



Business Rates Pilot Scheme 2019/20

Application Form

This application form will be used to assess your application to pilot 75% business rates retention in 2019/20. Where relevant, further evidence to support points raised in this form may be included as an annex. Please note that authorities cannot apply to pilot 75% business rates retention as part of more than one application.

Information provided in response to this application 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 2018 (DPA), the EU General Data Protection Regulation, and the Environmental Information Regulations 2004).

The personal data you provide as part of this application will be held on a secure government system in line with the department's [personal data charter](#). Contact details will only be used for contacting you about your application or to update you on our work relating to local government finance reforms.

For any questions relating to the application process, please email:
Businessratespilots@communities.gsi.gov.uk.

FAQs relating to applications will be published on the Government publications website at <https://www.gov.uk/government/publications/75-business-rates-retention-pilots-2019-to-2020-prospectus>

1. Application Contact Details

Please include details of the lead pilot authority and lead official responsible for responding to any departmental queries relating to the pilot application.

a. Name of lead pilot authority	<i>Cannock Chase/Stafford Borough Council (Shared Services)</i>
b. Name of lead official	<i>Bob Kean</i>
c. Lead official job title	<i>Head of Finance /Section 151 Officer (Shared Services)</i>
d. Lead official email address	<i>BobKean@cannockchasedc.gov.uk</i>
e. Lead official contact phone number	<i>01543 464334 /01785 619241</i>

2. Membership of the Proposed Pool

Please list all authorities belonging to the proposed pilot pool below. The application cannot be considered valid unless all of the listed members have endorsed all parts of the application (see Annex A). You can insert/delete lines as needed.

For the authority type box, please write down one of the following options for each participating authority: (1) Fire; (2) London Borough; (3) Metropolitan district; (4) County; (5) Shire District; (6) Greater London Authority; (7) Unitary Authority.

Authority name	Authority Type
<i>Staffordshire County Council</i>	<i>(4) County</i>
<i>Stoke-on-Trent City Council</i>	<i>(7) Unitary Authority</i>
<i>Staffordshire Commissioner Fire and Rescue Authority (SCRFA)*.</i>	<i>(1) Fire</i>
<i>Cannock Chase District Council</i>	<i>(5) Shire District</i>
<i>East Staffs Borough Council</i>	<i>(5) Shire District</i>
<i>Lichfield District Council</i>	<i>(5) Shire District</i>
<i>Newcastle under Lyme Borough Council</i>	<i>(5) Shire District</i>
<i>South Staffordshire District Council</i>	<i>(5) Shire District</i>
<i>Stafford Borough Council</i>	<i>(5) Shire District</i>
<i>Staffordshire Moorlands District Council</i>	<i>(5) Shire District</i>
<i>Tamworth Borough Council</i>	<i>(5) Shire District</i>
<i>*The Staffordshire Commissioner is responsible for Police, Fire and Rescue and Crime services and is a partner to the application in that overriding capacity.</i>	

3. Membership details and pooling arrangements

Please answer all of the questions below using short and concise answers. Section 4 will allow you to outline your pilot proposal in more detail.

<p>a. Have all members included in the pilot area endorsed all parts of this application?</p> <p><i>(Please ensure that Annex A is signed by s.151 officer of each area and returned as part of the application to evidence this.)</i></p>	<p>Yes</p>
<p>b. Do any members of the proposed pool belong to any other current pool?</p> <p><i>(If 'no', please move to question 3.d.)</i></p>	<p>Yes</p>
<p>c. If any members of the proposed pool belong to any other current pool, have other members of such pool been informed that the authority is applying to become a pilot as part of a different pool?</p>	<p>Yes</p>
<p>d. Are there any precepting authorities that are not part of the proposed pilot area?</p> <p><i>(If 'yes', please move to question 3.e.)</i></p>	<p><i>No. The Staffordshire Police and Crime Commissioner is a full partner to the pilot area</i></p>
<p>e. If there are any precepting authorities that are not part of the proposed pilot area, are these precepting authorities aware of this proposal?</p>	<p>N/A</p>
<p>f. Are all members of the proposed pilot area willing to collaborate with MHCLG officials on system design of the new business rates retention system, sharing additional data and information, as required?</p>	<p><i>Yes. All members are keen to contribute to the vision, transitional and operational elements of the 2019/20 pilots.</i></p> <p><i>In addition to contributing to transition issues, between the 50% and 75% schemes, and it's various components. Members particularly wish to contribute to how the administrative and financial impact of the Appeals ; Tier splits; Section 31 grants; Transfer between Central and Rating Lists; treatment of Enterprise Zones; Resets and pooling etc. can be reduced .The objective being to simplify the Business Rates Retention system enabling, true growth to be identified and rewarded, and the impact of volatility reduced to an acceptable and controllable level.</i></p>

g. How does the pilot pool propose to split non-domestic rating income in two-tier areas?*

(F.ex. the pilot pool could propose to split the shares as in the current 50% business rates retention, or propose to test different kinds of tier split arrangements as part of the pilot.)

