

# Yeovil Town Council



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## Policy, Resources and Finance Committee

The Meeting...	<b>Policy, Resources and Finance Committee</b>
The Time...	<b>7.00pm</b>
The Date...	<b>Tuesday 27th September 2016</b>
The Place...	<b>Town House, 19 Union Street, Yeovil</b>

If you need this information in large print, Braille, audio or another language, please ring 01935 382424

Amanda Card  
Town Clerk

21<sup>st</sup> September 2016

To: All Members of the Policy, Resources and Finance Committee:

Peter Gubbins	Faye Purbrick
Terry Ledlie	Wes Read (Vice-Chairman)
Pauline Lock	David Recardo (Ex-Officio)
Tony Lock (Chairman)	Manny Roper
Sarah Lowery	Darren Shutler (Ex-Officio)
Graham Oakes	Rob Stickland
Evie Potts-Jones	

### **Equality Act 2010**

The *general* public sector equality duty places an obligation on a wide range of public bodies (including town and parish councils) in the exercise of their functions to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- Advance equality of opportunity between people who share a protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not

The protected characteristics are:

Age	Race
Disability	Religion or Belief
Gender Reassignment	Sex
Marriage and Civil Partnership	Sexual Orientation
Pregnancy and Maternity	

### **Recording of Council Meetings**

The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).

Any member of the public wishing to record or film proceedings must let the Chairman of the meeting know prior to, or at the start of, the meeting and the recording must be overt (i.e. clearly visible to anyone at the meeting), but non-disruptive. Please refer to our Policy on audio/visual recording and photography at Council meetings at [www.yeovil.gov.uk](http://www.yeovil.gov.uk) This permission does not extend to private meetings or parts of meetings which are not open to the public.

Members of the public exercising their right to speak during the time allocated for Public Comment who do not wish to be recorded or filmed, need to inform the Chairman who will instruct those taking a recording or filming to cease doing so while they speak.

**PUBLIC COMMENT (at the Chairman's discretion up to 15 minutes)**

## **A G E N D A**

### **9/127. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

Council to receive apologies for absence and to consider the reasons given.

*LGA 1972 s85(1)*

### **9/128. DECLARATIONS OF INTEREST**

Members to declare any interests, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations).

### **9/129. MINUTES**

To approve as a correct record the Minutes of the meetings held on 26<sup>th</sup> July 2016.

### **9/130. EXCLUSION OF PRESS AND PUBLIC**

Due to the confidential nature of the business of item 9/136 to 9/141, under the Public Bodies (Admission to Meetings) Act 1960 s3, it is likely a motion to exclude members of the public and press during discussion of this item will be considered by the Councillors. *Public Bodies (Admission to Meetings) Act 1960 s3*

### **9/131. APPLICATION FOR GRANT AID**

Applications received from: (Circulated separately)

#### **a) Multiple Sclerosis Therapy Centre (Wessex) Limited (£125)**

### **9/132. WORKING PARTY POLICY**

See attached report by the Town Clerk at pages 3.

### **9/133. FINANCIAL STATEMENT – JUNE 2016 / JULY 2015**

Members to review Financial Statement for the months of June 2016 and July 2016 attached at pages 4 to 27.

### **9/134. CAPITAL AND REVENUE RESERVES**

Members review statement of Capital & Revenue reserves as at 31st July 2016 attached at page 28.

**9/135. 2017/18 LOCAL GOVERNMENT FINANCE SETTLEMENT CONSULTATION**

See attached report by the Town Clerk at pages 29 to 55.

**Public Comment (at the Chairman's discretion up to 15 minutes)**

*The Committee will consider a resolution (see item 9/130) to exclude the press and public from the remainder of the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.*

**9/136. INTERNAL AUDIT (COMMERCIAL IN CONFIDENCE)**

See attached report by the Town Clerk at pages 56 to 61.

**9/137. YOUTH SERVICES PROVISION (COMMERCIAL IN CONFIDENCE)**

See attached report by the Town Clerk at pages 62 to 63.

**9/138. GOLDCROFT UPDATE REPORT (COMMERCIAL IN CONFIDENCE)**

The Town Clerk will give a verbal update.

**9/139. YEOVIL SKI-SLOPE UPDATE REPORT (COMMERCIAL IN CONFIDENCE)**

The Town Clerk will give a verbal update.

**9/140. TOWN CLERK CONTRACT OF EMPLOYMENT (STAFF IN CONFIDENCE)**

See attached report by the Town Clerk attached at pages 64 to 72.

**9/141. TOWN CLERK UPDATE REPORT (STAFF IN CONFIDENCE)**

The Town Clerk will give a verbal update.

## **9/132 WORKING GROUP POLICY**

Working Groups are set up from time to time to review, analyse and progress projects.

Any working group that is set up must have agreed terms of reference. It does not have decision making authority and must make recommendations either to Town Council or to the Committee that established it. An officer must be in attendance at all meetings to take notes and provide advice as required.

The Committee is **RECOMMENDED** to agree and adopt the above mentioned policy.

*(Amanda Card, Town Clerk – 01935 382424)*

## **9/135 2017/18 LOCAL GOVERNMENT FINANCE SETTLEMENT CONSULTATION**

The Department for Communities and Local Government has now released its consultation for the Local Government Finance Settlement Consultation for 2017/18 and is attached to this report.

Whilst many of the proposals do not affect Yeovil Town Council directly, the proposal to extend referendum principles for Council Tax increases to ALL town and parish councils does (see pages 13-14 of the attached). The consultation proposes that the principles for increases to Council tax would be the same for the shire districts, which permits an increase of less than 2% or up to and including £5 (whichever is higher), without triggering a referendum. If a referendum is triggered then the elector would be asked to vote yes or no to the increase, and the Council would have to pay for this.

Such a proposal will affect the abilities of the Council to raise Council Tax and therefore affect the precept set.

