91	994.82	19.13
Band A	<b>1,137.05</b>	22.74	0.44	34.00	0.65	56.74	1.09	1,193.79	22.96
Band B	<b>1,326.56</b>	26.53	0.51	39.66	0.76	66.20	1.27	1,392.76	26.78
Band C	<b>1,516.06</b>	30.32	0.58	45.33	0.87	75.65	1.45	1,591.71	30.61
Band D	<b>1,705.57</b>	34.11	0.66	51.00	0.98	85.11	1.64	1,790.68	34.44
Band E	<b>2,084.59</b>	41.69	0.80	62.33	1.20	104.02	2.00	2,188.61	42.09
Band F	<b>2,463.60</b>	49.27	0.95	73.66	1.42	122.93	2.36	2,586.53	49.74
Band G	<b>2,842.62</b>	56.85	1.09	84.99	1.63	141.85	2.73	2,984.47	57.39
Band H	<b>3,411.14</b>	68.22	1.32	102.00	1.96	170.22	3.28	3,581.36	68.88



2.21 Table 4 below provides an analysis of the proposed increases of the South Yorkshire Police and Fire Authority precepts, which is in addition to the proposed 4.99% increase for BMBC services. Taking these into account in the Council Tax full charge gives an overall average percentage increase would be slightly lower than 4.99% at 4.96%.

**Table 4 – Indicative 2024/2025 Additional Precept Levels**

BAND	SOUTH YORKSHIRE FIRE AUTHORITY (3% proposed increase)			SOUTH YORKSHIRE POLICE AUTHORITY (£13 Band D or 5.46% proposed increase)			TOTAL CHARGE (overall increase 4.96%)		
	2023/24 £	2024/25 £	Increase £	2023/24 £	2024/25 £	Increase £	2023/24 £	2024/25 £	Total Increase
A-	45.88	47.26	1.38	132.24	139.46	7.22	1,125.66	1,181.54	55.88
A	55.05	56.71	1.66	158.69	167.36	8.67	1,350.79	1,417.86	67.07
B	64.23	66.16	1.93	185.14	195.25	10.11	1,575.93	1,654.17	78.24
C	73.40	75.61	2.21	211.59	223.15	11.56	1,801.05	1,890.47	89.42
D	82.58	85.06	2.48	238.04	251.04	13.00	2,026.19	2,126.78	100.59
E	100.93	103.96	3.03	290.94	306.83	15.89	2,476.46	2,599.40	122.94
F	119.28	122.86	3.58	343.84	362.61	18.77	2,926.72	3,072.01	145.29
G	137.63	141.77	4.14	396.73	418.40	21.67	3,376.98	3,544.64	167.66
H	165.16	170.12	4.96	476.08	502.08	26.00	4,052.38	4,253.56	201.18

#### Local Council Tax Support Scheme

2.22 The Local Council Tax Support Scheme (LCTS) was introduced in 2013/14. Funding for the scheme forms part of the overall resources allocated to the Council as part of the Local Government Finance Settlement.

2.23 Following a public consultation in Autumn 2019, the Council approved a new scheme to be implemented from 1<sup>st</sup> April 2020. The current scheme uses 4 income bands applied to different household circumstances / composition. The income considered in assessing eligibility for LCTS is attached at Appendix 1 – this being applied to the banding structure to determine the overall level of support awarded.

Band	Single Income		Couple Income		Family 1 Child Income		Family 2+ Children Income	
	From	To	From	To	From	To	From	To
1	£0.00	£91.00	£0.00	£143.00	£0.00	£226.00	£0.00	£309.00
2	£91.01	£135.00	£143.01	£187.00	£226.01	£270.00	£309.01	£353.00
3	£135.01	£179.00	£187.01	£231.00	£270.01	£314.00	£353.01	£397.00
4	£179.01	£223.00	£231.01	£275.00	£314.01	£358.00	£397.01	£441.00

2.24 During the Covid 19 pandemic there was a significant increase in the number of households in Barnsley claiming LCTS. As the country exited from restrictions during 2021 it was

envisaged that the number of claims would begin to reduce with the tax base being adjusted accordingly. This has not been the case and levels have remained consistent throughout the last financial year.

2.25 Furthermore in 2023/24 the Council provided additional one-year only support to all LCT claimants. This additional discount resulted in all working age claimants in Band 1 receiving a full (100%) discount on their council tax. Working age claimants in other bands were also protected from the 2023/24 (3.9%) and received a further one-off £50 council tax discount. Pensioners receiving council tax support were also protected from the 2023/24 council tax increase.

2.26 It is now proposed that these additional discounts be removed in 2024/25, with the scheme returning to the scheme approved in 22/23 (i.e. a maximum 92.8% discount for those households on the lowest income).

2.27 The table below shows the estimated amount each claimant will pay per year (dependent on the LCTS band they sit under for the majority of claimants e.g. those in CTAX property bands A and B.)

CTAX Band	Band 1		Band 2		Band 3		Band 4	
	A	B	A	B	A	B	A	B
2024/25 Bill*	£1,417.86	£1,654.17	£1,417.86	£1,654.17	£1,417.86	£1,654.17	£1,417.86	£1,654.17
Discount	£1,315.77	£1,535.07	£1,178.24	£1,275.64	£870.57	£1,015.66	£528.15	£616.18
<b>Revised annual bill</b>	<b>£102.09</b>	<b>£119.10</b>	<b>£239.62</b>	<b>£279.55</b>	<b>£547.29</b>	<b>£638.51</b>	<b>£889.71</b>	<b>£1,037.99</b>
Average Revised % Discount	<b>92.8%</b>		<b>83.1%</b>		<b>61.4%</b>		<b>37.25%</b>	

\*includes an assumed council tax increase for South Yorkshire Police (£13) and South Yorkshire Fire (3%)

### Conclusion

2.28 In considering any council tax increase for 2024/25 Members will need to give careful consideration as to whether to:

- Increase Council Tax over and above the referendum cap and hold a referendum.
- Increase Council Tax up to the existing 3% referendum cap for general (core) services (proposal to increase by 2.99%) or apply to the Secretary of State .
- Take the opportunity to increase the ASC precept by 2% to fund Adult Social Care pressures.

**Local Council Tax Support Eligibility Criteria**

<b>Type of Income Source claimant received</b>	<b>Included or disregarded</b>	<b>Amount disregarded</b>
Passported benefits (Jobseekers Allowance income-based, Employment Support Allowance income-related, Income Support)	Disregarded	All income received by applicants receiving passported benefits are disregarded
Jobseekers Allowance Contribution-based (JSA C)	Included	None
Employment Support Allowance Contribution-based (ESA C)	Included	None
Work Related Activity Component of ESA C	Included	None
Support Component of ESA C	Disregarded	Fully disregarded
Carers Allowance	Disregarded	Fully disregarded
Disability Living Allowance (DLA)	Disregarded	Fully disregarded
Personal Independence Payment (PIP)	Disregarded	Fully disregarded
Attendance Allowance	Disregarded	Fully disregarded
Armed Forces Independence Payment	Disregarded	Fully disregarded
Severe Disablement Allowance	Disregarded	Fully disregarded
Bereavement Support Payment	Disregarded	Fully disregarded
Guardians Allowance	Disregarded	Fully disregarded
Child Benefit	Disregarded	Fully disregarded
Child Maintenance	Disregarded	Fully disregarded
DLA/PIP paid for a child	Disregarded	Fully Disregarded
Child Tax Credit	Included	None
Working Tax Credit	Included	None
Industrial Injuries Benefit	Included	None
Statutory Maternity/Paternity/Adoption Allowance	Included	None
Statutory Sick Pay	Included	None
Earned income	Partial	£25 per week
Self-employed Earnings (Minimum Income Floor applies for self-employed earners)	Partial	£25 per week
Occupational/Private Pensions	Included	None
State Retirement Pension	Included	None
War Pensions	Disregarded	Fully disregarded
Student Finance	Partial	£693 per year plus £10 per week
Income from boarders/lodgers	Partial	£20 per week
<b>Universal Credit:</b>		
Standard Allowance	Included	None
Child Element	Included	None
Disabled Child Element	Disregarded	Fully Disregarded
Housing Element	Disregarded	Fully Disregarded
Limited Capacity for Work	Included	None
Limited Capability for Work Related Activity	Disregarded	Fully Disregarded
Child Care Element	Disregarded	Fully Disregarded
Earned Income assessed by Universal Credit	Included	None
Unearned income assessed by Universal Credit	Included	None

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**RESERVES STRATEGY 2024 - 2027****1. Purpose of Report**

- 1.1 This report sets out the Council's Reserves Strategy for the period of the MTFS [2024/25 to 2026/27].
- 1.2 Under the 2003 Local Government Act, the Council's statutory finance officer (S151 officer) is required to give a statement to Budget Council on the adequacy of reserves. In addition, the Chartered Institute of Public Finance and Accountancy's (CIPFA) Financial Management Code recognises that it is good practice for a council to operate with a level of reserves appropriate to the risks to which it is exposed.
- 1.3 The Reserves Strategy supports longer-term financial stability and mitigates the potential impact of future events or developments which may cause financial difficulty and allows the Council to address these unexpected and unplanned pressures. Furthermore general and useable reserves are also a key measure of the financial resilience of the Council and they are used by the Office for Local Government and CIPFA to measure a council financial performance and stability.
- 1.4 The report provides:
- i) the Council's reserves strategy,
  - ii) an updated reserves position,
  - iii) a list of the existing commitments / investments to be funded from reserves and
  - iv) the level of uncommitted reserves along with a recommended approach for investment.

**2 Recommendations**

- 2.1 **Note the updated reserves position shown in Table 1 including anticipated future resources [Appendix 1 refers].**
- 2.2 **Note the existing commitments summarised in Table 2 and described throughout Section 4 of this report [Appendices 2 - 6 refer].**
- 2.3 **Note that reserves previously set aside to temporarily bridge budget shortfalls will be used to fund the 2023/24 forecast overspend (currently estimated to be £26M as at the end of December 2023).**
- 2.4 **Note the suggested reprioritisation of £23M reserves, previously set aside to fund future capital projects, to provide increased financial resilience for remainder of the planning period.**
- 2.5 **Note that a Minimum Working Balance of £20M will also be retained as a contingency for unforeseen events / emergency situations.**

### 3 Background

#### Reserves Strategy

- 3.1 The Council has a medium-term financial planning framework that incorporates a rolling three-year forecast and reserves strategy.
- 3.2 One of the key components of the reserves strategy is to maximise balances and one-off resources. This is achieved through a range of strategies and activities including:
- The 2024/25 budget and transformation proposals include the development of a refreshed Asset Management Strategy & Delivery Plan to ensure value for money in the use of the Council's significant asset portfolio. An element of this will be to use the proceeds from the disposal of assets [capital receipts] to reduce the need to incur additional debt financing costs.
  - Implementing other strategies (e.g., External Funding, Commercial, Digital Barnsley) to ensure the Council maximises and efficiently uses its available resources and in turn 'frees up' cash for one off investments.
- 3.3 The Council's strategy for using reserves to deliver the objectives outlined in the MTFS [Section 2] and Capital Investment Strategy [Section 6] is based on the clear principle that ongoing spending requirements must be matched with ongoing income. As such, reserves should only be used as a temporary bridging strategy to achieve this end and in addition should only be used in exceptional circumstances.
- 3.4 The Council continues to face significant financial pressures. The ongoing national macro-economic picture, inflation, high interest rates, wage growth and national sector specific issues such as workforce and provider shortages in adults and particularly children's social care coupled with significant rises in demand for services are all placing a significant strain on the Council's resources.
- 3.5 Consequently, it has been necessary to use reserves (currently forecast to be £26M as at end of December 2023) to support the 2023/24 budget. The Director of Finance (S151 Officer) supports this course of action *only* on the basis that a robust and deliverable transformation programme capable of delivering the savings identified in the MTFS is put in place [MTFS report at Section 2 refers].
- 3.6 Furthermore, the Director of Finance also recommends that reserves, previously set aside for future capital priorities, be re-prioritised (see paragraphs 3.8 - 3.12 below) to replenish the reserves used to balance the 2023/24 budget, thus providing additional future financial resilience.
- 3.7 This is over and above reserves that have previously been set aside in line with the Capital Investment Strategy:
- Setting aside sums required by statute (e.g., Minimum Working Balance).
  - Investing in priority development / regeneration schemes.

- Investing in 'one off' expenditure that delivers ongoing efficiencies / service improvement e.g., the Council's Transformation & Service Review programme;
- Setting aside provisions to fund one off service pressures / commitments (e.g., insurance liabilities).

#### Updated Reserves Position

- 3.8 As highlighted above the Council continues to face significant financial pressures, none more so than within Children's Social Care which has seen an exponential increase in demand and cost of service provision. To try to mitigate the ongoing impact of these pressures on the MTFS going forward, the Executive Director of Children's Services in conjunction with the Director of Finance have formulated a financial recovery plan.
- 3.9 In view of the Council's financial challenges, a fundamental review of all existing earmarked reserves has also been undertaken with the aim of replenishing the reserves used to mitigate the current 23/24 overspend in order to provide additional resilience going forward.
- 3.10 To deliver this, uncommitted resources held back for future economic regeneration priorities have been released, whilst leaving some contingency for unexpected pressures on existing capital priorities.
- 3.11 An extension of the MTFS planning period to 2026/27 has also been reflected in the revised position.
- 3.12 Table 1 below summarises the Council's reserves & balances as of 1 April 2023 along with assumptions around future resources. The position is in line with the Council's 2022/23 audited Statement of Accounts (SOA). A full breakdown of projected future resources is also provided at Appendix 1.

**Table 1: Total Available Resources 2023/24-2026/27 (as of 1 April 2023)**

	1 <sup>st</sup> April 2023 £M	Anticipated Future Resources £M	Total Balances £M
Reserves	219.669	-	219.669
Grants & Contributions	1.300	64.675	65.975
Borrowing	41.402	10.000	51.402
Capital Receipts	17.708	-	17.708
<b>Sub Total - GF</b>	<b>280.079</b>	<b>74.675</b>	<b>354.754</b>
Reserves	49.519	78.352	127.871
Grants & Contributions	3.951		3,951
Borrowing	-		-
Capital Receipts	21.587		21.587
<b>Sub Total - Housing</b>	<b>75.057</b>	<b>78.352</b>	<b>153.409</b>
<b>GRAND TOTAL</b>	<b>355.136</b>	<b>153.027</b>	<b>508.163</b>
	SOA	Appendix 1	

Future Anticipated Resources

3.13 The Council prudently estimates the resources that are expected in future periods. They are either earmarked to fund current commitments or are available for consideration for future investment. The funding streams highlighted below are excluded from the table above.

3.14 Long-Term Gainshare:

South Yorkshire Mayoral Combined Authority (SYMCA) has allocated Long-Term Gainshare funding across the four South Yorkshire authorities as part of the Government's devolution deal. The monies will be made available from 2024/25 financial year over a 26-year period. For Barnsley, this equates to a combined allocation of over £100m comprising; £60.32m in capital allocations; and £40.3m in revenue.

It is anticipated that capital funding of £36.1M from SYMCA will be available to support the Council's ambitions to further transform Barnsley town centre. This investment will fund the capital costs of providing health and well-being facilities at the Alhambra Centre in conjunction with Health partners (it should be noted that any costs incurred by the Council on behalf of health partners will be fully recovered from those partners). Resources will also be used to support the wider commercial strategy to facilitate increased footfall in the town centre by stimulating the local retail economy. Plans are also currently being formulated to utilise the remaining monies with updates provided to Cabinet during 2024/25.

3.15 Long-Term Plan for Towns (LTPT)

The Long-Term Plan for Towns was announced in October 2023. £20M has been awarded to the Council to fund socio-economic opportunities and challenges within the town centres. This funding will be received over ten years (£2M per year, split £1.5M capital and £0.5M revenue per annum) starting from the 2024/25 financial year.

Operating through a Town Board, the Council is required to produce a Town Plan by the Summer of 2024 following consultation with residents. The Town Plan will include a Delivery Plan and will prioritise initiatives and identify investment from the community and private investors.

3.16 Other grants

Grants are expected totalling £65.5M mainly relating to key Government funding streams such as the Towns Fund and Transforming Cities Fund.

3.17 Housing

As part of the HRA business planning process, resources are earmarked annually from the HRA to invest in the Council's housing stock, thereby maintaining the Barnsley Homes Decency Standard. For 2024/25 these total £17.939M.

The HRA business plan also includes a New Build and Acquisitions programme funded from capital receipts and borrowing totalling £42.861M.



3.18 These resources are shown in Appendix 1 to this report.

#### 4 Current Use of Reserves

4.1 As shown at Table 1, the total level of reserves and balances available through to 26/27 is estimated at £508.162M. However, previous Council decisions have already committed the vast majority of this.

4.2 The following table shows how the resources are currently committed with further detail provided in Appendix 1

**Table 2: Current Use of Available Resources 2023/24-2026/27 (as of 1 April 2023)**

	Earmarked Under Statute	Grant Funding /Service Specific	Capital Priorities	Budget Mitigation 2023/24	Budget Mitigation Future	Minimum Working Balance	TOTAL
GENERAL FUND	£M	£M	£M	£M	£M	£M	£M
Reserves GF	50.002	58.807	43.627	24.233	23.000	20.000	219.669
Grants & Contributions	-	-	65.975	-	-	-	65.975
Borrowing	-	-	51.402	-	-	-	51.402
Capital Receipts	-	-	17.708	-	-	-	17.708
<b>TOTAL</b>	<b>50.002</b>	<b>58.807</b>	<b>178.712</b>	<b>24.233</b>	<b>23.000</b>	<b>20.000</b>	<b>354.754</b>
<i>Paragraph</i>	4.3	4.4	4.5	4.6	4.6	4.7	

HRA			£M			£M	£M
Reserves			121.913			7.000	128.913
Grants & Contributions			2.908			-	2.908
Borrowing			-			-	-
Capital Receipts			21.587			-	21.587
<b>TOTAL</b>			<b>146.408</b>			<b>7.000</b>	<b>153.408</b>

#### Resources Earmarked under Statute

4.3 Certain resources are required to be earmarked under statute or are recommended to support good financial practice e.g., Minimum Working Balance (MWB). Table 3 (appendix 2) provides a summary:

**Table 3 Resources required to be earmarked under statute**

Investment	£M	Description
Capital Financing	17.3	Resources earmarked in accordance with the agreed Treasury Management Strategy (e.g. MRP/BSF).
Transformation	9.8	Resources set aside to support the Council's Transformation Programme
Budget Mitigation / Organisational Re-design	10.0	Reserves set aside to fund costs (e.g. redundancy & pensions) associated with planning for 2030.
Insurance Fund	6.2	Resources earmarked in accordance with the Council's Insurance Strategy.
Other specific Government Funding	6.7	Government funding provided for specific purposes (e.g. business rates relief)
<b>TOTAL</b>	<b>50.0</b>	

#### Specific Grants / Ringfenced Service Resources

- 4.4 The Council received a number of specific ringfenced grants from various sources which can only be spent on the priorities for which they were awarded (for example DSG safety valve monies / school balances). Table 6 provides a breakdown by Directorate with a full list provided at Appendix 3.

**Table 4: Specific Grants / Ringfenced Service Resources**

Investment	Amount £M	Description
Children's	10.8	Resources set aside for specific priorities or projects within Childrens Services including School Balances, DSG Safety Valve
Growth & Sustainability	3.8	Resources set aside for specific priorities or projects within Growth & Sustainability including Adults Skills funding and other European grant monies
Place Health & Adult Social Care	11.0	Resources set aside for specific priorities or projects within Place Health & Communities including monies earmarked as part of the Integrated Care Plan
Public Health & Communities	6.4	Resources set aside for specific priorities or projects within Public Health and Communities including monies set aside for the Public Health 4-year plan
Core	7.7	Resources set aside for specific priorities or projects within Core Service including monies set aside for BSF/PFI future costs
Corporate	19.1	Corporate Resources set aside including monies set aside for term time claims
<b>TOTAL</b>	<b>58.8</b>	

### Resources Earmarked for Capital Investments

4.5 Cabinet has previously approved capital investment funded from reserves. Such investments include the Glassworks with other notable schemes set out in Table 5 with a full list provided at Appendix 4.

**Table 5: Earmarked for Capital Commitments/Investment (as of 1<sup>st</sup> April 2023)**

Investment	Amount £M	Description
Active Travel / Transforming Cities	23.9	Various projects across the borough including A61 Wakefield Road Improvement Works and Bus Rapid Transport Scheme
Glassworks	23.9	This amount reflects the <u>remaining</u> resources set aside to fund completion of the development.
Towns Fund - Goldthorpe	23.2	Grant resources relating to the Towns Fund deal at Goldthorpe
The Seam	23.4	Resources set aside to for development of the Seam
Principal Towns	11.8	Remaining resources set aside to complete the Principal Towns Programme
Royston Primary School	6.1	Resources set aside to fund a primary school in Royston
Youth Zone	5.0	Council contribution towards the build of a Youth Zone
Additional Highways Programme	6.1	Resources set aside for additional works on the highways, over and above monies received from SYMCA
Affordable Warmth	3.0	Monies set aside for the continuation of the Affordable Warmth Programme, assisting residents in energy efficiency e.g. boilers / insulation etc
Other	52.0	Various other capital priorities (see Appendix 2c).
<b>Sub Total - GF</b>	<b>178.4</b>	
EPC C Works	9.0	Monies set aside for investment in upgrading the Council's stock to EPC C energy efficiency
Existing Decency Works (inc. 2023/24)	25.2	2023/24 Decency works
Decency Works 2024-29	63.4	2024-29 Decency works
Development at St Michaels Avenue	2.3	The scheme seeks to build 37 new housing properties of which 18 will be affordable.
Development at Billingley View	0.5	Social housing development at Billingley View, Bolton on Dearne
Goldthorpe Market Phase 1	1.7	Social housing development at the old Market site in Goldthorpe
Barnsley Homes Standard	44.3	Various housing development scheme including the Council's new build and decarb programme (See Appendix 2c).
<b>Sub Total Housing</b>	<b>146.4</b>	
<b>TOTAL</b>	<b>324.8</b>	

Budget Mitigation & Support

- 4.6 As outlined in paragraph 3.5 above, it will be necessary to use some £26M of reserves to balance the current year (23/24) budget. Furthermore, it is considered prudent to replenish these reserves by re-prioritising reserves previously set aside for future capital priorities to provide further financial resilience for the Council's Medium term Financial Strategy. Appendix 5 refers.

Minimum working balance

- 4.7 The Council is required to set aside a minimum working balance as a contingency for un-foreseen events that may occur. The Council's current balance is equivalent to 8% of its net budget (General Fund and HRA).

**Table 6: Minimum Working Balance (as of 1<sup>st</sup> April 2023)**

Investment	Amount £M	Description
<b>General Fund</b>		
Minimum Working Balance	20.0	Minimum working balance set aside as a contingency for unforeseen events.
<b>Sub Total - GF</b>	<b>20.0</b>	
<b>Housing</b>		
Minimum Working Balance	7.0	Minimum working balance set aside as a contingency for unforeseen events.
<b>Sub Total - Housing</b>	<b>7.0</b>	
<b>TOTAL</b>	<b>27.0</b>	

Conclusion

- 4.8 The Council's reserves and balances position remains healthy over the life of the MTFs. These reserves have all been earmarked for existing and future priorities, with Minimum Working Balances (£27M, being £20M General Fund and £7M HRA) and a capital contingency being retained for unforeseen events (£17.8M).
- 4.9 Furthermore, as part of the Reserves Strategy, a further £23M has been re-prioritised to support the MTFs over the remainder of the planning period.

**Table 7: Resources Available**

	Current Resources	Future Resources Available	Total Resources Available	Committed	Available Resources
Sub Total – GF	280.079	74.675	354.754	(354.754)	-
Sub Total – Housing	75.057	78.352	153.409	(153.409)	-
<b>GRAND TOTAL</b>	<b>355.136</b>	<b>153.027</b>	<b>508.163</b>	<b>(508.163)</b>	-

**TREASURY MANAGEMENT STRATEGY AND POLICY STATEMENT  
2024/25**

## INDEX

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A Treasury Management Policy Statement 2024/25	
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C Prudential and Treasury Indicators 2024/25	
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# 1 EXECUTIVE SUMMARY

## BACKGROUND

1.1 This document has been prepared in accordance with the Local Government Act 2003, which stipulates that local authorities must 'have regard to' the following guidance:

- The **Prudential Code** (CIPFA);
- The **Treasury Management Code** (CIPFA);
- **Statutory Guidance on Minimum Revenue Provision** (DLUHC), and
- **Statutory Guidance on Local Authority Investments** (DLUHC).

1.2 In line with the recommendations of these codes, the Treasury Management Strategy sets out the following each year for approval by Full Council:

<b>The Treasury Management Policy Statement</b> The Council's overall policies, practices and objectives in relation to treasury management
<b>The Council's Capital Expenditure Plans</b> The Council's indicative capital programme over the planning period
<b>The MRP Policy Statement</b> How capital expenditure will be charged to revenue over time
<b>The Council's Borrowing Strategy</b> How its ongoing borrowing requirement will be managed, with regard to interest rate and refinancing risk
<b>The Annual Investment Strategy</b> How any surplus cash will be managed, with regard to the principles of Security, Liquidity and Yield
<b>The Council's Prudential and Treasury Indicators</b> The limits and indicators designed to help monitor and control treasury management risk

1.3 CIPFA published updated Treasury Management and Prudential Codes in December 2021 and full implementation of the reporting changes has been required by local authorities from 2023/24. To comply with the code changes, the Council therefore must have regard to these Codes of Practice when preparing the following Treasury Management Strategy Statement and Annual Investment Strategy, and also related reports during the financial year which are taken to Full Council for approval. The updated requirements are summarised as follows:

- The Council's risk appetite and our governance processes for managing risk are defined;
- The adoption of a new liability benchmark treasury indicator to support the financing risk management of the capital financing requirement (CFR);

- No borrowing is undertaken to finance capital expenditure to invest primarily for commercial return;
- Increases in CFR and borrowing are undertaken solely for purposes directly related to the functions of the Authority;
- The Council's capital plans and investment plans are affordable and proportionate, and all borrowing is within prudent and sustainable levels;
- The inclusion of a high-level summary of the Council's investment policy in relation to environmental, social and governance aspects;
- The risks and rewards of significant investments are assessed over the **long term** (20 to 30 years);
- Treasury Management decisions are in accordance with good professional practice;
- A review of the knowledge and skills register for officers and members involved in the treasury management function. Ensuring that the Council has access to expertise in all areas of investment and capital expenditure, and to involve members in making informed decisions.

1.4 In addition to the above, the DLUHC are planning to provide further clarity in relation to the Minimum Revenue Provision regulations and guidance so that all local authorities understand the need and value in ensuring revenue is set aside annually in respect of their CFR. Confirmation is yet to be received as to when these changes will take effect.

1.5 If required, the Strategy will be revised accordingly to reflect any changes to legislation outlined in the paragraphs above.

### OBJECTIVES

1.6 The objectives of the Treasury Management Strategy are to:

- Ensure the Council's capital expenditure plans are prudent, affordable and sustainable over the longer-term;
- Ensure that sufficient cash is available when needed to meet the Council's spending commitments;
- Manage the Council's exposure to interest rate and refinancing risk whilst maximising value for money; and
- Manage the investment of temporary surplus cash in a way that preserves the capital invested.

### THE COUNCIL'S BORROWING STRATEGY

1.7 Within the context of borrowing costs being at their highest level since 2008, the proposed strategy is to:



- **Maintain an appropriate proportion of fixed rate borrowing** in order to limit the Council's exposure to interest rate risk (proposed targets in section 3);
- **Maintain a balanced maturity profile on long and short-term borrowing** in order to limit the Council's exposure to refinancing risk (proposed limits in Appendix C), and
- **Maintain an appropriate level of internal borrowing** in order to reduce the Council's financing costs.

### THE ANNUAL INVESTMENT STRATEGY

- 1.8 In order to safely manage the Council's temporary surplus cash, the proposed strategy is to:
- **Invest only in secure products and counterparties** in order to minimise the risk of loss (proposed limits in section 4);
  - **Maintain an appropriate balance of liquid funds** to ensure that sufficient cash is available when needed; and
  - **Within this context, seek to optimise performance** in terms of yield.

### TREASURY MANAGEMENT REPORTING

- 1.9 The Council is currently required to receive and approve the following treasury reports each year, which incorporate a variety of policies, estimates and actuals.
- Prudential and treasury indicators and treasury strategy** (this report)
    - The first, and most important report is forward looking and covers:
      - the capital plans (including prudential indicators);
      - a minimum revenue provision (MRP) policy (how residual capital expenditure is charged to revenue over time);
      - the Treasury Management Strategy (how the investments and borrowings are to be organised), including treasury indicators; and
      - an Annual Investment Strategy (the parameters on how investments are to be managed).
  - Quarterly treasury management reports** – These are primarily progress reports and will update members on the capital position, amending prudential indicators as necessary, and whether any policies require revision.
  - An annual treasury report** – This is a backward-looking review document and provides details of a selection of actual prudential and treasury indicators and actual treasury operations compared to the estimates within the strategy.

## TRAINING

1.10 The CIPFA Treasury Management Code requires that staff and members with responsibility for treasury management receive adequate training. The Council carries out the following to monitor and review knowledge and skills:

- Provide training sessions for new Council members together with periodic training sessions at Audit and Governance Committee.
- Hold quarterly Treasury Management Panel meetings to discuss the latest treasury position in detail with panel members.
- Keep the CIPFA Treasury Management Skills Assessment up to date to identify any gaps in knowledge, plus regular communication with officers and Council members to encourage them to highlight training needs on an ongoing basis.
- Periodically review the training needs of treasury management officers through the Council's PDR process.
- Maintain a formal record of the training received by officers central to the treasury function within the Treasury Management Practices.

## TREASURY MANAGEMENT CONSULTANTS

1.11 The Council currently uses LINK Group as its external treasury management advisors. The Authority recognises that responsibility for treasury management decisions remain with the organisation at all times but there is value in employing external providers of treasury management services to acquire access to specialist skills and resources.

The Council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed and documented and subject to regular review.

## 2 CAPITAL EXPENDITURE PLANS & CAPITAL PRUDENTIAL INDICATORS

- 2.1 The Council's capital expenditure plans are a key driver of its treasury management activities. The CIPFA 2021 Prudential and Treasury Management Codes require all local authorities to prepare a Capital Investment Strategy and this report should be considered alongside the TMSS. The two reports will provide a high-level long-term overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of Council services, together with how associated risks will be managed and the implications for future sustainability.
- 2.2 This section of the TMSS covers a range of prudential indicators designed both to inform members of future activity and to assess whether those plans are prudent, affordable and sustainable over the longer term and reflect the framework as set out in CIPFA's Prudential Code. The full suite of indicators can be found in Appendix C.

### Estimates of Capital Expenditure

- 2.3 This indicator summarises the capital expenditure plans set out in the Council's Capital Investment Strategy. These plans are funded from a variety of sources including £37M from borrowing or finance lease (see Appendix C for further details). Members are asked to note that the Capital Investment Strategy includes an additional £8.8M planned for 2027/28, totalling £390.8M over the five-year planning period:

Table 1 - Estimates of Capital Expenditure

	2023/24 (£M)	2024/25 (£M)	2025/26 (£M)	2026/27 (£M)	Total (£M)
Indicative Capital Programme*	139.947	145.643	46.607	49.851	<b>382.048</b>
Funded from Borrowing / Finance Lease	24.208	11.902	0.433	0.477	<b>37.020</b>
Funded from Other Resources	115.740	133.740	46.174	49.374	<b>345.028</b>

\* Includes new 2024 – 2027 investment subject to approval

### Estimates of Capital Financing Requirement (CFR)

- 2.4 This indicator sets out the Council's CFR, which reflects the capital expenditure (both historic and planned) being funded from borrowing or other long-term liabilities. This includes the £37M identified in paragraph 2.3:

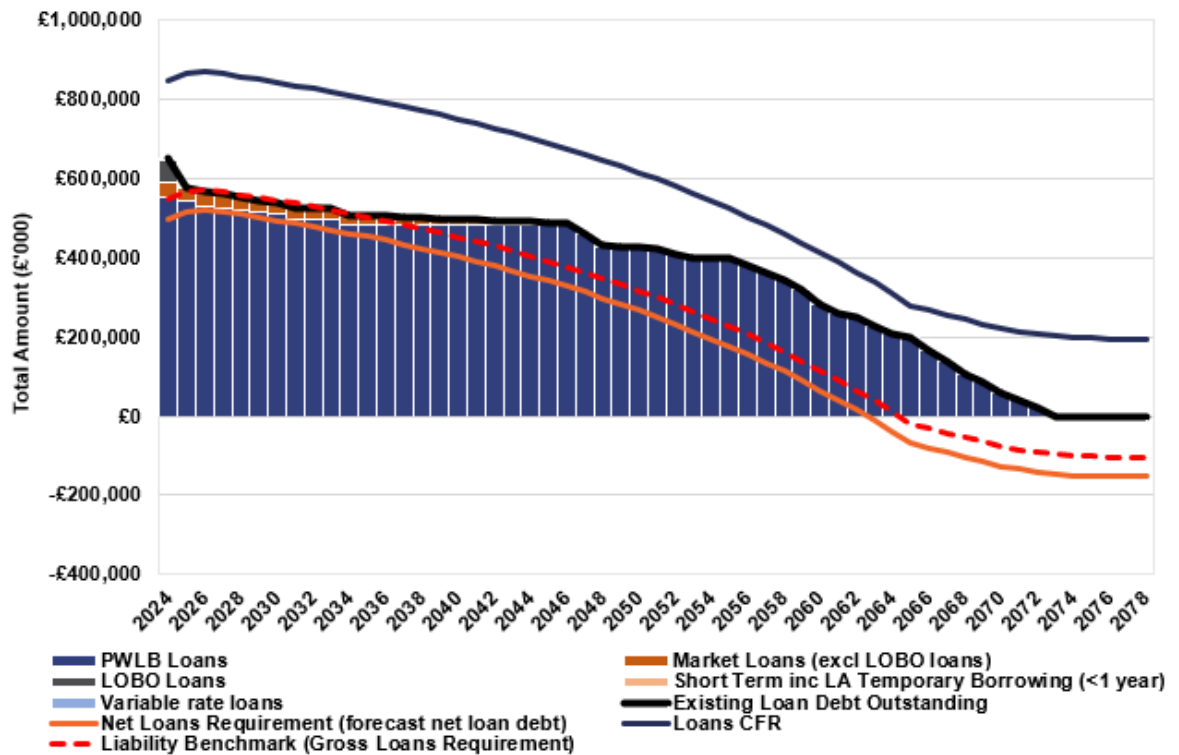
Table 2 - Estimates of Capital Financing Requirement

	2023/24 (£M)	2024/25 (£M)	2025/26 (£M)	2026/27 (£M)
Borrowing (Existing)	840.914	835.338	829.453	823.241
Other Long-Term Liabilities (Existing)	225.909	223.407	220.550	217.928
Planned Capital Investment (Cumulative)	24.208	36.110	36.543	37.020
<b>Total Estimated CFR</b>	<b>1,091.031</b>	<b>1,094.855</b>	<b>1,086.546</b>	<b>1,078.189</b>

2.5 New expenditure aside, the CFR will reduce over time via a statutory annual charge to the revenue account, known as the Minimum Revenue Provision (MRP). The Council's MRP policy is included in Appendix B.

### Liability Benchmark

2.6 The Liability Benchmark (LB) Prudential Indicator has been developed by CIPFA to provide a longer-term view of a local authority's debt position. The Council is required to estimate and measure the LB and report this to members within the quarterly treasury management updates. The LB is effectively the Net Borrowing Requirement of the Council plus a liquidity allowance.



2.7 The graph above shows the Council's Liability Benchmark as at 2023/24 which includes the following four balances:

- **Existing loan debt outstanding (blue stacked bars):** the Council's existing loans that are still outstanding in future years.
- **Loans CFR (blue line):** the loans CFR projected into the future based on approved prudential borrowing and planned MRP.
- **Net loans requirement (orange line):** the Council's gross loan debt less treasury management investments at the last financial year-end, projected into the future based on approved prudential borrowing, planned MRP and any other major cash flow forecasts.
- **Liability benchmark (broken red line):** the net loans requirement plus a short-term liquidity allowance.

2.8 It should be noted that **only approved prudential borrowing** (£37M to 2026/27 as detailed in table 1) is included in the above calculations. In practice

this means that the Loans CFR will peak after four years, as is demonstrated in the graph above. This creates a slight anomaly in the model given that all other inputs are projected forward for 50 years+.

- 2.9 CIPFA recommends that the optimum position for external borrowing should be at the level of the LB (i.e. all balance sheet resources should be used to maximise internal borrowing). If the outputs show future periods where external loans are less than the LB, then this indicates a borrowing requirement, thus identifying where the Council is exposed to interest rate, liquidity and refinancing risks. Conversely, where external loans exceed the LB then this will highlight an overborrowed position which will result in excess cash in the organisation requiring investment, thus exposing the Council to credit and reinvestment risks and a potential cost of carry.
- 2.10 The latest graph shown at paragraph 2.6 shows that using current forecasts, the Council's external borrowing meets the level of the liability benchmark over the medium-term. This places the Council in the optimum position in terms of utilising balance sheet resources to maximise internal borrowing. Further details on the borrowing strategy are provided within section 3.

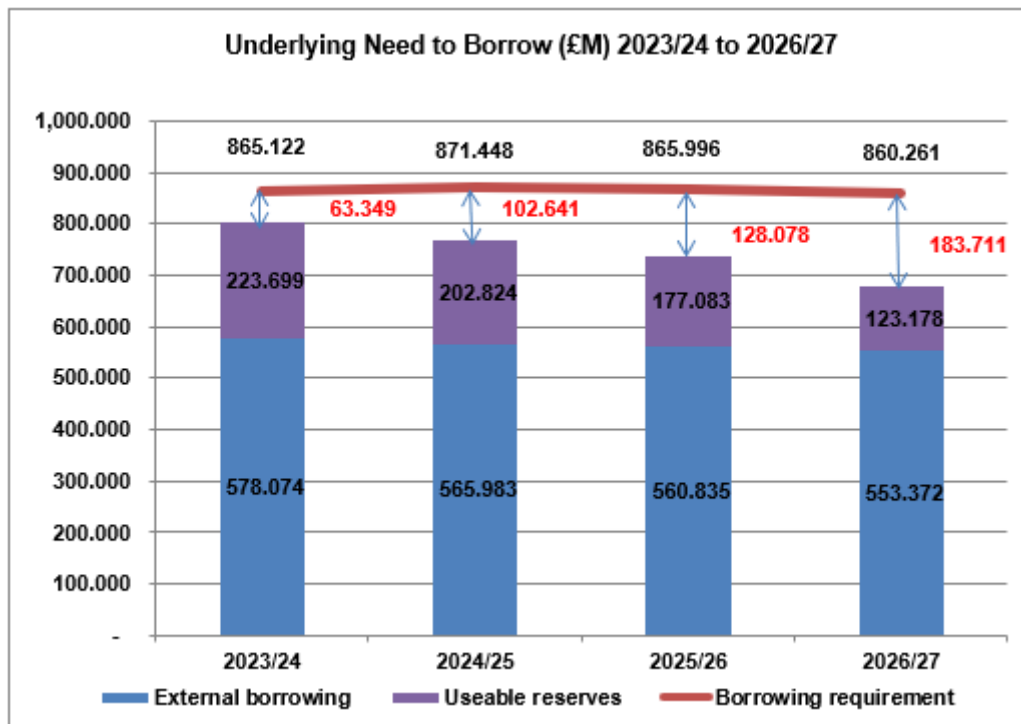
### 3 BORROWING STRATEGY

- 3.1 The capital expenditure plans set out in section 2 provide details of the capital activity across Council services and more detailed information can be found within the Capital Investment Strategy 2024/25.
- 3.2 The treasury management function will ensure that the Council's cash is organised in accordance with the relevant professional codes, so that sufficient cash is available to meet service activity and the plans included in the Capital Strategy. This will involve both the management of the cash flow and, where capital plans require, the organisation of appropriate borrowing facilities.
- 3.3 The Council's general policy objective is to ensure its level of debt is prudent, affordable and sustainable over the longer term. This requires the treasury function to keep financing costs to a minimum whilst addressing the key associated risks: interest rate risk and refinancing risk.
- 3.4 The indicator below compares the Council's expected borrowing position to its underlying borrowing need (referred to as the Borrowing CFR), to identify the extent to which the Council is under or over-borrowed. This excludes other long-term liabilities since each arrangement contains its own borrowing facility, therefore the Council is not required to borrow separately.

Table 3 – Gross Borrowing and the Capital Financing Requirement

	2023/24 (£M)	2024/25 (£M)	2025/26 (£M)	2026/27 (£M)
Borrowing CFR	865.122	871.448	865.996	860.261
Gross Borrowing	(578.074)	(565.983)	(560.835)	(553.372)
<b>Under-Borrowed Position</b>	<b>287.048</b>	<b>305.465</b>	<b>305.161</b>	<b>306.889</b>
Support from Usable Reserves	(223.699)	(202.824)	(177.083)	(123.178)
<b>External Borrowing Requirement</b>	<b>63.349</b>	<b>102.641</b>	<b>128.078</b>	<b>183.711</b>

- 3.5 As shown above, the Authority is currently maintaining an under-borrowed position. This means that the Borrowing CFR has not been fully funded with loan debt as cash supporting the Authority's reserves, balances and cash flow has been used as a temporary measure (also referred to as internal borrowing). By utilising the cash supporting these resources temporarily, the Council has the option to defer long-term borrowing until the related spending commitments occur. Whilst this is a cost-effective position, it is one that needs to be actively monitored and managed considering the Council's planned capital investment and the prevailing economic climate.
- 3.6 As illustrated by the following chart, the Council's underlying need to borrow for capital purposes (represented by the blue arrows) based on current forecasts is estimated at £184M over the period:



### Debt Rescheduling

- 3.7 The Council entered into 'Lender Option Borrower Option' (LOBO) loan agreements in 2003 and 2004, like many other local authorities at that time as they were a cheaper option than borrowing from the Public Works Loans Board (PWLB). LOBOs provide the option for both parties to reconsider the loan at pre-defined periods. If the interest rate is increased, the borrower (the Council) has the option to continue at the new rate or repay the loan.
- 3.8 The use of LOBOs by local authorities has been criticised in the past due to the variable rate structure and the risk that the loans could tie the borrower into higher rates in future. However, despite this negative reputation Councils have so far benefited from LOBO deals as, until recently, interest rates have only fallen.
- 3.9 During 2023/24 debt rescheduling opportunities increased due to market conditions and the rising interest rate environment. The Council took a proactive approach and explored a number of options, including the repayment of the LOBO loans, to rebalance the debt portfolio and provide more certainty. Exiting these loans early would also help to de-risk the investment portfolio by reducing cash balances, thereby reducing exposure to credit and counterparty risk.
- 3.10 Options were discussed at Treasury Management Panel and officers worked with its Treasury Management Advisers, LINK Group, to negotiate the repayment of £55M of outstanding LOBO loans. This repayment was on the basis of using existing cash balances and delaying further long-term borrowing. The repayment has generated in the region of £10M in long-term savings over the remaining lifetime of the LOBO loans (32 years).

## Interest Rate Risk

3.11 Interest rates are a key driver of treasury management activities and as such, the Council has appointed LINK Group as its treasury advisor and part of their service is to assist the Council to formulate a view on interest rates. As shown below, the latest forecast (as at 7th November 2023) is that the Bank Rate has reached its peak of 5.25%, with a first cut to 5% in Q3 2024 to be followed by further rate cuts through 2024 and 2025. As there are so many variables at this time, caution must be exercised in respect of all interest rate forecasts.