*(*The department will use this information in regulations to designate a tier split for the pooled pilot area. In practice, the pilot pool will be given one overall tariff or top-up, and the members of the pool can agree to change the headline tier split.)*

The pilot is unique in that it is based upon the additional 25% rewards of the 75% scheme being fully passported to upper tier authorities .The proposal aims to take into account the additional cost burdens of an ageing population and increasing numbers of vulnerable children, but maintaining resources at District level, recognising their essential preventative role in relation to social care and well being. The proposed split and associated governance arrangements is intended to provides a distinct balance between incentive based rewards and mitigating the risks from volatility. This would be achieved by enhancing the countywide growth aspirations to deliver sustained economic growth via the relevant rewards from piloting 75% business rates retention but at the same time effectively eliminating the risk to upper tier authorities arising from the enhanced tier split. To this end the following local agreement on tier splits would be piloted:

Two Tier Authorities	2019 Pool (75%)	Current (50%)
Staffordshire County Council	34%	9%
Fire and Rescue Service	1%	1%
District /Borough Councils	40%	40%
Unitary Authority	2019 Pool (75%)	Current (50%)
Stoke-on-Trent City Council	74%	49%
Fire and Rescue Service	1%	1%

Inevitably ,such a tier split carries with it greater risk .However ,our own Governance arrangements ensure that no authority will be worse off as compared to the current 50% pooling arrangements that exist within Staffordshire and in particular the change in Tier Splits.

The risk and reward relationship is embedded in the proposed internal Governance arrangement of the pool but the pilot would also be keen to pilot any other proposed changes arising from the design of the 75% scheme to help manage the level of risk and reward open to Councils in multi tier areas

<p>h. Do you propose to retain any of the additional 25% of retained business rates in an investment pot or similar and distribute this after 2019/20?</p> <p><i>(If 'no', please move to question 3.j.)</i></p>	<p><i>No – the pilot fully intends to utilise the additional resources in-year (see Details of Proposals 4b) both from a financial sustainability perspective and as a funding enabler to develop and implement the medium term delivery plans of the Strategic Economic Plans for its area. If , in the eventuality of non delivery in -year , the earmarked allocations will be rolled over to 2020/21</i></p>
<p>i. If any of the additional 25% of retained business rates are kept in an investment pot or similar, how will this be distributed after 2019/20?</p>	<p>N/A</p>
<p>j. What is the anticipated income above baseline funding level for the pilot pool over 2019/20 (in £)?</p>	<p><i>The Staffordshire Wide Pilot Proposal is estimated to generate additional resources of some £13.3 million in 2019/20. In accordance with the Proposed Tier Splits, as outlined above, £9.5 million (71%) would be directly allocated to the two upper tier authorities and £3.8 million to the other authorities. All eleven authorities would benefit from the pilot from both a financial sustainability aspect and investment initiatives. The proposal would secure, as a minimum, £2.9 million of ongoing resources to Maximise Economic Growth. A successful pilot application would also release £5.8 million of existing resources (please see Page 8 Details of Proposals)</i></p>

k. What is the business rates base of the proposed pilot area like and what is its relevance to the economic geography of the area?

(F.ex. you could describe the size and types of hereditaments in the area, business sectors relevant to the area, or the size of your business rates base in relation to baseline funding levels.)

The proposed pilot area is considered to be of a sufficient scale and diversity that would be ideal for a pilot. The total Rateable Value for the pilot area is some £967 million and includes 2 Enterprise Zones and various Renewable Energy Schemes. The proposed pilot area would represent the largest Rateable Value for a County area in the East/ West Midlands Regions.

The area incorporates a wide range of industries reflecting Staffordshire's rural, peri-urban and urban economy. Whilst urban areas account for a large proportion of our population and economic activity, around 80% of the area is classified as rural and these areas are also home to a large segment of the population and strong base of enterprise and employment. At the one end of the scale, Stoke on Trent is classed as "4. Urban with City and Town" within the ONS Rural Urban Classification whereas Staffordshire Moorlands is classed as 64.4% "2. Largely Rural".