Somerset Association of Local Councils (SALC) and National Association of Local Councils (NALC) have said that it is imperative that as many councils as possible respond to the consultation.

The Committee is **RECOMMENDED**:

- (1) to note the report and the attached consultation paper;
- (2) to discuss the implications of the proposals, in particular those relating to the extension of the referendum principles; and
- (3) to delegate to the Town Clerk, in consultation with the Chairman of this Committee, to respond to the consultation on behalf of the Council.

***(Amanda Card, Town Clerk – 01935 382424)***



Department for  
Communities and  
Local Government

# The 2017/18 Local Government Finance Settlement

Technical Consultation Paper



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# Contents

<b>Scope of the consultation</b>	<b>4</b>
<b>About this consultation</b>	<b>6</b>
<b>1. Summary of proposals</b>	<b>7</b>
<b>2. The distribution of central resources</b>	<b>9</b>
<b>3. Changes to local resources</b>	<b>12</b>
<b>Annex A: 50% Business Rates Retention: Methodology for adjusting for the 2017 revaluation</b>	<b>19</b>
<b>Annex B: Summary of consultation questions</b>	<b>24</b>
<b>Annex C: Glossary of technical terms</b>	<b>25</b>

# Scope of the consultation

Topic of this consultation:	<b>This consultation covers proposals for the local government finance settlement for 2017/18.</b>
Scope of this consultation:	This consultation seeks views on proposals for the local government finance settlement for 2017/18, in particular from representatives of local government
Geographical scope:	These proposals relate to England only.
Impact Assessment:	Since the Government does not envisage that the proposals within this consultation document will have an impact on business, no impact assessment has been produced.

## Basic Information

To:	<b>The consultation will be of particular interest to local authorities, and representative bodies for local authorities.</b>
Body/bodies responsible for the consultation:	Local Government Finance Directorate within the Department for Communities and Local Government.
Duration:	This consultation will last for 6 weeks from 15 September 2016 to 5pm, 28 October 2016.
Enquiries:	For any enquiries about the consultation please contact  James Livingston <a href="mailto:James.Livingston@communities.gsi.gov.uk">James.Livingston@communities.gsi.gov.uk</a> or 0303 444 2075
How to respond:	Please respond by completing an online survey at: <a href="https://www.surveymonkey.co.uk/r/583WBQL">https://www.surveymonkey.co.uk/r/583WBQL</a>  Alternatively, you can respond to the questions in this consultation by email to: <a href="mailto:LGFConsultation@communities.gsi.gov.uk">LGFConsultation@communities.gsi.gov.uk</a>  If you are responding in writing, please make it clear which questions you are responding to.  Written responses should be sent to:  James Livingston Department for Communities and Local Government 2nd floor, Fry Building 2 Marsham Street London SW1P 4DF

	<p>When you reply it would be very useful if you confirm whether you are replying as an individual or submitting an official response on behalf of an organisation and include:</p>
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- your name,
- your position (if applicable),
- the name of organisation (if applicable),
- an address (including post/code),
- an email address, and
- a contact telephone number

# About this consultation

This consultation document and consultation process have been planned to adhere to the Consultation Principles issued by the Cabinet Office.

Representative groups are asked to give a summary of the people and organisations they represent, and where relevant who else they have consulted in reaching their conclusions when they respond.

Information provided in response to this consultation, including personal information, may be published or disclosed in accordance with the access to information regimes (these are primarily the Freedom of Information Act 2000 (FOIA), the Data Protection Act 1998 (DPA) and the Environmental Information Regulations 2004.

If you want the information that you provide to be treated as confidential, please be aware that, under the FOIA, there is a statutory Code of Practice with which public authorities must comply and which deals, amongst other things, with obligations of confidence. In view of this it would be helpful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the Department.

The Department for Communities and Local Government will process your personal data in accordance with DPA and in the majority of circumstances this will mean that your personal data will not be disclosed to third parties.  
Individual responses will not be acknowledged unless specifically requested.

Your opinions are valuable to us. Thank you for taking the time to read this document and respond.

Are you satisfied that this consultation has followed the Consultation Principles? If not or you have any other observations about how we can improve the process please contact DCLG Consultation Co/coordinator.

Department for Communities and Local Government  
2 Marsham Street  
London  
SW1P 4DF

Or by e-mail to: [consultationcoordinator@communities.gsi.gov.uk](mailto:consultationcoordinator@communities.gsi.gov.uk)

# 1. Summary of proposals

## 1.1 Summary

1.1.1 This chapter provides an overview of the wider reforms of local government finance which will help provide context to the proposals for the 2017/18 settlement:

- it provides background information regarding the ongoing reforms to business rates retention and
- it outlines the key themes that the Government is proposing for the 2017/18 local government finance settlement.

## 1.2 Background

1.2.1 The funding available to councils to deliver their core services for the rest of this Parliament is broadly flat, in cash terms. By then, local government will retain 100% of taxes raised locally. This will give local government additional business rates receipts of around £12.5bn to spend on local services. The system will have stronger incentives to boost growth, and areas that take bold decisions to boost growth will see the benefits. In order to ensure that the reforms are fiscally neutral, councils will gain new responsibilities, and some Whitehall grants will be phased out.

1.2.2 These reforms represent a unique opportunity to fundamentally change the role of local government and the way it is funded. The move towards self-sufficiency and away from dependence on central government is something that councils have been calling for over a number of decades. The historic 2016/17 local government finance settlement was a first step along this road. It offers those local authorities who are committed to reform far greater certainty over their future funding.

## 1.3 Summary of proposals

### *The distribution of central resources*

2.1.1 This chapter outlines our proposals for distributing central resources in 2017/18 to build on the four year offer announced in the 2016/17 local government finance settlement. These proposals are intended to give councils that are committed to reform long term certainty, earlier in the year, over more sources of funding. In summary, it outlines:

- the Government's commitment to the multi-year settlement offer and seeks views on expanding this offer
- the proposed approach to distributing funding through the Improved Better Care Fund using a methodology that takes account of each council's capacity to raise resources through the adult social care precept.