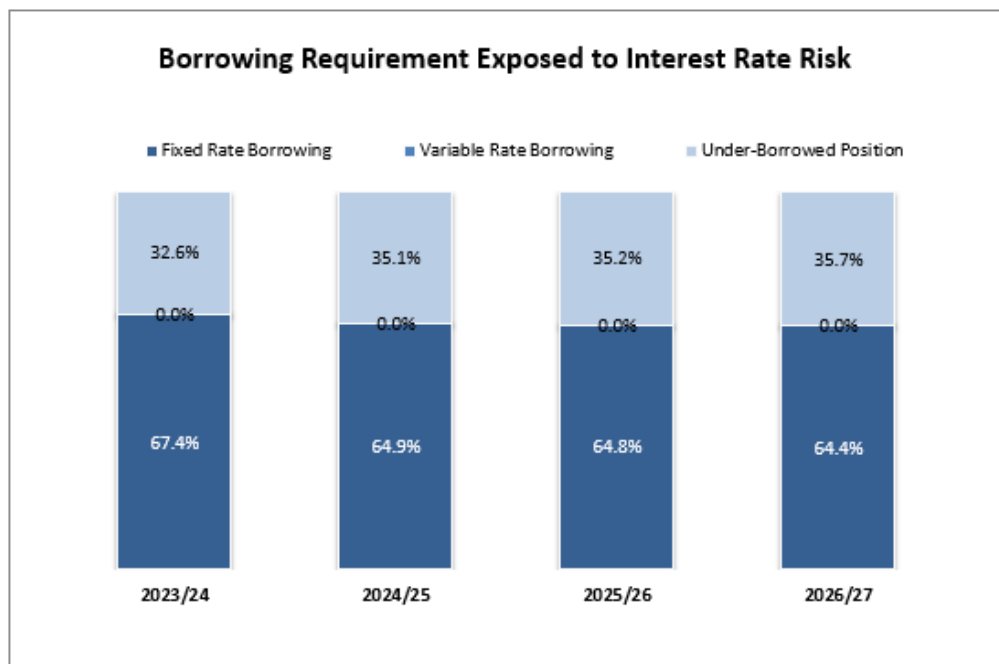
Table 4 - Latest Interest Rate Projections (provided by LINK Group as at 07.11.23)

	Latest	Mar-24	Sep-24	Mar-25	Sep-25	Mar-26
<b>UK Bank Rate</b>	5.25%	5.25%	5.00%	4.00%	3.25%	3.00%
<b>PWLB Certainty Rate (50 Years)</b>	5.30%	5.10%	4.70%	4.30%	4.00%	3.90%

3.12 Interest rate risk is the risk of an adverse movement in interest rates which leads to a rise in borrowing costs or lost opportunity costs. The Council measures this risk against its temporary and variable rate borrowing and any requirement which has yet to be financed (i.e. its under-borrowed position).

3.13 The Director of Finance has previously advised that a target of 70% fixed rate borrowing be maintained in order to manage risk and provide cost certainty, and the Authority has been working to this target over several years whilst interest rates have remained low.

3.14 Current fixed rate borrowing (forecast to 31 March 2024) is 67.4% as shown in the graph below. As outlined at paragraphs 3.7 to 3.10, the Council repaid £55M of variable rate LOBO loans during 2023/24 and as a result, the Authority's remaining long-term debt (£578M) consists entirely of fixed rate loans. The under-borrowed position accounts for 32.6% of the borrowing requirement as at 31 March 2024.





3.15 The graph shows that based on current capital programme spend forecasts, should no further fixed rate borrowing be undertaken, 35.7% of the Authority's borrowing requirement will be exposed to interest rate risk by 2026/27. If the Council were to continue to meet the 70% fixed rate borrowing target, this would require in the region of £50M of debt to be secured in additional fixed rate loans over the period to 2026/27.

3.16 As borrowing costs are at their highest since 2008, it is not considered prudent to undertake additional borrowing unless it is deemed essential. The recommended strategy is to hold off further long-term borrowing and closely monitor the profile of capital spend and funding requirements over the planning period. Temporary reserves and balances can be utilised in lieu of external borrowing until a time when rates begin to fall from their current high levels as forecast in Table 4 above. This prudent approach allows flexibility to use the under borrowed position to minimise costs and defer long-term borrowing until it becomes less expensive.

3.17 Remaining within a 65% to 70% fixed rate bracket over the planning period is considered the most cost-effective approach in light of the current forecasts for interest rates and wider economic climate. Interest rates in financial markets will continue to be closely monitored by officers to manage risks and caution will be adopted with the 2024/25 treasury operations. The Director of Finance will adopt a pragmatic approach to changing circumstances:

- If it was felt there was a significant risk of a sharp FALL in borrowing rates, then borrowing will be postponed until rates have fallen and it becomes less expensive to borrow. In the interim, internal resources can be temporarily used to support cashflow in lieu of external borrowing; or
- If it was felt that there was a significant risk of a much sharper RISE in borrowing rates than currently forecast, fixed rate funding will be secured earlier than planned whilst interest rates are lower than they are projected to be in the next few years; and
- Any decisions will be reported to the Treasury Management Panel at the next available opportunity.

3.18 Should the Council require external funding, the following options are available for consideration:

- **PWLB borrowing** - the Council has access to long-term PWLB funding at the 'Certainty Rate' (providing loans at 0.2% below the usual rate). The latest forecasts (at table 4) show a gradual decline in PWLB rates during the forecast period to March 2026. Officers will continue to closely monitor long-term PWLB rates and assess opportunities for securing long-term funding at attractive rates based on the approach at paragraph 3.17.
- **Local authority loans** - the Council may be able to borrow from other local authorities for periods of up to 3 years, which would provide additional budget certainty over the term whilst providing a saving against current long-term PWLB rates. This would be carried out in small tranches to minimise

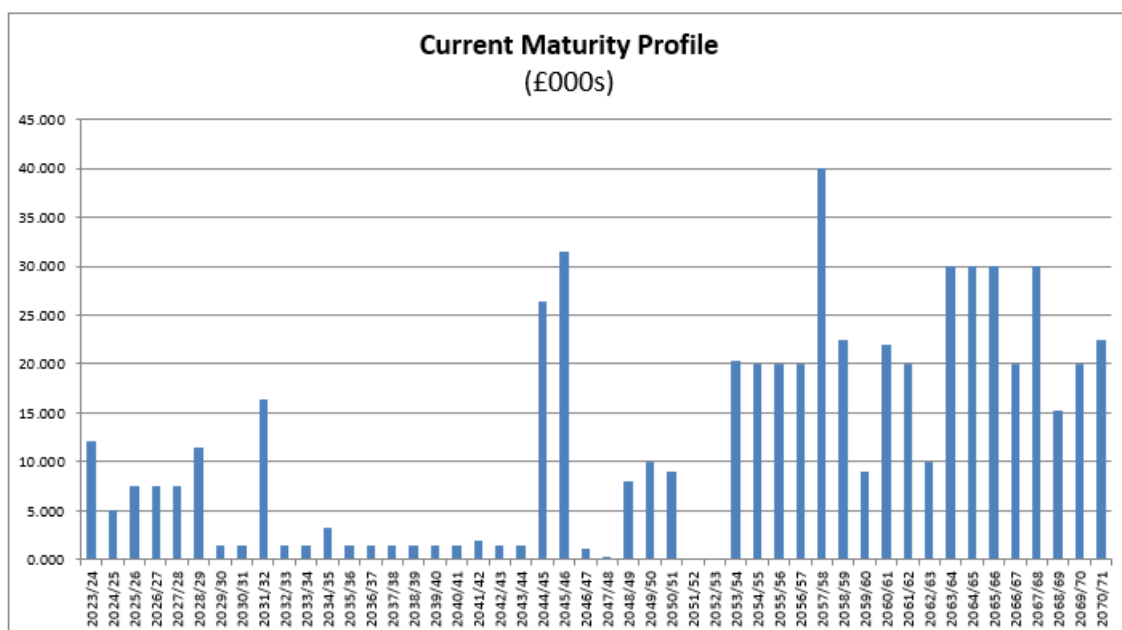
the cost of carry and mitigate credit risk. Opportunities for inter-authority lending are assessed by treasury officers on an ongoing basis.

- **Deferred loans** - the Council may be able to access long-term, fixed rate funding from financial institutions such as banks, insurance companies and pension funds on a deferred drawdown basis. Whilst they may no longer be cheaper than the PWLB, deferred loans can provide protection from interest rate risk without the additional cost of carry and credit risk. However, as the forecast is for borrowing rates to decrease over next 2 to 3 years (table 4) it may not be advantageous at present to lock into a forward borrowing rate.
- **The Municipal Bonds Agency (MBA)** - the MBA was established in 2014 with the intention of providing an alternative source of funding to the PWLB. Barnsley has been a leading authority in promoting the MBA and has committed to the next bond issue subject to 'due diligence' tests. Officers are monitoring the situation and any updates on the MBA bond launch will be reported.

### Refinancing Risk

3.19 This is risk of refinancing debt on unfavourable terms, due to either a lack of availability of replacement financing or an increase in interest rates. The Council measures this risk against the maturity profile on long and short-term borrowing.

3.20 To protect the Council from refinancing risk, officers will operate within the maturity limits set out in Appendix C, which typically\* allow for up to £70M of maturing loans (on average) in any given year - £50M General Fund and £20M HRA. As shown below the Council has a balanced maturity profile which is currently well within this limit:



\* With an additional allowance for temporary borrowing

3.21 If the Council does undertake borrowing, the recommendation is to borrow in small tranches to spread refinancing risk and to allow officers to invest the cash safely whilst it becomes required to meet the Council's spending commitments.

## 4 ANNUAL INVESTMENT STRATEGY

### CONTEXT

- 4.1 The Council's general policy objective is to invest its surplus funds prudently, which involves managing a variety of risks as outlined later in this section. The Authority's investment priorities (in order) are as follows:
- the **security of capital**;
  - the **liquidity of investments**, and
  - **optimum yield commensurate with the above**
- 4.2 The Department of Levelling Up, Housing and Communities (DLUHC) and CIPFA have extended the meaning of 'investments' to include both financial and non-financial investments. This report deals solely with treasury (financial) investments, as managed by the treasury management function. Non-financial investments, essentially the purchase of income yielding assets, are covered in the Capital Strategy.
- 4.3 The borrowing of monies purely to invest or on-lend and make a return is considered unlawful. As such the Council will not engage in such activity and as per table 3 (paragraph 3.4) will keep external borrowing beneath the CFR.

### STRATEGY

- 4.4 The Treasury Management function manages cash flow generated balances and ensures the Council has the ability to meet spending commitments as they fall due. Within this context, the Council's investment strategy will be to:
- **Invest any temporary surplus cash in secure products and counterparties** in order to minimise the risk of loss;
  - **Maintain an appropriate balance of liquid funds** to ensure that sufficient cash is available when needed; and
  - **Within this context, seek to optimise performance** in terms of yield.
- 4.5 The guidance from DLUHC and CIPFA places a high priority on the management of risk. Since cash balances generally result from reserves and balances, it is paramount to ensure adequate security of the sums invested, as a loss of principal will in effect result in a loss to the General Fund.
- 4.6 The Council has a low-risk appetite in terms of the investment of surplus cash balances and has adopted a prudent approach to managing investment risk. Further details of the associated risks are provided below:

#### **Credit and Counterparty Risk (Security)**

- 4.7 This is the risk of a third party being unable to meet its contractual obligations to the Council, which put simply is the risk of default on any principal or interest payable. This would clearly have a detrimental impact on the Council's resources.

4.8 In order to mitigate this risk, the Council maintains a list of approved counterparties and investment limits based on the creditworthiness service provided by LINK Group (further details are available on request). This approach combines the credit ratings assigned by the three main rating agencies (Fitch, Moody's and Standard and Poor's) with a range of market factors to provide a suggested duration for investments, including:

- Credit 'watches' and 'outlooks' from the main rating agencies;
- Credit Default Swap (CDS) spreads to give early warning of likely changes in credit ratings; and
- Sovereign ratings to select counterparties from only the most creditworthy countries.

4.9 Members are asked to approve the investment counterparties and limits below:

<b>Institution</b>	<b>Minimum Long-Term Rating (Fitch or Equivalent)</b>	<b>Maximum Amount</b>	<b>Maximum Duration</b>
UK Government	AA-	Unlimited	5 Years
Barclays Bank PLC (The Council's own bank)	A	£25M	Overnight*
Banks	A+	£20M (£20M per group)	1 Year
	A	£10M (£20M per group)	6 Months
	A-	£10M (£20M per group)	100 Days
Building Societies	A	£10M	6 Months
	A-	£10M	100 Days
Local Authorities	AA-**	£20M	2 Years
Money Market Funds (including VNAV)	AAA	£20M per fund	Overnight***

*\*For liquidity purposes cash is placed with the Council's own bank (Barclays Bank PLC) on an overnight basis only.*

*\*\* Not all Local Authorities are separately rated, but they are deemed to be in line with the UK Government reflecting the likelihood of intervention in the event of severe financial difficulty.*

*\*\*\* Money Market Funds may be invested for longer periods than overnight, however funds can be withdrawn daily if required.*

4.10 It should be noted that local authority creditworthiness is an ongoing issue, particularly in light of recent volatility within the economy and several local authorities issuing Section 114 Notices. Whilst there are no issues foreseen from a credit perspective (there are regulations in place to avoid local authorities going bankrupt), officers recognise the reputational risk associated with such investments and will take this into consideration when deciding where to invest the Council's surplus cash.

4.11 In addition to the use of credit ratings, the Council will be advised of information in movements in CDS and other market data on a weekly basis, which will be used to inform the amount and duration of new investments. If a downgrade results in the counterparty / investment scheme no longer meeting the Council's minimum criteria (e.g. a credit rating below A-), it will be withdrawn

from the approved list immediately and any outstanding investments not re-invested at maturity.

4.12 Members are also asked to approve the limits in the following table which consider the Council's total exposure to loans, non-specified investments and foreign countries. These limits are designed to protect the Council from undue credit / counterparty risk and are additional to those set out in paragraph 4.9:

Type	Maximum Amount	Comments
Total loans or investments with unrated entities / entities rated below A-	£20M	This limits the overall amount that can be invested with entities without credit ratings or those with credit ratings below A- and covers any loans awarded to / shares held in local businesses.
Total long-term investments	£20M	This limits the overall amount that can be invested for longer than 12 months and covers any investments with the UK Government or other local authorities.
Total non-specified investments	£40M	The total of the two limits above.
Total investments with institutions domiciled in foreign countries	£50M	This limits the overall amount that can be invested with institutions from outside the UK and is subject to a minimum sovereign credit rating of AA-.

4.13 The process for approving such investments is detailed in Treasury Management Practice Document 5: Organisation, Clarity and Segregation of Responsibilities and Dealing Arrangements, which requires prior authorisation from the Head of Financial Services and Deputy S151 Officer.

#### **Price Risk (Security)**

4.14 This is the risk of a reduction in value of funds invested, due to an adverse change in market conditions. Due to the low-risk strategy that the Council has adopted, the risk of credit loss in relation to its treasury investments is deemed low / immaterial (therefore no impact on the general fund), however officers will continue to monitor this position on a regular basis to identify any potential risks.

#### **Legal and Regulatory Risk (Security)**

4.15 This is the risk that the Council or an organisation which it is undertaking treasury management activities with, fails to act in accordance with its legal powers or regulatory requirements, causing reputational damage and / or resulting in financial loss.

4.16 In order to mitigate this risk, the Council adopts the recommendations of the statutory guidance and receives professional advice from its Treasury

Management advisers (LINK Group). Officers attend regular training updates to keep up to date with the latest developments and regulatory changes.

### **Liquidity Risk**

- 4.17 This is the risk that cash is not available when needed to meet the Council's spending commitments, causing reputational damage, compromising service objectives and potentially leading to additional unbudgeted costs.
- 4.18 In line with the DLUHC investment advice on the liquidity of investments, the Council will aim to maintain an appropriate balance of liquid funds (i.e. the Barclays Flexible Interest-Bearing Current Account and Money Market Funds).
- 4.19 In accordance with the Council's low-risk appetite, the majority of investment maturities are to be kept relatively short i.e. for periods less than 12 months (further details in the table at paragraph 4.9). While most cash balances are required in order to manage fluctuations in cash flow, where cash sums can be identified that could be invested for longer periods, the value to be obtained from longer-term investments will be carefully assessed.

### **Yield**

- 4.20 The pursuit of optimum returns is a secondary priority to security and liquidity. This is particularly important in a period of significant political and economic uncertainty and the Council continues to maintain a low-risk appetite for investments.

### **Diversification**

- 4.21 Although the Council currently has a good spread of investment instruments, officers will continue to evaluate alternative investment options that meet the principles of security, liquidity and yield. Consideration will be given to alternative products and whether they are suitable for the investment portfolio. Proposals for new investment instruments will be taken to the Treasury Management Panel for discussion and where necessary, advice will be sought from LINK prior to making any investment decisions.
- 4.22 In addition to the core investment principles of security, liquidity and yield the Council will also seek to diversify investments to avoid concentration in specific banks, types of financial instrument, sovereign state etc. Consideration will also be given to the overall concentration of investments within each sector.
- 4.23 In order to diversify a portfolio largely invested in cash, investments will be placed with approved counterparties over a range of maturity periods. Maximum investment levels are set to ensure prudent diversification is achieved and these, together with minimum ratings and cash limits, are shown in the table at paragraph 4.9.

## **Environmental, Social and Governance (ESG) Considerations**

- 4.24 In September 2019 Barnsley Cabinet declared a climate emergency to bring the effects of climate change to everyone's attention. Barnsley Council's existing Energy Strategy commits it to being zero carbon in its operations by 2040, with the aim of achieving this by 2035 or earlier if possible.
- 4.25 Changes to the CIPFA TM Code 2021 include ESG investment considerations which should be incorporated into the Council's treasury management practices and procedures. This is a developing area and the measurement of ESG considerations is more widely used in equity and bond markets rather than for short-term cash deposits that the Council uses.
- 4.26 Where possible, treasury officers will consider ESG investment options which are consistent with the Council's own environmental and climate change policies although it is recognised that this is currently difficult. Further information on this matter will be provided once it becomes available and any updates to the Annual Investment Strategy will be made as necessary.

### **Berneslai Homes**

- 4.27 The funds of Berneslai Homes continue to be ring fenced in a segregated Barclays account, with clear separation from Council funds. Officers of the Council are responsible for the management of Berneslai Homes' cash balances, and the account is run in accordance with Treasury Management best practice and the effective management of risk.



**TREASURY MANAGEMENT POLICY STATEMENT 2024/25****1 Introduction & Background**

- 1.1 The Treasury Management Code of Practice requires local authorities to produce a Treasury Management Policy and Strategy Statement on an annual basis.
- 1.2 The Council adopted the original CIPFA Code of Practice on 13<sup>th</sup> February 2002, and this resolution is carried through to the revised codes. Therefore, the Treasury Policy Statement for 2024/25 has been prepared in compliance with the latest Code which was published by CIPFA in December 2021.
- 1.3 The Council will create and maintain the following key documents in accordance with the revised Code of Practice and other relevant guidance:
  - The Treasury Management Policy Statement, outlining the key objectives of its Treasury Management activities;
  - The Treasury Management Strategy Statement including the Annual Investment Strategy setting out the specific expected Treasury Management activities for the forthcoming financial year;
  - Treasury Management Practices (TMPs) setting out the manner in which the Council will seek to achieve its objectives, and prescribing how it will manage and control those activities;
  - Prudential and Treasury Indicators as prescribed within the Prudential and Treasury Management Codes, and
  - The Capital Investment Strategy which sets the framework for all aspects of the Council's capital and investment expenditure including prioritisation, governance, planning, outcomes, management, funding and monitoring.
- 1.4 The Council will receive reports on its Treasury Management activities, including as a minimum, an annual strategy for the forthcoming year, an annual report after year end and interim quarterly reports.
- 1.5 The Council delegates responsibility for the implementation and monitoring of its Treasury Management policies and practices and for the execution and administration of Treasury Management decisions to the Section 151 Officer, who will act in accordance with the Council's Policy Statement and the CIPFA Treasury Management Code.
- 1.6 The Council nominates the Treasury Management Panel and the Audit Committee as being responsible for ensuring the effective scrutiny of the Treasury Management Strategy and Policies.
- 1.7 The Treasury Management Panel will meet on a quarterly basis (or as required) to monitor and review the Council's implementation of the Treasury Management Strategy and Policy. The Audit Committee will receive reports through which it will gain assurance regarding the effective implementation of the Strategy and Policy.

## **2. Policies and Objectives of Treasury Management Activities**

2.1 The Council defines its Treasury Management activities as:

*“the management of the organisation’s borrowing, 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.”*

2.2 Approved activities of the Treasury Management operation cover:

- Borrowing;
- Lending;
- Debt repayment and rescheduling;
- Consideration, approval and use of new financial instruments and treasury management techniques;
- Managing cash flow;
- Banking activities;
- Leasing, and
- Managing the risk associated with the Council’s Treasury Management activities.

2.3 The Council regards the successful identification, monitoring and control of risk to be the prime criteria by which the effectiveness of its Treasury Management activities will be measured. Accordingly, the analysis and reporting of Treasury Management activities will include their risk implications for the organisation.

2.4 The Council acknowledges that effective Treasury Management will provide support towards the achievement of its business and service objectives. It is therefore committed to the principles of achieving best value in Treasury Management, and to employing suitable performance measurement techniques, within the context of effective risk management.

2.5 The Council’s borrowing will be affordable, sustainable and prudent and consideration will be given to the management of interest rate risk and refinancing risk. The Section 151 Officer has delegated powers to select the most appropriate form of capital financing (including leasing arrangements) from the approved sources. Both the source and type of borrowing should allow the Council transparency and control over its debt.

2.6 The Council will not borrow more than (or in advance of) it’s needs purely in order to profit from the investment of the extra sums borrowed. Any decision to borrow in advance will be within the approved CFR estimates for the prescribed planning period. Moreover, future borrowing transactions will be considered carefully before they are undertaken to ensure that value for money can be demonstrated and that the Council can ensure the security of such funds. Borrowing in advance of need will only be undertaken when there is a clear business case for doing so.

2.7 The Council’s primary objective in relation to investment remains the security of capital. The liquidity of the Council’s investments and the yield earned remain important but secondary considerations.

- 2.8 The Annual Investment Strategy details the categories of investment the Council will invest in, maturity periods and criteria for selecting investment counterparties. Any revisions to these criteria will require Council approval.

### **3. Treasury Management Scheme of Delegation**

#### **Full Council**

- Receiving and reviewing reports on treasury management policies, practices and activities, and
- Approval of the annual strategy.

#### **Cabinet**

- Approval of/amendments to the organisation's adopted clauses, treasury management policy statement and treasury management practices;
- Budget consideration and approval;
- Approval of the division of responsibilities; and
- Receiving and reviewing regular summary reports and acting on recommendations.

#### **Treasury Management Panel / Audit Committee**

- Approving the selection of external service providers and agreeing terms of appointment; and
- Reviewing the treasury management policy and procedures and making recommendations to the responsible body.

#### **The S151 (responsible) officer**

- Recommending clauses, treasury management policy/practices for approval, reviewing the same regularly, and monitoring compliance;
- Submitting regular treasury management policy reports;
- Submitting budgets and budget variations;
- Receiving and reviewing management information reports;
- Reviewing the performance of the treasury management function;
- Ensuring the adequacy of treasury management resources and skills, and the effective division of responsibilities within the treasury management function;
- Ensuring the adequacy of internal audit, and liaising with external audit;
- Implementing the treasury management strategy and policies in compliance with member approvals, and
- Recommending the appointment of external service providers.

### **4. Policies on the use of Derivatives**

- 4.1 The general power of competence in Section 1 of the Localism Act 2011 removes much of the uncertainty over local authorities' use of financial derivatives. The CIPFA Code requires authorities to clearly detail their policy on the use of derivatives in the TMSS. The Council will only use derivatives where they can be clearly demonstrated to reduce the overall level of financial risk.

- 4.2 Derivatives may be arranged with any organisation that meets the Council's approved investment criteria.
- 4.3 The Council will only use derivatives after seeking a legal opinion and ensuring that officers have the appropriate training to effectively manage their use.

**2024/25 MINIMUM REVENUE PROVISION (MRP) STATEMENT**

The Authority is required to make a prudent provision for debt repayment known as the Minimum Revenue Provision (MRP). Guidance on MRP has been issued by the Secretary of State and local authorities are required to “have regard” to such Guidance under Section 21(1A) of the Local Government Act 2003. The four MRP options available are:

- Option 1: Regulatory Method;
- Option 2: CFR Method;
- Option 3: Asset Life Method, and
- Option 4: Depreciation Method.

***NB This does not preclude other prudent methods***

MRP in 2024/25: Options 1 and 2 may only be used for General Fund supported expenditure. Methods of making prudent provision for General Fund self-financed expenditure include Options 3 and 4 (which may also be used for supported expenditure if the Authority chooses).

The MRP Statement is required to be submitted to the Authority before the start of the financial year for approval. Any revision of which must also be submitted to the Authority for approval. The Authority is recommended to approve the following statement:

- **For capital expenditure incurred before 1<sup>st</sup> April 2008, MRP will be determined in accordance with Option 3;**
- **For supported capital expenditure incurred after 1<sup>st</sup> April 2008, MRP will be determined in accordance with Option 3;**
- **For non-supported (prudentially borrowed) capital expenditure incurred after 1<sup>st</sup> April 2008, MRP will be determined in accordance with Option 3;**
- **Within Option 3, MRP is permitted to be calculated in one of two ways - equal instalments or on an annuity basis. The Authority has chosen to calculate MRP on an annuity basis, and**
- **MRP will normally commence in the financial year following the one in which expenditure is incurred. However, MRP Guidance permits local authorities to defer MRP until the financial year following the one in which the asset becomes operational. The Authority has chosen to employ this option for significant qualifying projects.**

MRP in respect of on balance sheet leases will match the annual principal repayment for the associated deferred liability, which will produce an MRP charge comparable to that under Option 3, in that it will run over the life of the lease term.

Changes introduced by the revised (DLUHC) guidance on MRP mean that any charges made over the statutory minimum revenue provision (MRP) can, if needed, be reclaimed in later years if deemed necessary or prudent. In order to do so this policy must disclose the cumulative overpayment made each year. To date, the Authority has not made any voluntary repayments over and above the statutory MRP.

On occasion, where the Council incurs capital expenditure that relates to capital loans or capital disposals, which results in capital receipts being received, the Council's policy is to prudently reduce the Capital Financing Requirement by the value of those receipts in the year they are received. The Council then adjusts the ongoing statutory minimum revenue provision that relates to that capital expenditure, prospectively over the remainder of the policy, to ensure that no overprovision occurs and that the full amount is repaid. Therefore, there are no overpayments that can be reclaimed at any point in the future.

**PRUDENTIAL AND TREASURY INDICATORS 2023/24 – 2026/27****Estimates of Capital Expenditure (General Fund and HRA)**

This prudential indicator is a summary of the Council's capital expenditure plans, both those agreed previously, and those forming part of this budget cycle. Members are asked to approve the capital expenditure forecasts:

<b>Capital Expenditure</b>	<b>2023/24</b> (£M)	<b>2024/25</b> (£M)	<b>2025/26</b> (£M)	<b>2026/27</b> (£M)
General Fund	100.761	121.932	42.857	42.601
HRA	39.186	23.711	3.750	7.250
Other Long-Term Liabilities	-	-	-	-
<b>Total</b>	<b>139.947</b>	<b>145.643</b>	<b>46.607</b>	<b>49.851</b>

**Estimates of Capital Financing Requirement (General Fund and HRA)**

This indicator sets out the Council's CFR, which reflects the capital expenditure (both historic and planned) being funded from borrowing or other long-term liabilities (e.g. PFI schemes, finance leases). The Council is asked to approve the CFR projections below:

<b>CFR</b>	<b>2023/24</b> (£M)	<b>2024/25</b> (£M)	<b>2025/26</b> (£M)	<b>2026/27</b> (£M)
General Fund Borrowing	593.388	599.714	594.262	588.527
HRA Borrowing	271.734	271.734	271.734	271.734
Other Long-Term Liabilities	225.909	223.407	220.550	217.928
<b>Total</b>	<b>1,091.031</b>	<b>1,094.855</b>	<b>1,086.546</b>	<b>1,078.189</b>

**The Operational Boundary (Overall)**

This is the limit beyond which external debt is not normally expected to exceed, based on the Council's CFR (see above). The Council is asked to approve the limits set out below:

<b>Operational Boundary</b> (£M)	<b>2023/24</b> (£M)	<b>2024/25</b> (£M)	<b>2025/26</b> (£M)	<b>2026/27</b> (£M)
General Fund Debt	593.388	599.714	594.262	588.527
HRA Debt	271.734	271.734	271.734	271.734
Other Long-Term Liabilities	225.909	223.407	220.550	217.928
<b>Total</b>	<b>1,091.031</b>	<b>1,094.855</b>	<b>1,086.546</b>	<b>1,078.189</b>

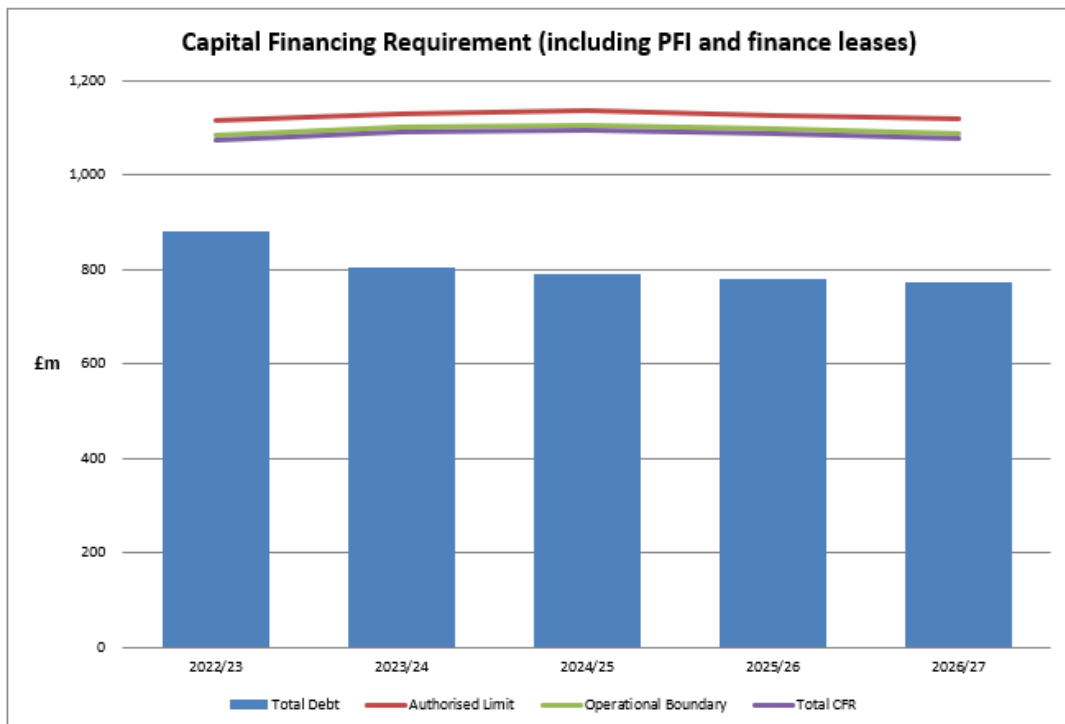
## The Authorised Limit for External Debt (Overall)

A further key prudential indicator represents a control on the maximum level of borrowing. This represents a limit beyond which external debt is prohibited, and this limit needs to be set or revised by the full Council. 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. The authorised limit has been set at £30M above the operational boundary (£20M General Fund and £10M HRA).

This is the statutory limit determined under section 3 (1) of the Local Government Act 2003. The Government retains an option to control either the total of all councils' plans, or those of a specific council, although this power has not yet been exercised. The Council is asked to approve the following authorised limit:

<b>Authorised Limit (£M)</b>	<b>2023/24 (£M)</b>	<b>2024/25 (£M)</b>	<b>2025/26 (£M)</b>	<b>2026/27 (£M)</b>
General Fund Debt	613.388	619.714	614.262	608.527
HRA Debt	281.734	281.734	281.734	281.734
Other Long-Term Liabilities	225.909	223.407	220.550	217.928
<b>Total</b>	<b>1,121.031</b>	<b>1,124.855</b>	<b>1,116.546</b>	<b>1,108.189</b>

From 1<sup>st</sup> April 2024, the Council is required to implement IFRS 16, replacing the previous accounting standard applied for leases. This standard removes the distinction between finance and operating leases which means that many of the Council's existing leases will now be brought onto the balance sheet, increasing the Council's CFR. Once analysis has been undertaken to identify the leases affected, the operational boundary and authorised limit will require adjustment to account for the increased CFR and any amendments to the Strategy will require approval by the Council mid-year.





### Maturity Structure of Borrowing (General Fund and HRA)

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. The Council is asked to approve the following limits:

<b>General Fund: Loan Maturity Structure (All Years)</b>		
	<b>Lower</b>	<b>Upper</b>
Under 12 months	0%	50%
12 months to 2 years	0%	25%
2 years to 5 years	0%	25%
5 years to 10 years	0%	40%
10 years to 20 years	0%	75%
20 years to 30 years	0%	75%
30 years to 40 years	0%	75%
40 years to 50 years	0%	75%
<b>HRA: Loan Maturity Structure (All Years)</b>		
	<b>Lower</b>	<b>Upper</b>
Under 12 months	0%	25%
12 months to 2 years	0%	25%
2 years to 5 years	0%	25%
5 years to 10 years	0%	40%
10 years to 20 years	0%	75%
20 years to 30 years	0%	75%
30 years to 40 years	0%	75%
40 years to 50 years	0%	75%

### Maximum Principal Sums Invested for more than 365 Days (General Fund)

These limits are set in relation to the Council's liquidity requirements and to reduce the need for early sale of an investment and are based on the availability of funds after each year-end. The Council is asked to approve the treasury indicator and limit:

(£M)	2023/24	2024/25	2025/26	2026/27
Principal Sums Invested >365 Days	20.000	20.000	20.000	20.000

### Ratio of Financing Costs to Net Revenue Streams (General Fund and HRA)

This indicator identifies the estimated trend in the cost of capital (borrowing and other long-term liabilities) against the Council's net revenue streams.

Ratio of Financing Costs to Net Revenue Streams (%)	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
GF	18.27%	17.03%	17.52%	17.57%
HRA	37.09%	36.90%	41.45%	41.28%

**DEFINITION OF TERMS**

**Treasury Management** refers to the management of the organisation's borrowing, 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.

**CIPFA** is the Chartered Institute of Public Finance and Accountancy - the leading accountancy body for the public services providing education and training in accountancy and financial management.

**DLUHC** is the Department for Levelling Up, Housing and Communities (formerly the MHCLG - Ministry of Housing, Communities and Local Government) - a ministerial department responsible for UK Government policy on housing and public services.

**MRP** refers to the Minimum Revenue Provision - a statutory annual charge to the revenue account for the repayment of debt (as measured by the Capital Financing Requirement).

**Capital Financing Requirement (CFR)** represents the authority's underlying indebtedness for capital purposes, based on historic capital expenditure which hasn't yet been financed (e.g. from grants, capital receipts or revenue contributions).

**Debt** refers to the sum of borrowing and other long-term liabilities.

**Other Long-Term Liabilities** mean the liabilities outstanding under credit arrangements (e.g. PFI contracts or finance leases).

**Internal Borrowing / Under-Borrowed** refers to the temporary use of cash resources (e.g. reserves earmarked for future capital expenditure or grants received in advance of expenditure) to avoid borrowing immediately, which seeks to reduce investment counterparty risk and create a short-term budget saving. The Council will replace these cash resources with external borrowing as these spending commitments occur.

**Specified Investments** are short-term investments (i.e. less than 12 months) denominated in pounds sterling with a high credit quality.

**Non-Specified Investments** refers to any financial investments (excluding loans) that do not meet the criteria to be treated as a specified investment.

**Investments in Foreign Countries** refer to investments placed with counterparties from countries outside the UK (subject to a minimum sovereign rating of AA-).

**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**FEES AND CHARGES 2024/25**

1. **Purpose of the report**

- 1.1 The purpose of this report is to outline the council's proposed 2024/25 fees and charges which are an integral part of the 2024/25 budget process.

2. **Recommendation**

**It is recommended that Cabinet:**

- 2.1 Approve the new and existing fees and charges set out in Appendix 1 for implementation from 1 April 2024 or later in 2024/25 as applicable.**
- 2.2 Note that additional reports will be submitted during the year if any further amendments to fees and charges are required.**
- 2.3 Note the council's Commercial Strategy, Fees & Charges policy, and Income Generation Strategy in relation to fee implementation.**

3. **Introduction & Background**

***Work Undertaken on Fees & Charges***

- 3.1 The council is continuing to face unprecedented financial pressures/challenges due to the current socio-economic climate; pay, utilities, fuel and material costs have all risen expediently, with the Consumer Price Index at 6.7% in September 2023. All of this, and the potential effects to the public and other Barnsley Council stakeholders, has been considered in the review work carried out to determine proposed fees and charges for 2024/25.
- 3.2 All fees and charges for 2024/25 have been proposed in the light of the council's Fees & Charges Policy, which is included at Appendix 2. This provides a corporate framework within which all decisions on implementation and/or changes to the levels of fees and charges are considered and approved.
- 3.3 It should be noted that there may be further changes to fees and charges to be finalised as part of a wider consideration of individual service transformation plans.

***Fees & Charges Policy***

- 3.4 A significant element of the council's activity is underpinned by income generated through a variety of fees and charges made in relation to such activities.
- 3.5 Whilst being an important element of the overall financing of the council's services and activities, fees and charges can also have an important role in other areas such as:

- Demonstrating the value of a service
- Discouraging abuse of a service
- Strengthening service and corporate objectives; and
- Promoting and encouraging access to services.

3.6 Therefore, as well as ensuring that fees and charges are in line with council objectives, it is also sound practice to ensure that the impact on service users of any change in fees and charges is appropriately evidenced. The objectives of any charging policy should also be clearly communicated to the public who should have the opportunity to hold the council to account.

### ***Commercial Strategy/Income Generation Strategy***

3.7 The overriding principle is to ensure that the council's fees and charges are set within a value for money context where financial, performance, access and equality issues are considered fully and appropriately, and decisions are taken in a transparent and balanced way.

3.8 To aid delivery of this, the council has in place an overarching Commercial Strategy and an Income Generation Strategy, which sits below the Commercial Strategy and addresses income generation opportunities. These focus on the following themes:

- Developing a **commercial culture**.
- Ensuring that we demonstrate **Value for Money** across all activities.
- Effective **commissioning, procurement, and contract management**.
- Identifying and developing innovative ways to **maximise income generation**.
- Effective **commercial governance** arrangements.
- **Support consistency** across the council in its approach to income generation and commercial opportunities, including marketing, setting prices, and collecting fees and charges.
- Aim towards achieving **full cost recovery** where it is appropriate to do so and to **develop a standard approach to charging**.

3.9 The Commercial Strategy (Appendix 3) is a key document in enabling the council to adapt to an ever-changing marketplace and sets the framework for helping it to seek out new opportunities. This will support us to achieve our commercial aspirations but also potentially help deliver much needed additional income. We will seek to achieve this by:

- Identifying and implementing opportunities for cross selling our services providing our customers with the ability to buy bundles of products.
- Working collaboratively with other local authorities where significant commercial opportunities exist.

- Horizon scanning the marketplace to seek out and secure new commercial opportunities.
- Setting discretionary fees and charges in markets where flexibility is required.

3.10 With the above in mind, a full review of all existing charges has been undertaken by respective business units. New opportunities have also been considered and reviewed. The outcome of these reviews is presented in sections 4 and 5 below, with full details of all charges at Appendix 1 to this report.

#### 4. **Existing Fees and Charges**

4.1 All relevant service areas have undertaken a full review of the current fees and charges under their respective remits. The following changes to existing fees and charges are proposed based on a fundamental value for money review of the existing service provision and current charges being made.

<b>Service</b>	<b>Basis of changes proposed</b>
Property Services	Property services includes a wide range of fees and charges at various rates due to the size of the asset portfolio and unique circumstances of each asset. The various charges are specific to an asset and are to be considered as part of Barnsley Council's Asset Management Strategy on which detailed work is ongoing.
Learning & Skills	CPI applied; SYMCA control funding governance and fees are to come into policy September 2024.
Building Control	Proposed to increase fees based on rounded CPI (net of VAT) where applicable, with consideration given to associated construction costs and the market conditions, however, where this is not the case reasons are identified on Appendix 1.
Music Service	Increases are proposed in line with market intelligence and based on rounded CPI where applicable.
Development Management	Increases either in line with other local authorities, as per national guidelines or based on rounded CPI where applicable.
District Markets	District market rent charges increased in line with CPI and rounded appropriately where necessary.
Commercial Space Management	No change in pricing policy for existing fees as relatively new charges.
Museums & Heritage Centres/Arts & Events	Fees based on market intelligence, benchmarking, and CPI considerations. Scalable charges are appropriate to allow for bespoke quotes. Car parking at Cannon Hall and Worsbro Mill not considered for this review of fees, therefore no changes proposed as charges are due to be reviewed as part of the upcoming car parking strategy, which is yet to be concluded. A separate report will be tabled.
Gypsy & Traveller Sites	7.7% increase to match social housing (HRA) rents

Waste	Review of fees based on market intelligence, benchmarking, and CPI considerations.
Neighbourhood Services	Operation of the allotments is under review therefore no rent increases planned until this is completed. Other fees individually priced and increases consider CPI.
Stores/Depot	Review of fees based on market intelligence, benchmarking, and CPI considerations. Price on application model used where appropriate to allow for market changes and seasonality. Sub soil/stone (mixed) tipping reviewed to increase by 56% (£4.50) in cost per tonne due to a need to restrict type of material that comes in and reduce volume, however, this is still cheaper than private sector.
Engineers	Increases to prices are derived from a combination of CPI consideration, market knowledge and benchmarking. Dropped Crossing licence fee reviewed and decreased by 14% based on market intelligence; typically, the licence should be 3x the admin fee (admin plus 2 inspections).
Highways Licences, Permits & Services	Increases have been determined from a combination of CPI, market knowledge and benchmarking.
Traffic Signals	Increases to prices are derived from a combination of CPI consideration, market knowledge and benchmarking.
Car Parking	No change has occurred to current pricing; it should be noted that a full review of car parking charging is ongoing and a future report from the service will inform the strategic direction of the service and approach to fee-setting. EV charging fees, missed from last year's report, have been added to Appendix 1 for 2024/25.
Pest Control & Drainage	Review of fees based on market intelligence and CPI considerations. Price on application model used where appropriate.
Sports	Review of fees based on market intelligence and CPI considerations.
Bereavement Services	Review of fees based on market intelligence (c7.5% increase) and CPI considerations. Some new fees introduced for 2024/25.
Parks Services	Review of fees based on market intelligence and CPI considerations.
Adult Assessment & Care Management	Some fees determined individually (means-tested) or determined by government therefore cannot be increased. Review of Assisted Living Technology charges has led to an increase by CPI across the board.
Education, Early Start Provision & Safeguarding	All education welfare and governance/clerking fees are charges to schools who will not receive a CPI increase in their 2024/25 allocation, instead seeing an average increase of 2% in funding. Based on this and market intelligence, an increase of 3% is deemed more appropriate. Appeal fees are currently under review, pending approval. Outdoor education fees are negotiated individually with schools.

Environmental & Trading Standards	Review of fees based on CPI considerations where applicable; some fees are statutory and set by government, some determined on a case-by-case basis.
Animal Welfare	Review of fees based on CPI considerations where applicable; some fees are statutory and set by government, some determined on a case-by-case basis or through contractual terms.
Registrars Marriages & Ceremonies	Review of fees based on market intelligence, benchmarking, and CPI considerations. New charges introduced as outlined in 5.2 of this report.
DBS Checks/Human Resources/Performance Services	Review of fees based on market intelligence, benchmarking, and CPI considerations. Some fees determined on an individual basis. Taxi driver DBS fees are to be reviewed outside of this exercise by the service.

4.2 As stated in 4.1 all other relevant fees and charges have also been reviewed and have either increased in line with inflation (rounded to nearest appropriate measurement), or no changes have been made (e.g., where the charges are set by statute).

4.3 It should be noted that inflation is volatile, and the current socio-economic climate may result in fees and charges being reviewed at more regular intervals than in previous financial years when the fiscal climate was more sedate.

4.4 In accordance with the overall review of all fees and charges, it is recommended that the schedule of existing fees and charges as set out in Appendix 1 are implemented from 1 April 2024 or later in 2024/25 as applicable.

## 5. **New Fees and Charges**

5.1 In line with the council's Commercial Strategy, a review of all new opportunities available to the council, for which a charge can be levied in accordance with the council's policy, has been undertaken.

5.2 This review has identified the following new proposed fees and charges:

<b>Charge</b>	<b>Basis of charges</b>
Commercial Waste	New charging opportunity identified to reflect an increase in demand/requests – replacement of Duty of Care Notice.
Residential Waste	New charging opportunity identified for an additional grey bin, therefore bringing charging in line with other neighbouring councils.
Highways Permits	New charging opportunity identified for additional USRNs on the same Temporary Traffic Regulation Order, and variation to an existing Temporary Traffic Regulation Order – this applies to both planned and special events.

Bereavement Services	New charging opportunities identified as per Transformation proposals. These are: transfer of ownership, record searches, removal of headstone, and refurbishment of marble plaque.
Registrars, Marriages & Ceremonies	New charges introduced to provide more options and flexibility; charges are based upon market intelligence and benchmarking with neighbouring authorities.