The area is on a journey of economic transformation as reflected in the recent demise of Rugeley Power Station. Its industrial heritage of coal mining and potteries has changed to high tech manufacturing, logistics and tourism. The i54 development combined with transport and digital infrastructure and the development of a regional Retail Outlet Centre, are notable successes. Analyses of Rateable Values illustrate this diversity within the area. Warehouses, Factories and Workshops combined represent 32% of our Rateable Value yet the single highest rateable value is Alton Towers Theme Park. Whilst this represents less than 1% of our combined Rateable Value, it represents exactly 15% of Staffordshire Moorlands Rateable Value.

The business rates Gearing ratio, reflecting the resources available compared to assessed need within Staffordshire, ranges from 0.24 to 6.91. However, the overall ratio for the area is 0.89 and is close to the optimum in balancing risk and reward.

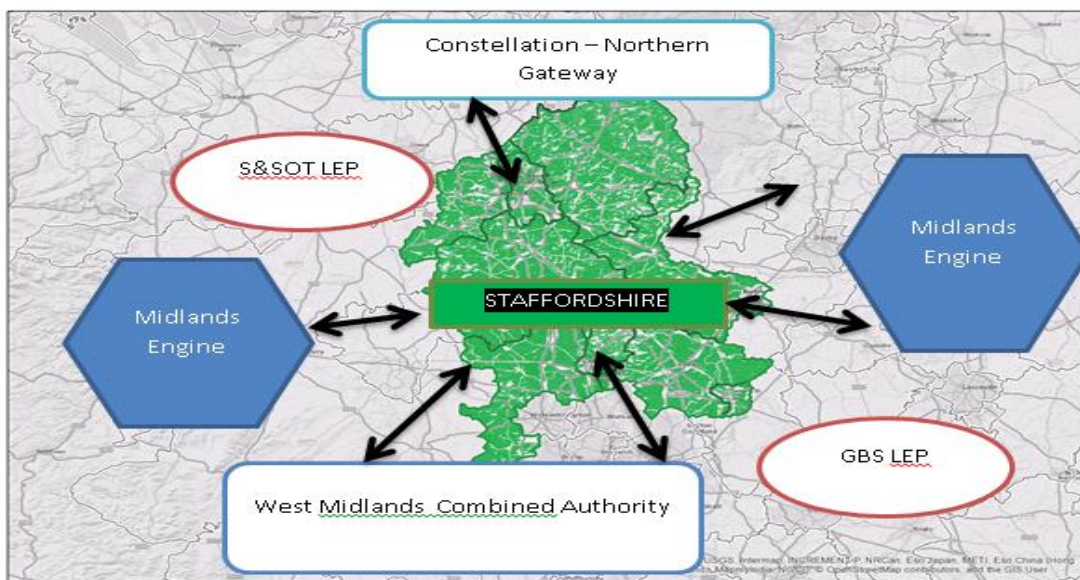
<p>I. What pooling arrangements would the members of the pilot like to see if their application to become a pilot is unsuccessful?</p>	<table border="1"> <thead> <tr> <th data-bbox="810 152 1129 250">Authority</th> <th data-bbox="1136 152 1439 250">Proposed Pooling Arrangement if Unsuccessful</th> </tr> </thead> <tbody> <tr> <td data-bbox="810 259 1129 322"><i>Staffordshire County Council</i></td> <td data-bbox="1136 259 1439 322"><i>Staffordshire & Stoke on Trent Pool</i></td> </tr> <tr> <td data-bbox="810 331 1129 394"><i>Stoke on Trent City Council</i></td> <td data-bbox="1136 331 1439 394"><i>Staffordshire & Stoke on Trent Pool</i></td> </tr> <tr> <td data-bbox="810 403 1129 501"><i>Staffordshire Commissioner Fire and Rescue Authority</i></td> <td data-bbox="1136 403 1439 501"><i>Staffordshire & Stoke on Trent Pool</i></td> </tr> <tr> <td data-bbox="810 510 1129 573"><i>Cannock Chase District Council</i></td> <td data-bbox="1136 510 1439 573"><i>Greater Birmingham & Solihull Pool</i></td> </tr> <tr> <td data-bbox="810 582 1129 645"><i>East Staffs Borough Council</i></td> <td data-bbox="1136 582 1439 645"><i>Greater Birmingham & Solihull Pool</i></td> </tr> <tr> <td data-bbox="810 654 1129 716"><i>Lichfield District Council</i></td> <td data-bbox="1136 654 1439 716"><i>Greater Birmingham & Solihull Pool</i></td> </tr> <tr> <td data-bbox="810 725 1129 824"><i>Newcastle Under Lyme Borough Council</i></td> <td data-bbox="1136 725 1439 824"><i>Staffordshire & Stoke on Trent Pool</i></td> </tr> <tr> <td data-bbox="810 833 1129 896"><i>South Staffordshire District