## *Changes to local resources*

2.1.2 This chapter outlines the Government's proposals for the 2017/18 local government finance settlement that have implications for the local resources collected by councils. In summary, it includes:

- the Government's proposals for the council tax referendum principles for 2017/18 which are:
  - a core principle of 2%. As in 2016/17, this would continue to apply to shire counties, unitary authorities, London boroughs, the Greater London Authority, fire authorities, and Police and Crime Commissioners except those whose Band D precept is in the lower quartile of that category
  - a continuation of the Adult Social Care precept of an additional 2%, for county councils, unitary authorities and London boroughs (including the Common Council of the City of London and the Council of the Isles of Scilly), subject to consideration of the use made of the Adult Social Care precept in the previous year
  - that shire district councils will be allowed increases of less than 2% or up to and including £5, whichever is higher
  - that Police and Crime Commissioners whose Band D precept is in the lowest quartile of that category will be allowed increases of less than 2% or up to and including £5, whichever is higher
  - that referendum principles are introduced for town and parish councils whose Band D precept is higher than that of the lowest charging district council for 2016/17 (£75.46), and which have a total precept for 2016/17 of at least £500,000, while taking account of transfers of responsibilities, and that consideration is given to the extension of referendums to all local precepting authorities.
- the proposed approach for adjusting business rates tariff and top ups to cancel out, as far as is practicable, the impact of the 2017 business rates revaluation on local authorities' income
- a proposed methodology for calculating the agreed changes in the local share of retained business rates and the level of tariff and top ups for local authorities piloting 100% business rates retention, designed to ensure that no authorities anywhere in the country are adversely affected by these pilots, and
- a mechanism which would allow places with a devolution deal to revisit the distribution of existing funding streams within their areas, if all affected councils agree.

## 2. The distribution of central resources

### 2.1 Summary

2.1.1 This chapter outlines our proposals for distributing central resources in 2017/18 to build on the multi-year settlement offer announced in the 2016/17 local government finance settlement. These proposals are intended to give councils that are committed to reform greater certainty, earlier in the year, over more sources of funding. In particular, the chapter outlines:

- the multi-year settlement offer and seeks views on expanding this offer
- the proposed approach to distributing funding through the Improved Better Care Fund, using a methodology that takes account of each council's capacity to raise resources through the adult social care precept.

### 2.2 The multi-year settlement offer

2.2.1 On 10 March, the Secretary of State for Communities and Local Government wrote to every local authority in England setting out the conditions for the offer of a multi-year settlement.<sup>1</sup> This made clear that the offer and the production of an efficiency plan should be as simple and straightforward as possible. It is important that plans cover the full four year period and are open and transparent about the benefits they will bring and show how greater certainty can create the necessary conditions for further savings.

2.2.2 The offer, as described in the Secretary of State's letter of 10 March, includes:

- Revenue Support Grant
- Business rates tariff and top up payments, which will not change for reasons relating to the relative needs of local authorities
- Rural Services Delivery Grant and
- Transition Grant.

2.2.3 Plans should be locally owned and driven and as such we have not provided guidance or set out what they should contain. However councils should consider sector-led advice produced by the Local Government Association and CIPFA on what efficiency plans could include (<http://tinyurl.com/zqhpsy0>). Councils have until

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<sup>1</sup> The letter confirmed that the Government will offer any council that wishes to take it up a four-year funding settlement to 2019-20. This includes:

- Common Council of the City of London
- London borough councils
- District Councils
- County Councils
- Council of the Isles of Scilly
- Greater London Authority
- Metropolitan County Fire and Rescue Authorities
- Combined Fire and Rescue Authorities.

14 October 2016 to accept the offer by sending an email or letter to [MultiYearSettlements@communities.gsi.gov.uk](mailto:MultiYearSettlements@communities.gsi.gov.uk) with a link to their published efficiency plan. After the deadline for receipt, DCLG will respond to councils on the 4 year offer as soon as practicable.

- 2.2.4 We expect the take up for this offer to be high as it gives councils an excellent opportunity to increase the level of certainty they have regarding their financial position for the rest of this Parliament. Barring exceptional circumstances, and subject to the normal statutory consultation process for the local government finance settlement,<sup>2</sup> the Government intends to confirm the constituent elements of the multi-year offer for the remaining years of the Parliament for qualifying councils soon after 14 October. These amounts, together with any additional grants which might be part of the offer (see paragraph 2.2.6, below), would then be published as part of the 2017/18 provisional local government finance settlement in due course.
- 2.2.5 However, those councils that choose not to accept the offer will be subject to the existing annual process for determining the level of central funding that they will receive.
- 2.2.6 The Government would also like to consider expanding the current multi-year offer to give local councils who are committed to reform the opportunity for more security over more of their funding for the rest of this parliament. This could potentially be achieved by including more grants in the offer.

**Question 1: What other, additional grants, beyond those set out in para 2.2.2, should the Government consider including in the multi-year offer?**

### **2.3 Distribution of the improved Better Care Fund**

- 2.3.1 The Spending Review 2015 announced the introduction of the improved Better Care Fund worth £105 million in 2017/18, £800 million in 2018/19 and £1.5 billion in 2019/20.
- 2.3.2 The Government set out its proposed approach to allocating the improved Better Care Fund allocations alongside the provisional Local Government Finance Settlement 2016/17 and committed to consult on the distribution of the fund in due course.
- 2.3.3 Having carefully considered its approach and the views received in response to the consultation on the settlement, the Government proposes to maintain the approach for 2017/18 set out in chapter 5 of the consultation on the provisional 2016/17 local government finance settlement published on 17 December 2015.<sup>3</sup> This approach recognises that authorities have varying capacity to raise council tax, and will

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<sup>2</sup> As prescribed in sections 78 and 78A of the Local Government Finance Act 1988.