5.3 It is recommended that these are implemented from 1 April 2024 as set out in Appendix 1 to this report.



**FEES & CHARGES PROPOSALS FOR 2024/25**  
**APPENDIX 1**

Fee / Charge description	Income type - (Statutory or Discretionary)	Basis of charge	Charge for 2024/25
<b>GROWTH AND SUSTAINABILITY</b>			
<b>REGENERATION &amp; CULTURE</b>			
<b>PROPERTY SERVICES</b>			
Land and Building Rent; Maintenance, Service Charges	Discretionary	Market Value	Various rates, priced to market rates as contracts expire and are renewed
Garage rent	Discretionary	per site	Various rates, priced to market rates as contracts expire and are renewed
<b>LEARNING AND SKILLS</b>			
<b>Tuition / course fees</b>			
With SYMCA public subsidy	Discretionary	Per tuition	£3.20
Without SYMCA public subsidy	Discretionary	Per tuition	£6.40
With SYMCA public subsidy - in receipt of eligible means tested benefit	Discretionary	Per tuition	£1.60
Without SYMCA public subsidy - in receipt of eligible means tested benefit	Discretionary	Per tuition	£3.20
<b>BUILDING CONTROL</b>			
<b>Building regulation application charges</b>			
<b>New housing</b>			
1 Dwelling	Statutory	1 Dwelling	£666.67
2 Dwelling	Statutory	2 Dwelling	£933.33
3 Dwelling	Statutory	3 Dwelling	£1,200.00
4 Dwelling	Statutory	4 Dwelling	£1,441.67
5 Dwelling	Statutory	5 Dwelling	£1,708.33
6 or more Dwellings	Statutory	6 or more Dwellings	Determined individually
Sites containing one or more dwellings more than 300m2	Statutory	Varying number of dwellings	Determined individually
<b>Domestic building works</b>			
Attached/detached garage or carport, i.e. 60m2	Statutory	Domestic Building Type	£266.67
Attached/detached garage or carport, 60-100m2	Statutory	Domestic Building Type	£350.00
Conversion of a garage to a habitable room(s)	Statutory	Domestic Building Type	£308.33
Extension – floor area up to 10m <sup>2</sup>	Statutory	Domestic Building Type	£366.67
Extension – floor area over 10m <sup>2</sup> and up to 40m <sup>2</sup>	Statutory	Domestic Building Type	£516.67
Extension 40 - 60m <sup>2</sup>	Statutory	Domestic Building Type	£616.67
Extension 60 - 100m <sup>2</sup>	Statutory	Domestic Building Type	£691.67
Replacement window/s & door/s to one property	Statutory	Domestic Building Type	£108.33
Replacement window/s & door/s to more than one property in the same locality	Statutory	Domestic Building Type	Determined individually
Controlled domestic electrical work (not CPS)	Statutory	Domestic Building Type	£417.91
Renovation of a thermal element (non-structural)	Statutory	Domestic Building Type	£108.33
Renovation of a thermal element (structural)	Statutory	Domestic Building Type	£183.33
Any alterations to a dwelling consisting of the provision of one or more rooms in an existing roof space, including means of access	Statutory	Domestic Building Type	£516.67
Any alterations to a dwelling consisting of the provision of additional room(s) or floor area in an existing roof space, not requiring new means of access	Statutory	Domestic Building Type	£416.67
Other domestic work - estimated cost < £2,000	Statutory	Domestic Building Type	£166.67
Other domestic work - estimated cost £2,000 - £5,000	Statutory	Domestic Building Type	£258.33
Other domestic work - estimated cost £5,000 - £25,000	Statutory	Domestic Building Type	£383.33
Other domestic work - estimated cost £25,000 - £50,000	Statutory	Domestic Building Type	£550.00
Other domestic work - estimated cost > £50,000	Statutory	Domestic Building Type	Determined individually
Additional charge to above categories for electrical work not carried out by a registered 'Competent Person'	Statutory	Domestic Building Type	£300.00
Multiple Works scheme	Statutory	Domestic Building Type	Determined individually
<b>Non-domestic building works</b>			
Installation of < 20 windows and doors	Statutory	Domestic Building Type	£266.67
Installation of 20 - 50 windows and doors	Statutory	Domestic Building Type	Determined individually
Other non-domestic work - estimated cost < £5,000	Statutory	Domestic Building Type	£300.00
Other non-domestic work - estimated cost £5,000 - £10,000	Statutory	Domestic Building Type	£400.00
Other non-domestic work - estimated cost £10,000 - £25,000	Statutory	Domestic Building Type	£425.00
Other non-domestic work - estimated cost £25,000 - £50,000	Statutory	Non-domestic Building Type	£558.33
Other non-domestic work - estimated > £50,000	Statutory	Domestic Building Type	Determined individually
Regularisation Applications - unauthorised works	Statutory	All Building Types	20% uplift on the above identified charges
<b>MUSIC SERVICE</b>			
Instrument Hire Theory	Discretionary	per term	£19.50
Instrument Hire Aural	Discretionary	per term	£17.50
Contin Lessons per term	Discretionary	per term	£41.50
Group Lessons per term	Discretionary	per term	£57.50
20 minute Individual Lessons per term	Discretionary	per term	£115.00
30 minute Individual Lessons per term	Discretionary	per term	£166.00
Ensemble Rehearsal Charge	Discretionary	per session (minimum 10 per term)	£34.00
Ensemble Performance Charge	Discretionary	per member of staff	£34.00
KS1 projects per year	Discretionary	per year	£1,380.00
KS2 full year projects	Discretionary	per year	£895.00
<b>DEVELOPMENT MANAGEMENT</b>			
Planning Application Fees	Statutory	Per application	Various rates
Admin charge for refunding application fee prior to validation	Statutory	Per application	£55 or 20% of the original fee (whichever is greater)
Householder Enquiry Forms	Discretionary	Per enquiry	£75.00
Minor Pre-application Advice	Discretionary	Per enquiry	£5.00
Residential pre-app - 1 to 5 dwellings	Discretionary	Per enquiry	£0.00
Residential pre-app - 6 to 19 dwellings	Discretionary	Per enquiry	£0.00
Residential pre app - 20 dwellings +	Discretionary	Per enquiry	£1,600.00

Non - residential pre-app : 0 to 99sqm of additional floorspace	Discretionary	Per enquiry	£150.00
Non - residential pre-app : 99 to 500sqm of additional floorspace	Discretionary	Per enquiry	£300.00
Non - residential pre-app: 500 - 4,999 sqm of additional floorspace	Discretionary	Per enquiry	£800.00
Non - residential pre app: 5,000 sqm + of additional floorspace	Discretionary	Per enquiry	£1,600.00
Change Of Use	Discretionary	Per enquiry	£200.00
Other pre-apps not within above categories	Discretionary	Per enquiry	30% of planning app fee or £1600.00 (whichever is lowest)
Listed Building & Conservation Area Advice	Discretionary	Hourly Rate	£150.00
Sec 106 Legal Agreement Enquires	Discretionary	Hourly Rate	£150.00
Planning Policy Evidence Based & Land Allocation Discussions	Discretionary	Hourly Rate	£150.00
<b>MARKETS</b>			
<b>Barnsley Outdoor Market</b>			
Pitch and Gazebo in Zone A - Regular Trader	Discretionary	Day Rate	£18.00
Pitch and Gazebo in Zone B - Regular Trader	Discretionary	Day Rate	£15.00
Pitch and Gazebo - Casual Trader	Discretionary	Day Rate	£21.00
Table hire	Discretionary	Day Rate	£2.50
<b>Barnsley Glassworks Market</b>			
Stall rental	Discretionary	Per annum per Square Foot	£31.00
Café rental	Discretionary	Per annum per Square Foot	£37.20
Market Kitchen Rental	Discretionary	10% or 15% of Turnover dependant on Business type	10% or 15% of Turnover
Basement storage	Discretionary	Per annum per Square Foot	£12.75
Service Charge	Discretionary	Per annum per Square Foot	£13.00
Trader car parking - Standard trader bay	Discretionary	Per Bay per annum	£1,000.00
Indoor Pitch Table Hire	Discretionary	Per Day	£50.00
Indoor Pitch Table Hire 2m x 4m (£8p/sqm)	Discretionary	Per Day	£68.00
<b>DISTRICT MARKETS</b>			
<b>Wombwell Market</b>			
Pitch 3m x 3m - Regular Trader	Discretionary	Day Rate	£14.00
Pitch and Gazebo - Regular Trader	Discretionary	Day Rate	£18.00
Pitch 3m x 3m - Casual Trader	Discretionary	Day Rate	£18.00
Pitch and Gazebo - Casual Trader	Discretionary	Day Rate	£21.50
<b>Hoyland Market</b>			
Market Stall - Regular Trader	Discretionary	Day Rate	£13.00
Pitch 3m x 3m - Regular Trader	Discretionary	Day Rate	£15.00
Pitch and Gazebo - Regular Trader	Discretionary	Day Rate	£18.00
Market Stall - Casual Trader	Discretionary	Day Rate	£16.00
Pitch 3m x 3m - Casual Trader	Discretionary	Day Rate	£18.00
Pitch and Gazebo - Casual Trader	Discretionary	Day Rate	£21.50
<b>Goldthorpe Market</b>			
Temporary Market Rate	Discretionary	Day Rate	£10.50
Pitch 3m x 3m - Regular Trader	Discretionary	Day Rate	£14.00
Pitch and Gazebo - Regular Trader	Discretionary	Day Rate	£17.00
Pitch 3m x 3m - Casual Trader	Discretionary	Day Rate	£17.00
Pitch and Gazebo - Casual Trader	Discretionary	Day Rate	£20.50
<b>Penistone Market</b>			
Pitch 2m x 3m - Regular Trader	Discretionary	Day Rate	£11.00
Pitch 3m x 3m - Regular Trader	Discretionary	Day Rate	£14.00
Pitch 2m x 3m - Casual Trader	Discretionary	Day Rate	£14.00
Pitch 3m x 3m - Casual Trader	Discretionary	Day Rate	£17.50
Table hire	Discretionary	Day Rate	£2.50
Penistone - Community Building Hire	Discretionary	1/2 day rate	£53.50
Penistone - Commercial Building Hire	Discretionary	Day Rate	£210.00
<b>COMMERCIAL SPACE MANAGEMENT</b>			
Barnsley from 4m x 4m (£8 per sqm)	Discretionary	Day Rate	£128.00
Principal Towns from 3m x 3m (£8 per sqm)	Discretionary	Day Rate	£72.00
Barnsley Roaming and Samples (up to 3 people)	Discretionary	Day Rate	£120.00
Principal Towns Roaming and Samples (up to 3 people)	Discretionary	Day Rate	£65.00
Daily Leaflet Permit	Discretionary	Per Distributor	£20.00
Monthly Leaflet Permit	Discretionary	Per Distributor	£50.00
Monthly Leaflet Permit	Discretionary	Additional badge	£35.00
Replacement for lost monthly permit	Discretionary	Per Distributor	£20.00
Quarterly Leaflet Permit	Discretionary	Per Distributor	£90.00
Quarterly Leaflet Permit	Discretionary	Additional badge	£45.00
Replacement for lost quarterly permit	Discretionary	Per Distributor	£20.00
<b>MUSEUMS AND HERITAGE CENTRES</b>			
Commission on Artists work sales	Discretionary	Commission on Artists work sales	40% + VAT
<b>Cooper Gallery</b>			
Sadler Room Hire Per Day	Discretionary	Per Day	£200 - £500
Sadler Room Hire Per hr within core hrs	Discretionary	Per Hour	£60.00
Sadler Room Hire Per hr outside core hrs	Discretionary	Per Hour Outside Core Hours	£80.00
Sadler Room Hire Charities - per day	Discretionary	Charity Full Day	£150 - £300
Sadler Room Hire Charities Per Hour	Discretionary	Charity Per Hour	£30.00
Sadler Room Hire Per hr outside core hrs	Discretionary	Charity Per hr outside core hrs	£35.00
Sadler Room Hire Gallery Hire (2 hours)	Discretionary	Gallery Hire (2 hours)	£590.00
<b>Cannon Hall</b>			
Spencer Wing Conference Hire	Discretionary	Per Day	£200 - £500
Spencer Wing Conference Hire	Discretionary	Per Day within core hours	£60.00
Spencer Wing Conference Hire	Discretionary	Per Hour outside core hours	£80.00
Spencer Wing Conference Hire	Discretionary	Charities full day	£150 - £300
Spencer Wing Conference Hire	Discretionary	Charity per hour within core hours	£30.00
Spencer Wing Conference Hire	Discretionary	Charities per hour outside core hours	£35.00
<b>Experience Barnsley</b>			
Hire of Learning Lab (office hours)	Discretionary	Per day	£240.00
Hire of Learning Lab	Discretionary	Per hr	£55 - £150
Hire of Learning Lab	Discretionary	Charities -full day	£160.00
Hire of Learning Lab	Discretionary	Per hr	£30 - £60
Hire of galleries (evening function)	Discretionary	Dependent on length (from)	£650.00
Victorian Wing	Discretionary	per day	£200 - £500
Victorian Wing	Discretionary	Per Hour	£60.00
Victorian Wing	Discretionary	Per Hour Outside Core Hours	£80.00
Victorian Wing	Discretionary	Charities Per Day	£150 - £300
Victorian Wing	Discretionary	Per Hour Charity within core hours	£30.00
Victorian Wing	Discretionary	Per Hour Charity outside of core hours	£35.00
<b>Visitor Centre Meeting Room</b>			
Private & Commercial Mon-Fri	Discretionary	Per day	£240.00
Charity Per Day	Discretionary	Per day	£160.00
Per Hour	Discretionary	Per hour	£60.00
Per Hours Out of Core Hours	Discretionary	Per Hour Outside Core Hours	£80.00
Per Hour Charity	Discretionary	Per hour	£30.00
Per Hour Charity Out of Hours	Discretionary	Per Hour Outside Core Hours	£35.00
<b>Weekends and evenings</b>			
Ballroom Hire for ceremony	Discretionary	All prices are Plus VAT	£1500
Deer Shelter for Ceremony	Discretionary	All prices are Plus VAT	£1800

Library Hire for ceremony	Discretionary	All prices are Plus VAT	£1300 - £1550
Ballroom Hire for private functions	Discretionary	All prices are Plus VAT	£950 - £1700
Gallery Hire for functions	Discretionary	For 2 hours	£590.00
Drink Functions (Spencer wing)	Discretionary	Per Hour	£110 - £330
<b>Car Parking at Cannon Hall</b>	Discretionary	up to 2 hours - cars and minibuses	£1.00
Car Parking	Discretionary	All day - cars and minibuses	£5.00
Car Parking	Discretionary	Coaches	£5.00
Car Parking	Discretionary	Motorcycles	Free
Car Parking	Discretionary	Season Ticket (includes VAT)	£125.00
Car Parking	Discretionary	Land Hire per day	£1250 - £3000
Car Parking	Discretionary	per day per pitch (charities)	£50.00
Car Parking	Discretionary	per day per pitch (charities)	£25.00
Land hire for commercial marketing or photography use	Discretionary	Land Hire per day	£550 - £2200
Walled Garden Exclusive use	Discretionary	2 hours	£1050 - £3200
North Range Hire	Discretionary	Full day	£220 - £530
North Range Hire		Per Hour Within Core Hours	£60.00
North Range Hire	Discretionary	Per Hour Outside Core Hours	£80.00
North Range Hire	Discretionary	Charities full day	£150 - £300
North Range Hire		Charities per hour within core hours	£30.00
North Range Hire	Discretionary	Charities per hour outside core hours	£35.00
Seminar Corridor Meeting Room	Discretionary	Full day	£85.00
Seminar Corridor Meeting Room	Discretionary	Per Hour Outside Core Hours	£20.00
<b>Eisecar</b>			
Building 21 - hire per hour weekdays	Discretionary	All prices are Plus VAT	£65 - £120
Building 21 - hire per hour weekdays (Charity)	Discretionary	All prices are Plus VAT	£35 - £75
Building 21 - hire all day	Discretionary	All prices are Plus VAT	£550 - £4800
Building 21 - Wedding Ceremony only	Discretionary	All prices are Plus VAT	£1600 - £2200
Building 21 - Wedding Ceremony and reception	Discretionary	All prices are Plus VAT	£2700 - £4800
Building 21 - Wedding reception only	Discretionary	All prices are Plus VAT	£2200 - £4800
Building 21 - kitchen and bar pitch hire (non wedding)	Discretionary	All prices are Plus VAT	£55 - £110
Stage Hire	Discretionary	Per day	£270 - £420
Tiered seating	Discretionary	Per day	£270 - £550
Trestle tables	Discretionary	Per table	£5.00
Additional chairs(over 50)	Discretionary	Per chair	£2.00
Marketing support packages	Discretionary	Per event	From £50
Crash barriers	Discretionary	Per barrier per day	£22.00
Pitch Fee (outdoors)	Discretionary	Per day per pitch	£55.00
Pitch Fee (outdoors) Charity rate	Discretionary	Per day per pitch Charity Rate	£25.00
Hard based space outside	Discretionary	All prices are Plus VAT	£530.00
<b>Worsbro Mill</b>			
Season Ticket (incl VAT)	Discretionary	Includes VAT	£125.00
Car Parking	Discretionary	per hour	£1.00
Car Parking	Discretionary	per day	£3.00
Car Parking	Discretionary	per day coaches	£5.00
<b>Land hire</b>	Discretionary	Per day	£1250 - £3000
Pitch	Discretionary	Charities	£25.00
Pitch	Discretionary	Non-charities	£50.00
Classroom Hire (per day)	Discretionary	Non-charities	£65.00
Classroom Hire (per day)	Discretionary	Charities	£35.00
<b>Archives</b>			
Various copying, printing charges	Discretionary		£1.00 to £25.00
Bespoke digitisation orders (hourly rate)	Discretionary	Hourly fee	£25.00
Commercial use of images or documents	Discretionary	Various charges	£140 - £500
Commercial use of exhibitions	Discretionary	Various charges	£80 - £200
Television - first broadcast	Discretionary	Plus VAT	£400.00
Television - for subsequent repeats	Discretionary	Plus VAT	£200.00
<b>SCHOOL VISITS</b>			
Visits per class (full day) Arts Award	Discretionary	Visits per class (full day) Arts Award	£14.00
Visits per class (full day)	Discretionary	Visits per class (full day)	£280 (£210 for groups under 20)
Visits per class (half day)	Discretionary	Visits per class (half day)	£160 (£125 for groups under 20)
Use of Learning Lab per hour	Discretionary	Use of Learning Lab per hour	£35.00
Talks and Tours on Site	Discretionary	Talks and Tours on Site	£60-£110
Outreach full day	Discretionary		£280 (£210 for groups under 20)
Outreach half day	Discretionary		£160 (£125 for groups under 20)
Virtual workshops	Discretionary		£70.00
Loan Box Hire per half term	Discretionary	Loan Box Hire 1/2 term	£60.00
<b>PROFESSIONAL CONSULTANCY (CULTURE/LEISURE)</b>	Discretionary	Per day + expenses (from)	From £350 per day
<b>ARTS &amp; EVENTS - Film</b>			
Application to undertake filming	Discretionary	Per application	£45.00
Facilitation of clearance to film small production	Discretionary	Per application	£60.00
Facilitation of clearance to film medium production	Discretionary	Per application	£75.00
Facilitation of clearance to film large production	Discretionary	Per application	£110.00
Facilitation of clearance to film major production	Discretionary	Per application	£140.00
<b>TRANSPORT</b>			
Section 38 / section 278 Highways Act 1980 & Commuted Sums	Discretionary	Based on size and scale of project	Variable
<b>HOUSING</b>			
<b>Landlords Accreditation Scheme</b>			
Landlords with more than 1 property	Discretionary	Per Landlord	£50.00
<b>GYPSY &amp; TRAVELLER SITES</b>			
Pitch rents at Smithies Lane Gypsy & Traveller site (Small improved pitch)	Discretionary	per week per pitch	£06.39
Pitch rents at Smithies Lane Gypsy & Traveller site (Large improved pitch)	Discretionary	per week per pitch	£5.30

Hire of caravans (Ings Road site etc)	Discretionary	per week - 28ft caravan	£86.60
Hire of caravans (Ings Road site etc)	Discretionary	per week - 35ft caravan	£86.60
<b>ENVIRONMENT &amp; TRANSPORT</b>			
<b>WASTE</b>			
<b>Commercial waste collection</b>			
<b>Others</b>			
Zone B	Discretionary	Commercially Sensitive Information - available on request	Commercially Sensitive Information - available on request
Zone C	Discretionary		
charity a	Discretionary		
charity b	Discretionary		
charity c	Discretionary		
charity d	Discretionary		
Paper & card recycling per bin	Discretionary	Per Bin	£262.00
Commercial Waste Bin delivery (admin fee)	Discretionary	Per Bin	£31.00
Bin delivery charges (admin fee)	Discretionary	Per Bin	£31.00
Standard Bulky Collection	Discretionary	up to 2 items	£26.00
1 to 2 items	Discretionary	each item above 2 (up to 12)	£8.00
Above 12 items	Discretionary	Above 12	Determined individually
None standard Collection	Discretionary	Premium Upgrade	£17.50
Additional none standard item	Discretionary	Additional premium item	£10.00
Replacement of Duty of Care Notice	Discretionary	Per notice	£10.00
<b>Residential Waste</b>			
Provision of 4 new bins to houses on new development	Discretionary	Per bin	£129.00
Additional grey bin	Discretionary	Per bin	£43.00
<b>NEIGHBOURHOOD SERVICES</b>			
Allotment rent - with water	Discretionary	Per allotment	Site dependent
Allotment rent - without water	Discretionary	Per allotment	Site dependent
Parcels of work	Discretionary	Individually priced	individually priced
Disposal of dead animals following RTA	Discretionary	per Animal	£36.00
<b>TRANSPORT</b>			
Transport (Day Care)	Discretionary	Per Journey	£3.00
<b>STORES / DEPOT</b>			
Weighbridge	Discretionary	Per use (Plus VAT)	£14.00
<b>Material Recycling Plant</b>			
Clean Rubble Hard Core tipping	Discretionary	Cost per ton	£4.00
Sub soil/stone (i.e. mixed) tipping	Discretionary	Cost per ton	£12.50
Concrete with rebar tipping	Discretionary	Cost per ton	£26.00
Plainings Sales	Discretionary	Cost per ton	£10.00
Plainings 20mm screened Sales	Discretionary	Cost per ton	£12.00
Recycled clean stone sales	Discretionary	Cost per ton	£10.00
Type 1 aggregates sales	Discretionary	Cost per ton	£9.30
Type 2 aggregates sales	Discretionary	Cost per ton	£7.50
Topsoil sales	Discretionary	Cost per ton	£9.00
Grit sand sales	Discretionary	Individually priced	price on application
20mm clean stone sales	Discretionary	Individually priced	price on application
building sand sales	Discretionary	Individually priced	price on application
10mm pipe bedding sales	Discretionary	Individually priced	price on application
<b>ENGINEERS</b>			
Street Lighting - external	Discretionary	Individually priced	individually priced
Street Lighting Design	Discretionary	Individually priced	individually priced
Other (dropped crossings)	Discretionary	Individually priced	individually priced
Dropped Crossing licence	Discretionary	per licence	£264.00
Dropped Crossing Admin (included in licence)	Discretionary	per licence	£88.00
Other (signs)	Discretionary	Individually priced	individually priced
Other (Engineering Services external works)	Discretionary	Individually priced	individually priced
Mechanical sweeping - external	Discretionary	per hour	£90.00
Cesspit emptying - domestic	Discretionary	per visit	£377.00
Cesspit emptying-Domestic-additional load	Discretionary	per visit	£120.00
Cesspit emptying - industrial	Discretionary	per hour + disposal costs + vat	£150.00
Drain Clearance - 9:00am - 5:00am	Discretionary	per hour + vat	£126.00
Preparation & site induction for mechanical sweeping & cesspit emptying where required	Discretionary	actual costs +10%	actual costs +10%
Professional Fee's - Engineering	Discretionary	Per hour	£195.00
<b>HIGHWAYS LICENCES, PERMITS AND SERVICES</b>			
Licensing of builders' skips placed on the highway	Discretionary	Licence	£37.00
Licensing of builder's skips placed on the highway - retrospective license	Discretionary	Licence	£103.00
Licence charge for scaffolding and other structures on highways (Fixed)	Discretionary	First week	£237.00
	Discretionary	Subsequent weeks	£89.00
Licence charge for scaffolding and other structures on highways (Mobile)	Discretionary	Licence	£70.00
Licensing of builder's materials deposited on the highway	Discretionary	Licence	£15.00
Licence to dispense with erection of a hoarding	Discretionary	Licence	£106.00
Site inspections to monitor compliance with duties relating to the erection of hoardings	Discretionary	Licence	£68.00
Section 50 license to install private apparatus in the highway	Discretionary	Licence	£559.00
Various licences to make openings in the street or footway for constructing works, cellars or the admission of light into premises	Discretionary	Licence	£249.00
Section 171 licence to carry out highways works	Discretionary	Licence	£264.00
Licence to construct a vehicle crossing - use of private contractors	Discretionary	Licence	£264.00
Licence to construct a vehicle crossing - use of BMBC Engineering Services or private contractors	Discretionary	Licence	£88.00
Clearance of accident debris	Discretionary	Actual costs +10%	Actual costs +10%
Recovery of costs following accident / call out	Discretionary	Actual Costs	Actual Costs
Temporary Traffic Regulation Orders (Planned) per USRN	Discretionary	Road Closure Order	£1,288.00
Temporary Traffic Regulation Orders (Planned): Additional USRNs on the same order	Discretionary	Road Closure Order	£133.00
Temporary Traffic Regulation Order (Planned): Variation to existing order	Discretionary	Road Closure Order	£48.00
Temporary Traffic Regulation Notice (Emergency)	Discretionary	Road Closure Notice	£945.00
Temporary Traffic Regulation Order on the grounds of road safety issue arising from private domestic property (i.e. non-commercial) (e.g. for unsafe tree, wall etc.)	Discretionary	Road Closure	£258.00
Temporary Traffic Regulation Orders (Special Events) per USRN	Discretionary	Road Closure Order	£1,288.00
Temporary Traffic Regulation Orders (Special Events): Additional USRNs on the same order	Discretionary	Road Closure Order	£133.00
Temporary Traffic Regulation Order (Special Events): Variation to existing order	Discretionary	Road Closure Order	£48.00
Application for a traffic sign to specified land or premises (permanent)	Discretionary	Application	£100.00
Application for a traffic sign to specified land or premises (temporary)	Discretionary	Application	£69.00
Pavement café licences	Statutory	Licence	£100.00
Pavement café licences (continuation fee)	Statutory	Licence	0.00
Consideration of applications for consent for overhead beams, Rails, wires, banners etc above the highway	Discretionary	Application	£7.00
Licence to Over sail the Highway with Tower Cranes etc	Discretionary	Licence	£121.00

Consideration of applications to buildings, structures, balconies etc over the highway	Discretionary	Application	£786.00
Penalty charges to Statutory Undertakers for exceeding permitted licence to occupy the Highway (Section 74 New Roads and Street works Act)	Statutory	Variable	Variable
Bus lane enforcement	Discretionary	Per enforcement	£77.00
Increased Highways Act enforcement	Discretionary	Actual costs to clear the highway	Actual costs
Retrospective Licences for Section 184, Section 171, Section 50 & Scaffold licences in addition to the normal licence fee	Discretionary	Licence	£100.00
Water Course Consenting	Statutory	Per Consent	£50.00
Demolition Notices under Section 80 of the Building Act 1984	Discretionary	Per notice	£320.00
Status Enquiries	Discretionary	per status enquiry	£78.00
Status Enquiries Incl Highways DC	Discretionary	per status enquiry	£112.00
H-Markings Application Fee	Discretionary	Per request	£26.00
H-Markings Inspection Fee	Discretionary		£63.00
H-Markings Installation Fee - up to 6.0m in length	Discretionary		£238.00
H-Markings extra for markings over 6.0m in length	Discretionary		£50.00
Traffic Signals Only Application	Discretionary	Per application	£88.00
Permit scheme: Provisional Advance Authorisation on Road categories 0, 1, 2 or Traffic sensitive	Statutory	Application	£105.00
Permit scheme: Major Works permit on Road categories 0, 1, 2 or Traffic sensitive	Statutory	Application	£213.00
Permit scheme: Standard Activity permit on Road categories 0, 1, 2 or Traffic sensitive	Statutory	Application	£121.00
Permit scheme: Minor Activity Permit on Road categories 0, 1, 2 or Traffic sensitive	Statutory	Application	£65.00
Permit scheme: Immediate Activity Permit on Road categories 0, 1, 2 or Traffic sensitive	Statutory	Application	£57.00
Permit scheme: Provisional Advance Authorisation on Road categories 3, 4 and Non-traffic sensitive	Statutory	Application	£74.00
Permit scheme: Major Works permit on Road categories 3, 4 and Non-traffic sensitive	Statutory	Application	£150.00
Permit scheme: Standard Activity permit on Road categories 3, 4 and Non-traffic sensitive	Statutory	Application	£75.00
Permit scheme: Minor Activity Permit on Road categories 3, 4 and Non-traffic sensitive	Statutory	Application	£45.00
Permit scheme: Immediate Activity Permit on Road categories 3, 4 and Non-traffic sensitive	Statutory	Application	£40.00
<b>PUBLIC RIGHT OF WAY</b>			
Road Closure Orders (Planned) PROW Initial fee	Discretionary	Road closure order	£644.00
Road Closure Orders (Planned) PROW weekly fee	Discretionary	Road closure order	£120.00
Road Closure Orders (Planned) PROW Extension	Discretionary	Road closure order	£322.00
Road Closure Notice (Emergency) PROW	Discretionary	Road closure order	£322.00
Public Path Orders (Diversion Orders)	Discretionary	Dependant on dwelling numbers, sliding scale for more	minimum £3,296, maximum £5,665
<b>TRAFFIC SIGNALS</b>			
Switch Off / On Traffic Signals (Monday to Friday Daytime)	Discretionary	Application	£500.00
Switch Off / On Traffic Signals (Evenings & Weekends)	Discretionary	Application	£550.00
Switch Off / On Traffic Signals (Less than 5 days notice)	Discretionary	Application	£670.00
Bag Over Traffic Signals - Pelican / Puffin/Pegasus (Monday to Friday Daytime)	Discretionary	Application	£555.00
Bag Over Traffic Signals - Pelican / Puffin/Pegasus (Evenings & Weekends)	Discretionary	Application	£640.00
Bag Over Traffic Signals - Up to 4 arm junction (Monday to Friday Daytime)	Discretionary	Application	£650.00
Bag Over Traffic Signals - Up to 4 arm junction (Evenings & Weekends)	Discretionary	Application	£700.00
Bag Over Traffic Signals - Over 4 arm junction	Discretionary	Price on Application	Variable
Bag Over Traffic Signals (Less than 5 days notice) - Pelican / Puffin/Pegasus (Monday to Friday Daytime)	Discretionary	Application	£695.00
Bag Over Traffic Signals (Less than 5 days notice) - Pelican / Puffin/Pegasus (Evenings & Weekends)	Discretionary	Application	£800.00
Bag Over Traffic Signals (Less than 5 days notice) - Up to 4 arm junction (Monday to Friday Daytime)	Discretionary	Application	£810.00
Bag Over Traffic Signals (Less than 5 days notice) - Up to 4 arm junction (Evenings & Weekends)	Discretionary	Application	£875.00
Bag Over Traffic Signals (Less than 5 days notice) - Over 4 arm junction	Discretionary	Price on Application	Variable
Amendment of traffic signal removal from service change of date/time	Discretionary	Per Change	£45.00
Cancellation of traffic signal removal from service request (Less than two days notice)	Discretionary	Per Cancellation	Variable
Cancellation of traffic signal removal from service request (more than two days notice)	Discretionary	Per Cancellation	£90.00
Traffic Signal Engineer standing time (Monday to Friday Daytime)	Discretionary	Hourly Charge	£90.00
Traffic Signal Engineer standing time (Evenings & Weekends)	Discretionary	Hourly Charge	£105.00
Traffic Signal Scheme Design	Discretionary	Price on Application	Variable
<b>RESIDENT PARKING ZONES</b>			
<b>AWAITING FULL REVIEW OF CAR PARKING</b>			
Residents - First Permit	Discretionary	Residents - First Permit	£26.00
Residents - Second Permit	Discretionary	Residents - Second Permit	£52.00
Business - First Permit	Discretionary	Business - First Permit	£39.00
Business - Second Permit	Discretionary	Business - Second Permit	£77.50
<b>CAR PARKING</b>			
<b>AWAITING FULL REVIEW OF CAR PARKING</b>			
<b>Off Street Parking</b>			
Market Gate, Pontefract Road	Discretionary	available separately	available separately
Lambra Rd	Discretionary	available separately	available separately
Burleigh St, Joseph St, Pitt St	Discretionary	available separately	available separately
St Marys Place, Grahams Orchard	Discretionary	available separately	available separately
John St, Sackville St	Discretionary	available separately	available separately
Churchfield, County Way/Court House, Multi Storey, Mark Street	Discretionary	available separately	available separately
West Road Pogmoor	Discretionary	available separately	available separately
Wellington House	Discretionary	available separately	available separately
<b>On Street parking</b>			
Premium Parking	Discretionary	Per Hour	£0.90
Public Season Tickets	Discretionary	Per week	£28.00
	Discretionary	Per month	£104.00
	Discretionary	Per quarter	£292.00
	Discretionary	Per year	£978.00
Staff Discounted Season Tickets	Discretionary	Staff Season Ticket	£17.50 to £35.00
Charges for Fixed Penalty Notices	Discretionary	Fixed Penalty Notice and depends on severity of offence	£50 or £70
Parking place suspension	Discretionary	Estimated loss of parking revenue plus 10% to cover administration costs	Determined individually
Visitor Vouchers (residential)	Discretionary		£12.50
Replacements (manual change of circumstances)	Discretionary		£10.00
Bay Closures (Utilities) p.d.	Discretionary	Inner Town Centre	£50.00
Bay Closures (Utilities) p.d.	Discretionary	Outer Town Centre (less popular area)	£25.00
Reserved Bays (E.g., for Business)	Discretionary	Per year	£1,300.00
NHS Permits	Discretionary		£30.00
<b>EV Charging (Fast Charging)</b>			
Church Street Car Park, Darton	Discretionary	Per kilowatt hour	£0.61
John Street Car Park, Town Centre	Discretionary	Per kilowatt hour	£0.61
Mark Street Car Park, Town Centre	Discretionary	Per kilowatt hour	0.61
Market Gate Car Park, Town Centre	Discretionary	Per kilowatt hour	£0.61
West Road Car Park	Discretionary	Per kilowatt hour	0.61
<b>EV Charging (Rapid Charging)</b>			

Church Street Car Park, Darton	Discretionary	Per kilowatt hour	£0.71
John Street Car Park, Town Centre	Discretionary	Per kilowatt hour	£0.71
Mark Street Car Park, Town Centre	Discretionary	Per kilowatt hour	£0.71
Market Gate Car Park, Town Centre	Discretionary	Per kilowatt hour	£0.71
West Road Car Park	Discretionary	Per kilowatt hour	£0.71
<b>PEST CONTROL &amp; DRAINAGE</b>			
<b>Pest Control Fees (Owner occupiers, B Homes, Private contracts)</b>			
Rats & Mice (3 visits)	Discretionary	Rats & Mice (3 visits)	£136.00
Wasps, Bees, Flies Ants (1 visit)	Discretionary	Wasps, Bees, Flies	£70.00
Fleas (1 visits)	Discretionary	Fleas (1 visits)	£129.00
Moles (3 visits)	Discretionary	Moles (3 visits)	£270.00
Cockroaches (2 visits)	Discretionary	Cockroaches (2 visits)	£270.00
Bed Bugs (2 visits)	Discretionary	Bed Bugs (2 visits)	£248.00
Squirrels (2 visits)	Discretionary	Squirrels (2 visits)	£248.00
Proofing premises for rodents	Discretionary	1 visit	price on application
Others (per hour)	Discretionary	Others (per hour)	£86.50
Premium Upgrade	Discretionary	Premium Upgrade	price on application
Call out fee	Discretionary	Call out fee	£43.00
<b>SPORTS</b>			
Golf Course - Green Fees	Discretionary	Per Round -	£21.00
Golf Course - Green Fees	Discretionary	Per Round - weekends	£27.00
Golf Course - Green Fees	Discretionary	Season Ticket (per annum)	£779.00
<b>BEREAVEMENT SERVICES</b>			
Purchase of right of burial in grave(dug for 2 only)	Discretionary	per burial / cremation	£1,107.25
Prew Purchase of right of burial in grave(dug for 2 only)	Discretionary	per burial / cremation	£1,290.00
Renew EROB for 50 years	Discretionary	per burial / cremation	£256.93
Transfer of Ownership	Discretionary	Per Burial/Cremation	£50.00
Record Searches	Discretionary	Per Burial/cremation	£5.00
Interment fee	Discretionary	per burial / cremation	£1,073.93
Additional excavation charge for coffins exceeding 6'6" x 26"	Discretionary	per burial / cremation	£69.88
Additional grave space (for 3)	Discretionary	per burial / cremation	£301.00
Test dig grave	Discretionary	per burial / cremation	£118.25
Purchase of right of burial 4'6" x 2' (Childs grave for 1)	Discretionary	per burial / cremation	£308.53
Interment fee up to 18 yrs.	Discretionary	per burial / cremation	£320.35
Cremation of a child up to 18 yrs.	Discretionary	per burial / cremation	£308.53
Delivery charge to a cemetery	Discretionary	per burial / cremation	£25.00
Interment fee All caskets or urns containing ashes - 2ft depth in grave	Discretionary	per burial / cremation	£247.25
Interment fee All caskets or urns containing ashes - full depth engrave	Discretionary	per burial / cremation	£612.75
Interment Fee All caskets or urns containing ashes - cremation plots	Discretionary	per burial / cremation	£247.25
Exhumation fee of cremated remains (from a cemetery)	Discretionary	per burial / cremation	£279.50
purchase of a cremation plot	Discretionary	per burial / cremation	£451.50
Prepurchase of a cremation plot	Discretionary	per burial / cremation	£602.00
Vaulting All graves 9' x 4' - full depth	Discretionary	per burial / cremation	£263.38
Vaulting All graves 9' x 4' - to height of coffin	Discretionary	per burial / cremation	£53.75
Vaulting All graves 4'6" x 2' - full depth	Discretionary	per burial / cremation	£99.98
Vaulting All graves 4'6" x 2' - to height of coffin	Discretionary	per burial / cremation	£37.63
Flagging of graves	Discretionary	per burial / cremation	£161.25
Removal of Headstone	Discretionary	Per burial/Cremation	£100.00
Headstone Nc. Inscription, flower holders & photo illustrations	Discretionary	per burial / cremation	£268.75
Each additional inscription plus inspection	Discretionary	per burial / cremation	£75.25
Additional memorial vase	Discretionary	per burial / cremation	£75.25
Kerbstones (where permitted)	Discretionary	per burial / cremation	£215.00
Tablets inc. Into kerb sets 18" x 18"	Discretionary	per burial / cremation	£155.88
Children's headstone	Discretionary	per burial / cremation	£99.98
Children's Kerbs	Discretionary	per burial / cremation	£99.98
Cremation (strewn)	Discretionary	per burial / cremation	£967.50
Double cremations (for second cremation)	Discretionary	per burial / cremation	£425.70
Medical referee fee	Discretionary	per burial / cremation	£20.00
Environmental levy Mercury abatement	Discretionary	per burial / cremation	£48.38
Direct Cremation	Discretionary	per burial / cremation	£395.00
Foetal Urn	Discretionary	per burial / cremation	£23.65
Card foetal urn	Discretionary	per burial / cremation	£6.00
Child or Baby urns inc. wooden baby urns	Discretionary	per burial / cremation	£23.65
Plastic urns	Discretionary	per burial / cremation	£23.65
Wooden casket	Discretionary	per burial / cremation	£59.13
Adult cardboard	Discretionary	per burial / cremation	£20.00
Interment of cremated remains	Discretionary	per burial / cremation	£118.25
Postage of ashes	Discretionary	per burial / cremation	£37.63
Disinter cremated remains from the crematorium grounds	Discretionary	per burial / cremation	£161.25
Cancelation fee	Discretionary	per burial / cremation	£26.00
Usage of chapel facilities for additional half hour	Discretionary	per burial / cremation	£120.00
Usage of chapel facilities for additional half hour or part thereof without prior notice	Discretionary	per burial / cremation	£182.00
Handling charge for non crematorium supplied Urns	Discretionary	per burial / cremation	£23.65
Book of remembrance 2 line entry	Discretionary	per burial / cremation	£91.38
Book of Remembrance 5 line entry	Discretionary	per burial / cremation	£161.25
Book of remembrance 8 line entry	Discretionary	per burial / cremation	£220.38
Any flower - only available with 5 or 8 line	Discretionary	per burial / cremation	£123.63
Any other memorial design - entries in book of remembrance	Discretionary	per burial / cremation	£161.25
Rose bush & plaque for 5 years (100mm x 55mm)	Discretionary	per burial / cremation	£172.00
Rose standard & plaque for 5 years (100mm x 55mm)	Discretionary	per burial / cremation	£198.88
Renew rose bush and plaque for 5 years	Discretionary	per burial / cremation	£106.43
Renew rose standard and plaque for 5 years	Discretionary	per burial / cremation	£137.60
Additional/joint plaque to existing rose (100mm x 55mm)	Discretionary	per burial / cremation	£74.18
Bronze plaque for 25 yrs. (175mm x 67mm)	Discretionary	per burial / cremation	£320.00
Renew bronze plaque for 25 years	Discretionary	per burial / cremation	£187.00
Replace bronze plaque with joint within first 10 years of lease period	Discretionary	per burial / cremation	£241.88
Bronze joint plaque for 25 yrs. (175mm x 67mm )	Discretionary	per burial / cremation	£322.50
Marble plaque for 10 yrs. (195mm x 147mm)	Discretionary	per burial / cremation	£408.50
Replace marble plaque	Discretionary	per burial / cremation	£347.23
Extra posy holder for marble plaque	Discretionary	per burial / cremation	£5.00
Refurbish Marble Plaque	Discretionary	per burial/cremation	£20.00
Renew marble with joint within first 5 years	Discretionary	per burial / cremation	£301.00
Renew marble	Discretionary	per burial / cremation	£247.25
Planter plaque for 10 yrs.	Discretionary	per burial / cremation	£370.00
Renew Planter plaque with joint within first 5 years	Discretionary	per burial / cremation	£315.00
replace planter plaque with joint	Discretionary	per burial / cremation	£370.00
Picture or emblem	Discretionary	per burial / cremation	£129.00
Memorial tree plaque for 15 yrs. (151mm x 100mm)	Discretionary	per burial / cremation	£301.00
Additional tree plaque to existing tree	Discretionary	per burial / cremation	£7.50
Renew memorial tree and plaque for 15 years	Discretionary	per burial / cremation	£3.50
Marble plaque baby memorial (295mm x 105mm )	Discretionary	per burial / cremation	£260.00