Council</i></td> <td data-bbox="1136 833 1439 896"><i>Staffordshire & Stoke on Trent Pool</i></td> </tr> <tr> <td data-bbox="810 904 1129 967"><i>Stafford Borough Council</i></td> <td data-bbox="1136 904 1439 967"><i>Staffordshire & Stoke on Trent Pool</i></td> </tr> <tr> <td data-bbox="810 976 1129 1052"><i>Staffordshire Moorlands District Council</i></td> <td data-bbox="1136 976 1439 1052"><i>Staffordshire & Stoke on Trent Pool</i></td> </tr> <tr> <td data-bbox="810 1061 1129 1124"><i>Tamworth Borough Council</i></td> <td data-bbox="1136 1061 1439 1124"><i>Greater Birmingham & Solihull Pool</i></td> </tr> </tbody> </table>	Authority	Proposed Pooling Arrangement if Unsuccessful	<i>Staffordshire County Council</i>	<i>Staffordshire & Stoke on Trent Pool</i>	<i>Stoke on Trent City Council</i>	<i>Staffordshire & Stoke on Trent Pool</i>	<i>Staffordshire Commissioner Fire and Rescue Authority</i>	<i>Staffordshire & Stoke on Trent Pool</i>	<i>Cannock Chase District Council</i>	<i>Greater Birmingham & Solihull Pool</i>	<i>East Staffs Borough Council</i>	<i>Greater Birmingham & Solihull Pool</i>	<i>Lichfield District Council</i>	<i>Greater Birmingham & Solihull Pool</i>	<i>Newcastle Under Lyme Borough Council</i>	<i>Staffordshire & Stoke on Trent Pool</i>	<i>South Staffordshire District Council</i>	<i>Staffordshire & Stoke on Trent Pool</i>	<i>Stafford Borough Council</i>	<i>Staffordshire & Stoke on Trent Pool</i>	<i>Staffordshire Moorlands District Council</i>	<i>Staffordshire & Stoke on Trent Pool</i>	<i>Tamworth Borough Council</i>	<i>Greater Birmingham & Solihull Pool</i>
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<p>m. How would the pilot area deal with residual benefits/liabilities once the pilot ends?</p>	<p><i>The pilot is not a short term proposal but a long term commitment to maximise economic growth by working in collaboration with partners across the Midlands Region. As in any partnership arrangements, the mechanism for dealing with the pool no longer existing are covered in the proposed Governance arrangements for the pool (see attached). In utilising resources in-year, and incorporating existing contingency funds, potential residual liabilities will be kept to a minimum.</i></p> <p><i>In the event that the Pool is terminated, the Pool Board must unanimously agree how any balances in the Pooled Fund or the Contingency Fund are shared amongst its Members. The residual benefits (or liabilities) will effectively be allocated in accordance with tier splits subject to no authority being worse off as compared to the current 50% scheme.</i></p>																								