<sup>3</sup> Available at [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/494385/Provisional\\_settlement\\_consultation\\_document.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/494385/Provisional_settlement_consultation_document.pdf)



allocate the funding through a separate grant to local government, using a methodology which provides more funding to those authorities which benefit less from the adult social care council tax precept.

2.3.4 The proposed methodology for each financial year is as follows:

- i. We calculate the additional funding available to spend on adult social care at a national level, combining the 2% council tax flexibility for adult social care and the additional funding for the improved Better Care Fund.
- ii. We then calculate the share of that national amount which each authority with responsibility for social care would receive if it were distributed according to the 2013 adult social care relative needs formula.
- iii. We then calculate how much each authority with responsibility for social care could raise from the additional 2% council tax flexibility for adult social care.
- iv. The additional funding for the improved Better Care Fund is then allocated in such a way that, when combined with the money which could be raised from the council tax flexibility, each council would receive its share of the combined national amount as calculated in step (ii) above.
- v. These allocations are adjusted so that, where an authority could raise more from the additional council tax flexibility for social care than its share of the national amount calculated in step (ii), its allocation for the improved Better Care Fund is set to zero rather than a notional negative figure.
- vi. The remainder of the allocations are then reduced proportionately, so that the combined totals sum to the national total for additional funding available to spend on adult social care, as calculated in step (i).

2.3.5 The resulting illustrative proposed allocations of the improved Better Care Fund by local authority can be found at <https://www.gov.uk/government/publications/core-spending-power-final-local-government-finance-settlement-2016-to-2017>

**Question 2: Do you agree with the proposed methodology for allocating funding for the improved Better Care Fund as outlined in paragraph 2.3.4?**

## 3. Changes to local resources

### 3.1 Summary

3.1.1 This chapter outlines the Government's proposals for the 2017/18 local government finance settlement that have implications for the local resources collected by councils. These proposals include:

- provisional council tax Referendum principles for 2017/18
- the Government's approach to adjusting tariff and top ups to ensure as far as possible that local authorities have a predictable level of income regardless of the impact of the 2017 business rates revaluation
- a methodology for calculating the change in the local share and the level of tariff and top ups for local authorities piloting 100% business rates retention
- a mechanism through which funding could be transferred to a Combined Authority if all councils affected agree to the transfer.

### 3.2 Council tax referendum principles for local authorities

3.2.1 In the Spending Review, the Government announced a new adult social care precept worth 2% for authorities with responsibility for adult social care for the remainder of the Parliament. This new precept was in addition to a 'core' council tax referendum principle of 2% which would be reviewed annually. A range of flexibilities were offered to certain other categories of authority, with the remainder able to increase by up to the core 2% without triggering a local referendum. The Government is committed to keeping council tax low and, under the existing principles, the average Band D increase for 2016/17 was 3.1%, which means that council tax is still 9% lower in real terms than it was in 2009/10.

3.2.2 In order to balance the aim of keeping council tax low for local residents with the need for councils to raise sufficient funding to support local services, the Government is minded to propose referendum principles the same as those set in 2016/17, subject to the views of respondents to this consultation and consideration of the use made of the adult social care precept in 2016/17. This would mean:

- a core principle of 2%. This would continue to apply to shire counties, unitary authorities, London boroughs, the Greater London Authority, fire authorities, and Police and Crime Commissioners except those whose Band D precept is in the lower quartile of that category (see below)
- a continuation of the Adult Social Care precept of an additional 2%, for County Councils, unitary authorities and London boroughs (including the Common Council of the City of London and the Council of the Isles of Scilly), subject to consideration of the use made of the Adult Social Care precept in the previous year

- shire district councils will be allowed increases of less than 2% or up to and including £5, whichever is higher
- Police and Crime Commissioners in the lowest quartile will be allowed increases of less than 2% or up to and including £5, whichever is higher.

**Question 3: Do you agree with the council tax referendum principles for 2017-18 proposed in paragraphs 3.2.1 to 3.2.2 for principal local authorities?**

**3.3 Council tax referendum principles for parish and town councils**

3.3.1 Since the introduction of council tax referendums in 2012/13, no referendum principles have been set for local precepting authorities such as town and parish councils (“parishes”), although the Government has made it clear that we would keep this under review and take action if necessary.

3.3.2 We recognise the value of parishes and the greater role in service delivery that many are performing to deliver ambitious services for their residents. However, the increase in the average Band D council tax level of 6.1% set by parishes in 2016/17 is notably higher than those in the previous 5 years, as shown in Table 1 below:

*Table 1: Average percentage increase in Band D council tax levels set by parishes*

	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
Parishes	2.3%	3.9%	5.2%	4.3%	3.3%	6.1%

3.3.3 In light of this, the Government is minded to apply referendum principles to larger, higher-spending town and parish councils in 2017/18. There are around 8,800 precepting parishes in England, which vary widely in terms of resident population and precept charge. We believe there is a strong argument in favour of extending referendums to those larger parishes whose precept is equivalent in size to that of a district council.

3.3.4 We propose that referendum principles are introduced for local precepting authorities (town and parish councils) whose Band D precept is higher than that of the lowest charging district council for 2016/17 (£75.46), and which have a total precept for 2016/17 of at least £500,000 (subject to the next paragraph). These parishes would face the same referendum principles as shire districts: increases of less than 2% or up to and including £5 (whichever is higher) can be set without triggering a referendum. Based on these thresholds, the Government expects this new principle will affect around 120 of England’s 8,800 local precepting parishes.