Penistone & Thurnscoe cemetery plaques (perpetuity 175mm x 67mm)	Discretionary	per burial / cremation	£280.00
Plaque for Garden seat ( at home)	Discretionary	per burial / cremation	£70.00
Wombwell railing plaque	Discretionary	per burial / cremation	£80.00
baby memorial plaque Thurnscoe & Wombwell	Discretionary	per burial / cremation	£60.00
Sanctum 2000 15 years	Discretionary	per burial / cremation	£790.13
Renew sanctum 2000 10 years	Discretionary	per burial / cremation	£537.50
Hoyland New niche for 25 yrs.	Discretionary	per burial / cremation	£140.00
Hoyland Re-open niche	Discretionary	per burial / cremation	£105.00
Hoyland Memorial plaque for 25 yrs. (123mm x 73mm)	Discretionary	per burial / cremation	£151.58
Renew Hoyland columbarium niche for 25yrs	Discretionary	per burial / cremation	£96.75
Hoyland Renew wall plaque for 25 yrs.	Discretionary	per burial / cremation	£96.75
Memorial seat plaque for 15 yrs. (200mm x 63mm)	Discretionary	per burial / cremation	£299.00
Renew memorial seat plaque for 15 yrs.	Discretionary	per burial / cremation	£182.75
Extra plaque for garden seat	Discretionary	per burial / cremation	£64.50
<b>Pet Cremation Fees</b>			
Small Pets	Discretionary	per cremation	£74.18
Rabbits & Cat	Discretionary	per cremation	£99.00
Small Dog	Discretionary	per cremation	£160.00
Medium Sized Dog	Discretionary	per cremation	£182.75
Large Dog	Discretionary	per cremation	£225.75
Extra Large Dog	Discretionary	per cremation	£322.50
Collect & Delivery	Discretionary	per cremation	£60.00
Wooden Casket	Discretionary	per cremation	£35.00
Same Day Cremation additional Charge	Discretionary	per cremation	£50.00
<b>PARKS SERVICES</b>			
Fairs & Circuses	Discretionary		£240.00
Grange Lane	Discretionary		£470.00
Playground Inspections - Yearly	Discretionary	Per Inspection	£68.00
Playground Inspections - Bi Monthly	Discretionary	Per Inspection	£68.00
Football Pitch Adult	Discretionary	Per Season	£478.00
Football Pitch Junior	Discretionary	Per Season	£247.00
Football Cat A Adult	Discretionary	Per Season	£671.00
Football Cat A Junior	Discretionary	Per Season	£345.00
Football Cat B Adult	Discretionary	Per Season	£610.00
Football Cat B Junior	Discretionary	Per Season	£320.00
Football Cat C Adult	Discretionary	Per Season	£550.00
Football Cat C Junior	Discretionary	Per Season	£284.00
Mini Soccer	Discretionary	Per Season	£164.00
<b>PLACE HEALTH &amp; ADULT SOCIAL CARE</b>			
<b>Adult &amp; Wellbeing</b>			
<b>ADULT ASSESSMENT AND CARE MANAGEMENT</b>			
<b>Client Care Contributions</b> - covers charges made by service users eligible for social care support towards their assessed care costs (residential, nursing and community based care e.g. homecare).	Discretionary	Fees based on ability to pay	Determined individually
<b>Community based support: Shared Lives</b>	Discretionary	Board Payment per week	£50.00
<b>Community based support: Shared Lives</b>	Discretionary	HB claim payment per week	£58.07
<b>Provider Services</b>			
<b>Assisted Living Technology</b>			
Alarm + Intercom	Discretionary	Weekly charge	£1.46
Alarm + Intercom + non timed telecare	Discretionary	Weekly charge	£2.07
Alarm + Intercom + timed telecare	Discretionary	Weekly charge	£2.63
non timed telecare only	Discretionary	Weekly charge	£0.62
timed telecare only	Discretionary	Weekly charge	£1.18
GSM Alarm + smoke alarm + intercom	Discretionary	Weekly charge	£3.42
Alarm 1 service user	Discretionary	Weekly charge	£3.76
Alarm 2 service users	Discretionary	Weekly charge	£5.79
Alarm3 service users	Discretionary	Weekly charge	£7.82
Alarm 4 service users	Discretionary	Weekly charge	£9.85
Alarm + 1 service user non timed telecare	Discretionary	Weekly charge	£4.38
Alarm 1 service user plus timed telecare	Discretionary	Weekly charge	£4.94
Alarm 1 service user	Discretionary	Weekly charge	£4.71
Alarm 2 service users	Discretionary	Weekly charge	£7.28
Alarm 3 service users	Discretionary	Weekly charge	£9.86
Alarm 4 service users	Discretionary	Weekly charge	£12.44
Alarm 5 service users	Discretionary	Weekly charge	£15.01
Alarm + non timed telecare 1 service user	Discretionary	Weekly charge	£5.32
Alarm + non timed telecare 2 service users	Discretionary	Weekly charge	£7.90
Alarm + non timed telecare 3 service users	Discretionary	Weekly charge	£10.48
Alarm + non timed telecare 4 service users	Discretionary	Weekly charge	£13.05
Alarm + non timed telecare 5 service users	Discretionary	Weekly charge	£15.63
Alarm + non timed telecare + mobile care 1 service user	Discretionary	Weekly charge	£6.44
Alarm + timed telecare 1 service user	Discretionary	Weekly charge	£5.88
Alarm + timed telecare 2 service users	Discretionary	Weekly charge	£8.46
Alarm + timed telecare 3 service users	Discretionary	Weekly charge	£11.04
Alarm + timed telecare 4 service users	Discretionary	Weekly charge	£13.61
Alarm + timed telecare 5 service users	Discretionary	Weekly charge	£17.31
Alarm + timed telecare 6 service users	Discretionary	Weekly charge	£19.89
Alarm + timed telecare + mobile care 1 service user	Discretionary	Weekly charge	£7.00
Alarm + mobile care 1 service user	Discretionary	Weekly charge	£5.83
Alarm + mobile care 2 service users	Discretionary	Weekly charge	£8.96
mobile care 1 service user	Discretionary	Weekly charge	£3.24
mobile care 2 service users	Discretionary	Weekly charge	£5.03
Smart hub 1 service user	Discretionary	Weekly charge	£7.67
Smart hub 2 service users	Discretionary	Weekly charge	£11.76
Smart hub 1 service user non timed telecare	Discretionary	Weekly charge	£8.29
Smart hub 2 service users non timed telecare	Discretionary	Weekly charge	£12.38
Smart hub 1 service user timed telecare	Discretionary	Weekly charge	£8.85
Smart hub 2 service user timed telecare	Discretionary	Weekly charge	£12.94
Lone Worker Charges	Discretionary	weekly charge/per person	£1.68
<b>CHILDREN'S SERVICES</b>			
<b>EDUCATION &amp; EARLY START PREVENTION</b>			
<b>Education Welfare</b>			
EWO Buy Back for maintained schools / academies	Discretionary	Per Hour (Plus VAT where applicable)	£35.69
<b>School Workforce Modernisation</b>			
Tuition Fees - Governor Development (with buy back)	Discretionary	Per Governor	£70.30
Tuition Fees - Governor Development (outside buy back)	Discretionary	Per Governor	£54.08
<b>School Organisation &amp; Governance</b>			
Governor Clerking for schools - full service - Primary	Discretionary	Per annum	£1,746.37
Governor Clerking for schools - partial service - Primary	Discretionary	Per annum	£1,533.90
Governor Clerking for schools - additional committee service - Primary	Discretionary	Per meeting	£134.07
Additional FOB - Primary	Discretionary	Per meeting	£207.93
Governor Clerking for schools - full secondary service	Discretionary	Per annum	5.87
Governor Clerking for schools - partial service - Secondary	Discretionary	Per annum	5.67
Governor Clerking for schools - additional committee service - Secondary	Discretionary	Per meeting	£101.35

Additional FGB - Secondary	Discretionary	Per meeting	£249.97
Confidential Meetings	Discretionary	Per meeting	£209.06
Bespoke Service	Discretionary	Per annum	£848.76
Admission services (Academy)	Discretionary	Charge per pupil	tbc
Appeals - panel member cost	Discretionary	Per half day	tbc
Appeal hearing	Discretionary	Per Full day	tbc
<b>Outdoor Education</b>			
Educational Visits & Journeys (Academies, VA and Trust Schools)	Discretionary	Per Acad/VA/trust school: Negotiated fee around	£199.00
		Variable fee - pp on roll	£1.00
<b>CHILDREN ASSESSMENT AND CARE MANAGEMENT</b>			
<b>Safeguarding</b>			
Multi-agency child protection and safeguarding training - schools & academies	Discretionary	Per person	£146.00
Multi-agency child protection and safeguarding training - schools & academies	Discretionary	Training session per hour	£90.00
<b>PUBLIC HEALTH AND COMMUNITIES</b>			
<b>ENVIRONMENTAL AND TRADING STANDARDS</b>			
<b>Pollution Control</b>			
Environmental Searches	Discretionary	Hourly rate	Variable
Misc. Fees & Charges	Discretionary	Various	Variable
<b>PPC Permits</b>			
		Based on annual risk	
Part 1 permit	Statutory	Low risk	£79.00
		Medium risk	£158.00
		High risk	£237.00
PVR Stage 2	Statutory	Low risk	£113.00
		Medium risk	£226.00
		High risk	£341.00
Part 2 Permit	Statutory	Low risk	£228.00
		Medium risk	£365.00
		High risk	£548.00
Part B Permit	Statutory	Low risk	£771.00
		Medium risk	£1161.00
		High risk	£1747.00
A2 Permit	Statutory	Low risk	£1343.00
		Medium risk	£1507.00
		High risk	£2230.00
Local Site Operator Contracts	Discretionary	Tendered contract	Variable
<b>Trading Standards</b>			
Stamping Fees	Discretionary	Hourly rate	Variable
Second Hand Dealer Registration	Discretionary	Per registration	£20.54
Primary Authority Work	Discretionary	Hourly rate	Variable
<b>Food Hygiene</b>			
Reinspection Charge	Discretionary	Per inspection	£226.73
Premises Endorsement (no visit required)	Discretionary	Per certificate	£156.83
<b>Health and Safety</b>			
Skin Piercing Registrations (eg Tattooing, Acupuncture, Ear Piercing etc)	Discretionary	Per registration	£132.16
<b>ANIMAL WELFARE</b>			
<b>Dog Warden Fees</b>			
Dog Release Fee	Statutory	Per dog (plus rechargeable vets fees)	£53.35
Dog Release Kennelling Fee	Discretionary	Per dog (daily fee)	£15.00
Dog Surrender Fee	Discretionary	Per dog	£122.71
<b>Animal Health - Licence Fees</b>			
Home Dog Boarders	Statutory	Per licence	£298.76
Performing Animals	Statutory	Per licence	£197.40
Dangerous Wild Animals (+ vets fees)	Statutory	Per licence (plus rechargeable vets fees)	Variable
Dog Day Care (Low Volume)	Statutory	Per licence	£313.67
Dog Day Care (High Volume)	Statutory	Per licence	£434.27
Dog Breeders	Statutory	Per licence	£400.13
Pet Shops	Statutory	Per licence	£385.33
Boarding Kennels (Dogs / Cats)	Statutory	Per licence	£298.76
Greyhound Racing Track	Statutory	Per licence	£173.28
Hiring out of Horses (+ vets fees)	Statutory	Per licence (plus rechargeable vets fees)	£325.44
Zoo (+ vets fees)	Statutory	Per licence (plus rechargeable vets fees)	Variable
<b>SAFER, STRONGER &amp; HEALTHIER COMMUNITIES</b>			
<b>Safer Communities</b>			
Abandoned vehicle	Statutory		£200.00
Vehicle for Sale on Highway	Statutory		£100.00
Vehicle Repairs on Road (Business)	Statutory		£100.00
Breach of PSPO	Statutory		£100.00
Depositing litter	Statutory		£100.00
Controlled Waste Documents	Statutory		£300.00
No Waste Transfer Notes	Statutory		£300.00
Graffiti	Statutory		£100.00
Flyposting	Statutory		£100.00
Duty of Care	Statutory		£250.00
Fly tipping	Statutory		£400.00
FPNS	Statutory		£50.00
MEES False Presentation	Statutory		£1,000.00
MEES let Substandard Property under 3 months	Statutory		£2,000.00
MEES let Substandard Property over 3 months	Statutory		£4,000.00
Failure to Comply with Community Protection Notice	Statutory		£100.00
HMO License	Statutory		£505.00
Civil Penalty	Discretionary		Determined individually
Works in Default	Discretionary	Charged at cost	Determined individually
<b>CORE SERVICES</b>			
<b>FINANCE</b>			
School Meals	Discretionary		Commercially Sensitive
Summons	Statutory	Per Order	£28.00
Benefits/Taxation - Liability Order	Statutory	Per Summons	£52.00
Court of Protection Fees	Discretionary	Application	
Court of Protection Fees	Discretionary	Year 1 Management Fee	
Court of Protection Fees	Discretionary	Year 2 management Fee	
Court of Protection Fees	Discretionary	Management fee (assets <£16k)	Set individually
Court of Protection Fees	Discretionary	Annual property management fee	
Court of Protection Fees	Discretionary	Prep of OPG reports	
Payroll for schools	Discretionary	Per payslip	Commercially Sensitive
DPA Associated Administration Costs	Discretionary	Per DPA	£600.00
Property Valuation	Discretionary	Per DPA	£450.00
Unregistered Property	Discretionary	Per DPA (Case dependent)	£250.00
Annual Finance Admin Cost	Discretionary	Per DPA	0.00
BACS service	Discretionary	Per BACS File	Variable



Free school meals eligibility checking (Academy)	Discretionary		£160 (primary schools) £270 (secondary schools) plus £5.50 per eligible student
Procurement E-tendering Contract SPG	Discretionary	Set contract price	£20,000.00
Internal Audit - Support to External Bodies	Discretionary	Per day - minimum	Commercially Sensitive
CSC Support Charges to Berneslai Homes	Discretionary		Commercially Sensitive
Insurance Charge to Berneslai Homes	Discretionary		Commercially Sensitive
<b>IT</b>			
<b>Registrars</b>			
Non Refundable booking fee	Discretionary		£39.00
Ceremony Amendment fee	Discretionary		£39.00
Notice of intention to marry (weekdays)	Statutory		£35.00
Reduction to 28-day notice period	Statutory		£60.00
Notice of intention to marry (Saturday)	Discretionary		£55.00
General Search	Statutory	General Search	£18.00
Certificates	Statutory	Per certificate	£11.00
Certificates (Priority Service)			£35.00
Marriages (Register Office)	Statutory	Marriages (Register Office)	£46.00
<b>Marriages / Ceremonies (Ceremony Suite):</b>			
- Monday - Thursday	Discretionary	Per Ceremony	£220.00
- Friday	Discretionary	Per Ceremony	£242.00
- Saturday (am)	Discretionary	Per Ceremony	£259.00
- Saturday (pm)	Discretionary		£292.00
Twilight ceremony 5-6	Discretionary		£250.00
Mid range ceremony	Discretionary		£130.00
Ceremony room visit	Discretionary		£25.00
<b>Marriages (Approved Premises)</b>			
- Monday - Thursday	Discretionary	Per Ceremony	£402.00
- Friday	Discretionary	Per Ceremony	£523.00
- Saturday	Discretionary	Per Ceremony	£572.00
- Sunday	Discretionary	Per Ceremony	£605.00
- Bank Holiday	Discretionary	Per Ceremony	£605.00
Twilight ceremony 5-6	Discretionary		£605.00
Marriage ceremony religious building (registrar in attendance)	Statutory		£97.00
<b>Non Stat Ceremony (Naming/Renewal of vows)</b>			
Town Hall Monday -Thursday	Discretionary		£187.00
Town Hall - Friday & Saturday	Discretionary		£220.00
Approved premise	Discretionary	Per Ceremony	£275.00
Private citizenship ceremonies Town Hall	Discretionary	Per day - maximum	£154
<b>Ceremony Premises Licence</b>			
New premises or renewal	Discretionary		£1,815.00
Additional rooms	Discretionary	Per day - maximum	£61.00
<b>Customer Experience</b>			
Blue Badges		Per Badge	£10.00
<b>DBS CHECKS / HUMAN RESOURCES / PERFORMANCE SERVICES</b>			
Recruitment - DBS checks for Schools	Discretionary	Per check	£52.79
Recruitment - DBS checks Taxi Drivers	Discretionary	Per check	£58.00
Recruitment - DBS checks for BMBC Internal (cost centre)		Per check	£46.68
Recruitment - DBS checks for External Customers (Umbrellas)		Per Check	*£38 + Admin Fee
Recruitment - DBS checks for civil enforcement	Discretionary	Per check	£22.68
Occupational Health - Pre-Employment Checks: Engage	Discretionary	Per check	£19.70
Occupational Health - Pre-Employment Checks: Nurse follow-up	Discretionary		£40.65
Recruitment - online advertising (external)	Discretionary		Various rates
Recruitment - NS1 Form check	Discretionary	Per Check	£42.43
Recruitment - VC01 Form check	Discretionary	Per Check	£21.21
Recruitment - Barred List / Dfe check	Discretionary	Per Check	£7.27
Barnsley HR Services - Provision of HR Services	Discretionary	Per employee - fixed fee arrangement	£156.50
Barnsley HR Services - Provision of HR Services	Discretionary	Per hour - consultancy arrangement	£93.50
Health and Safety - Provision of health and safety services	Discretionary	Per hour. Fixed fee terms available.	£93.50
Health and Safety - Training Courses	Discretionary	Per delegate	£100.00 to £438.00
Schools Information Management Service	Discretionary	Per SLA	Determined individually
OWI - Assessment Centre Qualification Fees	Discretionary	Per qualification: based on total cost of qualification	Determined individually
OWI - Workforce Development - Training Fees	Discretionary	Per qualification: based on total cost of qualification	Determined individually
<b>Street naming &amp; property numbering charges</b>			
New property addresses on existing street			
1	Discretionary	1 property	£69.36
2 to 5	Discretionary	2 to 5 properties	£112.04
6 to 10	Discretionary	6 to 10 properties	£133.38
11 to 50	Discretionary	11 to 50 properties	£202.73
51+	Discretionary	51+ properties	£277.42
Change to a new development after notification			
1	Discretionary	1 property	£69.36
2 to 5	Discretionary	2 to 5 properties	£112.04
6 to 10	Discretionary	6 to 10 properties	£133.38
11 to 50	Discretionary	11 to 50 properties	£202.73
51+	Discretionary	51+ properties	£277.42
Re-addressing of properties on existing street	Discretionary	per property	£170.72
New property addresses requiring new street names:			
1	Discretionary	1 property	£101.37
2 to 5	Discretionary	2 to 5 properties	£133.38
6 to 10	Discretionary	6 to 10 properties	£192.06
11 to 50	Discretionary	11 to 50 properties	£277.42
51+	Discretionary	51+ properties	£368.12
<b>LEGAL, ELECTIONS &amp; GOVERNANCE</b>			
Land Charge Searches - Various Types	Statutory	Dependant on type of Search	Determined individually
<b>ENTERTAINMENT LICENCES</b>			
Licence Fees - Premises, Alcohol & Gambling	Statutory	Per establishment	Variable. Dependent on rateable value of premises
<b>Licence Fees - Premises, sex establishments</b>			
New application	Statutory	Per establishment	£234.00
Renewal	Statutory	Per establishment	£112.00
Variation	Statutory	Per establishment	£234.00
Transfer	Statutory	Per establishment	£34.00
<b>HACKNEY CARRIAGE LICENCES</b>			
Private hire vehicle	Statutory	Per licence application	£164.00
A Hackney Carriage vehicle	Statutory	Per licence application	£164.00
A 12 month driver licence	Statutory	Per licence application	£137.00
A 3 year driver licence	Statutory	Per licence application	£221.00
An Operator licence (1 year)	Statutory	Per licence application	£63.00
An Operator licence (1 year)	Statutory	Per licence application	£127.00

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# Fees and charges policy

This policy explains how fees and charges are created and maintained across the council

## 1.0 Purpose

The council has reshaped and transformed itself into an effective, efficient, high performing and sustainable council. This has provided the foundations to ensure we are able to achieve our agreed priorities and outcomes as we continue our journey to 2030 and beyond.

The current council structure means that delivery of our key services is based on a Business Unit model supported by a strong and lean core. The financial outlook for the Future Council framework has been developed around a reducing resource envelope. By using its powers to charge for goods and services the council can generate additional income to support investment in services and/or reduce the overall level of expenditure to be met by local taxpayers.

Whilst being an important element of the overall financing of the council's services and activities, fees and charges can also have an important role in other areas such as:

- Demonstrating the value of a service
- Discouraging abuse of a service
- Strengthening service and corporate objectives
- Promoting and encouraging access to services

## 2.0 Scope

The overriding aim of this Fees and Charges Policy is to ensure that the council makes use of all the powers available to it to recover the full cost of providing services to enhance the social and economic wellbeing of the communities the council serves. In using these powers, the council must ensure that the consequences of charging on individuals and the wider aims of the council itself (and/or other organisations) do not adversely impact on those who are vulnerable or in difficulties.

Therefore, as well as ensuring that fees and charges are in line with council objectives, it is also good practice to ensure that the impact of any change on service users is appropriately evidenced. The objectives of any charging policy should also be clearly communicated to the public who should have the opportunity to hold the council to account.

Maximisation of income, following a decision to charge, is also dependent on a charge being raised and that amount being collected in a timely way.

The Policy applies to all existing fees and charges as well as any new fee or charge which the council is eligible to levy, excluding:

- Council Tax & NNDR
- Housing rents and service charges
- Fees and charges fixed by statute

Managers must consider the application of this policy when:

- Setting fees and charges (excluding rates); and
- Reviewing fees and charges

### 3.0 Legal Position

The majority of the council's statutory services (Building Control being a key exception) are funded directly from the council's main sources of revenue, i.e., government grants and local taxation.

Income received by the council from fees and charges is generated by statutory and discretionary services and advertising and sponsorship opportunities. Where fees and charges apply to statutory services, these are often set nationally, for example, some planning and licensing fees.

Discretionary services are those that an authority has the power to provide but is not obliged to do so. They include services provided directly to the public in general, such as leisure services, as well as charges for the costs incurred by the council (such as legal costs) when entering into planning or highways agreements with specific persons.

Advertising and sponsorship provide an opportunity for organisations to publicise information likely to be of interest to residents through various council communication channels. All advertising and sponsorship must comply with the council's advertising and sponsorship policy which is located at <https://www.barnsley.gov.uk/media/23557/advertising-and-sponsorship-policy.pdf>

The legal powers that the council possesses to raise fees and charges are enshrined in specific provisions contained in both the Local Government Act 2003 and the Localism Act 2011.

Under the Localism Act 2011, there is a general power of competence which explicitly gives councils the power to do anything that an individual can do which is not prohibited by other legislation. This activity can include charging (e.g., to recover the costs of providing a discretionary service which the person has agreed to) or trading (e.g., to generate efficiencies, surpluses, and profits) through a special purpose trading company.

These powers are in addition to similar powers set out in the Local Government Act 2003. The 2003 Act empowers councils to charge for any discretionary services on a cost recovery basis. For example, the council could decide to provide a new discretionary service, that is an addition to or an enhancement of a statutory service, and then charge for it.

Statutory guidance published in 2003 outlines how costs and charges should be established, and that guidance remains in force (see: '*General Power for Best Value Authorities to Charge for Discretionary Services*', ODPM, 2003).

The guidance explains that for each discretionary service for which a charge is made, councils need to ensure that, taking one year with another, the income from charges for that service does not exceed the costs of provision. The requirement establishes the idea of balancing the books over a period of

time (not less than 1 year and no more than 3 years). Any over or under recovery that results in a surplus or deficit of income in relation to costs in one period should be addressed when setting charges for future periods so that over time income equates to costs.

The 2003 Act also enables councils to trade in activities related to their functions on a commercial basis with a view to profit through a company.

#### **4.0 Council Policy**

The council's Fees and Charges Policy provides a corporate framework within which all decisions on implementation and / or changes to the levels of fees and charges are considered and approved. This is supported by detailed schedules of fees and charges which are maintained by each service, and which must be reviewed on a quarterly basis in line with the council's quarterly forecasts and annual budget setting. The objective of this process is to provide flexibility to introduce new charges and/or amend existing ones within an agreed governance structure but at various times in the year and not just at budget setting.

To avoid changes impacting on the budget and MTFs, any in-year changes should be restricted to increases in rates. Any downward changes in prices will need the service to identify mitigations to bridge any income gap resulting from the change.

Clearly, future decisions on whether to charge and at what level to charge need to be considered within a framework that is used throughout the council to ensure clarity and consistency in the approach to decision making. All services must therefore comply with this Policy.

The key features to consider include:

- Fees and charges will be structured to support the council's Corporate Plan and encourage public engagement in policy development.
- The income generated from fees and charges will be used to support the work of the council.
- Fees and charges will normally be calculated on a full cost recovery basis, depending on the state of the market and any other relevant factors. Any fees and charges agreed to generate income greater than full costs should be clearly articulated as part of the decision. For example, at present, we generate a net revenue surplus on cremation charges. A justification for making this surplus may be that:
  - There are significant capital costs which are not included; revenue surpluses are required to contribute to capital costs.
  - We run the crematorium and burial services as a consolidated service. When considered together, a breakeven position is achieved.

- We are setting rates at market rates to generate reserves for the future and/or to support other associated services.
- Where appropriate, fees and charges should be reviewed every quarter in line with the quarterly forecast and annual budget processes.
- All concessions will be specified.
- Benchmarking and horizon scanning through market research, comparative data, management knowledge and any other relevant channels will be used where appropriate to ensure that charges are competitive, proportionate and do not adversely affect the take up of services.
- Fees and charges will not be used in such a way that would restrict access to information or services;
- The impact on income from fees and charges will be taken into consideration when a decision is taken to change any services provided by the council.
- The cost of collection will be considered to ensure that fees and charges are economical to collect; and
- The income generated from fees and charges will be monitored monthly as part of the council's budget monitoring process.

Through consideration of these factors and assessment of their relative importance for individual services, it is envisaged that the overall principal will be achieved.

## **5.0 Guidance on setting fees and charges**

The overall principle aim of the policy is to ensure that the council's fees and charges are set within a framework of Value for Money, whereby financial performance, access, and equality are considered fully and appropriately, and decisions taken represent a transparent and balanced approach. To aid delivery of this, the Council has in place:

1. A Commercial Strategy which can be accessed through the Commercial Toolkit:  
<https://barnsleycouncil.sharepoint.com/sites/toolkit/SitePages/Commerciality.aspx>
2. An Income Strategy – Barnsley Income Generation Strategy
3. Guidance for Managers set out in Appendix A of this policy.

The Commercial Strategy focuses on five key themes: -

- Developing a commercial culture
- Ensuring that we demonstrate Value for Money across all activities

- Developing the commercial lifecycle through effective, commissioning, procurement, and contract management.
- Identifying and developing innovative ways to maximising income generation
- Effective commercial governance arrangements

The Commercial Strategy is a key document to support the council in an ever-changing environment and sets out a framework for helping it to seek out the new opportunities on offer. We will seek to achieve this by:

- Identifying and implementing opportunities for cross selling our services and providing our customers with the ability to buy a package of products;
- Working collaboratively with other local authorities and partners where significant commercial opportunities exist;
- Horizon scanning the marketplace to seek out and secure new commercial opportunities;
- The ability to set discretionary fees and charges in markets where flexibility is required.

The Guidance for Managers, which is attached at Appendix A, sets out information for applying the fees and charges. The aim is to encourage a consistent and cost-effective approach to the setting of charges for services provided by:

- a. Specifying the process and frequency for reviewing existing charges for all areas of the council's work for which charges could in principle be set;
- b. Providing guidance on the factors that need to be taken into consideration when charges are being reviewed;
- c. Requiring more active use of market intelligence when setting charges;
- d. Establishing parameters for calculating different levels of charges;
- e. Recommending the criteria for applying concessions or discounted charges consistently across the council; and,
- f. Ensuring Finance is consulted at an early stage to provide support and ensure compliance with Financial Regulations.

## **6.0 Payment Methods**

The council provides a range of cost effective 24/7 payment options with a choice of frequencies. Not all payment methods will be available to all customers and there is a requirement for customers to use the most cost efficient and effective payment method for their circumstances. Payment by direct debit is the council's preferred/default payment option.



Payment for services, where possible, will be in advance or at the point of service delivery. To manage collection costs, a minimum level will be set below which a debt will not be raised and payment in advance will be required. These levels are outlined in the council's debt process appendices and more information can be found in the Corporate Debt Policy which is located at <https://homel.barnsley.gov.uk/Finance/Pages/Finance.aspx>

## **7.0 Equality Impact Assessments**

Under Section 149 of the Equality Act 2010, the council has a duty when exercising its functions to have 'due regard' to the need to eliminate discrimination and other conduct prohibited under the Act, promote equality of opportunity, and foster good relations between those who share a "protected characteristic" and those who do not. This is the public sector equality duty.

The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation. The purpose of the duty is to enquire into whether a proposed decision disproportionately affects people with a protected characteristic. In other words, the indirect discriminatory effects of a proposed decision.

Before the council exercises its fees and charging powers, the impact on individuals or groups of individuals who share a protected characteristic must be carefully considered and properly factored into the decision-making process using the council's EA screening template.

## **8.0 Review of Policy**

This Policy is to be reviewed every year to ensure consistency with wider council and departmental objectives and priorities, as well as national policy changes and initiatives.

## Appendix A

### Fees and Charges Policy - Guidance for Managers

#### 1. Frequency for reviewing charges

The setting of appropriate fees and charges should be an integral part of service planning and improvement and therefore they should be reviewed on an ongoing basis and at least quarterly as part of the quarterly forecast exercise and the annual Service and Financial Planning process. This approach provides the flexibility to amend and vary the fees and charges at several times during the year to ensure that they remain consistent with the council's priorities, are fully recovering all costs and take account of service aims, market sensitivity and customer preferences.

To avoid changes impacting on the budget and MTFs, any in-year changes should be restricted to increases in rates. Any downward changes in prices will need the service to identify mitigations to bridge any income gap resulting from the change.

It is recognised that there may be services where it is appropriate to undertake annual reviews and implement within different timescales (e.g., education related services and packages will be based around the academic year).

This will allow the detailed schedule of fees and charges to be agreed and published each year following the setting of the overall budget but provide flexibility for these to be amended and updated proactively to reflect decisions made outside the annual budget setting cycle.

To assist this process, it will be important for services to challenge areas where charges could be made but are currently not to ensure that existing charges are set at the right price.

#### 2. Factors to consider when reviewing and setting new fees and charges

Reviews of charges will need to consider the following factors:

<b>Charge Related</b>	<b>External Factors</b>	<b>Internal factors</b>
Is the service applying the council's definition of full cost recovery?	Any special statutory requirements that need to be complied with e.g., requirement to consult or publish a notice in a local newspaper and social media.	Method and cost of income collection. Please refer to the council's Income and Debt collection policy for charges and minimum billing values.
Charges should be increased in line with inflation unless there is a good reason not to do so.	Trends in user demand and the forecast effect of price changes	Time factors where advance bookings have been taken, notifications to customers of any change to fees must be timely and in

		advance.
A consistent measure of inflation across services where possible. Services should use the Consumer Price Index (CPI) in the current year and compare to the previous year to derive the percentage change to apply.	Customer survey results.	Council-wide and service budget targets.
If fees are amended regularly during the year, consideration needs to be given to amending internal systems, particularly for prepayment customers.	Competitor charges and market conditions.	Proposals for targeted promotions during the year, and evaluation of any that took place in the previous year.
Whether it is being subsidised, and to what extent. Cross subsidisation is illegal.	The public sector equality duty (i.e., section 149 of the Equality Act 2010).	Cost structure implications arising from developments such as investments made in the service.
Alternative delivery models that could be more effective e.g., set up a Trading Company. The creation of BPL to manage and run the council's leisure facilities is a good example where this approach has worked very well.		

A list of questions to assist service managers to review fees and charges is provided at **Appendix B**.

#### 4. The use of market intelligence

Services with existing charges or where new charges are being introduced (particularly for services that have previously been provided for free) should consult with the market and users of the service on the range, quality and cost of the services. Where cost effective to do so, and we can identify willing parties, benchmarking should be carried out to compare the council's charges with others and to provide justification of any subsidy given by the council. This is necessary to understand the needs, behaviour and expectations of the market and its users, and their ability to pay.

Managers should take steps to identify competitors offering similar or related services, and make use of comprehensive and dynamic market intelligence in evaluating comparability especially with regards to:

- the charging policy
- the range of services provided
- the quality of services provided

- their cost structure

Benchmarking should be undertaken regularly with other councils in the local area, service providers and with relevant national groupings of authorities, to ensure that charges are at comparable levels and that significant differences are understood and justified. For support and guidance in this area, refer to the Benchmarking Toolkit which can be accessed through the Commercial Toolkit:

<https://barnsleycouncil.sharepoint.com/sites/toolkit/SitePages/Commerciality.aspx>

#### 4. Calculation of Fees and Charges

As noted earlier in sections 2 and 3, fees and charges must be set on a full cost recovery basis. Charges cannot be set at a level to recover more than cost if that is all the council has the legal power to do. The definition of cost includes:

a.	Direct costs of service provision*	Need to include fixed and variable costs in each area.
b.	Indirect costs; * and	
c.	Overheads and Central Service Charges (CSCs) which need to include financing and premises costs.	

\*see Appendix C for more information on each of these.

The cost recovery limit applies to the overwhelming majority of services which the council can set a charge for. If, however, the Council has the legal power to do so, careful consideration should be given to charging more than the full cost of the service. For example, charging could be used as a tool to manage excess demand e.g., demand for Tee times at the golf course on weekends. In overview, there are three ways in which fees and charges may be set:

- Fees and charges prescribed by legislation, usually in a regulatory context, and varied from time to time which the person liable has an obligation to pay;
- Fees and charges reviewed and set by members (e.g., Cabinet or Full Council) from time to time (usually annually); and
- Fees and charges reviewed and set by officers from time to time acting under delegated powers.

As part of the annual budget cycle each service will carry out a recalculation of existing fees and charges together with opportunities to raise additional income from new areas of charging, and present proposals for revised charges.

Guidance on calculating full costs is set out in **Appendix C**.

## **5. VAT**

It is important that the correct treatment of VAT is applied to fees and charges. VAT is a very complex area, and it is recommended that managers discuss the VAT treatment with Financial Services.

## **6. Fines/Penalties**

There may be circumstances where income generation is not the only key driver for the way in which charges are set, for example, where the council wishes to manage demand, or deter or incentivise certain behaviours such as encouraging re-cycling, discouraging trade use of civic amenity waste sites etc. In this context, however, the general principles of charging should apply and any charged activities, enforcement etc. must at least recover cost of providing the activity.

## **7. Concessions**

The purpose of offering concessions must be to support council priorities. It is important to note that concessions are not always appropriate or legal, for instance, if used to undercut competitors. For this reason, and to assess the impact on the overall income position, managers should consult with Financial Services prior to implementing concessions.

Generally, the reasons for operating concessionary charges will fall into one of two categories:

- to influence the level of demand for a service; or
- to reflect the circumstances of service users.

Concessions must also be reviewed at least on an annual basis, to confirm both the level of subsidy and their ongoing relevance.

Each service will maintain a list of concessions in operation and keep under review requests for concessions to be offered.

Some examples of concessions include, staff parking permits, parking season tickets, golf club weekday, weekend and twilight rates, golf discounts for societies etc., and a £5 staff discount for MOTs at Smithies.

Concessionary charges should not normally apply at times or in situations which would result in the loss of income from customers paying the full charge. Within the overall aim of minimising any social or economic barriers to the take-up of services, managers should at all times consider ways in which a proportion of income generated from charges could be used in the interests of social inclusion. The types of mechanisms that might be made available to encourage take-up of council services by disadvantaged groups might include transport to facilities, provision of childcare, additional promotional discounts to encourage use, or development activity to raise levels of aspiration. Accurate user statistics should be maintained to ensure that a subsidy being provided on social inclusion grounds is effective.

## **8. Unrestricted Statutory Fees and Charges**

The pure maximisation of revenue is not a bona fide consideration for imposing or increasing fees and charges. The key driver must be to manage demand or recover costs. In these instances, the council will have discretion as to whether to apply charges and the level of these charges. The council is also able to use any surpluses resulting from these charges across a wider range of services. One example of these is on-street car parking.

There are no legal limits on the amount that a local authority may charge for on-street parking but there are limits on the level of penalty charges that may be imposed. However, the level of on-street parking charges must be set for traffic management reasons, such as to ration available space and ensure that there is a rapid turnover of parking spaces and not to maximise revenue.

Whilst it is reasonable for a council to take due regard of estimated costs and income arising from the management of parking, it is not lawful for a local authority to use the Road Traffic Regulation Act 1984 to justify imposing charges to raise revenue. This is because section 122 of the Road Traffic Regulation Act 1984 does not include the maximisation of revenue from parking charges as one of the relevant considerations in securing the safe, expeditious and convenient movement of traffic.

If the amount raised exceeds the cost of administration of the current or previous year, the local authority may either roll the surplus forward to cover the costs of future parking controls or it may use the surplus for approved purposes, which are, in summary:

- Contributing to the cost of off-street parking.
- Where it appears to the local authority that there is sufficient off-street parking, contributing to the public passenger transport services, road improvements, environmental improvements and for some local authorities, any other lawful activity.

Therefore, local authorities are empowered not only to designate and control parking spaces in their area, but to keep the charges recovered. Surpluses may be carried forward until they are applied to projects that fall within the specific statutory purposes. These purposes are wide-ranging and, although in general they relate to transport services or to road improvements, are not limited to parking facilities or even vehicular transport.

## **9. Process for Reviewing and Setting New Charges**

In broad terms, setting fees for regulatory services (e.g., licensing, planning, etc.) are non-executive functions. These therefore need to be submitted to Full Council for approval annually. This can be done as part of the budget setting and approval process. Full Council can, however, delegate this function to a committee, officer etc.

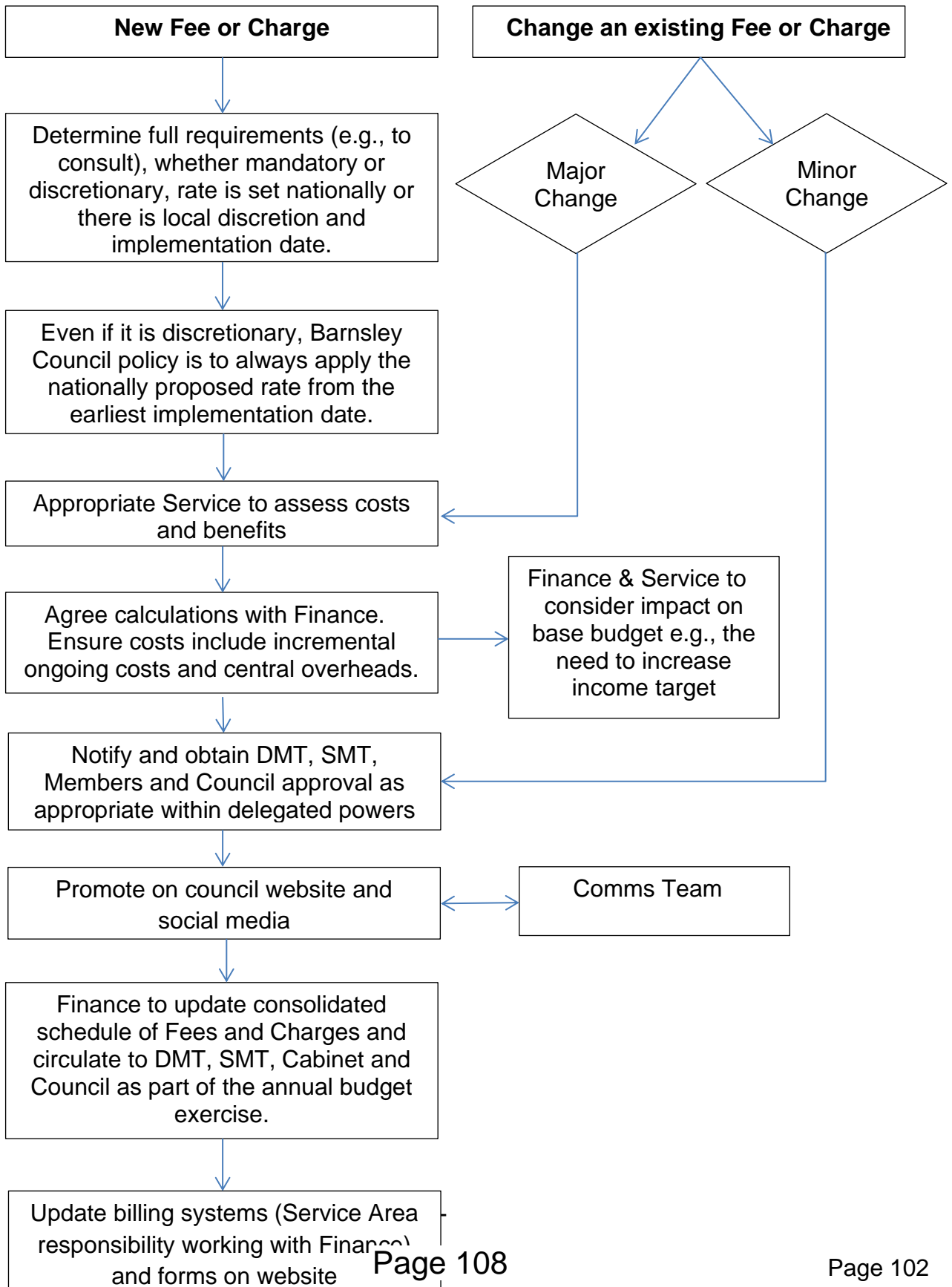
Fees and charges for discretionary services are usually executive functions and therefore need to be approved by Cabinet. Cabinet can, however, delegate this function.

As indicated previously, the process provides flexibility to amend or create new charges at almost any time throughout the year. Depending on the size and political sensitivity of these, the changes will need to be approved via the existing DMT/SMT/Cabinet reporting governance process in line with delegated powers.

The processes in the charts below should be followed for reviewing and setting new fees and charges.

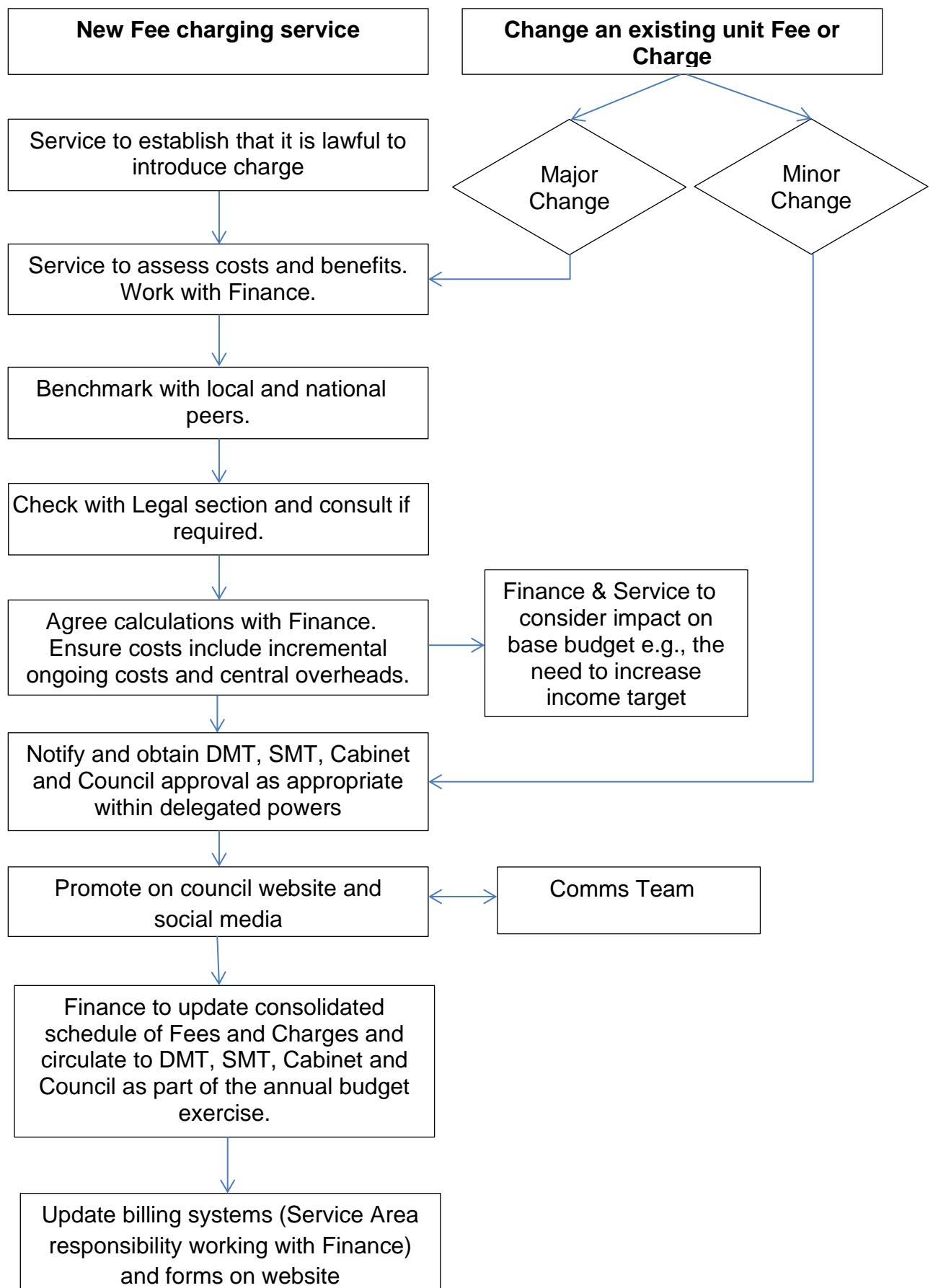
**Process for reviewing and setting fees and charges for regulatory services**

On a regular basis, annually as a minimum and well in advance of budget setting (as there may be need to consult), scan government notifications for service area and identify new fees and charges and/or changes to existing fees and charges.