3.3.5 In doing this, the Government wishes to ensure that parishes continue to have the flexibility to take on responsibilities from other tiers of local government without being unduly constrained by council tax referendum principles. It is therefore proposed that parishes will not be in the category to which the referendum principle

applies where there has been a transfer of responsibilities, and where three conditions are satisfied:

- i. the parish council and a principal council covering the area of the parish council have each resolved that a particular function carried out by the principal council in relation to the parish council's area in the financial year 2016-17 is to be carried out instead by the parish council in the financial year 2017-18
- ii. the parish council and the principal council have agreed the reasonable cost of the exercise of that particular function in the parish council's area by the parish council in the financial year 2017-18
- iii. that the agreed cost, if collected by way of the parish council precept, would take the parish council over the threshold of a 2% or £5 increase on the previous year.

3.3.6 A large proportion of parishes are modest in size – for example, around 4,000 parishes have precepts of £25 or less. However, the Government is aware that increases in these precepts continue to concern local tax payers and is therefore prepared to consider extending referendums to all parishes.

3.3.7 We recognise that issues of proportionality, practicality and cost could be raised by such a step, and would welcome views on this.

**Question 4: Do you agree that referendum principles should be extended to larger, higher-spending town and parish councils in 2017/18 as set out in paragraphs 3.3.3 to 3.3.4?**

**Question 5: Do you agree with the proposed approach to take account of the transfer of responsibilities to town and parish councils as outlined in paragraph 3.3.5?**

**Question 6: Do you agree with the suggestion that referendum principles may be extended to all local precepting authorities as set out in paragraph 3.3.6? If so what level of principle should be set?**

**Question 7: Do you have views on the practical implications of a possible extension of referendum principles to all local precepting authorities as set out in paragraph 3.3.7?**

### **3.4 The business rates revaluation adjustment**

3.4.1 The next business rates revaluation takes effect from 1 April 2017. Revaluation is a revenue neutral exercise so the total rates bill will stay the same at the England level in real terms, after allowing for appeals. At the local authority level, overall bills will increase or fall depending upon whether rateable values in that area have performed above or below the average for England, after allowing for appeals.

3.4.2 This creates change in the system outside the control of local authorities. When the Government introduced the 50% business rate retention scheme it signalled that it would adjust each authority's tariff or top up following a revaluation to ensure, as far as is practicable, that their retained income is the same after revaluation as immediately before. This will ensure that the growth incentive created by the rates retention scheme and the delivery of public services will not be weakened by losses of income outside the control of authorities. The following section describes how we will implement this commitment.

#### *The adjustment for the revaluation*

3.4.3 For a local authority, the measure of rates income in the rates retention scheme is its share of "non-domestic rating income" as defined in regulations and captured on the NNDR3 form. Therefore, the objective of the revaluation adjustment is to identify and isolate the amount by which non-domestic rating income in the authority will change purely due to the revaluation. Once identified, the relevant shares of these amounts can then be deducted or added to the tariffs or top ups to cancel out the impact of revaluation.

3.4.4 For example:

An authority sees its local share of non-domestic rating income grow due to revaluation from £100m to £122m. It has a £20m top up. With no adjustment, the £22m increase would feed through into extra revenue for the authority. To compensate we need to deduct £22m from the £20m top up giving a tariff of £2m.

3.4.5 In practice we do not believe it will be possible to directly measure the changes in non-domestic rating income arising from the revaluation alone. Instead we propose to estimate the change using a proxy (derived from gross rates payable). The proxy will be calculated by comparing the local authority's rateable value before and after the revaluation to quantify the impact the revaluation has on the tax base. This effect will then be applied to the authority's gross business rates income before the revaluation to produce a figure for the council's income post-revaluation. Subtracting this post-revaluation income figure from the pre-revaluation income and apportioning it according to the authority's share of business rates income under the scheme will produce the change that needs to be made to its tariff or top up in order to ensure that it has, as far as practicable, the same income after the revaluation as it had before.

3.4.6 We propose to make this adjustment in three stages: on a provisional basis in the 2017-18 settlement; on a final basis with a reconciliation in the 2018-19 settlement; and finally, by cancelling out the reconciliation in the 2019-20 settlement.

3.4.7 Annex A provides more detailed information about the calculations involved in the proposed methodology for the revaluation adjustment.

#### *Appeals against the 2017 rating list*

3.4.8 The adjustment for revaluation is for those impacts discernable at the time of the revaluation only (and captured in the rateable values on 31/3/17 and 1/4/17 as we look at them on that day). Changes to the revaluation which occur after 1 April

2017 by virtue of backdated amendments or appeals (including those backdated to 1/4/17) fall within the operation of the rates retention system in the normal way.

**Question 8: Do you agree with the methodology for calculating the revaluation adjustment to business rates tariff and top-up payments as outlined in paragraphs 3.4.1 to 3.4.8?**

**3.5 Adjustments to business rates in areas piloting 100% business rates retention**

3.5.1 At the 2015 Autumn Statement the Government committed to piloting approaches to 100% business rates retention in London, Manchester and Liverpool from 1 April 2017.

3.5.2 The Government also committed that the pilots' offer would be available to other areas with ratified devolution deals and that as part of the pilots, the "local share" of business rates could be increased from as early as 2017-18.

3.5.3 To ensure that an increase in the "local share" of business rates is fiscally neutral at the point of change, the Government and pilot areas are exploring:

- ending entitlement to certain grants and other funding streams
- devolving additional responsibilities to pilot areas and
- adjusting existing business rate tariffs and top ups.

3.5.4 The Government intends to use the pilots to test mechanisms for full rollout of the 100% retention scheme. Any cost to the system from elements of the pilots will not impact on non-pilot authorities.

*Methodology for calculating the additional local share in pilot areas*

3.5.5 The calculation of the value of an additional local share will be based on the pilot areas' Baseline Funding Levels and notional Business Rates Baselines (i.e. the 2013/14 Business Rates Baseline, uprated by subsequent changes to the small business rates multiplier). This will preserve the integrity of the existing scheme by ensuring that the value of the additional share is exclusive of any growth (or decline) in business rates achieved by pilot authorities since 2013-14.