**Process for reviewing and setting fees and charges for discretionary services**



## **Appendix B: Questions to be considered when setting charges**

The Head of Service is responsible for the target setting and performance management of income generation for their service area.

### **Charging Review – Questions to be considered**

The following questions, based on the Audit Commission's 2008 document "*Positively Charged*", are provided to assist service managers to undertake a review of their charges. These questions should be considered in conjunction with the council's Commercial Strategy which can be accessed through the Commercial Toolkit:

<https://barnsleycouncil.sharepoint.com/sites/toolkit/SitePages/Commerciality.aspx>

#### **1. What do we want to achieve including:**

- What objectives are we supporting with charges?
- How much income are we trying to generate and why?
- Whose use of services does the council wish to subsidise and by how much?
- Whose behaviour does the council wish to influence and in what ways?
- How will charges help improve value for money, equity and access to services?
- What principles should underpin our approach to charging?

#### **2. What's the current picture?**

- What is the current charge and what assumptions is this based on?
- How do charges compare to similar councils and other service providers?
- How are charges structured and why?
- Are cost effective mechanisms available for paying and collecting charges?
- Are the charging objectives being met?
- Are income targets being achieved?
- What is the impact, intended or unintended, of charges on local people?
- Which people are using services, and which aren't?
- Which users are paying for services, and which aren't?
- Are concessions being taken up by the people at whom they are targeted?
- Is the take-up of related benefits in this area being maximised?

#### **3. What do local people think of our charges?**

- Have service users and the public been consulted about the current and proposed charges plus their views on value for money of the service?
- Do service users and taxpayers understand our objectives and how the structure of our charges contributes to achieving them?

#### **4. What are the next steps?**

- What changes, if any, should be made to the level and structure of charges?
- How will the impact of charges be evaluated?
- What data will be required?
- Can the data be collected cost effectively?
- When will approach be reviewed?

## **Appendix C**

### **Calculation of Overheads Costs in Fees**

#### **1.0 Calculating the total cost of delivery**

Calculating the costs of a service is a complex process that overlays direct costs, service overheads and corporate overheads to produce a total service unit cost.

#### **1.1 Direct service costs**

Direct service costs are those costs which are directly attributable to providing the service that is being charged for and include items such as pay, national insurance and pension plus any associated costs such as travel, materials, printing, stationery – any costs that the service manager has within their budgetary control. The unit of cost would be based upon the service being offered – per instance, per hour, per session and would include all the direct service costs for providing that unit of service. Units may be combined if appropriate such as visits per week to calculate the cost of a visit.

#### **1.2 In-direct service costs**

These are costs which often need apportioning across different activities in the service area or directorate and so service managers must seek Finance support to derive these costs. This will include items such as, training, fleet costs, service management and service administration and support.

#### **1.3 Central Service Charges**

Central Services Charges (“CSCs”) include all central support services and overheads. It will include the Core and Corporate Services directorates and Financing and Investment costs and all other income and expenditure. It will also need to include property and associated asset management costs.

It’s difficult to calculate the corporate overheads in a complex organisation such as a council due to the range of services offered and how some of these are funded. However, this does need to be done to generate an indication of the true cost of operating the service for recharging purposes and to demonstrate that we are not making a profit.

For the reasons given above, and as calculating corporate overheads requires financial information from across the council, the calculation will be the responsibility of Financial Services who will provide the information in an easy to apply format in line with the budget setting timetable each financial year.

Incorporating the overheads into the cost of an activity provides the indicative full costs to the council of these services. Any cost generated in this way is for indicative purposes only and should not be treated as the cost that must be recovered through charging. The fees and charges applied will depend on political, economic and market factors and could range from nil to full cost recovery.

## **2.0 Alternatives for consideration**

The limiting factor in charging for goods and services provided is that in most cases it is limited to cost recovery only.

In comparison, trading for services allows for fees and charges to be regulated by the market. The limiting factor for trading is the market price for the service and the sustainability of any company set up specifically to trade for that service.

Ultimately, the maximum price for a service is set by the market. The decision as to whether to charge or to trade in the service is determined by the cost base for delivery of the service. If the market price is significantly higher than current charges and benchmarked charges, then serious consideration should be given to setting up a trading company for that service.



# Commercial Strategy 2021 – 2024

**We will adopt a more commercial approach to doing business, generating income and leveraging our assets and resources, making sure we are lean and efficient, embedding a culture of commercialism in everything we do.**





# 1. Why do we need a commercial strategy?



We launched our Commercial Strategy in 2017 against a backdrop of austerity, which has seen Government funding cuts equating to 58 per cent of the Council's budget since 2010. In response to this, the Council has achieved £120M in efficiency savings over the last decade.

The Government has set out a clear statement of intent that local authorities should ultimately become self-financing using local income streams such as council tax, business rates and other income.

Our Commercial Strategy enables us to respond positively to these challenges, building on our strengths, assets and capabilities, making sure that we adopt a more commercial, outward-facing approach to doing business, generating income and leveraging our resources and assets.

As detailed in our Corporate Plan 2021-2024, '**Barnsley - the place of possibilities**' is our vision, supported by five externally facing priorities. The Council Plan sets out our commitment to organisational improvement via our '**Be Even Better Barnsley Strategy**', which contributes to our **Enabling** corporate priority aimed at being a modern, inclusive, efficient, productive and high-performing council.

Our **Be Even Better Strategy** is underpinned by a set of organisational design principles, one of which is to 'seek income opportunities that leverage the council's assets and resources and consider commercial opportunities' in line with our **Commercial Strategy**. This strategy is therefore key in delivering our 'Be Even Better programme'.

Our **Commercial Strategy** is one of seven key enabling strategies that will support the delivery of our ambitions and is closely aligned to our **Medium-Term Financial Strategy (MTFS)**, which provides the basis for our **Be Even Better Strategy**. Our MTFS is a key tool in understanding our financial position and in formulating our ongoing financial plans. To ensure success, we need to make sure that our staff are aware of the need to think commercially when designing and delivering services, and our **Commercial Strategy** will support us to do that.

We cannot ignore the impact that COVID-19 has had on our communities, businesses, our partners and our own organisation. Our recovery can be defined as the process of rebuilding, restoring, rehabilitating and moving on to the 'new normal'. It is also an opportunity to realign our values and build back better, work towards our Barnsley 2030 ambitions and Corporate Plan 2021-2024 priorities. Our **Commercial Strategy** and new **Organisational Design Principles** will be fundamental to supporting that.

# Council Plan 2021-2024

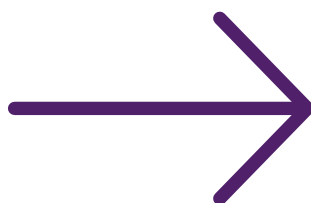


## Our Values



## Our Design Principles

Active and connected communities  
Customer focused  
New delivery models



Digital  
Data and intelligence  
Smart working  
Workforce planning

## Our Key Enabling Strategies

People strategy  
Commercial Strategy  
Digital Barnsley  
Medium term financial strategy  
Response, recovery and renewal  
Communications and marketing strategy  
Customer Experience

## 2. Embedding our commercial approach

We recognise that adopting a commercial approach is not just about generating income; it is much more than that. Our strategy focuses on the key themes we feel are important to support us on our journey to operate as a more commercially focused organisation.



**We will adopt a more commercial, outward-facing approach to doing business, generating income and leveraging our resources and assets, making sure we are lean and efficient, and that value of money is at the heart of our core business. We will embed a culture of commercialism right across our organisation to support the delivery of our strategic ambitions, improvements and efficiencies.** ”

**Our commercial strategy sets out how we will make this happen across five key themes:**

1. Developing a Commercial Culture
2. Ensuring that we demonstrate Value for Money across all activities
3. Developing the commercial lifecycle through effective commissioning, procurement and contract management
4. Identifying and developing innovative ways to Maximise Income Generation
5. Effective Commercial Governance arrangements

The table on the next page sets out some of the key challenges that we face over the next three years and beyond and examples of how our Commercial Strategy can help overcome these across each of the five key themes. Our strategy is also supported by a detailed action plan that sets out our priorities for the next three years.



Challenges	How our Commercial Strategy can help	Lead theme
<b>Commercial Governance</b>	Adopting a best practice approach, equipping officers and Members with the tools and skills required to ensure effective commercial governance to strengthen existing and new arrangements, e.g. <b>commercial training for Members and Officers.</b>	Governance
<b>Climate Emergency</b>	Identify ways to support the climate emergency and the SEAP Action plan, e.g. <b>incorporating environmental factors into commissioning and procurement processes.</b>	Cross-cutting
<b>Inclusive Economy / COVID Recovery</b>	Building the Barnsley economy and recovery from COVID-19, e.g. <b>making sure this is a key consideration when sourcing goods and services and supporting the local supply chain.</b>	Procurement
<b>Uncertain Government Funding Landscape</b>	Increase the proportion of commercial income that contributes to our core budget, enabling us to become more self-sufficient Council/less reliant on Government funding, e.g. <b>optimising funding opportunities by embedding our external funding strategy and income policy.</b>	Income
<b>Highly indebted Council</b>	Develop business cases that demonstrate a clear return on investment/debt repayment period, e.g. <b>Implement a standardised approach to whole life costing and business case development.</b>	VfM
<b>Increasing demand on services</b>	Utilising any surpluses from income generated as well as pursuing opportunities to generate efficiencies and financial savings in service delivery {VFM} to support statutory services, e.g. <b>develop an overarching position of all commercial activity to support and embed best practices more broadly and identify new opportunities for growth and efficiencies.</b>	Income
<b>Risk/ Uncertainty economic landscape</b>	Adopting a risk-aware approach, seeking to balance opportunities and risk, whilst making sure commercially informed decisions are made, accepting that not all initiatives will be viable or successful, e.g. <b>embedding a robust finance and commercial governance framework.</b>	Governance
<b>Increased market competition</b>	Know the marketplace in which each service operates and act competitively, ensuring service offers are current, relevant and informed by detailed market analysis and customer feedback, e.g. <b>implementing better planning, increased market engagement and supplier interaction.</b>	Procurement

# 3. Commercial culture



We are committed to continuous development and embedding a modern, more business-like commercial approach to doing business, generating income and leveraging resources and assets. Our **People Strategy** will support us to develop an engaged, skilled and innovative workforce to support the delivery of our strategic ambitions.

**We will embed our new organisation design principles and design enablers**, encouraging an environment where innovation and efficiency is welcomed, empowering staff to be innovative through our **Commercial Investment Fund**.

**We will continue to communicate and embed our vision, values and behaviours in everything we do, as part of our branding and key messages, by:**

- Being open to change and willing to work in different ways
- Using resources wisely, not wastefully
- Working with colleagues, partners, customers and the wider community
- Continually assessing our successes and failures and identify ways to improve and learn
- Making sure our partners understand our commitment to focussing on outcomes and making every penny count, removing bureaucracy and running our organisation well for our customers and residents

**We will continue to develop commercial skills across the workforce**, driving better behaviours, more informed decision making relative to risk and uncertainty and improved commercial results through the implementation of a **commercial toolkit and commercial training package**.

## Enabling Barnsley

We are a modern, inclusive, efficient, productive and high-performing council

“Barnsley Council is a high-performing council with clear and tangible ambitions for its residents, communities and stakeholders.”



## How will we measure success?

We believe that by achieving the outcomes of the other four key themes, we will have created a culture of commercialism across the organisation, supported with commercial tools and training to equipped Members and Officers with the right skills and behaviours.

# 4. Demonstrating value for money (Vfm)

We will explain the principles of how the organisation's VfM arrangements are measured and how these can be applied to individual services:

- Providing guidance and advice around the practicalities, benefits and limitations of benchmarking
- Providing a suite of techniques and analysis tools to assist with the comparison with similar services in other organisations
- Embed a VfM framework to assess how well VfM is achieved across our services
- Identify and recommend areas for consideration and improvement
- Provide guidance around effective procurement and commissioning of supplies and services



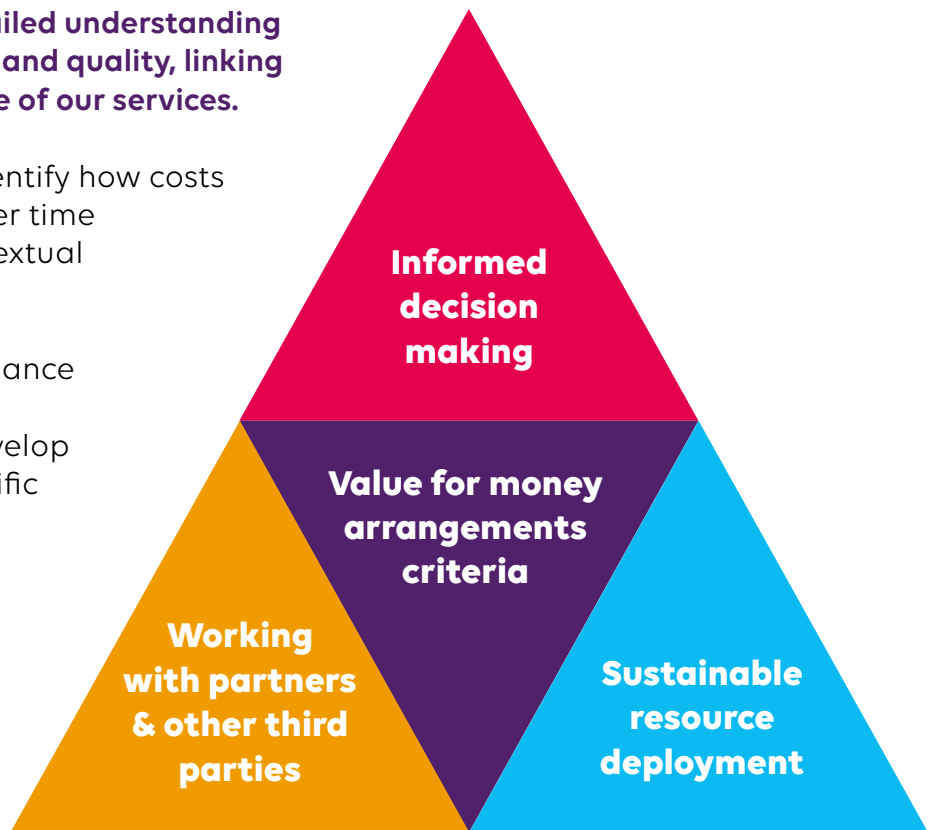
We will make sure that our Members and Officers understand the concept of VfM, their responsibilities in securing it and what it means for their services. To embed this, we will provide:

- Training sessions designed to ensure the whole organisation understands the concept of VfM and how it should be applied
- Provide challenge and scrutiny of business proposals from independent, experienced finance professionals
- Embed the Council's Financial Competency Framework
- Develop a framework to hold managers accountable for their fiscal responsibilities
- Strengthen and embed VfM into our Governance arrangements to support the recommendations of the Redmond Review
- Adopt the principles of the CIPFA Financial Management Code

**We will make sure there is a detailed understanding of service unit costs, cost drivers and quality, linking each of these to the performance of our services.**

**We will provide:**

- Financial analysis tools to identify how costs and performance change over time
- Detailed analytical and contextual analysis of variances
- Challenge and scrutiny from independent, experienced finance professionals
- Support and guidance to develop and understand service specific unit costs, cost drivers and performance measures to understand and appreciate VfM
- Assistance with performance benchmarking across relevant market sectors



**How will we measure success?**

- External Audit annual VfM Report
- CIPFA Financial Management Code compliance
- VfM Assurance Framework Outcomes
- CIPFA Financial Resilience Framework
- Benchmarking ourselves against best practice – CIPFA statistics
- Measuring added value either through getting more for less or the same
- Achievement of efficiency targets



# 5. Procurement and contract management

## **We will implement best practice and continuous improvement.**

- Review internal policy, process and documentation
- Consider central Government's National Procurement Policy Statement
- Consider central Government's Public Procurement Transformation rules reform
- Continue to work collaboratively with other local authorities on both a regional and national basis

## **We will maximise social value and sustainability opportunities**

- Continue to develop the social value and sustainability toolkit
- Continue to link in with local authority national and regional social value taskforces
- Support the Inclusive Economy strategy
- Support the zero 40/45 targets and action plans

## **We will ensure effective planning and decision making.**

- Create a better link with strategic commissioning and ensure early engagement
- Ensure only appropriate approvals are in place
- Ensure commercial input into business cases and cabinet reports
- Implementation of Category Strategy Plans.

## **We will implement effective contract and supplier management.**

- Introduce a contract management methodology and framework
- Provide contract management support to services
- Implement segmentation to ensure the appropriate level of management per contract
- Review central Government contract management best practice and training
- Lead regional local authority Contract Management collaboration.

## **How will we measure success?**

- Increased procurement innovation, learning and compliance
- Better strategic planning with early commercial input and approval
- More social value being generated via contracts and commercial relationships
- Structured and consistent council-wide contract management in place.



# 6. Maximising income generation



**We will review our commercial activities seeking to reduce cost and maximise income. To do this, we will:**

- Share knowledge of best practice and experience across all our commercial activities internally and externally with our partners
- Provide clear and focused action plans for all activities reviewed, adopting a consistent approach to how we operate commercially
- Monitor and report reduction in costs and additional income secured

**We will provide our services with the tools that will enable them to maximise their income:**

- Embed a framework for identifying and pursuing income generation opportunities
- Ensure smooth and efficient processes to support commercial activity
- Provide effective marketing and communication frameworks
- Flexibility and guidance to set discretionary fees and charges through a new Income Generation policy
- Optimise all external funding opportunities and strengthen our skills to support successful funding bids and attract inward investment;
- Implementing one point of contact through our Commercial Portal enhancing the customer experience and ability to secure income growth

**We will seek out, assess and take forward new commercial opportunities by:**

- Identifying and implementing opportunities for cross-selling our services providing our customers with the ability to buy a package of products
- Helping to shape the commercial services agenda at a regional level
- Working collaboratively with other local authorities and partners where significant commercial opportunities exist
- Horizon scanning the marketplace to seek out and secure new commercial opportunities
- Exploiting our legal powers in setting discretionary charges
- Becoming a centre for commercial excellence to support income-generating activities
- Stimulate innovation through our Commercial Investment Fund to support new opportunities





### **We will understand our customers and build our offer around their needs by:**

- Ensuring that our commercial strategy is fully aligned with and supports the Customer Experience and Digital Strategies
- Seeking to understand our customers' buying habits, wants and needs
- Adopting a culture of seeking customer feedback to assist with performance management and help shape new service offers
- Involving customers in the design of new services to ensure that they are successful
- Providing our customers with online, automated services, offering 24/7 contact, with the ability to speak to service experts where required

### **How will we measure success?**

- Achievement of Council income targets
- Achievement and measure of efficiencies
- Measuring levels of new income generation
- Achieving a balanced Council budget
- Customer satisfaction and feedback

# 7. Governance

**We will make sure our governance arrangements are robust and agile to support our commercial activities.** We will balance protecting public money against the need to take more managed risks to improve service delivery, achieve cost efficiencies and generate income. We will reflect on best practice and failures elsewhere to improve our financial and commercial governance arrangements, continually striving for excellence in all of our commercial activities and interests.

**We will instil good commercial governance across all commercial activities through:**

- Ensuring Members and Officers have the appropriate commercial skills to deliver best commercial practice
- Support everyone to understand their respective roles in good commercial governance (e.g. board representation, avoiding conflicts of interest, etc.)
- Ensure that governance arrangements provide enough flexibility to support commercial activity but fundamentally keep us safe, well-governed and prevent failure.
- Ensure robust arrangements to support decision making through business cases, whole life costing, monitoring and reporting
- Adopt a culture of continually reviewing the effectiveness of commercial relationships and partnerships and learning from best practice and failures both internally and throughout the sector



## How will we measure success?

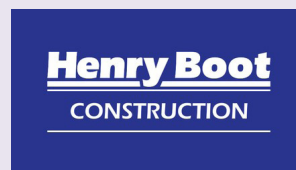
- Reduction in the number of reported governance recommendations in IA reports
- Positive governance arrangements / no key governance recommendations in the External Audit VfM report
- Compliance with CIPFA's Financial Management Code [good governance elements].
- More informed decision making



# 8. Some of our commercial relationships



berneslai  
homes



Sheffield  
City Region



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## BARNSELY METROPOLITAN BOROUGH COUNCIL

### 2024/25 BUDGET RECOMMENDATIONS

#### 1. 2024/25 Revenue Budget, Capital Programme and Council Tax

1.1 Further to previous reports submitted by the Director of Finance (S151 Officer).

#### RECOMMENDED:

1.2 That Cabinet are recommended:

- a) that the report of the Director of Finance (S151 Officer), under Section 25 of the Local Government Act 2003 at **Section 1** be noted, that the 2024/25 budget proposals be agreed and that the Chief Executive and Senior Management Team (SMT), in consultation with Cabinet Spokespersons, submit, for early consideration, detailed plans that ensure the Council's ongoing financial sustainability in 24/25 and beyond.
- b) that the revised Medium Term Financial Strategy (MTFS) and Budget Forecast for 24/25 to 26/27 contained at **Section 2** (supported by the suite of background papers in **Sections 2a – 2d**) be noted and that these are monitored as part of the arrangements for the delivery of the MTFS.
- c) that provision be made of **£34.6M** to cover anticipated demographic and other cost pressures in 24/25:
  - Pay (£8.9M),
  - Children's Social Care (Children in Care / Practice Improvement) (£14.9M),
  - Adult Social Care (Provider Fees / Practice Improvement) (£6.6M),
  - Home to School Transport (£1.4M),
  - Waste Services (£0.6M),
  - Inflation on major contracts e.g. PFI (£1.4M),
  - Funding borrowing costs (£0.6M),
  - Investment in legal services (£1.0M),
  - Commercial income budget re-alignment (£0.8M),
  - Other minor investment £0.7M,
  - Savings on Capital Financing / Investment Income (-£2.3M)

be approved for inclusion in the budget as identified at **Section 2**.

- d) that the increase in the specific Adult Social Care Market Sustainability grant of **£2.5M** received in the 2023 Local Government Finance Settlement (£5.4M in total) be used to contribute to the funding of inflationary pressures in the care sector.
- e) that the increase in the Better Care Fund of **£3.9M** received in the 2023 Local Government Finance Settlement be used to fund inflationary and hospital discharge costs within Adults Social Care.
- f) that the increase in the general social care funding received over the last two years including the Council's share of the additional £1.2bn funding announced in the 2023 final Local Government Finance Settlement be baselined to fund the significant

financial pressures relating to Children and Adults Social Care (circ. £30M of General Social Grant now baselined) .

- g) note that other core funding has increased by inflation, in line with previous assumptions.
- h) that the proposed Phase 1 service review savings of £8.4M in 24/25 highlighted in **Section 2** and detailed at **Section 4a – 4e** be approved for implementation and that Members also note the further development of the transformation programme to help deliver balanced budget positions over the medium term (25/26 – 26/27).
- i) that the one-off General Services Grant / New Homes Bonus received as part of the 2023 Local Government Settlement be used to temporarily address the 24/25 budget shortfall pending the submission of further budget savings.
- j) that the Chief Executive, in conjunction with the Director of Finance and the Senior Management Team be tasked with formulating alternate savings plans (over and above the current transformation programme) based on various planning scenarios for Member consideration during 24/25.
- k) that the Council's Reserves Strategy and updated reserves position at **Section 2b** be approved including the setting aside of £23M for additional one-off support to the budget over the planning period (over and above the retention of the £20M Minimum Working Balance .
- l) that the proposed changes to the 24/25 fees and charges policy and accompanying schedule of charges set out at **Section 2d** be approved.
- m) no submit to Council for approval the cash limited budgets for each Service with overall net expenditure for 24/25 of **£265.0M** as highlighted in **Section 5a**.
- n) to consider the budgets for all services and approve, for submission into Council, the 24/25 – 25/26 budget proposals presented at **Sections 5a – 5c**, subject to Cabinet receiving detailed implementation reports where appropriate.
- o) to consider and approve the changes to the schools funding formula including the transfer of funding from the schools' block to the high needs block and approve the proposed 24/25 schools block budget as set out at **Section 5d**.
- p) that the capital investment schemes totalling £45.6M in 24/25 (£20.9M in Housing, £10.4M in Roads, £6.7M Asset Replacement and £7.6M Schools), be included within the capital programme and released subject to receiving further detailed business cases where appropriate **Section 6 Appendix 1**.
- q) note that the above includes £2M provisionally set aside for additional investment in repairing the Borough's highways (principal roads / side streets) and that this will be released subject to receiving a further detailed report on plans for its use.
- r) that the Chief Executive and SMT, in consultation with Cabinet Spokespersons, be required to submit reports into Cabinet, as a matter of urgency, in relation to the detailed General Fund Revenue Budget for 24/25 on any further action required to achieve an appropriately balanced budget in addition to those proposals set out above.

- s) that the Chief Executive and SMT be responsible for managing their respective budgets including ensuring the implementation of all approved saving proposals.
- t) that the Authority's SMT be charged with ensuring that the budget remains in balance and report regularly into Cabinet on budget / savings monitoring including any action required.
- u) that Cabinet and the Director of Finance (Section 151 Officer) be authorised to make any necessary technical adjustments to form the 24/25 budget.
- v) that appropriate consultation on the budget proposals takes place with the Trade Unions and representatives of Non-Domestic Ratepayers and that the views of consultees be considered by Cabinet and the Council.
- w) that the budget papers be submitted for the consideration of the full Council.

## **2. Council Tax 2024/25**

### **RECOMMENDED:**

2.1 that Cabinet note the contents of **Section 2a** (24/25 Council Tax options) and that:

- a) the Council Tax Collection Fund net surplus as at 31<sup>st</sup> March 2023 relating to BMBC of £3.6M be used to reduce the 24/25 Council Tax requirement, in line with statute.
- b) the 24/25 Band D Council Tax increase for Barnsley MBC services be set at 4.99% (2.99% for Core Council Services and an additional 2.0% for the Adult Social Care precept).
- c) the Band D Council Tax for Barnsley MBC's areas be determined following confirmation of the South Yorkshire Police and Crime Commissioner and South Yorkshire Fire Authority precepts for 24/25.
- d) the Band D Council Tax for areas of the Borough with Parish / Town Councils be determined following confirmation of individual parish precepts for 24/25.
- e) 12 months' notice be given to apply an additional 100% council tax premium (200% in council tax charge) to all properties that are substantially furnished but not some one's no one's sole or main residence (e.g. "second homes") after one year, with this premium becoming effective on 1<sup>st</sup> April 2025 onwards.
- f) that the local council tax support scheme reverts back to the scheme approved in 22/23 as highlighted in **Section 2a**, effectively reducing the maximum discount for the lowest income households from 100% to 92.8% off the relevant bill.
- (g) that a full review of the current scheme be undertaken during 24/25 including the necessary consultations for any proposed changes with an update being provided to Members later in 2024.

### **3. Treasury Management Strategy & Policy Statement 2024/25**

#### **RECOMMENDED:**

3.1 that Cabinet approve the 24/25 Treasury Management Strategy and Policy Statement (included in the main papers at **Section 2c**) and specifically:

- a) approve the 24/25 Treasury Management Policy Statement (**Section 2c Appendix A**).
- b) approve the 24/25 Minimum Revenue Provision (MRP) Statement (**Section 2c Appendix B**).
- c) approve the 24/25 Borrowing Strategy at **Section 2c** including the full suite of Prudential and Treasury Indicators (**Section 2c Appendix C**).
- d) approve the 24/25 Annual Investment Strategy at **Section 2c**.

**BARNSELY METROPOLITAN BOROUGH COUNCIL**  
**SUMMARY EFFICIENCY PROPOSALS**  
**2024-2026**

Directorate	2024/25	2025/26	TOTAL
<b>CHILDRENS SERVICES</b>			
Education, Early Start and Prevention	-	976,000	976,000
Children's Social Care and Safeguarding	2,650,000	4,398,000	7,048,000
<b>Total Children's</b>	<b>2,650,000</b>	<b>5,374,000</b>	<b>8,024,000</b>
<b>GROWTH &amp; SUSTAINABILITY</b>			
Regeneration & Culture	780,000	150,000	930,000
Highways & Engineering		1,430,000	1,430,000
Asset Management	1,220,000	2,680,000	3,900,000
<b>Total Growth &amp; Sustainability</b>	<b>2,000,000</b>	<b>4,260,000</b>	<b>6,260,000</b>
<b>PLACE HEALTH &amp; ADULTS</b>			
Adult Social Care	1,261,000	200,000	1,461,000
<b>Total Place Health &amp; Adults</b>	<b>1,261,000</b>	<b>200,000</b>	<b>1,461,000</b>
<b>PUBLIC HEALTH &amp; COMMUNITIES</b>			
Public Health	-	-	
Communities	169,000	643,000	812,000
<b>Public Health &amp; Communities</b>	<b>169,000</b>	<b>643,000</b>	<b>812,000</b>
<b>CORE</b>			
Finance	222,000	290,000	512,000
Business Improvement, HR & Comms	-	350,000	350,000
Customer Information & Digital Services	498,000	720,000	1,218,000
Legal & Governance	384,000	45,000	429,000
<b>Total Core</b>	<b>1,104,000</b>	<b>1,405,000</b>	<b>2,509,000</b>
<b>TOTAL</b>	<b>7,184,000</b>	<b>11,882,000</b>	<b>19,066,000</b>

**Equality Impact assessments**

Under Section 149 of the Equality Act 2010, the Council has a duty when exercising its functions to have 'due regard' to the need to eliminate discrimination and other conduct prohibited under the Act, and promote equality of opportunity and foster good relations between those who share a 'protected characteristic' and those who do not. This is the public sector equality duty.

The protected characteristics are: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation, and, marriage and civil partnership.

The purpose of the duty is to assess whether a proposed decision disproportionately affects people with a protected characteristic. In other words, the indirect discriminatory effects of a proposed decision. Before the Council exercises its fees and charging powers, the impact on individuals or groups of individuals who share a protected characteristic must be carefully considered and properly factored into the decision making process using the Council's Equality Impact Assessment process.

We have assessed the proposed efficiency savings for 2024/25 to ensure that none of the protected characteristic groups have the potential to be disproportionately adversely affected.

All areas undertaking efficiency savings will separately also undertake an Equality Impact Assessment to ensure due regard is paid to our legal obligations. Mitigations will be considered if there is potential to disproportionately adversely affect a protected characteristic group.

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# 2024/25 PHASE 1 TRANSFORMATION CHILDREN'S DIRECTORATE

SERVICE AREA	PROPOSAL	EFFICIENCY SAVING £M
Looked After Children	LAC Sufficiency Plan actions: <ul style="list-style-type: none"> <li>•Reduction in LAC numbers through planning for permanency initiative and exiting from care</li> <li>•More stabilised services Children's development plan</li> <li>•Increase in the number of in-house foster carers</li> <li>•Reduce placements with expensive external foster agencies</li> <li>•Development of new children's home in borough</li> <li>•Utilise full capacity of Spring Lane children's home – 3 bed unit</li> <li>•Reduce residential care placements through reviews, step downs, etc</li> <li>•Maximising health funding for high-cost placements</li> <li>•Improved commissioning / contract management / procurement to secure better value for money (relating to high-cost placements)</li> </ul>	1,580,000
Children services - Development plan	Fall-out of non-recurrent funding: <ul style="list-style-type: none"> <li>•Cease use of over-establishment agency staff (£1.000M)</li> <li>•Development Board / project support costs (£0.070M)</li> </ul>	1,070,000
<b>TOTAL</b>		<b>2,650,000</b>

**2025/26 PHASE 2 TRANSFORMATION  
CHILDRENS SERVICES DIRECTORATE**

**Item 5a**

<b>SERVICE AREA</b>	<b>EFFICIENCY SAVING £M</b>
Early Start and Family Centres	308,000
Inclusion Services	295,000
Education & Partnerships	123,000
Targeted Youth Support	250,000
Assessment & Care Management	609,000
Children Disability & Short Breaks	124,000
Children in Care & Leaving Care	2,305,000
Childrens Development Plan	1,360,000
<b>TOTAL</b>	<b>5,374,000</b>

## 2025/26 PHASE 1 TRANSFORMATION

## GROWTH &amp; SUSTAINABILITY DIRECTORATE

SERVICE AREA	PROPOSAL	EFFICIENCY SAVING £
Property Services	•Modernisation of service delivery model with a streamlined property structure / externalisation of property valuations to provide more internal focus on delivering the asset management strategy (£0.085M)	175,000
	•Microsoft digital transformation of facilities management back-office processes (£0.090M)	
Economic Development	•Fundamental review of Enterprising Barnsley and Regeneration project delivery models (£0.100M)	165,000
	•Maximisation of income sources through capitalisation of staffing resources working on specific projects (£0.065M)	
Culture & Visitor Economy	•Review of cultural sites opening hours (e.g., closure during quiet times) (£0.100M)	200,000
	•Review of supporting operating structures and deletion of vacant positions (£0.055M)	
	•Review of cultural fees and charges (£0.045M)	
Employment & Skills	•A new streamlined operating model that focuses on place and people who are economically inactive and socially excluded from the labour market rather than aspects of young people and adults needing employability support whilst maximising UK Shared Prosperity Fund. (£0.240M)	240,000
Waste, Recycling and Neighbourhoods	•Waste round re-balancing to increase productivity & support demographic changes (£0.095M)	500,000
	•Digitisation of back-office processes via Microsoft (£0.120M)	
	•Maximisation of income opportunities(e.g. grounds maintenance) (£0.195M)	
	•Minor restructure & deletion of vacant posts enabled through digitisation of processes (£0.090M)	
Commercial & Operational	•Review of operating models & digitisation of processes (£0.085M)	220,000
	•Maximisation of commercial opportunities – Waste & Pest control (£0.040M)	
	•Introduction of an internal driver training programme to reduce fuel, vehicle damage & costly repairs (£0.030M)	
	•Increase / review fees & charges in line with inflation / reflecting changes in cost bases / market (e.g. Commercial & Bulky Waste charges) (£0.065M)	
	•Future opportunities around car parking and fleet to be developed for 2025/26	
Bereavement and Sport	•Expansion & growth of commercial business – pet crem & stone masons (£0.020M)	170,000
	•Increase / review fees & charges (e.g., burial & cremation fees) by 7.5% to bring in line with benchmarked rate	

**2025/26 PHASE 1 TRANSFORMATION**  
**GROWTH & SUSTAINABILITY DIRECTORATE**

SERVICE AREA	PROPOSAL	EFFICIENCY SAVING £
	(Note an additional £0.100M for 2025/26 and £0.025 for 2026/27)	
Highways & Strategic Transport	<ul style="list-style-type: none"> <li>•Improved long term planning to deliver work in-house, maximising the use of the City Region Strategic Transport &amp; SYMCA Grants and other strategic transport funding opportunities (to be reviewed annually) (£0.100M)</li> <li>•Review of operating models &amp; digitisation of back-office processes (£0.155M)</li> <li>•Maximisation of other income opportunities – fees &amp; charges / capex (£0.075M)</li> </ul>	330,000
<b>TOTAL</b>		<b>2,000,000</b>

**2025/26 PHASE 2 TRANSFORMATION  
GROWTH & SUSTAINABILITY DIRECTORATE**

Item 5b

<b>SERVICE AREA</b>	<b>EFFICIENCY SAVING £</b>
Housing & Energy	50,000
Planning & Building Control	100,000
Bereavement, Sport & Transport (Transport)	430,000
Waste, Recycling & Neighbourhoods	1,000,000
<b>TOTAL</b>	<b>1,580,000</b>

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## 2024/25 PHASE 1 TRANSFORMATION PLACE HEALTH and ADULTS DIRECTORATE

SERVICE AREA	Proposal	EFFICIENCY SAVING £M
<p>The £1.3m service review savings for 24/25 will be delivered via the ongoing programme of works within the Better Lives programme through managing demand into ASC and access to statutory care / support :</p>		
Reablement Service	<ul style="list-style-type: none"> <li>Expand the <b>community pathway service</b> – to provide short term / intensive support to people with declining health, reducing the need for costly residential care placements</li> </ul>	825,000
	<ul style="list-style-type: none"> <li>People (at first point of contact) can access Reablement to help them regain their independence and stay in their home longer / return home from hospital</li> </ul>	
A&C – Front Door	<ul style="list-style-type: none"> <li>Creation of a Front Door team (across all locality teams) / single point of contact, created via re-design of existing service;</li> </ul>	236,000
	<ul style="list-style-type: none"> <li>Maximise use of universal services, partner / voluntary organisations and access to minor equipment / tech</li> </ul>	
	<ul style="list-style-type: none"> <li>People receive the right support at the right time</li> </ul>	
	<ul style="list-style-type: none"> <li>Reduction in statutory assessments / referrals and those requiring long term care / support</li> </ul>	
A&C – Reviewing team	<ul style="list-style-type: none"> <li>Continued review of high-cost care packages</li> </ul>	200,000
	<ul style="list-style-type: none"> <li>Extend review to cover 6-week hospital discharge packages</li> </ul>	
<b>TOTAL</b>		<b>1,261,000</b>

**2025/26 PHASE 2 TRANSFORMATION  
PLACE HEALTH and ADULTS DIRECTORATE**

**Item 5c**

<b>SERVICE AREA</b>	<b>EFFICIENCY SAVING £M</b>
Day Services	200,000
<b>TOTAL</b>	<b>200,000</b>



<b>SERVICE AREA</b>	<b>PROPOSAL</b>	<b>EFFICIENCY SAVING £M</b>
Safer Barnsley	Maximisation of income opportunities via stricter application of rules around littering and dog fouling	10,000
	Provision of in-house temporary accommodation (homeless) via Berneslai Homes, reducing reliance on costly external provision (£221K deliverable over 3 years)	74,000
Stronger Communities	Reduction in project officer support, enabled through streamlined and improved processes & procedures	85,000
<b>TOTAL</b>		<b>169,000</b>

**2025/26 PHASE 2 TRANSFORMATION  
PUBLIC HEALTH and COMMUNITIES DIRECTORATE**

<b>SERVICE AREA</b>	<b>EFFICIENCY SAVING £M</b>
Safer Barnsley	74,000
Stronger Communities	264,000
Healthier Commissioning	85,000
Library Services	220,000
<b>TOTAL</b>	<b>643,000</b>

**2024/25 PHASE 1 TRANSFORMATION  
CORE DIRECTORATE**

SERVICE AREA	PROPOSAL	EFFICIENCY SAVING £M
Strategic Procurement & Contract Management	•Fundamental review of delivery model / restructure to strengthen commercial culture, leadership and skills across the council through the adoption of a business partnering approach to enhance the role of & impact of procurement. (£0.060M)	165,000
	•Production of a Procurement Strategy linked to MTFS. Streamlined and more efficient procurement processes.	
	•Capitalisation of procurement costs (£0.080M)	
	•Maximisation of commercial income e.g., procurement advice (£0.025M)	
Internal Audit	•Fundamental review of operating model to maximise effectiveness of organisational approach to assurance.	57,000
	•More corporate assurance focus and move away from traditional roles of internal audit	
	•Ceasing provision of services to outside bodies e.g SY Police	
Service Design & Compliance	•Consolidate functions across Customer, Information and Digital Services (£0.035M)	498,000
	•Review IT contracts across the Authority and improve contract management. (£0.392M)	
	•Streamlined processes removing waste. (£0.071M)	
Council Governance	•Fundamental review of organisational approach to Council Governance	54,000
	•Review of commercially traded services – JAGU and School Appeals	
Business Support	•Business Support Service transferred to Customer, Information & Digital	215,000
	•Radical redesign of Business Support Service, with a revised vision.	
	•Collaborative redesign of services to reduce waste	
	•Enhanced use of technology and automation. (£653K deliverable over 2 years)	
Legal Services	Extensive review of operating model to ensure fit for purpose and sustainable to support organisational needs including:	115,000
	•Increased operational management capacity to support compliance & client relationships via the introduction of a Practice & Legal Services Manager	
	•More sustainable financial & workforce resilience through enhanced career progression opportunities, utilising Paralegals & Legal Executives, reducing need for more costly solicitors.	
	•Better utilisation of technology & automation to drive efficient working practices & processes	
<b>TOTAL</b>		<b>1,104,000</b>

2025/26 PHASE 2 TRANSFORMATION  
CORE DIRECTORATE

SERVICE AREA	TARGET EFFICIENCY SAVING £M
Operational Finance & Schools Catering	140,000
Corporate Finance & Business Partnering	150,000
Human Resources	180,000
Communications & Marketing	50,000
Business Improvement & Intelligence	120,000
Continual Service Improvement	100,000
Service Operations	190,000
Business Support	430,000
Elections	45,000
<b>TOTAL</b>	<b>1,405,000</b>

## DIRECTORATE SUMMARY SPENDING PLANS 2024/25

DIRECTORATE	OPENING 2024/25 RESOURCE ENVELOPE	ADD			SUB -TOTAL PRE EFFICIENCIES	LESS	REVISED 2024/25 RESOURCE ENVELOPE
		Pay*	Demography & Demand	Investment		Efficiencies	
	£M	£M	£M			£M	
<b><u>CHILDRENS DIRECTORATE</u></b>							
Education and Early Start Prevention	12.633	1.049	-	-	13.682		13.682
Children Assessment and Care Management	37.505	0.831	9.510	5.400	53.246	-2.650	50.596
<b>TOTAL CHILDRENS</b>	<b>50.138</b>	<b>1.880</b>	<b>9.510</b>	<b>5.400</b>	<b>66.928</b>	<b>-2.650</b>	<b>64.278</b>
<b><u>GROWTH &amp; SUSTAINABILITY</u></b>							
Regeneration and Culture	18.882	1.065	-	0.900	20.847	-2.000	18.847
Environment and Transport	40.539	1.273	1.950	0.150	43.912	-1.220	42.692
<b>TOTAL GROWTH &amp; SUSTAINABILITY</b>	<b>59.421</b>	<b>2.338</b>	<b>1.950</b>	<b>1.050</b>	<b>64.759</b>	<b>-3.220</b>	<b>61.539</b>
<b><u>PLACE HEALTH &amp; ADULTS</u></b>							
Adults Assessment and Care Management	55.906	1.086	6.635	-	63.627	-1.261	62.366
<b>TOTAL PLACE HEALTH &amp; ADULTS</b>	<b>55.906</b>	<b>1.086</b>	<b>6.635</b>	<b>0.000</b>	<b>63.627</b>	<b>-1.261</b>	<b>62.366</b>
<b><u>PUBLIC HEALTH &amp; COMMUNITIES</u></b>							
Public Health	3.369	-	-	-	3.369	-	3.369
Safer, Stronger & Healthier Communities	7.049	0.526	-	-	7.575	-0.169	7.406
<b>TOTAL PUBLIC HEALTH &amp; COMMUNITIES</b>	<b>10.418</b>	<b>0.526</b>	<b>-</b>	<b>-</b>	<b>10.944</b>	<b>-0.169</b>	<b>10.775</b>
<b><u>CORE DIRECTORATE</u></b>							
Finance	5.600	0.638	-	0.250	6.488	-0.222	6.266
IT	10.888	0.504	-	-	11.392	-0.498	10.894
HR, Performance & Communications	5.449	0.398	-	0.230	6.077	-0.384	5.693
Legal & Governance	4.778	0.393	0.600	-	5.771	-	5.771
<b>TOTAL CORE</b>	<b>26.715</b>	<b>1.933</b>	<b>0.600</b>	<b>0.480</b>	<b>29.728</b>	<b>-1.104</b>	<b>28.624</b>
<b><u>CORPORATE BUDGETS</u></b>							
Levies	0.947	-	-	-	0.947	-	0.947
Corporate & Democratic Core	0.465	-	-	-	0.465	-	0.465
Capital Financing	19.842	-	-	-1.730	18.112	-	18.112
Corporate Budgets & Provisions	6.570	1.148	-	1.815	9.533	-	9.533
<b>TOTAL CORPORATE</b>	<b>27.824</b>	<b>1.148</b>	<b>0.000</b>	<b>0.085</b>	<b>29.057</b>	<b>0.000</b>	<b>29.057</b>
<b>TOTAL NET BUDGET</b>	<b>230.422</b>	<b>8.911</b>	<b>18.695</b>	<b>7.015</b>	<b>265.043</b>	<b>-8.404</b>	<b>256.639</b>

\*pay budgets to be finalised following agreement of 2024 pay offer

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## DIRECTORATE SUMMARY SPENDING PLANS 2025/26