3.5.6 For each pilot authority, the value of funding streams and the new responsibilities rolled in to the business rates retention system (hereinafter referred to as "Grant") will be added to the existing Baseline Funding Level to create a "new" Baseline Funding Level for the authority.

3.5.7 There are two different options on offer to pilot authorities in 2017-18. Either:

- a) the local percentage share of business rates is increased only by the value of the "Grant" rolled-in or

- b) the local percentage share of business rates is increased to 100% and, to the extent that the “Grant” rolled in is not equivalent to 100% of local business rates, tariffs and top ups are adjusted appropriately.

3.5.8 Under option a) above, the additional percentage share of business rates will be equal to:

Grant / notional Business Rates Baseline x existing % share of business rates

3.5.9 This additional percentage share will be added to the existing percentage share to give the percentage to be retained in 2017/18.

3.5.10 Under option b) above, the notional Business Rates Baseline of each authority will be adjusted to reflect the increase in the local share to 100%.<sup>4</sup> The adjustment to the notional Business Rates Baseline is equal to:

Business Rates Baseline / existing % share of business rates x 100%

3.5.11 For option B, the difference between the new Baseline Funding Level and the new notional Business Rates Baseline will be the tariff or top up for 2017-18.

#### *Calculation of Baseline Funding Levels and Tariffs and Top ups*

3.5.12 Baseline Funding Level and business rate tariff and top up figures were set as part of the Local Government Finance Settlement in February 2016 using OBR estimates of the Retail Price Index (RPI) as a proxy for the changes in the small business rating multiplier. The actual multiplier for 2017-18 will be set once September 2016’s RPI is published. At the 2017-18 Settlement, Government will also update Baseline Funding Levels and tariffs/top ups for later years based on up-to-date estimates of RPI.

3.5.13 If it is necessary to make any agreed changes to amounts of Revenue Support Grant, the retained local share or tariffs and top ups for 2017-18, these will be made after the change in the small business rating multiplier are known. Whilst we will publish indicative figures for later years, it is the Government’s intention to recalculate the value of the local share (and the possible knock-on consequences for tariffs and top ups) for future Local Government Finance Settlements based on the actual change to the small business rating multiplier for those years.

**Question 9: Do you agree that the methodology, as outlined in paragraphs 3.5.5 to 3.5.13, for calculating changes to the local share of business rates and tariff and top up payments is correct and does not adversely affect non-pilot areas?**

### **3.6 Voluntary transfers of funding to Mayoral Combined Authorities**

3.6.1 Devolution Deals have established the new duties that Mayoral Combined Authorities will be responsible for. There is the potential to adjust the calculation of

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<sup>4</sup> In most areas, the 100% will be split between different tiers of authority.

grant and business rates payments to reflect any changes in the way existing duties are carried out by authorities. These changes would only be made in areas where it is requested by the Mayoral Combined Authority and all authorities affected by any changes agreed to the proposals.

- 3.6.2 Before doing this, we would need all local authorities affected by the transfer of funding arrangements to agree to the process and to provide the numbers on which the calculations would be based.
- 3.6.3 If the funding is to be transferred in the form of grant, then it would be possible to decide on an authority by authority basis how much grant is to be paid to the Combined Authority instead of the authorities who currently receive funding. It would be up to the local authorities affected to agree how this should be done.
- 3.6.4 If the funding is to be transferred in the form of a share of business rates, then the same procedure as above would be followed, but an additional step would be required to convert the amount for each authority into a percentage of their business rates that would transfer to the combined authority and the shares of business rates would then need to be reflected in regulations. Section 3.5 outlines how this would be done.
- 3.6.5 If the funding is to be transferred in the form of council tax then it would be necessary to ensure any transfer did not in itself increase the burden on council tax payers. In order to affect the transfer the same Band D level would need to be transferred away from all the currently funded authorities. This could be achieved by dividing the total amount to be transferred to the Combined Authority by the total number of Band D equivalent properties within the currently funded authorities. Alternative Notional Amounts could then be used to reduce the currently funded authorities' baselines and create a new baseline for the Mayor; this would ensure that no local referendums would be triggered due to the transfer of funding. This could only be done if the service transferred was the responsibility of the Mayor rather than that of the combined authority.

**Question 10: Are you considering a voluntary transfer of funding between the Combined Authority and constituent authorities?**

**Question 11: Do you have any comments on the impact of the proposals for the 2017-18 settlement outlined in this consultation document on persons who share a protected characteristic? Please provide evidence to support your comments.**



# Annex A: 50% Business Rates Retention: Methodology for adjusting for the 2017 revaluation

- B.1. In order to ensure, as far as is practicable, the impact of the 2017 revaluation is neutralised in the rates retention scheme, DCLG propose to make the following adjustments to tariffs and top ups. This will be in addition to the normal inflation adjustments made to tariffs and top ups.
- B.2. Ideally, we would directly measure the change in non-domestic rating income between 31/3/17 and 1/4/17 (the 2 days either side of the revaluation). However:
- being the last day of the financial year and a Friday there could be many alterations on 31 March 2017 with retrospective effect (typically appeals credited on that day). The authority would, therefore, need to take a view as to how much of their provision they have released to fund those appeals and how much actually reduced non-domestic rates income for that day
  - we would need to consider whether changes to the provisions for the year should also be allocated to the income for the day and if so how
  - there will be other accounting adjustments in income which would need to be reflected for the day – such as bad debt.
- B.3. In practice we believe this would be too complicated and too sensitive to refunds, backdated alterations and subjective allocations of accounting adjustments. Instead the Government will use a proxy to measure the change in rates income due to the revaluation. We will then apply that proxy (as a factor) to the non-domestic rating income for 2016/17. That would then give an estimate of the change in in non-domestic rating income between 31/3/17 and 1/4/17.