DIRECTORATE	OPENING 2025/26 RESOURCE ENVELOPE	ADD			SUB -TOTAL PRE EFFICIENCIES	LESS	REVISED 2025/26 RESOURCE ENVELOPE
		Pay	Demography & Demand	Investment		Efficiencies (Provisional)*	
	£M	£M	£M			£M	
<b><u>CHILDRENS DIRECTORATE</u></b>							
Education and Early Start Prevention	13.682	0.335	-	-	14.017	TBC	14.017
Children Assessment and Care Management	50.596	0.299	0.600	-	51.495	TBC	51.495
<b>TOTAL CHILDRENS</b>	<b>64.278</b>	<b>0.634</b>	<b>0.600</b>	<b>0.000</b>	<b>65.512</b>	<b>0.000</b>	<b>65.512</b>
<b><u>GROWTH &amp; SUSTAINABILITY</u></b>							
Regeneration and Culture	18.847	0.467	-	-	19.314	TBC	19.314
Environment and Transport	42.692	0.462	0.700	0.150	44.004	TBC	44.004
<b>TOTAL GROWTH &amp; SUSTAINABILITY</b>	<b>61.539</b>	<b>0.929</b>	<b>0.700</b>	<b>0.150</b>	<b>63.318</b>	<b>0.000</b>	<b>63.318</b>
<b><u>PLACE HEALTH &amp; ADULTS</u></b>							
Adults Assessment and Care Management	62.366	0.331	4.317	-	67.014	TBC	67.014
<b>TOTAL PLACE HEALTH &amp; ADULTS</b>	<b>62.366</b>	<b>0.331</b>	<b>4.317</b>	<b>0.000</b>	<b>67.014</b>	<b>TBC</b>	<b>67.014</b>
<b><u>PUBLIC HEALTH &amp; COMMUNITIES</u></b>							
Public Health	3.369	0.222	-	-	3.591	TBC	3.591
Safer, Stronger & Healthier Communities	7.406	0.218	-	-	7.624	TBC	7.624
<b>TOTAL PUBLIC HEALTH &amp; COMMUNITIES</b>	<b>10.775</b>	<b>0.440</b>	<b>0.000</b>	<b>-</b>	<b>11.215</b>	<b>0.000</b>	<b>11.215</b>
<b><u>CORE DIRECTORATE</u></b>							
Finance	6.266	0.243	0.000	0.250	6.759	TBC	6.759
IT	10.894	0.147	-	-	11.041	TBC	11.041
HR, Performance & Communications	5.693	0.234	-	-	5.927	TBC	5.927
Legal & Governance	5.771	0.098	-	-	5.869	TBC	5.869
<b>TOTAL CORE</b>	<b>28.624</b>	<b>0.722</b>	<b>0.000</b>	<b>0.250</b>	<b>29.596</b>	<b>0.000</b>	<b>29.596</b>
<b><u>CORPORATE BUDGETS</u></b>							
Levies	0.947	0.000	-	-	0.947	TBC	0.947
Corporate & Democratic Core	0.465	0.002	-	-	0.467	TBC	0.467
Capital Financing	18.112	0.000	-	0.570	18.682	TBC	18.682
Corporate Budgets & Provisions	9.533	0.353	1.000	4.015	14.901	TBC	14.901
<b>TOTAL CORPORATE</b>	<b>29.057</b>	<b>0.355</b>	<b>1.000</b>	<b>4.585</b>	<b>34.997</b>	<b>0.000</b>	<b>34.997</b>
<b>TOTAL NET BUDGET</b>	<b>256.639</b>	<b>3.411</b>	<b>6.617</b>	<b>4.985</b>	<b>271.652</b>	<b>*TBC</b>	<b>271.652</b>

\*Current gap of £12.4M to be addressed in 25/26 via Phase 2 Transformation Programme

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## DIRECTORATE SUMMARY SPENDING PLANS 2026/27

DIRECTORATE	OPENING 2026/27 RESOURCE ENVELOPE	ADD		SUB -TOTAL PRE EFFICIENCIES	LESS	REVISED 2026/27 RESOURCE ENVELOPE
		Pay	Demography & Demand		Efficiencies	
	£M	£M	£M		£M	
<b><u>CHILDRENS DIRECTORATE</u></b>						
Education and Early Start Prevention	14.017	0.335		14.352	TBD	14.352
Children Assessment and Care Management	51.495	0.299	0.600	52.394	TBD	52.394
<b>TOTAL CHILDRENS</b>	<b>65.512</b>	<b>0.634</b>	<b>0.600</b>	<b>66.746</b>	<b>TBD</b>	<b>66.746</b>
<b><u>GROWTH &amp; SUSTAINABILITY</u></b>						
Regeneration and Culture	19.314	0.467		19.781	TBD	19.781
Environment and Transport	44.004	0.462	0.700	45.166	TBD	45.166
<b>TOTAL GROWTH &amp; SUSTAINABILITY</b>	<b>63.318</b>	<b>0.929</b>	<b>0.700</b>	<b>64.947</b>	<b>TBD</b>	<b>64.947</b>
<b><u>PLACE HEALTH &amp; ADULTS</u></b>						
Adults Assessment and Care Management	67.014	0.331	2.000	69.345	TBD	69.345
<b>TOTAL PLACE HEALTH &amp; ADULTS</b>	<b>67.014</b>	<b>0.331</b>	<b>2.000</b>	<b>69.345</b>	<b>TBD</b>	<b>69.345</b>
<b><u>PUBLIC HEALTH &amp; COMMUNITIES</u></b>						
Public Health	3.591	0.222		3.813	TBD	3.813
Safer, Stronger & Healthier Communities	7.624	0.218		7.842	TBD	7.842
<b>TOTAL PUBLIC HEALTH &amp; COMMUNITIES</b>	<b>11.215</b>	<b>0.440</b>	<b>0.000</b>	<b>11.655</b>	<b>TBD</b>	<b>11.655</b>
<b><u>CORE DIRECTORATE</u></b>						
Finance	6.759	0.243		7.002	TBD	7.002
IT	11.041	0.147		11.188	TBD	11.188
HR, Performance & Communications	5.927	0.234		6.161	TBD	6.161
Legal & Governance	5.869	0.098		5.967	TBD	5.967
<b>TOTAL CORE</b>	<b>29.596</b>	<b>0.722</b>	<b>0.000</b>	<b>30.318</b>	<b>TBD</b>	<b>30.318</b>
<b><u>CORPORATE BUDGETS</u></b>						
Levies	0.947	0.000		0.947	TBD	0.947
Corporate & Democratic Core	0.467	0.002		0.469	TBD	0.469
Capital Financing	18.682	0.000	0.570	19.252	TBD	19.252
Corporate Budgets & Provisions	14.901	0.353	1.000	16.254	TBD	16.254
<b>TOTAL CORPORATE</b>	<b>34.997</b>	<b>0.355</b>	<b>1.570</b>	<b>36.922</b>	<b>TBD</b>	<b>36.922</b>
<b>TOTAL NET BUDGET</b>	<b>271.652</b>	<b>3.411</b>	<b>4.870</b>	<b>279.933</b>	<b>TBD</b>	<b>279.933</b>

\*Current gap of £15.5M to be addressed in 25/26 - 26/27 via Phase 2 Transformation Programme/other efficiencies

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## BARNSELY METROPOLITAN BOROUGH COUNCIL

## 2024/25 SCHOOLS DELEGATED BUDGETS

1. Purpose of the Report

- 1.1 To seek approval for the proposed 2024-25 schools' budget and for the transfer of schools' funding to the high needs budget, following consultation with schools and the Barnsley's Schools Forum.

2. Recommendations

- 2.1 That Cabinet approves the local schools funding formula and the proposed schools' budget as outlined in this report - subject to the outcome of the submitted Disapplication Request to DfE (see para 2.2).
- 2.2 That Cabinet approves the transfer of funding (1%) from the schools' block (£1.9M) to the high needs block (subject to DfE's approval).

3. Schools Funding Settlement 2024/25

- 3.1 Details of the 2024/25 funding settlement for schools was announced on 19 December 2023. The total schools funding for Barnsley for 2024-25 is **£272.5M**. This equates to a **£16.7M** increase in funding compared to 2023-24. The table below compares Barnsley's DSG allocation for 2024/25 to the current year on an equivalent basis.

	2023-24 £M	2023-24 £M	Change £M
Schools Block*	197.269	202.747	<b>5.477</b>
High Needs Block	40.384	42.154	<b>1.769</b>
Early Years Block	16.538	25.991	<b>9.453</b>
Central Schools Services	1.602	1.575	<b>-0.027</b>
	<b>255.793</b>	<b>272.467</b>	<b>16.672</b>

\* Schools block allocation for 23/24 has been adjusted to include £6.316m mainstream schools additional grant (to make it comparable to 24/25)

- 3.2 The following summarises the main funding changes in 2023-24:

- **Schools Block** – the increase in funding of £5.5M is attributed to increase in pupil numbers (£1.5M) as per the October 2023 schools census and increased funding (as announced by the Govt in the 2022 Autumn Statement) allocated through the National Funding Formula (£4.0M).
- **High Needs Block** – the £1.8M funding increase is due to increased funding through the high needs National Funding Formula (£1.6M); and the increase

in pupils in special schools (£0.2M). The increased high needs funding reflects the additional £440M investment by the Govt to support SEND pupils and address increasing pressures in the high needs budget.

- **Early years Block** – the significant increase in funding mainly relates to the following:
  - a 6% increase in the 3 & 4 year old early years funding rate
  - extension of the 2 year old early years childcare entitlement to working parents from April 2024; and
  - the introduction of early years childcare funding entitlement for working parents with children aged 9 months and above from September 2024.

#### 4. **Barnsley's Schools Funding formula (2024/25)**

4.1 A consultation exercise was undertaken in November 2023, which sought views on changes to Barnsley's schools' funding formula. The aim was to deliver on the Government's requirement for further alignment of the local school's formulae to the national formula. The outcome of the consultation was reported to the Schools Forum on 12 December 2023.

4.2 The following, reflects the main implemented changes to Barnsley's local funding formula for 2023-24:

- Increase in the basic entitlement unit funding for primary and secondary in line with the 2024-25 national formula values.
- Increase in the unit funding rates in the Barnsley's formula to the national formula level for the following funding factors: Deprivation; Low Prior Attainment; Mobility, sparsity and English as an Additional Language (EAL).
- A formulaic approach to allocating split sites funding has been introduced to ensure that funding for schools which operate across more than one site will be provided on a consistent basis. Only two schools are impacted by the inclusion of this funding factor.
- Increase in the Lump Sum factor to £134,000 per school to match the NFF amount.
- Continue to protect schools from adverse formula changes by setting the Minimum Funding Guarantee (MFG) at 0.5% (in line with the national formula).
- Growth funding will be managed outside the funding formula based on the Council's Pupil Growth criteria. The amount to be top sliced from the schools' block for 2024-25 is £600k (based on an assessment of existing commitments and planned growth).

## **5. Funding transfer to high needs**

- 5.1 Barnsley continues to face increased cost pressures in the high needs block, with a deficit budget currently projected for 2024-25 (as per the DSG management plan). There is local flexibility for the transfer of funding from the schools to high needs block in 2024-25, subject to Schools Forum approval (NB DfE approval required for transfers above 0.5%).
- 5.2 The Council has consulted with schools and the Schools' Forum on the proposal to transfer 1% of the schools' funding to the high needs block. The transferred funding (£2.0M) will be used to fund the commissioning of new SEND places in local Barnsley schools – to stem the placements in costly independent settings.
- 5.3 The 1% funding transfer proposal was approved by the Schools' Forum on 12 December 2023. DfE approval of the proposal would not be confirmed till the end of January 2023. However, the attached school budget proposal put forward for assumes the 1% funding transfer.

## **6. Proposed 2024/25 Schools Delegated Budget**

- 6.1 Submission of Barnsley's schools funding formula and confirmation of political ratification of the schools' budget is required by DfE. The table below outlines the proposed schools' budget for 2024/25 and reflect the changes to Barnsley's local schools' formula as detailed in paragraph 4.2 and the 1% funding transfer as outlined in paragraph 5.3 (subject to DfE decision).

	2023/24 Budget	2024/25 Budget	Variance
	£'000	£'000	£'000
Schools block funding*	190,953	202,747	11,795
Growth fund	-474	-600	-126
Funding transfer to high needs block**	-1,877	-2,010	-133
	<b>188,602</b>	<b>200,137</b>	<b>11,536</b>

\* The mainstream schools additional grant of £6.317m was excluded from 23/24 block funding (as it was allocated as a separate grant funding to schools), however it has been rolled into 2024/25 DSG budget allocation by DfE

\*\*2024/25 funding transfer subject to DfE approval

1) Age Weighted Pupil Unit (AWPU)	132,695	139,827	7,132
2) Deprivation	20,141	23,262	3,121
3) English as an Additional Language	689	873	184
4) Mobility	80	104	24
5) Prior Attainment	11,633	11,918	285
6) Lump sum	11,264	11,792	528
7) Sparsity	29	46	16
8) Split Site(NEW)	26	121	95
9) Minimum pupil funding	528	367	-161
10) Minimum Funding Guarantee	194	52	-142
11) Rates	1,626	1,753	127
12) PFI funding	9,696	10,024	327
	<b>188,602</b>	<b>200,137</b>	<b>11,536</b>

## 2024/25 – 2027/28 CAPITAL INVESTMENT PROGRAMME

**1. Purpose of Report**

- 1.1 To agree the 24/25 capital investment programme and future year emerging priorities.

**2. Recommendations**

It is recommended that:

- 2.1 Members note the Council's plan for identifying and prioritising capital investment needs;**
- 2.2 Members note the Council's current approved capital investment programme totalling £259.0M [General Fund £216.3M and Housing £42.7M];**
- 2.3 Members note the Council's overall highways and transport capital funding totalling £85.9M over the 5-year period to 27/28, and approve the £10.4M for immediate consideration as part of the 24/25 highways maintenance programme;**
- 2.4 Members approve the Council's operational asset replacement programme allocations totalling £7.6M for immediate consideration, as set out at paragraph 5.10;**
- 2.5 Members approve the Council's schools and disabled facilities grant allocations (£7.6M) for immediate consideration, as set out in paragraphs 5.12 – 5.18 and detailed in Appendix 2;**
- 2.6 Members note the Council's Housing Investment Programme for 2024/25-2027/28 totalling £38.4M, described in paragraphs 5.19 – 5.21, already approved by Council on 24<sup>th</sup> January 2024 (Cab. 24.01.2024/ refers);**
- 2.7 Members note and agree 'in principle' the external funding opportunities available as outlined in section 6. Additional reports are to be submitted for Members' consideration as funding is confirmed;**
- 2.9 Members note the Council's approach to maintaining a live pipeline of capital investment proposals including health and safety / regulatory / business critical priorities, as outlined at paragraph 7.5 but that these proposals will only be brought forward should additional funding become available.**

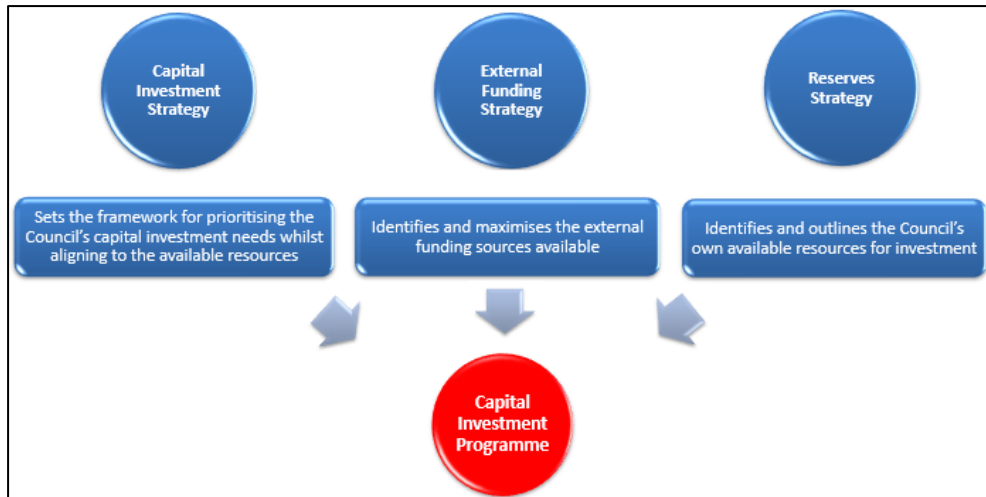
**3. Background and Context**

- 3.1 The proposed 24/25 Capital Investment Programme is largely derived via detailed consideration of the following three key strategies':
- **The Capital Investment Strategy 2024/25** – this strategy sets out the overall framework for identifying and prioritising the Council's capital investment priorities and seeks to align those priorities against all available resources.

Members are asked to note that included within, and integral to this, is the Council's Place Based Investment Plan (PBIP).

The PBIP, which was approved by Cabinet in 2022, seeks to deliver the infrastructure and assets necessary to support the delivery of the Barnsley 2030 vision and wider South Yorkshire Renewal Fund Programme – which is reflected in the scheme proposals contained in this report.

- **The External Funding Strategy** – this strategy provides a framework that supports the Council in identifying and then optimising external funding opportunities in support of the Council's strategic objectives; and
  - **The Reserves Strategy 2024/25** – this strategy aims to maximise, and efficiently allocate, all available internal balances (e.g. year-end underspends) and “one off” resources (e.g. capital receipts) to support investment proposals that achieve the Council's strategic objectives.
- 3.2 All three strategies work together to identify priorities and all available resource options (whether they be internal, external or combined) to progress our ‘pipeline’ of investment proposals that meet the Council's priorities. The strategies also work to identify where any funding gaps or barriers, such as funding eligibility, exist.
- 3.3 The diagram below describes the interaction between these strategies when considering investment proposals.



- 3.4 This report introduces the totality of investment proposals being considered as part of the 2024/25 to 2027/28 Capital Investment Programme and provides a more detailed overview of those resources currently available to support these proposals, along with identifying future funding gaps and opportunities.



#### 4. **The Prioritisation Approach**

- 4.1 The Capital Investment and External Funding strategies set out the principles and processes which govern the prioritisation of the Capital Investment Programme and it is within this context that all new investment proposals have been considered.
- 4.2 Members should note that no new investment proposals have been considered, outside of any external funding allocations (Section 5 details) and external funding opportunities (Section 6 details).
- 4.3 As a result, there is no new internal funding identified towards future capital schemes at this time. This falls in line with the wider council message to reduce non-essential spend during the current economic climate.

#### 5. **Capital Programme and 24/25 Proposals**

##### Current Capital Programme

- 5.1 The Council's current capital programme totals £259.0M, split between general fund investments of £216.3M and housing investments of £42.7M. These investments all relate to previous decisions taken by the Council and are fully funded. A breakdown of the major schemes in progress are shown within Appendix 3.
- 5.2 After consideration of the 2024/25 investment proposals, the specific programmes will be added to the Capital Programme. This consolidated position is reflected in the Council's 24/25 Capital Investment Strategy.

##### Future Funding Identified

- 5.3 The Council has also identified a further £67.8M of funding which has been provisionally set aside for future capital schemes. This is made up entirely of external funding opportunities detailed in Section 6.
- 5.4 Any amounts will be released into the programme only if formal approval is reached for use against a specific project.

##### 2024/25 Investment Proposals

##### Highways Capital Investment

- 5.5 The Council has allocated resources across the 5-year period 23/24 through 27/28, (£80.5M) as part of the City Region Sustainable Transport Settlement (CRSTS). This funding is split into two allocations:
- £27.3M being of 5 years' funding for the Council's highway maintenance programme – equating to c.£5.1M per annum through to 25/26 and c.£6.0M per annum from 26/27; and
  - £53.3M in respect of one-off strategic highways infrastructure projects.

- 5.6 The allocation for 24/25 totals £5.1M and comprises the Local and Neighbourhood Transport Programme (£1.1M) and a Transport Network Asset Maintenance Programme (£4.0M); both of which are available to invest in the Borough's highways maintenance needs. In addition, a further £3.3M of the council's own resource is considered annually towards the highways maintenance budget.
- 5.7 Furthermore, it is recommended that a further £2M be provisionally set aside to repair and improve the Borough's classified roads. These resources will be released pending approval of future detailed reports.
- 5.8 It should be noted that the Council has also developed a number of strategic infrastructure projects totalling £53.3M, including active travel hubs and routes, quality bus corridors and improvements to key roundabouts. These have been approved previously, with members asked to note the re-profiled amounts split between the individual projects as stated in Appendix 1. These amounts will then be drawn down and released into the programme via the full approval process.

Table 1 – Highways & Transport Capital Investment

	2023/24 £M	2024/25 £M	2025/26 £M	2026/27 £M	2027/28 £M	TOTAL £M
<b>Specific Funding to be Approved</b>						
<u>Highways Maintenance</u>						
Local Highways Maintenance Programme	5.100	5.100*	5.100	6.000	6.000	<b>27.300</b>
BMBC Highways Maintenance	-	3.300*	-	-	-	<b>3.300</b>
BMBC Classified Roads Investment Programme	-	2.000	-	-	-	<b>2.000</b>
<b>Total for Approval</b>	<b>5.100</b>	<b>10.400</b>	<b>5.100</b>	<b>6.000</b>	<b>6.000</b>	<b>32.600</b>
<b>Funding Allocations to be Re-Profiled</b>						
<u>Strategic Infrastructure</u>						
Various Infrastructure Projects (Appendix 1)	1.640	11.727	19.550	20.366	-	<b>53.283</b>
<b>Total Highways Investment</b>	<b>6.740</b>	<b>22.127</b>	<b>24.650</b>	<b>26.366</b>	<b>6.000</b>	<b>85.883</b>

\* This report is seeking approval in principle of the £5.1M Local Highways Maintenance Programme for 24/25 monies, and £3.3M Highways Maintenance monies, which are considered on an annual basis

- 5.9 It is recommended that the proposals that relate to specific annual government allocations are progressed immediately, in line with the Council's existing governance arrangements. **Recommendation 2.3 refers.**

Council Replacement Programmes

5.10 The Council has two rolling programmes whereby certain assets are replaced when required to ensure services can be delivered effectively. The two priorities requiring approval as part of this report are:

- **Bin Replacement Programme:** A three year rolling programme where bins are replaced across the borough.
- **Vehicle Replacement Programme:** Dealing with replacing specialist council vehicles at the end of their useful life.

5.11 These costs have already been set aside within current budgets, and as such no new funding is required to be identified as part of this approval.

Table 2 – Replacement Programme Funding

	2024/25 £M	2025/26 £M	2026/27 £M	Total £M
<b>Specific Funding to be Approved</b>				
Bin Replacement Programme	0.394	0.433	0.477	1.304
Vehicle Replacement Programme	6.345	-	-	6.345
<b>Total</b>	<b>6.739</b>	<b>0.433</b>	<b>0.477</b>	<b>7.649</b>

Schools / Disabled Facilities Capital Investment

5.12 The Council also receives annual allocations to invest in its schools infrastructure and in disabled facilities in private properties

School Maintenance Programme

5.13 Anticipated resources in 24/25 (£0.678M) relate to investment and maintenance in the schools' stock, early years settings and children's centres (maintenance allowance).

School Admission / Basic Need Programme

5.14 In February 2021, the government announced they would be determining Basic Needs allocations based on the Department for Education's annual Schools Capacity (SCAP) survey. This assesses the number of places available in individual areas, overlaid by the ONS birth data to identify where shortfalls potentially exist in 4/5 years' time. This formula expects no shortfall of places in Barnsley and therefore no funding is anticipated for 24/25 or 25/26, however due to a recent change in the survey funding is expected to be available from 26/27.

School High Needs Provision (SEND)

5.15 This grant (estimated at £3.278M for 24/25) is provided to support the Council with the delivery of new and improved provision for children with special educational needs and disabilities within the Borough.

5.16 Members should note that as part of the safety valve programme and the Council's deficit reduction plan, the Council has submitted a joint bid with Sheffield City Council to develop a 200-place free special school near the border of both authorities. This school is to be funded directly by the Department for Education under the free school programme and is due to be completed by 2026/27.

Disabled Facilities Programme (DFG)

5.17 The Council is expected to receive an estimated grant allocation totalling £3.672M for 24/25 relating to the DFG element of the Better Care Fund.

Table 3: Specific Funding - Schools / Disabled Facilities Capital Investment

	2024/25 £M
<b>Specific Funding to be Approved</b>	
School Maintenance Programme (indicative) *	0.678
School Admissions Programme	-
High Needs Provision (SEND) *	3.278
Disabled Facilities Programme (indicative) *	3.672
<b>Total</b>	<b>7.628</b>

\* Figures based on 2023/24 allocation as no indicative figures released by Central Government at the time of writing this report.

5.18 It is recommended that the proposals that relate to specific annual government allocations are progressed immediately, in line with the Council's existing governance arrangements. **Recommendation 2.5 refers.**

Housing Capital Investment

5.19 The Council's housing capital investment is considered as follows:

- **Core Programme** – including the annual Decency programme that maintains key components [kitchens, bathrooms, windows, doors, heating systems, roofs etc.] of c.1,200 house, and the supplementary programme that provides for structural works, disabled adaptations and major void works to the housing stock;
- **Housing Growth / Added Value Investments** – targeted investment based on the Council's strategic housing priorities.

5.20 These schemes, already approved by Council for period 2024-28, are shown in the table below.

Table 4: Housing Capital Investments

<u>Programme</u>	<u>Investment Proposal</u>	<b>TOTAL £M</b>
Core	HRA BHS Programme	<b>8.636</b>
Core	HRA Supplementary Works	<b>9.303</b>
<b>Sub Total – Core Programme</b>		<b>17.939</b>
Housing Growth	New Build Programme	<b>20.500</b>
<b>Sub Total - Housing Growth / Added Value</b>		<b>20.500</b>
<b>2024 - 2028 Capital Investments</b>		<b>38.439</b>

5.21 It should be noted that the council's five-year programme only covers the period to 2027/28 whereas the full HRA report is to 2028/29. A further £22.3M is requesting approval in this additional year, taking the full HRA approval to £60.8M. This additional amount will therefore see formal inclusion in the 25/26 capital budget papers.

Revised Total Capital Investment Programme

5.22 On the basis that the above investment proposals are approved alongside the housing investment of £38.4M (already approved by Members on 1<sup>st</sup> Feb 24), the total revised approved capital programme will be **£323.0M**, aligned to the Council's Corporate Priorities.

	<b>2023/24 £M</b>	<b>2024/25 £M</b>	<b>2025/26 £M</b>	<b>2026/27 £M</b>	<b>2027/28 £M</b>	<b>Total £M</b>
<b>Current Capital Investment Programme</b>	<b>139.9</b>	<b>77.0</b>	<b>21.4</b>	<b>20.7</b>	<b>-</b>	<b>259.0</b>
<b><u>New Approvals</u></b>						
Highways & Transport Investment (Table 1)	-	10.4	-	-	-	<b>10.4</b>
Replacement Programme (Table 2)	-	6.7	0.4	0.5	-	<b>7.6</b>
Schools & Disabled Facilities Investment (Table 3)	-	7.6	-	-	-	<b>7.6</b>
Housing Investment (Table 4) *	-	20.9	3.0	7.2	7.3	<b>38.4</b>
<b>Total New Approvals</b>	<b>-</b>	<b>45.6</b>	<b>3.4</b>	<b>7.7</b>	<b>7.3</b>	<b>64.0</b>
<b>Revised Current Capital Investment Programme</b>	<b>139.9</b>	<b>122.6</b>	<b>24.8</b>	<b>28.4</b>	<b>7.3</b>	<b>323.0</b>

\* Already approved as part of 24/25 HRA Budget process

## **6. External Funding Bids / Opportunities**

6.1 This section provides an overview of the main externally provided sources of capital funding that are considered likely to impact on Council's capital programme from 2024/25 onwards.

Funding Bids Notionally Agreed - Pending Formal ApprovalLong Term Gainshare (LTGS)

- 6.2 Significant LTGS Gainshare allocations have been made to the four South Yorkshire Authorities as part of government's devolution deal with SYMCA. Allocations by authority are shown in the table below:

Business Stock	Allocation Adjusted		26 Years		Annual	
	%	%	Capital £m	Revenue £m	Capital £m	Revenue £m
MCA		20.00%	£94	£62	£3.60	£2.40
BMBC	16.11%	12.89%	£60	£40	£2.32	£1.55
DMBC	23.42%	18.74%	£88	£58	£3.37	£2.25
RMBC	19.02%	15.22%	£71	£47	£2.74	£1.83
SCC	41.45%	33.16%	£155	£103	£5.97	£3.98
	<b>100.00%</b>	<b>100.00%</b>	<b>£468</b>	<b>£312</b>	<b>£18.00</b>	<b>£12.00</b>

- 6.3 LTGS will be made available from 2024 and will be released over a 26-year period. For Barnsley this equates to a combined allocation of over £100m comprising; £60.32m in capital allocations; and £40.3m in revenue funding.
- 6.4 In order to deliver our Place Based Investment Plan (PBIP) at scale and pace a financial mechanism for the rapid utilisation of Gainshare funds has been agreed.
- 6.5 This mechanism will entail the Council 'forward funding' projects and then using annual Gainshare allocations to cover off the associated financing ('principal' and 'interest') costs.

- **Town Centre Improvements – requiring £36.1m Gainshare**

It is proposed that long term gainshare will fund further improvements within the town centre, specifically the costs of providing health and wellbeing facilities within the Alhambra centre to the benefit of all residents across the borough. The outline business case was approved in principle by SYMCA in October 23. Work has now commenced on the full business case which will be submitted for approval to SYMCA in March 2024. It is anticipated that the scheme will be implemented in two distinct phases:

- **Phase 1:** Supporting leasehold acquisition and initial capital works; and
- **Phase 2:** Funding additional capital works and commercial strategy to facilitate retail consolidation and creation of NHS health and wellbeing hub.

- **Principal Towns & Local Centres Programme – requiring £20M Gainshare**

The current programme includes proposals for new centres that will bring enterprise and business support to the high street, new commercial property, and place-

making programmes to bring buildings and spaces back into productive economic and social uses.

The council will seek to use £20m in Gainshare to complete the funding package required to support Phase 3.

- 6.6 Remaining LTGS will be released subject to further reports into cabinet. The release of funding is incumbent on Full Business Case (FBC) approval by SYMCA. BMBC Officers are currently working to develop the requisite business cases to secure the release of funding.

Long Term Plan for Towns (LTPT)

- 6.7 Announced on 1 October 2023, Barnsley will be one of 55 towns across the UK to receive £20m over a ten-year period via the LTPT initiative. £2m per annum will be awarded and this will be split down as follows; £1.5m in capital and £0.5m in revenue.
- 6.8 The aim of the funding is to address socio-economic opportunities and challenges in built-up areas of between 20,000 and 100,000 in population. The funding to be used to support the following themes:
- Safety and security: addressing crime and antisocial behaviour; increasing footfall and activity.
  - High streets, heritage and regeneration: addressing oversupply of retail property; increasing attractiveness and accessibility; supporting business.
  - Transport and connectivity: highways infrastructure; increasing active travel.

Brownfield Funding Bid

- 6.9 The South Yorkshire Mayoral Combined Authority (SYMCA) has been allocated £53.3M from Government to support the development of housing schemes on brownfield land (at least 3,300 new homes by the end of March 2025).

UK Shared Prosperity Fund

- 6.10 The final (and largest) tranche of capital funding provided via the Shared Prosperity Funding is expected to support the delivery of a range of schemes in 2024/25 (circa £0.816m).
- 6.11 The delivery plan for year three is currently in the process of being finalised and will be submitted to Cabinet for approval shortly.

Funding Bids Recently Confirmed – Projects Underway

Levelling Up Round 2

- 6.12 In 2023 LUF2 funding to the value of £10.243M was awarded to support the Barnsley Futures programme. The programme comprises the following three distinct elements:

- **Youth Place & Space** – Upgrade the Youth Hub at the YMCA
- **The Civic** – Restoration and development of The Civic
- **The NAVE (Northern Academy of Vocal Excellence)** – Purpose built centre for use by Barnsley Voice Choir

Arts Council – Cannon Hall Museum & Estates Development Fund (MEND)

6.13 £0.900M in MEND funding was awarded to the Council in 2023 by Arts Council England from the Museum Estate Development Fund (MEND) to support extensive roof repairs / replacement at Cannon Hall.

Cultural Development Fund

6.14 The total value of the capital element of the award is £3.230m and this is accompanied by a £0.700m revenue allocation to support project management and the delivery of a range of cultural activities in cultural hubs across Principal Towns.

Table 5: External Funding Opportunities

Source		Funding Confirmed £M	Notionally Agreed £M	Total £M
<b>External Funding Bids:</b>				
SYMCA	Long Term Gainshare	-	60.320	60.320
SYMCA	Long Term Plan for Towns (LTPT)	-	15.000	15.000
SYMCA	Brownfield Funding	-	0.260	0.260
DLUHC	Levelling Up Fund Round 2	10.243	-	10.243
Arts Council	MEND – Cannon Hall Roof	0.900	-	0.900
Arts Council	Cultural Development Fund	3.230	-	3.230
SYMCA	Shared Prosperity Fund	-	1.280	1.280
<b>Sub Total – External Funding Bids</b>		<b>14.373</b>	<b>76.860</b>	<b>91.233</b>

6.15 Of the above amounts, £14.4M relates to funding already confirmed and released into the programme. A further £76.8M has been notionally agreed and will be drawn down as and when business cases are formally approved. It is expected this will be released into the programme as per the below table, with £67.8M relating to this reporting period to 2027/28.

2024/25 £M	2025/26 £M	2026/27 £M	2027/28 £M	In Period £M	Future Years £M	Total £M
23.040	21.820	21.500	1.500	<b>67.860</b>	9.000	<b>76.860</b>



## 7. Conclusion and Next Steps

- 7.1 This report is seeking the formal approval of the highways & transport, replacement programme and schools / disabled facilities investments for 24/25 – 27/28 which totals £75.1M.
- 7.2 On the basis that the above are approved by Members, the revised approved programme will sit at £323.0M, with the total indicative capital programme over the period estimated at £390.8M. This includes any funding which has been identified for use on future schemes pending formal approval. Section 6 details these amounts.

	2023/24 £M	2024/25 £M	2025/26 £M	2026/27 £M	2027/28 £M	Total £M
<b>Revised Current Capital Investment Programme</b>	139.9	122.6	24.8	28.4	7.3	323.0
<b>Funding Identified for Future Use Pending Further Approval</b>	-	23.0	21.8	21.5	1.5	67.8
<b>Revised Total Indicative Capital Investment Programme</b>	139.9	145.6	46.6	49.9	8.8	390.8

- 7.3 The Council has also set aside a small contingency pot to be used against capital projects should any urgent works need undertaking. Any use of this will be communicated through necessary approval channels and/or future quarterly capital monitoring reports.
- 7.4 Progress against external funding bids will be reported as circumstances dictate.

### Health & Safety / Regulatory / Business Critical Proposals

- 7.5 Any proposals regarding the above are ordinarily regulatory or statutory in nature, but also includes proposals that keep the Council safe and maintain / protect service delivery. Any such proposals will be considered on an exceptions basis as they emerge and if agreed as a priority will be funded from the capital contingency reserve.

## APPENDIX 1 – HIGHWAYS INVESTMENT FOR APPROVAL

Proposal Name	Brief Description	2023/24 £M	2024/25 £M	2025/26 £M	2026/27 £M	2027/28 £M	TOTAL £M
<b>ADDITIONAL HIGHWAYS INVESTMENT 23/24</b>							
Council's Own Resources	An annual highways maintenance allocation set aside to repair the Borough's highways (principal roads / side streets).	-	3.300	-	-	-	<b>3.300</b>
Classified Roads Investment Programme	A further £2M has been provisionally set aside to repair and improve the Borough's classified roads	-	2.000	-	-	-	2.000
<b>SUB TOTAL – ADDITIONAL HIGHWAYS INVESTMENT 23/24</b>		-	<b>5.300</b>	-	-	-	<b>5.300</b>
Local Transport Programme	Monies for maintenance of the Borough highways infrastructure including the Local and Neighbourhood Transport Complementary Programme (ITB) and the Transport Network Asset Maintenance (HMB)	-	5.100	-	-	-	<b>5.100</b>
<b>SUB TOTAL – LOCAL TRANSPORT PROGRAMME</b>		-	<b>5.100</b>	-	-	-	<b>5.100</b>
<b>TOTAL HIGHWAYS INVESTMENTS TO BE APPROVED</b>		-	<b>10.400</b>	-	-	-	<b>10.400</b>
A635 Quality Bus Corridor - BRT	A bus priority scheme; also improves capacity on the overall network. Includes new bus lanes, bus shelters, active travel routes and improved links to the Trans-Pennine Trail	0.668	3.500	12.000	9.000	-	<b>25.168</b>
Royston Active Travel and Bus Priority Measure infrastructure scheme	Provision of infrastructure mitigation required to deliver 2 major Mixed Use (employment / residential) sites allocated in the Local Plan. MU3 and MU5 – which have been approved in the Royston Masterplan. The scheme will provide mitigation at several local junctions; provide active travel routes and an alternative bus priority route into the town centre.  The full requested CRSTS request is for £14.2m, the scheme has been re-profiled to defer £12.2m into the next settlement period (2027 onwards)	-	0.400	0.800	0.800	-	<b>2.000</b>
A628 Bus and Active Travel priority corridor - Shafton to Barnsley Town Centre - Phase 1	Bus / AT priority scheme; also mitigation for Local Plan developments. Will also include Active Travel routes to tie into existing routes delivered through TCF / AT funding	-	0.960	1.976	5.000	-	<b>7.936</b>
River Dearne Long Route	The proposed 'River Dearne Long Route' scheme consists of a package of measures which seeks to improve walking and cycling connectivity between A61 Gyratory at Old Mill Lane and A633 Grange Lane via A628 Pontefract	0.056	0.418	-	-	-	<b>0.474</b>

## SECTION 6

Proposal Name	Brief Description	2023/24 £M	2024/25 £M	2025/26 £M	2026/27 £M	2027/28 £M	TOTAL £M
	Road. The list of interventions includes infrastructure improvements to 2.45km of off-road active travel route and improving widths to achieve LTN 1/20 and the higher MCA standards, Provision of Toucans crossing at Grange Lane and Pontefract Road, improvements to public realm, improvements to lighting, incorporation of a dish channel to the existing steps within the park to allow easy access for cyclists.						
Darton Active Travel Route	The 'M1 J38 Darton Active Travel Link' is a package of measures which seeks to promote walking and cycling connectivity between 'The Yorkshire Sculpture Park' located at J38 M1 and the proposed A61 Active Travel Link via Darton Rail Station. By linking to the proposed A61 Active Travel Link an uninterrupted walking and cycling route will be established connecting J38 with Barnsley Town Centre. The proposal will also complement the establishment of an Active Travel Hub at the Church Street car park (subject to a separate OBC / funding bid).	0.138	1.200	0.589	-	-	<b>1.927</b>
Wombwell to Vorsborough Trans Penine Trail	Active Travel Route along the TPT	0.141	1.048	-	-	-	<b>1.189</b>
Bikeworks Active Travel Hub	Active Travel hub at the interchange in Barnsley. The new Hub will be located close to the transport interchange on a site identified for low carbon town centre residential development and new green public realm and will provide more safe / secure cycle storage than at present and have the capacity for more e-bike / bike loan	0.467	0.371	-	-	-	<b>0.838</b>
Elsecar Active Travel Hub	Active Travel hub at Elsecar Heritage Centre	0.050	0.440	-	-	-	<b>0.490</b>
Penistone Station Accessibility Improvements - Phase 1	The scheme will improve accessibility to the proposed Park and Ride scheme at the Penistone station. The creation of a Park and Ride site at Penistone station is a priority of South Yorkshire Passenger Transport Executive (SYPT), and follows other similar rail based park and ride facilities which have been built in recent years at Wombwell and Elsecar and which have proved very popular with commuters. This Park and Ride site will also complement the bid Kirklees Council have recently submitted to increase the number of trains on the Penistone Line, which connects Huddersfield with Sheffield via Barnsley. Services at Penistone are currently restricted to 2 trains per hour. In addition	-	0.990	2.895	2.115	-	<b>6.000</b>

## SECTION 6

Proposal Name	Brief Description	2023/24 £M	2024/25 £M	2025/26 £M	2026/27 £M	2027/28 £M	TOTAL £M
	the proposed scheme will also mitigate congestion from major housing allocations which are coming forward in Penistone.						
Town End Roundabout - Phase 1 (development)	The proposed scheme will see the development of a "Dutch style" roundabout at the existing Town End roundabout within Barnsley town centre on the A628. The existing roundabout will be replaced and existing priority for motorists will be removed and replaced with pedestrian and cyclist priority at crossing points.	-	0.420	1.290	1.290	-	<b>3.000</b>
A61 Active Travel - Barnsley – Royston via Smithies - Phase 1	An active travel scheme, already in the TCF programme which provides 7.5km of new on and off-road cycle routes. Includes new pedestrian / cycle crossings at key junctions. Also ties into the A61 Royston Bus Priority measures scheme being delivered by the SYPTE This element is to deck an existing disused rail bridge to provide better connectivity	0.110	1.890	-	-	-	<b>2.000</b>
Restoring Your Railway: North Barnsley to Wakefield via Royston (1)	The restoration proposal for the North Midland Line is to run passenger services from Barnsley to Wakefield Kirkgate via the semi-operational freight route from Wakefield to Lundwood. This could form the first phase of a more fundamental reinstatement between Lundwood and Barnsley and / or Lundwood and Swinton on disused tracks. Currently, the route is a single track, infrequently used freight line, which runs parallel to parts of the National Cycle Network. Restoring the railway on this route would include potentially double-tracking the freight route, ensuring it all adheres to modern passenger rail safety standards. The restoration of this route would create a new, connection between North Barnsley and Wakefield, potentially offering connections to Leeds and Huddersfield beyond. This reduced allocation would specifically be for the feasibility on the freight line.	0.010	0.090	-	-	-	<b>0.100</b>
Remaining Funding	Remaining funding available for Active Travel Schemes which is yet to be determined how it will be used specifically.	-	-	-	2.161	-	<b>2.161</b>
<b>SUB TOTAL – SYMCA SUSTAINABLE TRANSPORT SETTLEMENT (CRSTS) – RE-PROFILING</b>		<b>1.640</b>	<b>11.727</b>	<b>19.550</b>	<b>20.366</b>	<b>-</b>	<b>53.283</b>
<b>GRAND TOTAL – HIGHWAYS CAPITAL INVESTMENT</b>		<b>1.640</b>	<b>20.127</b>	<b>19.550</b>	<b>20.366</b>	<b>-</b>	<b>61.683</b>

## APPENDIX 2 – SCHOOLS &amp; DISABLED FACILITIES INVESTMENT FOR APPROVAL

Proposal Name	Brief Description	2024/25 £M
		-
School Maintenance	Monies ringfenced for maintenance the Council's schools' stock	0.678
High Needs Provision (SEN)	Monies ringfenced for providing additional school places	3.278
Disabled Facilities Grant	Monies earmarked for provision of disabled facilities grant to allow residents to adapt their own homes	3.672
<b>GRAND TOTAL –</b>		<b>7.628</b>

## APPENDIX 3 – CURRENTLY APPROVED MAJOR CAPITAL PROJECTS

Project	Description	Approved Budget Remaining £M
Barnsley Homes Standard Schemes	Works undertaken to upkeep the council house stock	29.437
Goldthorpe Town Fund	Development of the Goldthorpe area	18.674
Schools Capital Schemes	All capital spend in relation to developing and upkeep of schools	7.893
Disabled Facilities Grant	Installation of disabled facilities in applicable housing, utilising national grant funding available	7.253
Transforming Cities Fund	Development of hubs around the borough, focusing on active travel and travel infrastructure	5.971
LUF – Youth Place & Space	Upgrade of the youth hub located at the YMCA	5.834
Glassworks Development Phase 2	Development works within Barnsley town centre	5.820
Sustainable Warmth	Investment to upgrade energy efficiency in homes across the borough	5.362
Youth Zone	Development of the Barnsley Youth Zone close to the town centre	4.243
LUF – NAVE	Purpose built centre for use by Barnsley Voice Choir	4.032

**2024/25 SERVICE AND FINANCIAL PLANNING  
REDUNDANCY COMPENSATION AND PROCEDURES**

**1. Purpose of Report**

- 1.1 To consider the maximum amount of compensation to be paid under the Discretionary Compensation Regulations 2006.
- 1.2 To consider the period of notice to be afforded to employees declared compulsorily redundant.

**2. Recommendations**

- 2.1 That for the purpose of the 2024/2025 budgetary procedures, payments in accordance with the Discretionary Compensation Regulations 2006 be up to a maximum of 30 weeks' actual pay based on the Statutory Redundancy Scheme.**
- 2.2 That any employee (excluding Teachers) declared redundant be afforded the maximum of 12 weeks' notice of termination of employment.**

**3. Introduction/Background**

- 3.1 The above regulations provide Local Authorities with the power to make discretionary one-off lump sum payments (enhanced redundancy payments) to employees who are made redundant.
- 3.2 With effect from 1 April 2007, the Council introduced a revised scheme of compensation using the Statutory Redundancy Scheme, but based on actual pay.