## *Choice of a proxy for revaluation change*

- B.4. As a proxy, we propose to adopt the change in gross rates payable before all reliefs and accounting adjustments between 31 March 2017 and 1 April 2017. Essentially, this is just the rateable value x small business multiplier for those 2 days.
- B.5. This proxy will not itself reflect changes in reliefs such as Small Business Rate Relief (SBRR). However, the proxy will be applied to non-domestic rating income which will already reflect the degree to which local income is affected by reliefs. So the adjustment will, by adopting non-domestic rating income, reflect the position of those authorities with a lot of SBRR.
- B.6. Where the proxy could be less accurate is where reliefs in a local area change due to the revaluation out of line with the proxy for all properties in the area. Many percentage awards of reliefs will not change due to the revaluation (e.g. charitable

relief) as their eligibility and percentage is not driven by rateable value - so for them the proxy should work as well as it does for any property. And some have little impact (e.g. the empty property relief lower threshold) and some reliefs are insignificant (rural rate relief).

B.7. In principle, there is more scope for the revaluation factor for small properties receiving SBRR to be different to all properties. However:

- it is not possible to say what that revaluation factor for SBRR properties would have been. The Government has made large changes to the eligibility of SBRR for 1 April 2017. Had the Government not done anything to SBRR we would in any case have adjusted the thresholds for the relief and the Small Business (SB) multiplier. In the absence of the need for that decision we cannot isolate the effect of the Budget change to SBRR from the revaluation change
- we believe the impact would still be marginal.

B.8. Therefore, we believe adopting a proxy based on the gross change in rateable value using the Small Business multipliers is a practical and proportionate method. However, we will keep this under review for the final adjustment in the 2018/19 settlement (see below). We will also separately pay section 31 for the SBRR changes in the 2016 Budget including the increase in the threshold for the SB multiplier and will consider that payment in the context of the revaluation adjustment.

#### *Provisional and Final adjustments*

B.9. We will not have actual 2016/17 non-domestic rates income or rateable values at 1 April 2017 in time for the 2017/18 settlement. Therefore, we propose to make the revaluation adjustment in 3 stages:

- provisional 2017/18 top ups and tariffs will be calculated in the autumn of 2016 based on forecasts. This will be based on NNDR3 non-domestic rates income for 2015/16 increased in line with inflation and rateable values for the 2010 and 2017 lists available at the draft list stage (30 September 2016)
- final 2017/18 top ups and tariffs will be calculated in the autumn of 2017. The 2018/19 settlement will then include a reconciliation of the 2017/18 adjustment
- in 2019/20 we will cancel the one off reconciliation adjustment for 2018/19.

#### *Appeals and the multiplier*

B.10. At the revaluation the Secretary of State is allowed, in setting the multiplier, to anticipate future appeals on both the old and new rating list. This has the effect of increasing the multiplier so in effect we over-collect in the early years of the rating list and then under-collect in later years as the appeals start to come through with retrospective effect.

- B.11. Local government is responsible for accounting for appeals through their forecast of business rates income using proper accounting practice. Therefore they will make a provision at the start of the 2017 rating list to reflect all expected future appeals. To offset the effect of this provision we propose to remove from the revaluation adjustment the impact of future appeals. We will do this by calculating the revaluation adjustment using a notional small business multiplier for 2017/18 which has not been adjusted for appeals.
- B.12. This approach will give local authorities funds to deal with volatility and ensure retained rates income and spending does not fall from 1 April 2017 due to large new provisions for the revaluation.
- B.13. Having regard to the above, the following are the adjustments we propose to make to future settlements to implement the revaluation adjustment.

### 2017/18 Settlement

- B.14. For the 2017/18 settlement top ups and tariffs for the previous year will be adjusted for each local authority by the addition of the following amount (such that a negative outcome gives rise to a deduction):

$$J = C \left( 1 - \frac{A}{B} \right) D$$

Where:

A	is total rateable value in all of the draft 2017 local rating lists covering the authority's area using the draft lists provided to Billing Authorities on 30 September 2016 multiplied by the adjusted provisional small business non-domestic rating multiplier for 2017/18.  "Adjusted provisional small business non-domestic rating multiplier" is the provisional small business multiplier as included in the draft Local Government Finance Settlement but adjusted to an assumption that the effect of the alterations referred to in paragraph 5(6) & 5(7) of Schedule 7 to the Local Government Finance Act 1988 was to have no effect on rateable values or hereditaments.
B	is the total rateable value in all of the 2010 local rating lists covering the authority's area for 23 September 2017 and measured on that day multiplied by 0.484.
C	is the non-domestic rating income for the authority for 2015/16 (line 12 page 1 NNDR3) multiplied by 0.484/0.480
D	is the local share.

### 2018/19 Settlement

- B.15. For the 2018/19 settlement tariffs and top ups for the previous year will be adjusted for each local authority by the addition of the following 2 amounts (such that a negative outcome gives rise to a deduction):

Amount 1 (on-going adjustment)

$$G \left(1 - \frac{E}{F}\right) H$$

Amount 2 (reconciliation of 2017/18)

$$G \left(1 - \frac{E}{F}\right) H - J$$

Where:

E	is total rateable value in all of the 2017 local rating lists covering the authority's area for 1 April 2017 and measured on that day multiplied by the adjusted small business non-domestic rating multiplier for 2017/18.  "Adjusted small business non-domestic rating multiplier" is the small business multiplier as included in the Local Government Finance Settlement but adjusted to an assumption that the effect of the alterations referred to in paragraph 5(6) & 5(7) of Schedule 7 to the Local Government Finance Act 1988 was to have no effect on rateable values or hereditaments.
F	is the total rateable value in all of the 2010 local rating lists covering the authority's area for 31 March 2017 and measured on that day multiplied by 0.484.
G	is the non-domestic rating income for the authority for 2016/17.
H	is the local share.
J	is the result of the formula above for the 2017/18 settlement for the authority.