**4. Current Position**

- 4.1 Employees are entitled by their contract of employment to receive a period of notice if their employment is to be terminated by reason of redundancy.
- 4.2 This period of notice is the greater of either that specified within their contract of employment or that specified by statute.
- 4.3 In previous years, the Council has agreed the maximum of 12 weeks' notice, irrespective of an employee's length of service, would be served on any employee declared compulsorily redundant. In addition to this, redeployment opportunities will be available for affected employees during the statutory consultation and notice period.
- 4.4 The advantages of affording 12 weeks' notice to all employees are:
  - (i) The maximum time will be available to pursue and achieve redeployment opportunities.

(ii) Successful redeployment will negate the need to make a redundancy payment (maximum up to 30 weeks' actual pay).

4.5 The disadvantage is if no redeployment opportunities exist, then there is a cost over and above what the contractual/statutory notice entitlement would have provided for employees with less than 12 years' service.

4.6 We commenced our initial service transformation reviews with only four compulsory redundancies in 2023/24. For the 2024/25 financial year, there are currently no confirmed compulsory redundancies.

## **5. Options**

5.1 To accept the report recommending payment up to a maximum of 30 weeks' actual pay to all employees who are redundant, and any employee declared compulsorily redundant to be offered the maximum of 12 weeks' notice of termination.

5.2 Not accept the report.

## **6. Local Area Implications**

6.1 There are no direct Local Area implications.

## **7. Compatibility with European Convention on Human Rights**

7.1 There are no implications.

## **8. Ensuring Social Inclusion**

8.1 There are no implications.

## **9. Reduction of Crime and Disorder**

9.1 There are no implications.

## **10. Risk Assessment**

10.1 There are no implications.

## **11. Consultations**

11.1 Service Director (Finance) and the Trade Unions have been consulted.

## **12. Proposal**

12.1 It is recommended that Cabinet approve the recommendations of this report.

## **13. Glossary**



13.1 None

**14. List of Appendices**

14.1 None

**15. Background Papers**

15.1 Discretionary Compensation Regulations 2006 – available for inspection from Human Resources.

**Officer Contact: Michael Potter, Service Director Business Improvement, HR and Communications**

**Date: 19 December 2023**

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# Telling our story of investment, regeneration and funding

## Our guiding principles

- Clear and open
- Key messages
- The how and why?
- Benefit to people and to Barnsley

## Our focus is on

- Showing our journey and motivation
- A clear Barnsley position
- Celebrating excellence
- Managing expectations
- Engaging with employees in Enabling Barnsley, showing progress and achievements
- Support available for residents and employees
- Partnership working
- Reputation management
- No Place for Hate

## Our culture

### Enabling Barnsley

Be bold, be innovative, be brave

Our people

Digital innovation

Delivering our services

Support and grow our people

People strategy

Modern workplace

M365

CRM system

Manage our budget and assets

MTFS and Asset Management Strategy

Service reviews

Value for money

# Enabling Barnsley

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**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**REPORT OF THE: EXECUTIVE DIRECTOR (CHILDREN’S SERVICES)**

**TITLE: Co-ordinated Scheme for Admission to Schools 2025-2026**

<b>REPORT TO:</b>	<b>CABINET</b>
<b>Date of Meeting</b>	<b>7 February 2024</b>
<b>Cabinet Member Portfolio</b>	<b>CHILDREN’S SERVICES</b>
<b>Key Decision</b>	<b>Yes</b>
<b>Public or Private</b>	<b>Public</b>

**Purpose of report**

This report seeks Cabinet’s approval for the co-ordinated scheme for admission to primary and secondary schools for the 2025-2026 school year.

**Council Plan priority**

The proposed arrangements primarily support the Council Plan’s priority for a ***Learning Barnsley*** through which children and young people achieve the best outcomes, including improved educational attainment, by admission and attendance at schools’ which are judged to be ‘*Good*’ or ‘*Outstanding*’ by Ofsted

**Recommendations**

That Cabinet:-

- 1. Approve the proposed co-ordinated scheme for admission to schools 2025-2026 to ensure compliance with school admissions legislation.**

**1. INTRODUCTION**

- 1.1 The Council is the admissions authority for all maintained community and voluntary controlled schools within the Borough.
- 1.2 Co-ordination of admission schemes between different admission authorities is a statutory requirement on the local authority and is a mechanism for ensuring the single offer of a school place on the same day where a parent has completed a common application form.
- 1.3 A report is submitted to Cabinet on an annual basis to approve the

coordination of admission arrangements for the admission year.

## **2. PROPOSAL**

- 2.1 The draft scheme is fully compliant with the requirements of the School Admissions legislation which sets out the statutory duties of the Local Authority.

## **3. IMPLICATIONS OF THE DECISION**

### **3.1 Financial and Risk**

There are no direct implications arising from this report.

### **3.2 Legal**

There are no specific implications arising from this report and the scheme is fully compliant with legislation, ensuring that the Council is meeting obligations in relation to statutory requirements.

### **3.3 Equality**

The proposed policy complies with legislation and is fair and transparent across the Borough for all service users. An equality impact assessment has been compiled and is appended to this report.

### **3.4 Sustainability**

The Decision-making wheel not completed as there are no sustainability issues arising from this report.

### **3.5 Employee**

There are no direct implications arising from this report.

### **3.6 Communications**

There are no implications arising from this report.

## **4. CONSULTATION**

- 4.1 Formal consultation has been undertaken in accordance with legislation and Codes of Practice.

- 4.2 As per the Admissions Code 2021 requirements, consultation was made with; parents of children between the ages of 2 and 18, all adjoining neighbouring local authorities, and all other admissions authorities within Barnsley including Dioceses where applicable. The consultation was also displayed on BMBC website and social media channels.

4.3 The consultation lasted for 6 weeks between 13<sup>th</sup> November and 22<sup>nd</sup> December 2023. No comments were shared by consultees.

## 5. ALTERNATIVE OPTIONS CONSIDERED

5.1 Not applicable to the statutory duty to determine a co-ordinated scheme for admission to primary and secondary schools.

## 6. REASONS FOR RECOMMENDATIONS

6.1 The scheme provides a consistency of approach across Barnsley and ensures compliance with appropriate legislation.

## 7. GLOSSARY

None

## 8. LIST OF APPENDICES

Appendix 1: Draft Co-ordinated Scheme for Primary and Secondary Schools 2025-2026

Appendix 2: Equality and Impact Assessment for Co-ordinated Scheme for Primary and Secondary Schools 2025-2026

## 9. BACKGROUND PAPERS

If you would like to inspect background papers for this report, please email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk) so that appropriate arrangements can be made

## 10. REPORT SIGN OFF

<b>Financial consultation &amp; sign off</b>	Senior Financial Services officer consulted and date <b>Joshua Amahwe (12/01/2024)</b>
<b>Legal consultation &amp; sign off</b>	Legal Services officer consulted and date <b>Sajeda Khalifa 12 January 2024</b>

**Report Author: Lucy Matanga**  
**Post: School Admissions and Access Manager**

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# Co-ordinated Scheme for the Admission Arrangements for Pupils to Primary and Secondary Schools 2025-2026

School Admissions & Access Service  
September 2023



Barnsley – the place  
of possibilities.

## Interpretation

In this scheme;

“The Authority” means Barnsley Metropolitan Borough Council acting in their capacity as local authority.

“Admission authority” in relation to a community or voluntary controlled school means the Authority and, in relation to a voluntary aided school, trust school or Academy means the governing body of that school.

“Admission arrangements” means the arrangements for a particular school or schools which govern the proceedings and decision making for the purposes of admitting pupils to the school.

National Offer days: the days determined by legislation on which the decision to offer or refuse a child admission to a school of their preference will be communicated to parents.

Within this Scheme, any reference to a ‘school’ includes the following:

- community and voluntary controlled schools
- voluntary aided schools
- trust schools
- academies
- free schools
- foundation schools

## Introduction

For the school year 2025-2026 the Authority will be co-ordinating the admission to school arrangements with these local authorities that share a border with Barnsley:

- Kirklees
- Wakefield
- Doncaster
- Rotherham
- Sheffield

There is no cross-border movement of pupils between Barnsley and Derbyshire due to the geographical locations, and full co-ordination with Derbyshire is therefore not necessary.

The co-ordinated scheme for admission to primary and secondary school is a mechanism that will enable the Authority to determine between potential offers of a school place at more than one school, which is the single offer of a school place that will be offered to a Barnsley resident.

Eligibility for admission to a school is determined by the respective admissions authority. These are:

- i) for community and voluntary controlled schools in Barnsley, the Local Authority.
- ii) for voluntary aided schools, trust schools, free schools, foundation schools and Academies, the respective Governing Bodies.
- iii) for schools in the five neighbouring local authorities, the respective Authority or governing body.

Definition of the normal admission round is the process by which:

- An application for the admission of a child to a relevant age group at a school is submitted in accordance with the requirements of the scheme.
- That application is considered by the relevant admission authority for the school determining, in accordance with the school's admission arrangements, the order of priority in which the application is ranked; and
- A determination relating to that application is communicated to the parent on the offer day.

A potential offer of a school place is where the pupil is eligible for admission to that school.

The co-ordinated scheme will enable the Authority to manage all applications for admission to school in the following way;

### Barnsley residents

To determine for children resident in Barnsley a single offer of a school place from potential offers at schools in Barnsley and/or any other local authority.

### Non-Barnsley residents

The scheme will not determine a single offer of a school place to a child living in another local authority area, it will be the Authority's admission to school policy which will determine the child's eligibility for admission and consequently a potential offer.

This potential offer will be communicated to the child's home Authority and through that Authority's scheme the single offer of a school place will be communicated to the parent.

### The single offer of a school place

The Authority will be the body that makes the single offer of a place to Barnsley residents as follows:

- for community and voluntary controlled schools where the Authority is the admissions authority.
- on behalf of the VA schools, trust schools, Academies, free schools, foundation schools.
- on behalf of any primary or secondary school maintained by another local authority.

The single offer of a school place will be communicated to parents on **16 April 2025** for primary schools and **1 March 2025** for secondary schools.

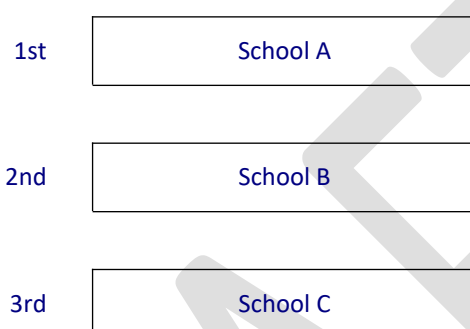
Under the co-ordinated scheme the local authority responsible for the area in which the parent and child reside is known as the 'home authority'.

### Dates

Where any date specified in this scheme falls on a Saturday, Sunday, or any day which is a recognised bank holiday, any action which is stated to be undertaken on that day will occur on the next working day.

## 1. The Coordinated Scheme

- A parent resident in Barnsley will express three preferences in rank order.
- All three preferences will be treated equally by the Authority.
- Where a preference meets the criteria for a school the child becomes eligible for a potential offer.
- Where there is only one potential offer, that will be the single offer of a school place at a school made to the parent on the offer day.
- Where there are two or three potential offers, the ranking of the expressed preferences on the common application form will be used to determine which of those potential offers becomes the single offer of a school place.

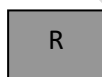


Preferred Schools in rank order		Outcomes							
		1	2	3	4	5	6	7	8
1st	School A	P ✓			P ✓	P ✓	P ✓		
2nd	School B	P	P ✓		P			P ✓	
3rd	School C	P	P	P ✓		P			

### Key



Places available – child eligible for admission and therefore a potential offer



School oversubscribed – child not eligible for admission based on priority of admission criteria

- ✓ Highest ranked preference available for which the single offer of a school place will be made

- Where the Authority cannot make a single offer for any of the preferences expressed by a parent resident in Barnsley – outcome 8, a place will be allocated to the child at the nearest school in Barnsley with places available to their normal place of residence.

## 2. Applying for a school place

2.1 Applications for admission to a school in Barnsley or any other local authority area from a parent resident in Barnsley must be made via the Barnsley online system or on the Barnsley common application form.

2.2 Applications for Barnsley schools from parents' resident in another local authority area must be made on that Authority's common application form.

2.3 Parents will be invited to state on their application three preferences for schools in rank order and give reasons for those preferences.

2.4 Where parental responsibility is shared, all persons must agree on the school preferences. If the Authority receives information that another person with parental responsibility does not agree with the preferences, the application will be withdrawn and placed on hold until written agreement is received by all parties, or a court determines the preferences.

2.5 The Authority cannot process any application that is under dispute, any disputes must be resolved by the respective closing date, or the application will be treated as late.

2.6 For Barnsley residents the recommended process of application is via the online admissions system accessible from the Council website. Alternatively, a common application form for primary schools must be handed in to the school ranked first on the common application form. Application forms for secondary schools must be handed in to the child's current primary school or directly to the Local Authority if the child's primary school is in another authority.

2.7 For children not resident in Barnsley the common application form must be returned to the home authority's admissions service.

2.8 Applications must be received by the closing date of **15th January 2025** for primary schools and **31st October 2024** for secondary schools.

## 3. Procedure

3.1 The closing date for the receipt of the common application form is **15th January 2025** for primary schools and **31st October 2024** for secondary schools.

### PRIMARY SCHOOLS

3.2 By **8 February 2025** the Authority will:

- I. have sent to other LAs details of applications where a school maintained by them is named by a parent.
- II. have sent to oversubscribed VA, trust, foundation schools and Academies, details of applications where that school is named by the parent.
- III. have received from other LAs copies of their common application forms where a Barnsley school is named by a parent resident in their respective areas.

3.3 By **13 March 2025** the Authority will have;

- I. received the eligibility lists for own admission authority schools
- II. a list of potential offers for undersubscribed own admission authority schools

3.4 By **19 March 2025** the Authority will have determined eligibility for those schools for which it is the admission authority.

- Where a child is eligible for admission to more than one Barnsley school, the Authority will apply the scheme to determine the single offer of a school place.
- Where an application has been received from a resident in a neighbouring local authority, that authority will be informed of the outcome of the application.
- Where a Barnsley resident has applied for a place at a school maintained by a neighbouring local authority, that authority will inform Barnsley of the outcome of that application.

3.5 By **25 March 2025** the Authority applies the scheme for a second time to take account of those offers made by neighbouring LAs to Barnsley resident.

3.6 By **25 March 2025** Barnsley and the neighbouring LAs will exchange information on which offers of school places in their respective authorities are to be accepted. This exchange of information will allow Barnsley to identify vacancies at its schools.

3.7 By **30 March 2025** the Authority will allocate to vacant places at schools where it is reasonable and practicable to do so.

3.8 In addition, for those applications from Barnsley residents where none of the three preferences can be met a place will be allocated to the child in accordance with paragraph 5.1.

3.9 On **16 April 2025** Barnsley residents will be sent the single offer of a school place as determined by the co-ordinated scheme. On the same day all Barnsley primary schools will be able to access a list of those children whose parents have been sent a single offer of a school place at their respective schools.

## SECONDARY SCHOOLS

3.10 By **5 December 2024** the Authority will:

- I. have sent to other LAs copies details of applications where a school maintained by them is named by a parent.
- II. have sent to voluntary aided schools, trust schools, free school, Academies, details of applications where that schools are named by the parent.
- III. have received from other LAs copies of their common application forms where a Barnsley school is named by a parent resident in their respective areas.

3.11 By **19 December 2024** the Authority will have received the eligibility lists for own admission authority schools.

3.12 By **17 January 2025** the Authority will have determined eligibility for those schools which it is the admission authority.

3.13 Where a child is eligible for admission to more than one Barnsley school the authority will apply the scheme to determine the single offer of a school place.

3.14 Where an application has been received from a resident in a neighbouring local authority, that authority will be informed of the outcome of the application.

3.15 Where a Barnsley resident has applied for a place at a school maintained by a neighbouring local authority, that authority will inform Barnsley of the outcome of that application.

3.16 By **30 January 2025** the authority applies the scheme for a second time to take account of those offers made by neighbouring LAs to Barnsley resident.

3.17 By **13 February 2025** Barnsley and the neighbouring LAs will exchange information on which offers of school places in their respective authorities are to be accepted. This exchange of information will allow Barnsley to identify vacancies at its schools.

3.18 By **20 February 2025** the Authority will allocate to vacant places at schools where it is reasonable and practicable to do so.

3.19 In addition, for those applications from Barnsley residents where none of the three preferences can be met a place will be allocated to the child (in accordance with paragraph 5.1 below).

3.20 On **1 March 2025** Barnsley residents will be sent the single offer of a school place as determined by the co-ordinated scheme. On the same day all Barnsley secondary schools will be able to access a list of those children whose parents have been sent a single offer of a school place at their respective schools using the School Access Module (SAM).

## 4. The offer of a school place

4.1 Parents will only receive a single offer of a place for admission into the Reception Year at a primary school or Year 7 in a secondary school from their home authority.

4.2 All offers will be communicated on the offer day **16 April 2025** for primary schools and **1 March 2025** for secondary schools.

4.3 Barnsley Authority, as the home authority for the co-ordinated scheme will make all offers:

- I. for community and voluntary controlled schools where it is the admissions authority; and
- II. on behalf of voluntary aided, trust, free, foundation schools and Academies where the governing body are the admissions authority.
- III. On behalf of other LA's where offers can be made for schools in that Authority.

4.4 No acknowledgement of an offer will be required from the parent where they accept that offer of a place. However, where a parent declines the offer of a place, they must inform the Authority within 10 working days.

4.5 There will be a number of applications for which no potential offers have been determined. These can be categorised as listed below and will be dealt with in that order to enable the Authority to make a single offer of a school place:

- I. First - child resident in Barnsley not eligible for any school for which a preference has been expressed and where the common application form was handed in on time.
- II. Second - late application for which the child is eligible for one or more potential offers.



- III. Third - late application where the child resident in Barnsley is not eligible for any school for which a preference has been expressed.

4.6 For children not resident in Barnsley, the Authority will not make a single offer of a place at a Barnsley school where the child is not eligible for all the preference expressed by the parent on the common application form.

## 5. Preferences not met

5.1 Where the Authority cannot make a single offer for any of the preferences expressed by a parent resident in Barnsley, a place will be allocated to the child at the nearest school in Barnsley with places available to their normal place of residence.

5.2 The single allocation of a place will be determined after all preferences for schools have been dealt with and communicated to them on the national offer day.

- I. where a place has been allocated and the parent declines that place and requires a place at a school ranked lower on the original common application form, the parent must notify the Authority in writing.
- II. where a place has been allocated and the parent declines that place and requires a place at a school not named on the original common application form, the parent will be required to complete another common application form.

5.3 The allocated place will remain assigned to the child until such time as the parent accepts an offer for another school.

5.4 A determination of the nearest school is the distance measured by a straight line between the centre point of the child's ordinary place of residence and the main entrance to the school building.

5.5 The child's ordinary place of residence will be deemed to be a residential property at which the person or persons with parental responsibility for the child resides at the closing date for receiving applications for admission to school.

5.6 Where parental responsibility is held by more than one person and those persons reside in separate properties, the child's ordinary place of residence will be deemed to be that property at which the child resides for the greater part of the week including weekends.

5.7 Where residency for a child is shared evenly, the address where the child is registered at their Doctor's/GP will be used for admissions purposes.

## 6. Transfers between schools during the school year

6.1 Applications received from 1 September 2025 onwards for admission into any year group are classed as an in-year transfer.

6.2 The Authority will not be co-ordinating applications for in-year transfers between local authorities.

6.3 Applications for schools in other authorities from parents' resident in Barnsley must be made on that authority's common transfer form

6.4 The Authority will be co-ordinating applications for in-year transfers for all schools in Barnsley.

6.5 Applications for admission to any school in Barnsley must be made on the Barnsley Common transfer form.

6.6 A single offer of a place will be made by the maintaining authority.

## 7. Right of Appeal

7.1 Any parent/carer\* whose child is not offered a school place for which they have expressed a preference, has the right to an independent appeal. The right to appeal also applies at times other than the normal times of entry to school (e.g., when families move into an area during the year), and in respect of admissions at other than the normal age (such as a year early or a year late for transfer from primary to secondary school).

7.2 Parents who have missed the normal deadlines for applying for admission (late applications) or who have had an offer of a place withdrawn also have a right to appeal if they are refused a place.

\*(Except, temporarily, the parent/carer of a child who has been permanently excluded from two schools and where at least one of the exclusions took place since 1 September 1997. This applies to a twice excluded pupil for a period of two years beginning with the date the latest exclusion took place).

## 8. Late Applications

8.1 The closing date for applications in the normal admission round is 15 January 2025 for primary schools and 31 October 2024 for secondary schools.

8.2 Applications received by the Authority up to 15 January 2025 for primary schools, and applications received up to 30 November 2024 for secondary schools will be included in the determination of potential offers.

8.3 Applications received after 15 January 2025 for primary schools and 30 November 2024 for secondary schools up to 31 August 2025 for admission to the Reception Year and Year 7 will be considered as a late application outside of the normal admission round as defined in this scheme.

8.4 Applications received after 15 January 2025 for primary schools and after 30 November 2024 for secondary schools will be considered after the determination of the single offer of a school place for those common application forms received by the respective closing date.

8.5 On 1 March 2025, secondary applications received between 1 December 2024 and 28 February 2025 and on 16 April 2025, primary applications received between 16 January 2025 and 15 April 2025 inclusive will be processed in accordance with the admissions criteria, regardless of the date the application was received.

8.6 Late applications received from 1 March 2025 up to and including 31 August 2025 for secondary schools, and from 17 April 2025 up to and including 31 August 2025 for primary schools will be processed in date order of receipt.

8.7 Late applications should be made on the common application form via the online system. The provisions of the co-ordinated scheme as set out in section 1 will determine the single offer of a school place.

8.8 Parents who have submitted a late application and are not offered a place at any or all their preferred schools have the right to appeal.

## 9. Waiting Lists

9.1 The Authority will establish a waiting list for all schools where the number of applications for those schools has exceeded the places available in Reception year and year 7.

9.2 The waiting lists for schools will be determined as follows:

- I. for community and voluntary controlled schools in accordance with the Authority's admission to school oversubscription priority of admission criteria.
- II. for own admission authority schools in accordance with the Governing Body's priority of admission criteria.

9.3 The waiting list for a Barnsley school will comprise of:

- I. those applicants with a single offer of a school place ranked lower than that of the school for which the waiting list refers.
- II. those applicants who have informed the Authority they wish their child's name to be placed on the waiting list of a school ranked lower than the school for which they have received the single offer of a school place.

9.4 A vacancy arises in Year R or Year 7 only when the number of offers to a particular school falls below the admission number or a higher admission limit where one has been set. Any vacancy which arises in Year R or Year 7 following the allocation of places will be filled from the waiting list.

9.5 The waiting lists will be established on the offer day and be maintained up to the end of the Autumn Term 2025.

9.6 Following the offer day, should an application be received for a school where the pupil has a higher priority for a place at the school as determined by the admissions criteria, they will be placed above those with a lower priority.

## 10. Information required by own admission authority schools

10.1 Some schools, e.g., voluntary aided schools, require additional information which is not contained on the common application form.

10.2 In addition to the common application form, some schools in Barnsley and other LAs will therefore have a supplementary information form for prospective applicants to complete, to provide the additional information.

10.3 The supporting information provided by parents will be used by the school, in applying their admissions criteria.

10.4 This form is not an application form for admission to a school.

10.5 Parents who intend to express a preference or preferences for schools which are their own admission authority must follow the procedure set out below:

- I. complete the supplementary information form for the school(s) for which they intend to express a preference on the common application form.
- II. submit their application via the online system or a common application form.
- III. return the supplementary information form(s) with the online application or directly to the school by 15 January 2025 for primary schools and 31 October 2024 for secondary schools.

10.6 Where a supplementary information form is not submitted with the application, it may affect the consideration by the governing body of that school of the preference expressed.

10.7 The governing body of a school may determine whether to obtain a copy of the supplementary information form where the parent has failed to submit one with their common application form.

10.8 Where a governing body determines to obtain the supplementary information form from a parent it may do so up to and including 15 January 2025 for primary schools and 30 November 2024 for secondary schools and must do so for all applications.

10.9 The completion and return of the supplementary information form does not guarantee a place at the school.

10.10 A supplementary information form is not an application for admission to school. Where a parent only submits a supplementary information form, without a common application form, this will not be a valid application for admission to the school.

## 11. Information required by neighbouring local authorities

11.1 Other LAs have oversubscription criteria for voluntary controlled and community schools that is different to those operated by Barnsley.

11.2 Parents who make an application for a school in another LA should:

- I. obtain a copy of that LA's Admission to School Booklet.
- II. make themselves aware of the oversubscription criteria.
- III. ensure that any additional information required by that LA is provided and attached to the common application form to be used by Barnsley residents.

11.3 The additional information provided by the parent will be used by that LA to determine eligibility. Failure to supply the additional information will affect that LA's consideration of the application.

## 12. False Information

12.1 Where the Authority has made an offer of a place at a primary school based on a fraudulent or intentionally misleading application from a parent which has effectively denied a place to a child with a stronger claim to a place at the school the offer of a place will be withdrawn where this provision is included in the respective admission authority's admission arrangements.

12.2 Where a child starts attending the school based on fraudulent or intentionally misleading information the place may be withdrawn depending on the length of time that the child has been at the school.

12.3 Where a place or an offer has been withdrawn the application will be re-considered and an independent appeal offered where the child is not re-admitted to the school.

### **13. No common application form received for children resident in Barnsley**

13.1 On 1 July 2025 the Authority will identify children for whom no common application form has been received under the scheme.

13.2 These parents will be contacted to determine whether they intend to apply for a school in any local authority area.

13.3 Where parents inform the Authority that their child will be attending a school not maintained by a local authority (private/independent) no place will be allocated to the child.

13.4 All other children will be allocated a place as follows:

- I. where subsequently a common application form is submitted – a single offer of a school place will be made in accordance with the provisions of the scheme.
- II. where no common application form is received – a place will be allocated to the child at the nearest school in Barnsley with places available to their normal place of residence.

### **14. Arrangements for those authorities who do not border with Barnsley**

14.1 The Authority will only co-ordinate admission arrangements with those local authorities which share a border, however, information will be exchanged with any other authority where appropriate.

14.2 Where a resident in any other authority applies for a Barnsley school the application will be dealt with as follows:

a) for non-Barnsley residents relocating to Barnsley:

- I. complete the Barnsley common application form
- II. determination of eligibility and single offer of a school place communicated to parent by Barnsley
- III. allocation of a place if preference(s) cannot be met

b) for non-Barnsley residents remaining in their home authority area:

- I. complete home authority common application form
- II. determination of eligibility and single offer of a school place communicated to parent by Barnsley
- III. allocation of a place does not apply

## 15. Timetable for co-ordinated admissions for primary schools

Closing date for applications	15 January 2025
LA sends applications to own admission authority schools	8 February 2025
Own admission authority schools send LA list of pupils in priority of eligibility order	13 March 2025
LA determines potential offers	19 March 2025
LA determines single offer	25 March 2025
LA to offer places to pupils where no preferences have been met	30 March 2025
Offers made to parents by LA	16 April 2025
Appeals	May to July 2025

## 16. Timetable for co-ordinated admissions for secondary schools

Closing date for applications	31 October 2024
Applications will be considered on time until	30 November 2024
Barnsley LA sends applications for schools in other LAs to those LAs and forwards applications to academies/VAs	5 December 2024
Academies and other LAs send the lists of pupils in eligibility order to the Authority	19 December 2024
Barnsley LA applies its admission to school oversubscription criteria and the scheme for own schools and informs other LAs of potential offers for their residents	17 January 2025
Barnsley LA applies the scheme for the second time to take account of offers from neighbouring LAs	30 January 2025
Barnsley and neighbouring LAs exchange information on the confirmation of offers to be made	13 February 2025
Allocation to vacancies where reasonable and practicable and identification of the single offer to be made to Barnsley residents where no preferences can be met	20 February 2025
Offers made to parents by Barnsley LA	1 March 2025
Appeals	May to July 2025

# Equality Impact Assessment

[insert name of EIA]

## Stage 1 Details of the proposal

<b>Name of service</b> <b>Directorate</b>	Children's Services
<b>Name of officer responsible for EIA</b> <b>Name of senior sponsor</b>	School Admissions and Access Manager
<b>Description / purpose of proposal</b>	Co-ordinated scheme for admission to primary and secondary schools for the 2025-2026 school year
<b>Date EIA started</b>	11/12/2023
<b>Assessment Review date</b>	Not applicable in this instance

## Stage 2 - About the proposal

<b>What is being proposed?</b>	Co-ordinated scheme for admission to primary and secondary schools for the 2025-2026 school year
<b>Why is the proposal required?</b>	Co-ordination of admission schemes between different admission authorities is a statutory requirement on the local authority and is a mechanism for ensuring the single offer of a school place on the same day where a parent has completed a common application form.
<b>What will this proposal mean for customers?</b>	The coordination of admission arrangements for each admission year is a statutory requirement of the LA

and an integral part of this will be to ensure children with a protected characteristic as defined by the Equality Act (2010) receive equal and fair access to a school place

### Stage 3 - Preliminary screening process

Use the Preliminary screening questions (found in the guidance) to decide whether a full EIA is required

- Yes - EIA required (go to next section)  
 No – EIA not required (provide rationale below including name of E&I Officer consulted with)

### Stage 4 - Scoping exercise - What do we know?

#### Data: Generic demographics

What generic data do you know?

Data used in the school admissions process include the following:

- Official Census 2011 and 2021
- Latest published Schools Census
- Annual Barnsley Borough Profile
- Barnsley Local Plan

#### Data: Service data / feedback

What equalities knowledge do you already know about the service/location/policy/contract?

Department for Education statistical information on the characteristics of children at the Early Years Foundation Stage in Barnsley, together with informal consultation with parents and carers'

#### Data: Previous / similar EIA's

Has there already been an EIA on all or part of this before, or something related? If so, what were the main issues and actions it identified?

No



## Data: Formal consultation

What information has been gathered from formal consultation?

Information on the characteristics of young children being admitted to primary and secondary schools in the Borough is collated as part of admission arrangements and any specific needs emerging through a protected characteristic is met as far as possible, in accordance with statutory responsibilities

## Stage 5 - Potential impact on different groups

Considering the evidence above, state the likely impact the proposal will have on people with different protected characteristics

(state if negative impact is substantial and highlight with **red text**)

Negative (and potentially positive) impacts identified will need to form part of your action plan.

Protected characteristic	Negative '-'	Positive '+'	No impact	Don't know	Details
Sex			X		None
Age			X		Not applicable
Disabled <i>Learning disability, Physical disability, Sensory Impairment, Deaf People ,invisible illness, Mental Health etc</i>			X		The scheme of admission to community and voluntary controlled primary and secondary schools in the Borough will consider and as far as possible meet any specific needs of individual children, siblings or groups of children, emerging through a protected characteristic as defined by the Equality Act  In addition, all local authority, maintained schools and academy trusts have a statutory duty to promote equality and eliminate unlawful or inadvertent discrimination in their settings
Race			X		Please see above
Religion & Belief			X		Please see above
Sexual orientation			X		Please see above
Gender Reassignment			X		Please see above

Marriage / civil partnership		N/A	X		Not applicable
Pregnancy / maternity			x		Not applicable

Other groups you may want to consider					
	Negative	Positive	No impact	Don't know	Details
Ex services			X		The scheme of admissions is compliant with and promotes the Armed Services Covenant
Lower socio-economic			X		The scheme of admissions will consider and as far as possible meet any specific needs of individual children, siblings or groups of children, emerging through a protected characteristic as defined by the Equality Act
Other ...			x		-

**Stage 6 - BMBC Minimum access standards**

If the proposal relates to the delivery of a new service, please refer to the Customer minimum access standards self-assessment (found at )

If not, move to Stage 7.

Please use the action plan to be taken to ensure the new service complies with the minimum access standards. Reasonable adjustments for disabled people.

Not yet live

The proposal will meet the minimum access standards.

The proposal will not meet the minimum access standards. –provide rationale below.

**Stage 7 – Action plan**

**To improve your knowledge about the equality impact . . .**

Actions could include: community engagement with affected groups, analysis of performance data, service equality monitoring, stakeholder focus group etc.

Action we will take:	Lead Officer	Completion date
The Scheme has an appeals' process which provides the scope to review offers of a school place which help promote equality and eliminate unlawful or inadvertent discrimination. This will continue	School Admissions and Access Manager	Continuous
The Scheme will continue to be informed by population, schools' and early years data on the characteristics of children in the Borough	School Admissions and Access Manager	Continuous

**To improve or mitigate the equality impact . . .**

Actions could include: altering the policy to protect affected group, limiting scope of proposed change, reviewing actual impact in future, phasing-in changes over period of time, monitor service provider performance indicators, etc.

Action we will take:	Lead Officer	Completion date
Please see above		

**To meet the minimum access standards . . .(if relevant)**

Actions could include: running focus group with disability forum, amend tender specification, amend business plan to request extra 'accessibility' funding, produce separate MAS action plan, etc.

Action we will take:	Lead Officer	Completion date
<b>Not yet live</b>		

## Stage 8 – Assessment findings

Please summarise how different protected groups are likely to be affected

### Summary of equality impact

There are no specific implications arising from this report and the scheme is fully compliant with legislation, ensuring that the Council is meeting obligations in relation to statutory requirements.

### Summary of next steps

Please see above

Signature (officer responsible for EIA) Date

**\*\* EIA now complete \*\***

## Stage 9 – Assessment Review

**(This is the post implementation review of the EIA based on date in Stage 1 if applicable)**

**What information did you obtain and what does that tell us about equality of outcomes for different groups?**

**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**REPORT OF THE: EXECUTIVE DIRECTOR (CHILDREN’S SERVICES)**

**TITLE: Admission Arrangements for Community and Voluntary Controlled Primary and Secondary Schools for the 2025-2026 School Year**

<b>REPORT TO:</b>	<b>CABINET</b>
<b>Date of Meeting</b>	<b>7 February 2024</b>
<b>Cabinet Member Portfolio</b>	<b>CHILDREN’S SERVICES</b>
<b>Key Decision</b>	<b>Yes</b>
<b>Public or Private</b>	<b>Public</b>

**Purpose of report**

To seek Cabinet’s approval for the policy for the admission arrangements for community and voluntary controlled primary and secondary schools for the 2025-2026 school year. There are two minor changes to the arrangements of the previous year. Cabinet must also biannually approve the relevant area for admission to schools.

**Council Plan priority**

The proposed arrangements primarily support the Council Plan’s priority for a ***Learning Barnsley*** through which children and young people achieve the best outcomes, including improved educational attainment, by admission and attendance at schools’ which are judged to be ‘*Good*’ or ‘*Outstanding*’ by Ofsted

**Recommendations**

**That Cabinet:**

- 1. Approve the proposed policy of admission to community and voluntary primary and secondary schools in the Borough to ensure compliance with school admissions legislation during the 2025-26 school year.**

## **1. INTRODUCTION**

- 1.1 The Council is the admissions authority for all maintained community and voluntary controlled schools within the Borough.
- 1.2 Admission authorities determine the admission arrangements for the school(s) for which they have responsibility. A report is submitted to Cabinet on an annual basis to approve the admission arrangements for maintained community and voluntary controlled schools within the Borough for the admission year. Local Authorities must determine the admission arrangements each year even if no consultation has been required.
- 1.3 This fulfils the requirement in Section 89 of the School Standards & Framework Act 1998.
- 1.4 The determination of the admission arrangements must be finalised no later than 28<sup>th</sup> February in the determination year, namely by 28<sup>th</sup> February 2024. A copy of the proposed admission arrangements for community and voluntary primary and secondary schools in the Borough is attached as Appendix 1 to this report.

## **2. PROPOSAL**

- 2.1 The draft policy is fully compliant with the requirements of the School Admissions legislation which sets out the statutory duties of the Local Authority.
- 2.2 The admission arrangements have been updated to clarify the residency rule for children whose parents have shared custody. Previously Child Benefit was used to determine the applicant address, this has been changed to the address where the child is registered at the GP due to the increased number of families not receiving Child Benefit.
- 2.3 Due to the increased number of parental disputes, further clarification on how the local authority will handle these issues has been included in the arrangements for 2025-26.
- 2.4 Cabinet must also biannually approve the relevant area for admissions, this is proposed to remain unchanged as the geographical area covered by Barnsley MBC.

## **3. IMPLICATIONS OF THE DECISION**

### **3.1 Financial and Risk**

There are no direct financial implications arising from this report.

The proposed policy is fully compliant with the School Admissions Code and legislation.

Failure by the Authority to comply with the requirements of the legislation would be a breach of the Authority's statutory duty. Failure to comply may result in an objection being made to the Schools Adjudicator or a complaint to the Secretary of State.

### **3.2 Legal**

There are no specific implications arising from this report and the scheme is fully compliant with legislation, ensuring that the Council is meeting obligations in relation to statutory requirements.

### **3.3 Equality**

The proposed policy complies with all relevant legislation and is fair and transparent across the Borough for all service users. An equality impact assessment has been compiled and is appended to this report.

### **3.4 Sustainability**

There are no implications for sustainability in the Borough directly arising through consideration of the proposed admission arrangements for the 2025-26 school year.

### **3.5 Employee**

There are no direct implications arising from this report.

### **3.6 Communications**

There are no implications arising from this report.

## **4. CONSULTATION**

4.1 Formal consultation has been undertaken in accordance with legislation and Codes of Practice. Two minor changes to previous arrangements have been made to the arrangements which were highlighted to consultees.

4.2 As per the Admissions Code 2021 requirements, consultation was made with; parents of children between the ages of 2 and 18, all adjoining or neighbouring local authorities, and all other admissions authorities within Barnsley including Dioceses where applicable. The consultation was also displayed on BMBC website and social media channels.

4.3 The consultation lasted for 6 weeks between 13<sup>th</sup> November and 22<sup>nd</sup> December 2023. No comments were shared by consultees.

4.4 The two minor changes to the admission arrangements 2025-26 are;  
- Where residency is shared 50:50, the address where the child is registered at the GP will be used  
- Clarification on how parental disputes on school preferences are managed

## 5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 Not applicable to the statutory duty to admission arrangements for admission to school

## 6. REASONS FOR RECOMMENDATIONS

- 6.1 To ensure compliance with the Council's statutory obligation to determine admission arrangements each year.

## 7. GLOSSARY

None

## 8. LIST OF APPENDICES

Appendix 1: Draft Admission Arrangements for Community and Voluntary Controlled Primary and Secondary Schools (2025-2026)

Appendix 2: Equality Impact Assessment - Admission Arrangements for Community and Voluntary Controlled Primary and Secondary Schools (2025-2026)

## 9. BACKGROUND PAPERS

- 9.1 If you would like to inspect background papers for this report, please email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk) so that appropriate arrangements can be made

## 10. REPORT SIGN OFF

<b>Financial consultation &amp; sign off</b>	Senior Financial Services officer consulted and date <b>Joshua Amahwe (12/01/2024)</b>
<b>Legal consultation &amp; sign off</b>	Legal Services officer consulted and date <b>Sajeda Khalifa</b> <b>12 January 2024</b>

**Report Author: Lucy Matanga**

**Post: School Admissions and Access Manager**



# Admission Arrangements for Community and Voluntary Controlled Primary and Secondary Schools 2025-2026

School Admissions & Access Service  
November 2023



Barnsley – the place  
of possibilities.

## Introduction

Barnsley Local Authority is the admissions authority for all community and voluntary controlled schools within the administrative area of Barnsley and these admission arrangements only apply to these schools.

A list of schools is provided at Appendix 1 with their admission numbers.

Admission to all the Authority's schools is into the Relevant Year Group which is:

Reception Year group in primary schools.  
Year 7 in secondary schools.

Schools are required to admit children up to their admission number in the Relevant year group.

Attendance at a nursery unit attached to a primary school does not guarantee a place at that school.

The Authority does not operate defined communities (catchment areas) or feeder primary schools for allocating places in secondary schools.

Nothing in these arrangements relates to:

- (i) the admission to the sixth form at Penistone Grammar School.
- (ii) voluntary aided schools, trust schools, Academies
- (iii) any school which becomes their own admission authority following the determination of these admission arrangements

The Governing Bodies of these schools are the admission authority for their respective arrangements.

The timetable for the normal admissions round is given at Appendix 2.

Definition of the normal admission round is the process by which:

- a) an application for the admission of a child to a relevant age group at a school is submitted in accordance with the requirements of the \*scheme.
- b) that application is considered by the relevant admission authority for the school in determining, in accordance with the school's admission arrangements, the order of priority in which the application is ranked; and
- c) a determination relating to that application is communicated to the parent on the offer day.

**Where any date specified in these arrangements falls on a Saturday, Sunday, or any day which is a recognised bank holiday, any action which is stated to be undertaken on that day will occur on the next working day.**

\*The scheme referred to is a scheme adopted by a local authority to co-ordinate the admissions process. Details of the scheme to be adopted in Barnsley is contained in the document: *Co-ordinated scheme for the Admission Arrangements for pupils to Primary and Secondary Schools 2025-2026*.

## 1. Date of Admission to Primary and Infant schools

1.1 Although the law does not require children to be admitted to school until the beginning of the term following their fifth birthday, (compulsory school age), the School Admissions Code makes provision for all children to be admitted to school in the September following their 4th birthday.

1.2 Parents will be able to access this entitlement through one of the following options.

- **Option 1**  
Full-time in the Reception Year from 1 September following the child's 4th birthday.
- **Option 2**  
Part-time in the Reception Year from 1 September following the child's fourth birthday.
- **Option 3**  
Part-time in an Early Years setting.

## 2. Deferred Entry to Primary Schools

2.1 Where the Authority offers a place at a primary or infant school, a parent who accepts that school place can defer entry to that school until the term after the child's fifth birthday.

2.2 There may be Spring and Summer Term admissions as a result of parents who have deferred their child's entry.

2.3 The deferred place at that school will be held for that child and will not be available to be offered to another child.

2.4 The deferred place must be taken up during the same school year for which the offer of the place was made and accepted.

2.5 Entry to a school cannot be deferred to the next academic year or beyond the beginning of the term following the child's fifth birthday.

## 3. Summer Born Children

3.1 Parents of summer born children, (those born from 1 April to 31 August) may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.

3.2 The child would then be admitted into Reception Year group in the following year when other children in their age range are beginning Year 1.

3.3 Parents must write to the Admissions Team requesting to delay their admission to school and provide any information in support of their request.

3.4 A decision is taken by the Admission Authority based on the circumstances of the case and in the best interests of the child.

## 4. Admission of Children Outside of Their Normal Age Group

4.1 Parents of gifted and talented children, summer born children, or those who have experienced problems or missed part of a year, for example due to ill health, can seek places outside their normal age group.

4.2 A determination on the exceptional circumstances will be made by the Authority based on the information provided by the parent.

4.3 Where the decision is to refuse admission there is no right of appeal if the child is offered a place in another year group in the school.

## 5. Children of UK Service Personnel

5.1 For families of service personnel with a confirmed posting to their area, or crown servants returning from overseas, the admission authority must allocate a place in advance of the family arriving in the area provided the application is accompanied by an official letter declaring a relocation date, and a Unit postal address or quartering area address when considering the application against oversubscription criteria.

## 6. Oversubscription Criteria

6.1 Where the number of applications for a primary or secondary school received during the normal admissions round exceeds the admission number of the school, or an admission limit set higher than the admission number, then admission will be determined in accordance with the following priority of admission criteria:

- Children who have an Education Health Care Plan (EHCP) which names the school are required to be admitted.
- First, to Looked After Children (LAC), Previously Looked After Children (PLAC), and children who have been in state care outside of England (IPLAC).
- Second, to children with brothers and/or sisters attending the school\* on the proposed date of admission.
- Third, to children living nearest the school; the distance to be measured by a straight line between the centre point of the child's ordinary place of residence and the main entrance to the school building.

6.2 The child's ordinary place of residence will be deemed to be a residential property at which the person or persons with parental responsibility for the child resides at the closing date for receiving applications for admission to school.

\*siblings must be attending in reception to Year 11 at the time of admission, this does not include Penistone post-16 centre.

6.3 Where parental responsibility is held by more than one person and those persons reside in separate properties, the child's ordinary place of residence will be deemed to be that property at which the child resides for the greater part of the week including weekends.

6.4 Where responsibility for a child is shared evenly, the address where the child is registered at the Doctor's, is the address that will be used for admissions purposes.

6.5 For the sibling criterion to be applicable one of the following conditions must exist:

- a) brother and/or sister to be permanently resident at the same address.
- b) stepbrother and/or stepsister to be permanently resident at the same address (to include half-brothers/sisters).

6.6 A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social care functions at the time of making an application to the school.

6.7 Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). This also includes those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.

## 7. Expressing a Preference for Admission to the relevant Year Group

7.1 This procedure applies to admission for the Reception Year in either a primary school (age range 5-11) and to Year 7 in a secondary school.

7.2 For admission to the Reception Year Group or Year 7, parents will be invited to express three preferences for those schools at which they wish their child to receive education.

7.3 Preferences will be made via the online admissions system or on the common application form.

7.4 The application will provide three spaces in which parents can state their preferences in rank order and give reasons for those preferences.

7.5 Applications can be submitted through the Council Website using the Online Admissions System, which is the preferred method of application recommended to parents. Forms can also be posted or emailed directly to School Admissions (parents are advised to obtain proof of posting if using a postal service).

7.6 For primary applications, the common application form for admission to school during the normal admissions round can be handed in to the school ranked first on the common application form. For secondary schools the completed form can be handed in to the child's current primary school. Parents are advised to gain a receipt from the school they have handed the form to.

7.7 Applications must be submitted by the closing dates of **31st October 2024** for secondary schools and by **15th January 2025** for primary schools.

## 8. Single Offer of a School Place

- 8.1 All preferences for individual schools will be treated equally.
- 8.2 For each preference expressed the Authority will determine whether the child is eligible for admission.
- 8.3 Where a preference is expressed for a primary or secondary school which is oversubscribed the Authority will apply the priority of admission oversubscription criteria.
- 8.4 The Authority will make a single offer of a school place for the highest ranked preference where the child is eligible for admission to school. (See Appendix 3)
- 8.5 For children not resident in Barnsley, the offer of a place will be made by the Authority in which the child resides.
- 8.6 The Authority will only make a single offer of a school place.
- 8.7 The offer of a place to a parent will be communicated to the parent on the offer day of **16 April 2025** for primary schools and **1 March 2025** for secondary schools.
- 8.8 No acknowledgement of an offer will be required from the parent where they accept that offer of a place. However, where a parent declines the offer of a place made to them by the Authority, they must inform the Authority within 10 working days from the date of receipt of the letter.
- 8.9 Where the Authority cannot make a single offer for any of the preferences expressed by a parent resident in Barnsley, an offer will be made to the parent for the nearest school in Barnsley with places available to the child's ordinary place of residence. This may also include a voluntary aided school or academy. The offer of a place under these circumstances will be completed after the offers made for all other preferences to schools, and before the offer day.
- 8.10 For definition of 'nearest' and 'ordinary place of residence' see Section 6.
- 8.11 Where a place has been allocated and the parent declines that place and requires a place at a school ranked lower on the original common application form, the parent must notify the Authority in writing.
- 8.12 Where a place has been allocated and the parent declines that place and requires a place at a school not originally named by the parent, the parent will be required to complete another application.
- 8.13 The allocated place will remain assigned to the child until such time as the parent accepts an offer for another school.
- 8.14 Where an application submitted by a parent contains fewer than three preferences it will be processed using the same criteria as one which contained three.
- 8.15 In the case where a parent fails to complete and submit an application form, they will not receive a single offer of a school place on National Offer Day

## 9. Late Applications

9.1 Late applications received for primary schools after **15 January 2025** by the Authority will be considered after the determination of the single offer of a school place for those applications received by 15 January 2025.

9.2 Late applications for secondary school received by the Authority up to **30 November 2024** will be included in the offer of places made on the offer day.

9.3 Late applications for secondary schools received after **30 November 2024** by the Authority will be considered after the determination of the single offer of a school place for those applications received by **30 November 2024**.

## 10. Waiting Lists

10.1 The Authority will establish a waiting list for all schools where the number of applications for those schools has exceeded the places available in the relevant year group.

10.2 Names of children will automatically be placed on the waiting list for a school where they have not been offered a place where that school is ranked above that at which a place has been offered to the parent.

10.3 Parents will have the right to request their child's name placed on the waiting list or a school where they have not been offered a place which is ranked lower than that at which they have received a single offer of a school place.

10.4 A vacancy arises in Reception Year and Year 7 only when the number of allocations to a particular school fall below the admission number (or a higher admission limit where one has been set). Any vacancy which arises in Year R or Year 7 following allocation of places will be filled from the waiting list.

10.5 The waiting list will be established on the offer day and be maintained up to the end of the Autumn Term in the admission year.

10.6 The waiting list is determined according to the Authority's priority of admission oversubscription criteria.

10.7 Following the offer day should an application be received for a school where the pupil has a higher priority, as determined by the admissions criteria for a place at the school, they will be placed on the waiting list above those with a lower priority.

10.8 Parents who intend to appeal against the Authority's decision not to offer a place at a preferred school(s) should do so irrespective of having their child's name placed on the waiting list.

10.9 For those parents who proceed to an independent appeal, no consideration is given to a child's position on the waiting list.

## 11. False Information

11.1 Where the Authority has made a single offer of a place at a school based on a fraudulent or intentionally misleading application from a parent, which has effectively denied a place to a child with a stronger claim to a place at the school, the offer of a place will be withdrawn.

11.2 Where a child starts attending the school based on fraudulent or intentionally misleading information, the place may be withdrawn depending on the length of time that the child has been at the school. Where a place or an offer has been withdrawn the application will be re-considered and an independent appeal offered where the child is not re-admitted to the school.

11.3 Where it is established that the place was obtained based on fraudulent or intentionally misleading application and the child continues to attend the school, the sibling criterion will cease to apply in the event of the parent making an application to the same school on behalf of a younger child in the family.

## 12. Appeals Against the Authority's Decision Not to Offer a School Place

12.1 Any parent whose child is not offered a school place for which they have expressed a preference has the right to an independent appeal.

12.2 The right of an independent appeal applies to all preferences expressed.

12.3 Parents who intend to make an appeal must submit a Notice of Appeal to the Authority within 20 school days of receiving the offer letter.

12.4 Normally appeal hearings will be held within 40 school days of the closing date for receiving the notice of appeal.

12.5 For twice excluded pupils see section 15.

## 13. No Common Application Form Received for Children Resident in Barnsley

13.1 On 1 July 2025 the Authority will identify children for whom no common application form has been received.

13.2 These parents will be contacted to determine whether they intend to apply for a maintained school in any local education authority area.

13.3 Where parents inform the Authority that their child will be attending a school not maintained by a local education authority (private/independent) no place will be allocated to the child.

13.4 All other children not included under paragraph 13.3 will be allocated a place as follows:



- a) where subsequently a common application form is submitted – a single offer of a school place will be made in accordance with the admission arrangements.
- b) where no common application form is received – a place will be allocated to the child at the nearest school in Barnsley with places available to their normal place of residence.

## 14. Application for Admission to Schools Outside the Normal Admission Round

14.1 Where applications are received for admission to school following the offer day they will be dealt with as follows:

- a) admission where the year group is below the admission number (or higher admission limit where one has been set), the parent will be offered a place.
- b) admission where the year group is above the admission number (or higher admission limit where one has been set).
  - i. where the Authority determines that there would not be prejudice to the provision of efficient education or the efficient use of resources by the admission, the parent will be offered a place.
  - ii. where the Authority determines that there would be prejudice to the provision of efficient education or the efficient use of resources by the admission the parent will not be offered a place.

14.2 The prejudice referred to under b(ii) may arise by reason of measures required to be taken in order to ensure compliance with the duty imposed on the Authority to comply with the statutory limit on infant class sizes.

14.3 Where the admission is for Years 8-11 inclusive, and the pupil is deemed to be a pupil with challenging behaviour the Authority can determine not to offer a place even though there may be places available in the appropriate year group because to do so would prejudice the provision of efficient education or the efficient use of resources.

14.4 This will be where the school to which the application is made has a particularly high concentration of pupils with challenging behaviour and where either:

- a) it is under special measures or has recently come out of them (within the last two years); or
- b) it has been identified by OFSTED as having serious weaknesses; or
- c) it is subject to a formal warning notice.

14.5 Where a parent is not offered a place at a school outside of the normal admission round, they have the right to an independent appeal.

## 15. Twice Excluded Pupils

15.1 Where a child has been permanently excluded from two or more schools, parents can express a preference for a school place, but the requirement to comply by the Authority does not apply.

15.2 Where the Authority does not comply with a parent's preference, the parent does not have the right of an independent appeal.

15.3 Where a child has been permanently excluded from two or more schools this provision applies to them during the period of two years beginning with the date on which the latest of those exclusions took effect.

## 16. Distance Criterion: Tie Break

16.1 Where the offer of the remaining place in the relevant year group could be made to the parent of eligible multiple siblings, resident at the same address, it will be for the parent to determine for which sibling the single offer of the school place will be made.

- a) Where the offer of the remaining place in the relevant year group could be made for a number of eligible children resident equidistant from the school the determination of the single offer will be by Random Allocation.
- b) The Random Allocation will be completed by the Local Authority's admission system.

## 17. Parental Responsibility & disputes

17.1 Parents/carers who hold parental responsibility have the right to make the application for school. However, only one application can be made so a decision must be taken as to which parent/carer will complete the application.

17.2 The school preferences must be agreed by all parties, if they do not agree all application(s) will be withdrawn and may cause the application to be late which may disadvantage the child if the school(s) applied for are oversubscribed.

17.3 If parents/carers are not in agreement of the application to school, the application will not be processed until written consent is given by both parties or a court order has determined the school preferences.

## APPENDIX 1

### Community and Voluntary Controlled Schools

NAME OF SCHOOL	ADMISSION NUMBER
Athersley North Primary School	40
Barugh Green Primary School	45
Birkwood Primary School	60
Brierley C of E VC Primary School	30
Burton Road Primary School	45
Cawthorne C of E VC Primary School	24
Cherry Dale Primary School	40
Gawber Primary School	30
Greenfield Primary	40
Joseph Locke Primary School	60
Jump Primary School	30
Keresforth Primary School	30
Kings Oak Primary Learning Centre	60
Lacewood Primary School	30
Ladywood Primary School	30
Millhouse Primary School	20
Oxspring Primary School	20
Shawlands Primary School	40
Silkstone Common Primary School	20
Silkstone Primary School	30
Springvale Primary School	30
Summer Lane Primary School	40
Thurgoland C of E VC Primary School	30
Thurlstone Primary School	25
<b>Secondary Schools</b>	
Penistone Grammar School	320

## APPENDIX 2

### Timetable for admission to Primary School

Closing date for receiving applications 15 January 2025

Offer day 16 April 2025

Appeals completed End of Summer Term 2025

### Timetable for admission to Secondary School

Closing date for receiving applications 31 October 2024

Offer day 1 March 2025

Appeals completed End of Summer Term 2025

## APPENDIX 3

### Criteria for the offer of a single place at a primary, infant, junior or secondary school

A resident in Barnsley will only receive a single offer of a school place at any primary, infant, junior or secondary school if they have completed a common application form.

Parents are to express three preferences for the school they wish their child to attend and list them in rank order.

All three preferences will be treated equally by the Authority.

Where a preference meets the criteria for a school the child becomes eligible for a potential offer.

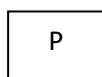
Where there is only one potential offer, that will be the single offer of a school place at a primary, infant, junior or secondary school made to the parent on the offer day.

Where there are two or three potential offers, the ranking of the expressed preferences on the common application form will be used to determine which of those potential offers becomes the single offer of a place.

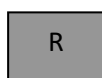
1st	School A
2nd	School B
3rd	School C

Preferred Schools in rank order		Outcomes							
		1	2	3	4	5	6	7	8
1st	School A	P ✓			P ✓	P ✓	P ✓		
2nd	School B	P	P ✓		P			P ✓	
3rd	School C	P	P	P ✓		P			

#### Key



Places available – child eligible for admission and therefore a potential offer



School oversubscribed – child not eligible for admission based on priority of admission criteria

✓ Highest ranked preference available for which the single offer of a school place will be made

## Further Reading

[School Admissions Code 2021](#)

[Summer born children starting school: advice for parents](#)

## Contact & Information

Web: [Barnsley School Admissions](#)

Email: [admissions@barnsley.gov.uk](mailto:admissions@barnsley.gov.uk)

Tel: 01226 773677

DRAFT

# Equality Impact Assessment

## Stage 1 Details of the proposal

<b>Name of service</b> <b>Directorate</b>	Children's Services
<b>Name of officer responsible for EIA</b> <b>Name of senior sponsor</b>	School Admissions and Access Manager
<b>Description / purpose of proposal</b>	Admission Arrangements for Community and Voluntary Controlled Primary and Secondary Schools for 2025-2026
<b>Date EIA started</b>	11/12/2023
<b>Assessment Review date</b>	Not applicable in this instance

## Stage 2 - About the proposal

<b>What is being proposed?</b>	Admission Arrangements for Community and Voluntary Controlled Primary and Secondary Schools for 2025-2026
<b>Why is the proposal required?</b>	Admission authorities determine the admission arrangements for the school(s) for which they have responsibility. A report is submitted to Cabinet on an annual basis to approve the admission arrangements for maintained community and voluntary controlled schools within the Borough for the admission year. Local Authorities must determine the admission arrangements each year even if no consultation has been required.

**What will this proposal mean for customers?**

The scheme provides a consistency of approach across Barnsley community and voluntary controlled schools and ensures compliance with appropriate legislation.

### Stage 3 - Preliminary screening process

Use the Preliminary screening questions to decide whether a full EIA is required

Yes - EIA required (go to next section)

No – EIA not required (provide rationale below including name of E&I Officer consulted with)

### Stage 4 - Scoping exercise - What do we know?

**Data: Generic demographics**

What generic data do you know?

Data used in the school admissions process include the following:

- Official Census 2011 and 2021
- Latest published Schools Census
- Annual Barnsley Borough Profile
- Barnsley Local Plan

**Data: Service data / feedback**

What equalities knowledge do you already know about the service/location/policy/contract?

Department for Education statistical information on the characteristics of children at the Early Years Foundation Stage in Barnsley, together with informal consultation with parents and carers'

**Data: Previous / similar EIA's**

Has there already been an EIA on all or part of this before, or something related? If so, what were the main issues and actions it identified?

No

**Data: Formal consultation**



What information has been gathered from formal consultation?
Information on the characteristics of young children being admitted to primary and secondary schools in the Borough is collated as part of admission arrangements and any specific needs emerging through a protected characteristic is met as far as possible, in accordance with statutory responsibilities.

## Stage 5 - Potential impact on different groups

Considering the evidence above, state the likely impact the proposal will have on people with different protected characteristics.  
 (state if negative impact is substantial and highlight with **red text**)  
 Negative (and potentially positive) impacts identified will need to form part of your action plan.

Protected characteristic	Negative '-'	Positive '+'	No impact	Don't know	Details
Sex			x		None
Age			x		Not applicable
Disabled <i>Learning disability, Physical disability, Sensory Impairment, Deaf People, invisible illness, Mental Health etc</i>			x		The scheme of admission to community and voluntary controlled primary and secondary schools in the Borough will consider and as far as possible meet any specific needs of individual children, siblings or groups of children, emerging through a protected characteristic as defined by the Equality Act  In addition, all local authority, maintained schools and academy trusts have a statutory duty to promote equality and eliminate unlawful or inadvertent discrimination in their settings
Race			x		Please see above
Religion & Belief			x		Please see above
Sexual orientation			x		Please see above
Gender Reassignment			x		Please see above
Marriage / civil partnership			x		Not applicable

Pregnancy / maternity			x		Not applicable
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Other groups you may want to consider					
	Negative	Positive	No impact	Don't know	Details
Ex services			x		The admission arrangements for community and voluntary controlled primary and secondary schools are compliant with and promotes the Armed Services Covenant
Lower socio-economic			x		The admission arrangements for community and voluntary controlled primary and secondary schools in the Borough will consider and as far as possible meet any specific needs of individual children, siblings or groups of children, emerging through a protected characteristic as defined by the Equality Act
Other ...			x		-

**Stage 6 - BMBC Minimum access standards**

If the proposal relates to the delivery of a new service, please refer to the Customer minimum access standards self-assessment (found at )

If not, move to Stage 7.

Please use the action plan to be taken to ensure the new service complies with reasonable adjustments for disabled people.

**Not yet live**

The proposal will meet the minimum access standards.

The proposal will not meet the minimum access standards. –provide rationale below.

**Stage 7 – Action plan**

**To improve your knowledge about the equality impact . . .**

Actions could include: community engagement with affected groups, analysis of performance data, service equality monitoring, stakeholder focus group etc.

Action we will take:	Lead Officer	Completion date
Admission to school has an appeals' process which provides the scope to review offers of a school place which help promote equality and eliminate unlawful or inadvertent discrimination. This will continue	School Admissions and Access Manager	Continuous
Any formal objections to the admission arrangements must be made through the Schools Adjudicator which will be reviewed if any action is needed.	School Admissions and Access Manager	Continuous

**To improve or mitigate the equality impact . . .**

Actions could include: altering the policy to protect affected group, limiting scope of proposed change, reviewing actual impact in future, phasing-in changes over period of time, monitor service provider performance indicators, etc.

Action we will take:	Lead Officer	Completion date
Please see above		

**To meet the minimum access standards . . .(if relevant)**

Actions could include: running focus group with disability forum, amend tender specification, amend business plan to request extra 'accessibility' funding, produce separate MAS action plan, etc.

Action we will take:	Lead Officer	Completion date
<b>Not yet live</b>		

**Stage 8 – Assessment findings**

Please summarise how different protected groups are likely to be affected

<b>Summary of equality impact</b>	The proposed policy complies with legislation and is fair and transparent across the Borough for all service users.
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<b>Summary of next steps</b>	Please see above
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<b>Signature (officer responsible for EIA) Date</b>	
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**\*\* EIA now complete \*\***

**Stage 9 – Assessment Review**

**(This is the post implementation review of the EIA based on date in Stage 1 if applicable)**  
**What information did you obtain and what does that tell us about equality of outcomes for different groups?**

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**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**REPORT OF: EXECUTIVE DIRECTOR GROWTH AND SUSTAINABILITY**

**TITLE: Habitat Bank Creation**

<b>REPORT TO:</b>	<b>CABINET</b>
<b>Date of Meeting</b>	<b>7 February 2024</b>
<b>Cabinet Member Portfolio</b>	<b>Regeneration and Culture</b>
<b>Key Decision</b>	<b>Yes</b>
<b>Public or Private</b>	<b>Public</b>

**Purpose of report**

This report seeks authority to create a habitat bank on Council owned land.

**Council Plan priority**

Growing Barnsley and Sustainable Barnsley

**Recommendations**

That Cabinet:-

- 1.** Approves the principle of establishing a habitat bank in Barnsley on Council owned land, to be delivered internally by the Council.
- 2.** Delegates authority to the Head of Planning, Policy and Building Control to carry out all necessary arrangements to set up a habitat bank on Council owned land. Arrangements will include, but not exclusively: choice of site(s); legally securing the site(s); the mechanism for determining cost of credits and any future uplift; collecting and receiving payments; and monitoring.

**1. INTRODUCTION**

- 1.1 The Environment Act 2021, amends the Town and Country Planning Act 1990. It will mean that the majority of new developments will be legally required to demonstrate a minimum biodiversity net gain (BNG) of 10%, and secure those gains for a minimum of 30 years. Biodiversity net gain is a way to contribute to the recovery of nature while developing land. It is making sure the habitat for wildlife is in a better state than it was before development. This was intended to apply from November 2023 for developments in the Town and Country Planning Act 1990, unless exempt. Following a slight delay, Government has recently announced this will apply from 12<sup>th</sup> February 2024

to major development, with BNG required for small sites from 2<sup>nd</sup> April, 2024. The glossary includes definitions of major development and small sites.

- 1.2 The National Planning Policy Framework (NPPF) paragraph 174 part d already requires planning decisions to provide net gains in biodiversity. The Local Plan objectives include seeking a net gain in biodiversity and policy BIO1 expects development to conserve and enhance biodiversity. Consultation has taken place on an updated Biodiversity and Geodiversity SPD to require a minimum of 10% Biodiversity Net Gain. A report to adopt the updated SPD is scheduled to be brought to Cabinet and Full Council in February and March 2024 respectively.
- 1.3 Biodiversity net gain is measured using the latest Department for Environment, Food & Rural Affairs (DEFRA) metric (currently version 4.0). Government anticipates that version 4.0 of the metric will be the version that becomes statutory on 12<sup>th</sup> February 2024. The Biodiversity Metric is a key tool that supports the delivery of Biodiversity Net Gain (BNG). It is used to calculate the baseline biodiversity value of a site and forecast its future biodiversity value.
- 1.4 Creation of a habitat bank provides a way for landowners to create or restore a habitat in advance and 'bank' the resulting biodiversity units. These units (also referred to as credits) can then be purchased by developers in order to comply with the mandatory 10% biodiversity net gain, where this can't be achieved on site.
- 1.5 It is recommended that the Council uses some of its own land to create a habitat bank. This will then enable the Council to 'sell credits' to developers who are unable to meet the 10% biodiversity net gain requirements within their development sites. The benefits of this are that the credits received will give us an opportunity to invest in and improve biodiversity habitats on Council owned site(s). Establishing a habitat bank on council-owned land would also likely assist in our compliance with the strengthened 'biodiversity duty' that the Environment Act 2021 introduces, with a suggested action including managing land to improve biodiversity This report seeks authority to establish a habitat bank. It is proposed that decisions on the detail of how this is established and legally secured is delegated to the Head of Planning, Policy and Building Control.
- 1.6 We are proposing to create a habitat bank on one site initially. This is a new area of work, and we don't know how resource intensive the process will be. We may also learn from the experience of the first one and be able to improve our process if we decide to create future habitat banks. We intend to monitor the sales of credits and if it is working well, before all credits are sold, we will consider creating another site. The site is likely to only be accessible to the public if there is a Public Right of Way running through the site at present.
- 1.7 If there is no Council owned habitat bank site the other options open to developers are to buy credits from a private company such as the Environment Bank or buy what are called 'statutory credits' from the Government department Defra. They may also be able to buy them on sites

outside of Barnsley. The biodiversity metric allows for off-site mitigation within the same National Character Area as the development site without penalty. The National Character Area, which encompasses the majority of the BMBC local authority boundary is the Nottinghamshire, Derbyshire and Yorkshire Coalfield. This extends to Wakefield, Leeds and parts of Bradford to the north and parts of Derby and Nottingham to the south. The establishment of a council-owned Habitat Bank will increase the likelihood of off-site mitigation remaining within the Borough. Our ideal is for any units needed to offset development to stay within the borough. The creation of our own site will enable this to happen. Appendix 1 shows a map of all the National Character Areas and shows which of those Barnsley falls within.

- 1.8 The creation of a habitat bank will contribute to Healthy Barnsley 2030 ambitions to improve residents' health and wellbeing by enhancing opportunities for communities to connect with nature.
- 1.9 On 29<sup>th</sup> November, 2023 Government released the draft secondary legislation which provides the detail for the new BNG framework. There are six statutory instruments which will become law when BNG goes live on 12<sup>th</sup> February 2024. Government has also released some guidance documents. The document most pertinent to this report is the Local Authority Guidance. A link to this has been added to the background papers section of this report.
- 1.10 A steering group of officers from relevant service areas across the authority has been meeting to discuss how this proposal could be delivered. To date the Steering Group has:
  - Looked at examples from other local authorities using different delivery mechanisms to determine the appropriate approach for Barnsley.
  - Considered costings to establish a suggested charge per biodiversity 'credit'.
  - Considered a list of potential Council owned and managed sites that could be suitable.
- 1.11 The main delivery mechanisms that are used by other local authorities to secure habitat banks are:
  - Use of section 106 planning obligations
  - A special purpose vehicle, setting up a separate arms length organisation (ALMO)
  - Conservation covenants
- 1.12 **Section 106**

Planning obligations are legal obligations entered into to mitigate the impacts of a development proposal. This can be via a planning agreement entered into under [section 106 of the Town and Country Planning Act 1990](#) by a person with an interest in the land and the local planning authority; or via a unilateral undertaking entered into by a person with an interest in the land without the local planning authority as a party. Some authorities have not opted for this due to legal issues that they could not have an agreement with themselves. Some authorities are considering whether they can use Section 106 via a

unilateral undertaking, however this is likely to fall foul of the same legal principle that a party cannot enter into a contract with itself.

### 1.13 **Special Purpose Vehicle/ ALMO**

An ALMO called a 'special purpose vehicle' could be established. This would effectively be a separate company that would run the site and sell credits to developers. Plymouth Council has taken this route. The downside to a special purpose vehicle is that it is costly to set up and manage.

### 1.14 **Conservation Covenant**

A conservation covenant agreement is a private, voluntary agreement to conserve the natural or heritage features of the land. It must be for the public good and have a conservation purpose.

A conservation covenant agreement must be between:

- a landowner who holds freehold title of the land or a leaseholder – if you're a leaseholder, you must have a lease of more than 7 years with time remaining on it
- a responsible body

A responsible body can be:

- a local authority
- a public body or charity, where at least some of its main purposes or functions relate to conservation
- a private sector organisation, where at least some of its main activities relate to conservation

There is potential for Barnsley MBC and neighbouring local authorities to register to become a responsible body. If approved, we could then administer and monitor conservation covenants for neighbouring local authorities, and vice versa. Some authorities may not be comfortable with the potential to have to take enforcement against another local authority if conditions of the covenant are not met. Registration of the Council as a responsible body would facilitate it acting as a responsible body for another authority's habitat bank but there would be no requirement to act in this capacity following registration.

Another option that is to be suggested is that SYMCA become the responsible authority for dealing with conservation covenants. If SYMCA apply and are accepted as responsible body they will be able to administer and monitor conservation covenants for the South Yorkshire authorities and would be responsible for reviewing the success of the habitat banks, i.e. establishment of habitats meeting targeted condition, etc.

- 1.15 On a related issue, we are working with SYMCA and the other South Yorkshire authorities to develop a South Yorkshire Local Nature Recovery



Strategy (SYLNRS). The aim is to have this in place by March 2025. Ideally our habitat bank site(s) will lie within the wider SY LNRS. A future report will be brought to Cabinet with progress on the SY LNRS.

## **2. PROPOSAL**

- 2.1 It is proposed that Council owned land is used to create a habitat bank. The benefit of using Council owned land is that the Council will be able to collect biodiversity credits from developers who are unable to meet the 10% biodiversity net gain requirements within their development sites.
- 2.2 It is proposed that this will be run internally by the Council.
- 2.3 It is considered that the appropriate delivery mechanism for dealing with BNG concerned with development proposals in the district is likely to remain the execution of s106 agreements with the owner of the development site. However where the Council is selling credits from its own habitat bank that likely to involve the execution of a conservation covenant with a partner authority acting as the responsible body and this may be done via a reciprocal arrangement with a neighbouring authority as mentioned above.
- 2.4 It is proposed that the initial charge, per biodiversity credit, is expected to be between £28k - £51k based upon differing prices for Grassland, Woodland and Scrub credits.
- 2.5 Site selection is in progress. It is recommended that Cabinet delegates authority to the Head of Planning Policy and Building Control for the final choice of site (s), and to agree additional sites to be chosen once credits are sold on the original site.
- 2.6 Officers in the Regeneration and Culture Service intend to arrange Member training on the wider subject of Biodiversity Net Gain.

## **3. IMPLICATIONS OF THE DECISION**

### **3.1 Financial and Risk**

- 3.1.1 Consultations have taken place with representatives of the Director of Finance (S151 Officer) who make up part of the Steering Group referenced in paragraph 1.6.
- 3.1.2 Based upon initial calculations costs per BNG credit are expected to be in the range of £28k-£51k dependent on type of BNG (Woodland, Grassland or Scrub). This is in line with current intelligence of other local authorities and DEFRA.
- 3.1.3 The calculations to arrive at this range includes initial costs surrounding Land Purchase, Habitat Creation, Project Development, and Management. It is recommended that the authority monitors and updates this charge as appropriate as more information and certainty around the variables is solidified over the coming months and years. This decision is to be delegated

to the Head of Planning, Policy and Building Control via publishing any revised charges will be made through the annual Fees and Charges Report as part of the Council's budget pack.

- 3.1.4 The cost range has been calculated using information given on potential operating requirements from internal BMBC services including Property & Assets, Neighbourhoods, Planning & Legal with most costs being based on staff & equipment time over the 30 years of managing and monitoring the biodiversity units. It is deemed prudent to include a small contingency in the calculation to cover any other provisions that may be required. In line with industry standards. Future years costs have then been inflated by 3% for Year 2 and then 2% thereafter for the remaining years to assist in futureproofing the charge.
- 3.1.5 As per paragraph 2.3 it is proposed to charge via the Conservation covenant route. DEFRA allows for a differing price range based on the potential land required by developers as well as not being set too high to make the price uncompetitive with the private off-site market.
- 3.1.6 The ALMO option was dismissed from a financial & legal perspective due to higher costs based on the running of an ALMO plus the extra officer time it would take in dealing with additional obligations.
- 3.1.7 There is a financial risk that due to this being a new scheme that costs have been underestimated on the work required, however as explained this is to be reviewed as more information becomes available.
- 3.1.8 BMBC officers will continue to work closely within the Steering Group and Head of Planning Policy and Building Control to update on any costs to ensure final proposed charges & future years charges are accounted for appropriately. No Appendix A required at this stage.

## **3.2 Legal**

This report sets out appropriate measures in light of the emerging law on BNG to enable the setting up of a habitat bank for the authority. This will facilitate the provision of BNG within the Borough and the sale of BNG units on Council owned habitat bank.

## **3.3 Equality**

An EIA has been completed for this project. This concluded that a positive indirect impact is anticipated for everyone in the borough given that improving biodiversity can have a positive impact on climate change mitigation. The EIA is attached as appendix 2 of this report.

## **3.4 Sustainability**

The creation of a habitat bank will have a low to high positive impact on people, place and the environment.

Natural Capital: Where possible, the resources used to create and maintain

the habitat bank will come from renewable sources. Habitat banks will naturally act as carbon sequesters and as part of a wider system, supporting ecological functions, helping to mitigate global warming and climate adaptation. Where waste is identified through the creation of the site, the waste hierarchy will be followed. The creation will have a high positive impact on biodiversity and has the potential to have a low positive impact on air quality.

**Human / Social Capital:** Subject to the location of the habitat banks, the creation and maintenance of the site is predicted to have a low to high positive impact on quality neighbourhoods and as part of a larger system will support with climate adaptation and mitigation. There is potential to maximise social value by offering a space to support local community groups, training initiatives and promote health and wellbeing. A low positive impact is anticipated on sustainable food production, poverty, peace and justice, learning and skills and the potential for the creation of jobs. In the long term, this can also support with quality homes with access to green space.

**Manufactured Capital:** Through close monitoring of the procurement process, supply chains and establishing new processes to drive down greenhouse gas emissions in organisational processes, the programme has the potential to have a low to high positive impact through opportunities to create jobs.

**Financial Impact:** The wheel does not fully articulate the financial impact, however the Council has a public duty to invest responsibly and ethically. The totality of the savings derived from improving the environment, health and wellbeing and economic benefits to the borough will have a positive impact in other areas and reduce impact on services that support people in the borough.



### 3.5 Employee

There are no employee implications arising from this report.

### **3.6 Communications**

If approved, once the habitat bank is established a communications and marketing strategy will be required to raise awareness and encourage developers to choose to use it where they cannot accommodate the net gain within their development sites.

## **4. CONSULTATION**

- 4.1 Several service areas are represented on the steering group for this project. No public consultation has taken place on this proposal.

## **5. ALTERNATIVE OPTIONS CONSIDERED**

### **5.1 Do nothing**

There are alternative options available for developers to buy biodiversity credits from other organisations. If we don't have a habitat bank on Council owned land, we miss the opportunity to collect monies and improve habitats and biodiversity on Council owned sites. Developers may buy credits from other providers. They may also buy credits on sites outside of the borough, as developers can seek off site mitigation within the same National Character Area as the development site, without penalty within the Biodiversity Metric. . The do nothing option is not recommended.

- 5.2 There is potential for private companies, such as Environment Bank leasing council-owned land to create a habitat bank from which to sell credits to developers. This option would give us less control on what habitats are created.

## **6. REASONS FOR RECOMMENDATIONS**

- 6.1 This is a valuable opportunity to collect monies to improve the habitats and increase biodiversity of some Council owned sites.

## **7. GLOSSARY**

**BNG** - Biodiversity Net Gain

**Major Development** - major development is defined in article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015) as development involving any one or more of the following:

(a) the winning and working of minerals or the use of land for mineral-working deposits;

(b) waste development;

(c) the provision of dwellinghouses where—

(i) the number of dwellinghouses to be provided is 10 or more; or

(ii) the development is to be carried out on a site having an area of 0.5

hectares or more and it is not known whether the development falls within sub-paragraph (c)(i);

(d) the provision of a building or buildings where the floor space to be created by the development is 1,000 square metres or more; or

(e) development carried out on a site having an area of 1 hectare or more.

**Small Sites** - Small sites are developments which do not fall under the meaning of major development (major development is defined in article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015). This means:

- residential development where the number of dwellings is between 1 and 9, or if this is unknown, the site area is less than 0.5 hectares
- commercial development where floor space created is less than 1,000 square metres or total site area is less than 1 hectare development that is not the winning and working of minerals or the use of land for mineral-working deposits
- development that is not waste development.

The statutory biodiversity metric tool needs to be used for any development which meets the definition for major development.

## 8. LIST OF APPENDICES

Appendix 1: National Character Areas

Appendix 2: Equalities Impact Assessment

## 9. BACKGROUND PAPERS

<https://www.gov.uk/guidance/biodiversity-net-gain-what-local-planning-authorities-should-do>

If you would like to inspect background papers for this report, please email [governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk) so that appropriate arrangements can be made

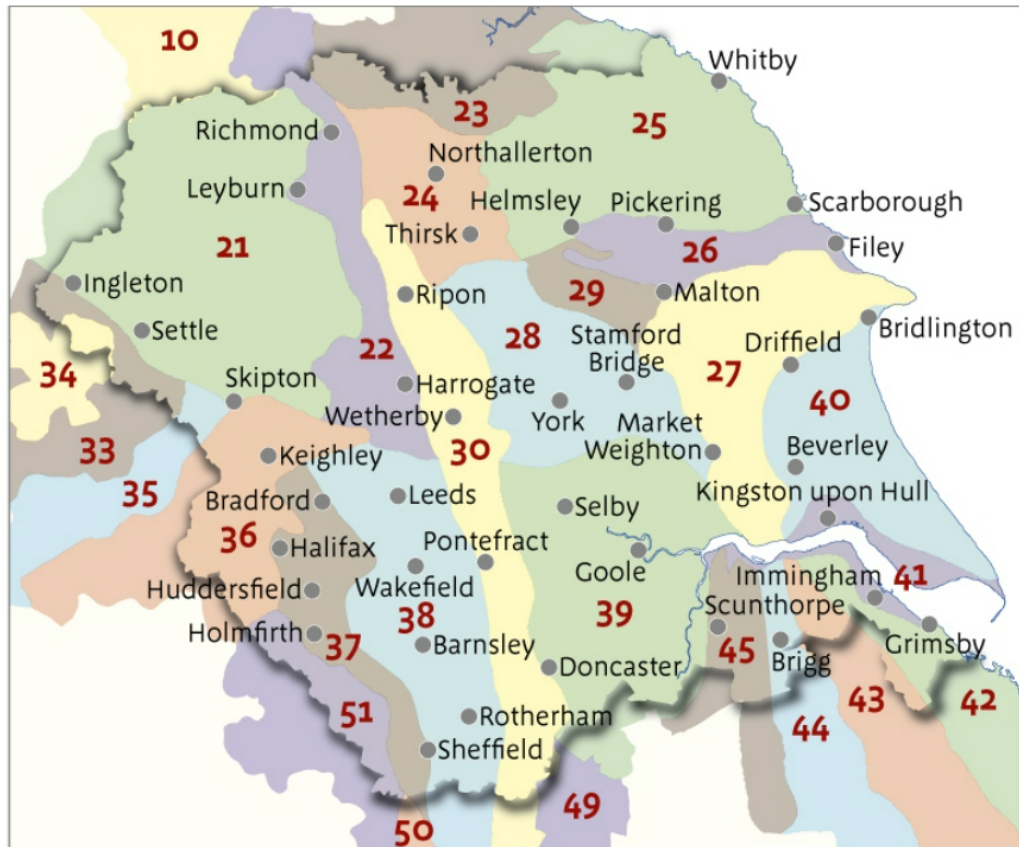
## 10. REPORT SIGN OFF

<b>Financial consultation &amp; sign off</b>	Senior Financial Services officer consulted and date <i>Ashley Gray – Strategic Finance Business Partner – 07/12/2023</i>
<b>Legal consultation &amp; sign off</b>	Legal Services officer consulted and date Bob Power 19/12/23

**Report Author: Paula Tweed**  
**Post: Planning Policy Group Leader**  
**Date: 06/12/23**

National Character Areas

## NCA in Yorkshire and the Humber



Extract from [www.gov.uk](http://www.gov.uk)

Barnsley falls within:

- 38 - Nottinghamshire, Derbyshire and Yorkshire Coalfield
- 30 - Southern Magnesian Limestone
- 37 - Yorkshire Southern Pennine Fringe
- 51 - Dark Peak

# Equality Impact Assessment

## Habitat Bank Creation

### Stage 1 Details of the proposal

<b>Name of service</b>	Regeneration and Culture
<b>Directorate</b>	Growth and Sustainability
<b>Name of officer responsible for EIA</b>	Paula Tweed
<b>Name of senior sponsor</b>	Garry Hildersley
<b>Description / purpose of proposal</b>	Creating a habitat bank on Council owned land.
<b>Date EIA started</b>	20/11/23
<b>Assessment Review date</b>	

### Stage 2 - About the proposal

<b>What is being proposed?</b>	<p>The Environment Act amends the Town and Country Planning Act 1990. It will mean that the majority of new developments will be legally required to demonstrate a minimum biodiversity net gain (BNG) of 10%, and secure those gains for a minimum of 30 years. Biodiversity net gain is a way to contribute to the recovery of nature while developing land. It is making sure the habitat for wildlife is in a better state than it was before development. This will apply from January 2024 for developments in the Town and Country Planning Act 1990 unless exempt, with BNG required for small sites from April, 2024.</p> <p>Biodiversity net gain is measured using the latest Defra metric (currently version 4.0). Government anticipates that version 4.0 of the metric will be the version that</p>
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becomes statutory from January 2024. The Biodiversity Metric is a key tool that supports the delivery of Biodiversity Net Gain (BNG). It is used to calculate the baseline biodiversity value of a site and forecast its future biodiversity value.

Creation of a habitat bank provides a way for landowners to create or restore a habitat in advance and 'bank' the resulting biodiversity units. These units (also referred to as credits) can then be purchased by developers in order to comply with the mandatory 10% biodiversity net gain, where this can't be achieved on site.

It is being recommended to Cabinet that the Council uses some of its own land to create a habitat bank. This will then enable the Council to 'sell credits' to developers who are unable to meet the 10% biodiversity net gain requirements within their development sites. The benefits of this are that the credits received will give us an opportunity to invest in and improve biodiversity habitats on Council owned site(s). Establishing a habitat bank on council-owned land would also likely assist in our compliance with the strengthened 'biodiversity duty' that the Environment Act 2021 introduces, with a suggested action including managing land to improve biodiversity.

If there is no Council owned habitat bank site the other options open to developers are to buy credits from a private company such as the Environment Bank or buy what are called 'statutory credits' from the Government department Defra. They may also be able to buy them on sites outside of Barnsley.

The biodiversity metric allows for off-site mitigation within the same National Character Area as the development site without penalty. The National Character Area, which encompasses the majority of the BMBC local authority boundary is the Nottinghamshire, Derbyshire and Yorkshire Coalfield. This extends to Wakefield, Leeds and parts of Bradford to the north and parts of Derby and Nottingham to the south. The establishment of a council-owned Habitat Bank will increase the likelihood of off-site mitigation remaining within the Borough.

**Why is the proposal required?**

Our ideal is for any units needed to offset development to stay within the borough. The creation of our own site will enable this to happen.



**What will this proposal mean for customers?**

Where developers are unable to meet BNG requirements within their development sites, having our own site will enable us to offer to sell them BNG credits. This will be more convenient for developers. For the wider community it will be beneficial to have improved biodiversity on sites within the borough. This will assist with mitigating the effects of climate change.

### Stage 3 - Preliminary screening process

**Use the Preliminary screening questions (found in the guidance) to decide whether a full EIA is required**

- Yes - EIA required (go to next section)  
 No – EIA not required (provide rationale below including name of E&I Officer consulted with)

Service users and the wider community will be positively affected by this proposal therefore yes.

### Stage 4 - Scoping exercise - What do we know?

#### **Data: Generic demographics**

What generic data do you know?

We know what approach other authorities have taken. We are looking into the most appropriate way for Barnsley to legally secure a habitat bank on Council owned land.

#### **Data: Service data / feedback**

What equalities knowledge do you already know about the service/location/policy/contract?

We have no data or knowledge to indicate this proposal will have more impact on any protected group.

#### **Data: Previous / similar EIA's**

Has there already been an EIA on all or part of this before, or something related? If so, what were the main issues and actions it identified?

No, this is a new proposal to deal with new requirements arising from the Environment Act.

**Data: Formal consultation**

What information has been gathered from formal consultation?

Only internal consultation has taken place to date with relevant services who are represented on a steering group.

**Stage 5 - Potential impact on different groups**

Considering the evidence above, state the likely impact the proposal will have on people with different protected characteristics

(state if negative impact is substantial and highlight with **red text**)

Negative (and potentially positive) impacts identified will need to form part of your action plan.

Protected characteristic	Negative '-'	Positive '+'	No impact	Don't know	Details
Sex		X			A positive indirect impact is anticipated for everyone in the borough given that improving biodiversity can have a positive impact on climate change mitigation.
Age		X			
Disabled <i>Learning disability, Physical disability, Sensory Impairment, Deaf People ,invisible illness, Mental Health etc</i>		X			
Race		X			
Religion & Belief		X			
Sexual orientation		X			
Gender Reassignment		X			
Marriage / civil partnership		X			
Pregnancy / maternity		X			

Other groups you may want to consider					
	Negative	Positive	No impact	Don't know	Details
Ex services		X			
Lower socio-economic		X			
Other ...		X			

**Stage 6 - BMBC Minimum access standards**

If the proposal relates to the delivery of a new service, please refer to the Customer minimum access standards self-assessment (found at )

If not, move to Stage 7.

Please use the action plan to be taken to ensure the new service complies with reasonable adjustments for disabled people.

**Not yet live**

The proposal will meet the minimum access standards.

The proposal will not meet the minimum access standards. –provide rationale below.

**Stage 7 – Action plan**

**To improve your knowledge about the equality impact . . .**

Actions could include: community engagement with affected groups, analysis of performance data, service equality monitoring, stakeholder focus group etc.

Action we will take:	Lead Officer	Completion date
Monitoring – we will monitor the success of the targeted habitats becoming established. If targets are achieved this will be an improvement on overall biodiversity in the borough.	Katie Lawrence	Ongoing cycle as if all credits sold on first site we will seek to create further sites.
We intend to engage with developers through a developer forum to let them know details of how they can purchase biodiversity credits once our habitat bank is live. It will be on the Natural England national register.		

**To improve or mitigate the equality impact . . .**

Actions could include: altering the policy to protect affected group, limiting scope of proposed change, reviewing actual impact in future, phasing-in changes over period of time, monitor service provider performance indicators, etc.

Action we will take:	Lead Officer	Completion date
N/A		

**To meet the minimum access standards . . .(if relevant)**

Actions could include: running focus group with disability forum, amend tender specification, amend business plan to request extra 'accessibility' funding, produce separate MAS action plan, etc.

Action we will take:	Completion date
<b>Not yet live</b>	

**Stage 8 – Assessment findings**

Please summarise how different protected groups are likely to be affected

**Summary of equality impact**

We consider there to be a direct positive impact on developers seeking to meet the 10% minimum biodiversity net gain duty, where they cannot do this within their development site.

We consider an indirect positive impact on all residents in the borough given the potential positive impact on climate change mitigation.

**Summary of next steps**

Positive impacts are anticipated for all, therefore next steps in respect of protected groups are not required.

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<b>Signature (officer responsible for EIA) Date</b>	<i>P. J. F. J. J.</i>
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**\*\* EIA now complete \*\***

**Stage 9 – Assessment Review**

**(This is the post implementation review of the EIA based on date in Stage 1 if applicable)**  
**What information did you obtain and what does that tell us about equality of outcomes for different groups?**

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