**2019/20 settlement**

- B.16. Finally we will need an adjustment to the 2019/20 settlement to cancel the adjustment from the previous year's top up or tariff for the reconciliation of 2017/18 (thereby leaving in the top up or tariff the ongoing adjustment only). For the 2019/20 settlement top ups and tariffs for the previous year will be adjusted for each local authority by deducting the following amount:

**Amount 2 in respect of 2018/19 x -1**

**Notes:**

- i. We aim to provide certainty for local government by explaining this methodology now. However, DCLG will keep this methodology under review in order to allow scope for further adjustments to be made in 2018/19, for example to account for any significant issues of unfairness.

- ii. The tariffs and top ups will also need to be increased in line with inflation in the normal way each year. To achieve this we may, in practice, first strip out inflation from the revaluation adjustment. We may do this by adopted a “zero inflation” SB multiplier at A above.
- iii. The revaluation factor is calculated before SBRR and before the SB supplement (i.e. it is just based on the SB multiplier). We will separately pay section 31 for the SBRR changes in 2016/17 including the increase in the threshold for the SB multiplier. We will consider that payment in the context of the revaluation adjustment.
- iv. The 2010 and 2017 lists should match – i.e. have the same hereditaments with same physical attributes etc. The draft list provided to you for 30 September will be taken from the live list on 23 September – hence the use of that date. We believe this methodology will achieve this but we will continue to check that assumption.
- v. The adjustment to the multiplier for 2017/18 is to remove the impact of the appeals assumption from the multiplier. This will reduce the multiplier in the calculation which in turn will give local authorities a surplus to offset against future appeal.

# Annex B: Summary of consultation questions

Question 1: What other, additional grants, beyond those set out in para 2.2.2, could the Government consider including in the multi-year offer?

Question 2: Do you agree with the proposed methodology for allocating funding for the improved Better Care Fund as outlined in paragraph 2.3.4?

Question 3: Do you agree with the council tax referendum principles for 2017-18 proposed in paragraphs 3.2.1 to 3.2.2 for principal local authorities?

Question 4: Do you agree that referendum principles should be extended to larger, higher-spending town and parish councils in 2017/18 as set out in paragraphs 3.3.3 to 3.3.4?

Question 5: Do you agree with the proposed approach to take account of the transfer of responsibilities to town and parish councils as outlined in paragraph 3.3.5?

Question 6: Do you have any comments on the suggestion that referendum principles may be extended to all local precepting authorities as set out in paragraph 3.3.6? If so what level of principle should be set?

Question 7: Do you have views on the practical implications of a possible extension of referendum principles to all local precepting authorities as set out in paragraph 3.3.7?

Question 8: Do you agree with the methodology for calculating the revaluation adjustment to business rates tariff and top-up payments as outlined in paragraphs 3.4.1 to 3.4.8?

Question 9: Do you agree that the methodology, as outlined in paragraphs 3.5.5 to 3.5.13, for calculating changes to the local share of business rates and tariff and top up payments is correct and does not adversely affect non-pilot areas?

Question 10: Are you contemplating a voluntary transfer of funding between the Combined Authority and constituent authorities?

Question 11: Do you have any comments on the impact of the proposals for the 2017-18 settlement outlined in this consultation document on persons who share a protected characteristic? Please provide evidence to support your comments.

# Annex C: Glossary of technical terms

## **Baseline funding level**

The amount of an individual local authority's Start-Up Funding Assessment for 2013/14 provided through the *local share* of the Estimated Business Rates Aggregate updated each year by the change to the small business multiplier (in line with RPI).

## **Business rates baseline**

Determined for individual authorities at the outset of the business rates retention scheme by dividing the *local share* of the Estimated Business Rates Aggregate (England) between billing authorities on the basis of their proportionate shares, before the payment of any major precepting authority share.

## **Central share**

The percentage share of locally collected business rates that is paid to central government by billing authorities. This is set at 50%. The *central share* is re-distributed to local government through grants including the *Revenue Support Grant*. This replaces the previous 'set-aside' policy.

## **Local government spending control total**

The total amount of expenditure for Revenue Support Grant in the Department for Communities and Local Government's Local Government Departmental Expenditure Limit (LG DEL) plus the local share of the Estimated Business Rates Aggregate that is allocated to the local government sector by Government for each year of a Spending Review. It does not include the resources identified in the 2013 Spending Round for social care and Troubled Families.

## **Local share**

The percentage share of locally collected business rates that is retained by local government. This is set at 50%.

## **Revenue Support Grant**

Billing and most major precepting authorities receive Revenue Support Grant from central government in addition to their local share of business rates Aggregate. An authority's Revenue Support Grant amount plus the local share of the Estimated Business Rates Aggregate will together comprise its Settlement Funding Assessment.

## **Safety net**

Mechanism to protect any authority which sees its business rates income drop, in any year, by more than 7.5% below their *baseline funding level* (with baseline funding levels being updated by the small business rates *multiplier* for the purposes of assessing eligibility for support).

## **Start-up funding assessment**

A local authority's share of the local government spending control *total* which will comprise its Revenue Support Grant for the year in question and its *baseline funding level*.

## **Tariffs and top ups**

Calculated by comparing at the outset of the business rate retention scheme an individual authority's business rates baseline against its baseline funding level. Tariffs and top ups are self-funding, fixed at the start of the scheme and index linked to RPI in future years.

## **Tariff authority**

An authority with, at the outset of the scheme, a higher individual authority business rates baseline than its baseline funding level, and which therefore pays a tariff.

## **Top-up authority**

An authority with, at the outset of the scheme, a lower individual authority business rates baseline than its baseline funding level, and which therefore receives a top up.