4. Details of the pilot proposal

Please explain how your proposal fulfills each of the below criteria for becoming a 75% business rates retention pilot in 2019/20 (as outlined in 3.2 of the 'Invitation to Local Authorities in England to pilot 75% Business Rates Retention in 2019/20'). If relevant, you may reference answers provided in section 3 of this application form and use this section to provide more detail on the responses. Although there is no formal word limit for answers provided in this section, please be as concise as possible.

a. How does the proposed pilot operate across a functional economic area?

The proposed pilot reflects the entire Staffordshire geographical area. However; Staffordshire's actual functional economic area is unique in that the Staffordshire and Stoke on Trent Area is at the heart of future economic growth, not only for the West Midlands, but the Midlands as a whole. Growth within Staffordshire is co-ordinated and delivered at County /City level in partnership with the Staffordshire and Stoke On Trent Local Enterprise Partnership. However, Staffordshire authorities have, in addition, developed partnerships with the Constellation- Northern Gateway: West Midlands Combined Authority; Greater Birmingham and Solihull Local Enterprise Partnership and the Midlands Engine. In addition, the I54 development was delivered in collaboration with Wolverhampton City Council.



The overriding objective of the Pilot is to put in place a mechanism to maximise Economic Growth. Regardless of the bodies that currently exist or are formed to progress the Industrial Strategy for the Midlands, the area is committed to maintaining, creating and developing partnerships to ensure Staffordshire can operate in a connected; co-ordinated and competitive manner but with due regard to the economic diversity of its area. Its synergistic working is not constrained by administrative boundaries but allows the strengths of the public and private sectors to deliver across a wider economic geography. This will not only increase the prosperity and opportunities for all Staffordshire residents but also ensure that it plays a key role in regional growth.

Appendix A) to this Application provides details of the successes of joint working to date and anticipated future benefits.

b. How does the pilot area propose to distribute and use the additional 25% of retained business rates growth across the pilot area?

The economic area of Staffordshire and Stoke on Trent has fully embraced the Business Rates Retention Incentive Scheme as a key driver in its Industrial /Growth Strategy. Our ultimate objective is to maximise the resources generated and retained within Staffordshire by collaborative working that enables :

- *the area's economy to be more productive, diverse, resilient and innovative (**Ideas**)*
- *the area's workforce to be better qualified, skilled and adaptable (**People**)*
- *opportunities from its key connectivity networks - digital ,roads , railways (HS2) to be developed and maximized) (**Infrastructure**)*
- *its environment to be a more attractive, safer and healthier place to live (**Place**)*
- *the best place to start and grow a business (**Business Environment**).*

However in 2019/20, the Staffordshire "wide "pilot specifically aims to :

- *deliver the generation of additional resources for social care both in the form of direct service provision, and preventative care*
- *recognize the fundamental role of police in relation to Place, the Economy and Prosperity*
- *trial the changes in tier splits for two tier authorities to help manage the level of risk and reward open to Councils in multi tier areas, and*
- *ensure that the proposed 75% Business Rates scheme can operate across the unique and complex Economic Geography of Staffordshire and hence is a catalyst to maximise Economic Growth.*

The cornerstone of the pilot is financial sustainability and to this end, as shown in the response to question 3h), the pilot does not intend to use the resources post 2019/20 but actually utilise the resources in year to meet cost pressures but also to release investment resources to deliver the Strategic Economic Plan.

A fundamental criticism (National Audit Office) of Business Rates Retention to date, is that the scheme, and in particular the caution required in dealing with volatility and appeals, has not allowed business rates growth to fund service delivery. This at a time when the local government sector has been subject to unprecedented levels of funding reductions and (unfunded) service pressures. The 2019/20 financial year represents a fallow period awaiting the Fair Funding Review, the full introduction of a 75% Business Rates Scheme and the Reset of Business Rates. Financial sustainability in that year is fundamental pending the redress of relative needs and resources. The Pilot will therefore allocate £9.5 million or 71% of the additional funding to the upper tier authorities to protect front line services.

The Pilot will, in addition, release a minimum of some £2.9 million of investment resources to enable future economic growth to be delivered.

£ 0.2 million will be allocated to the Police & Crime Commissioner to determine how the Safer Place partnership agenda can be extended but, in particular, how an overarching strategy can be developed that ensures economic and business crime prevention is at the hub of Industrial /Economic Growth Strategy.

The Area has successfully modelled co-location and co-working as part of its People and Place Policing and Partnership working and extending this to the Economic and Prosperity Agenda is a natural progression.

At present, the planning and delivery of the Economic Growth via the Strategic Economic Plan(SEP) has been constrained by the uncertainties that exist in relation to the future of Local Enterprise Partnerships and their funding and the complexities of the Business Rates System. In particular, a 12 month gap has existed between Business Rates growth and funding being reflected in the Delivery Plans of LEP'S and Investment pots.

A successful pilot application and the additional resources provided will enable the 40% allocation to Economic Development by each of the 8 Districts /Boroughs from Business Rates Growth to be directly invested in the 2019/20 financial year.

In addition to providing additional resources to existing projects as contained in SEP Enabling

Plans notably :-

- Employment & Skills Resources
- Innovation Enabler
- Strategic Employment sites
- Business Support/ Access to Finance
- Cultural economy
- Towns / Local Urban Centres
- Strategic Connections
- Inward Investment & Trade

The £2.9 million can be released as a priority to develop delivery plans in relation to:-

- advanced manufacturing
- life sciences and healthcare
- business, professional and financial services
- creative industries
- energy technologies and services
- digital technologies
- emerging and disruptive technologies

A Central Investment pot of £5.8 million has then been earmarked to invest in specific projects as part of a self funding rolling programme whereby projects provide a rate of return as measured by the Business Rates Growth retained.

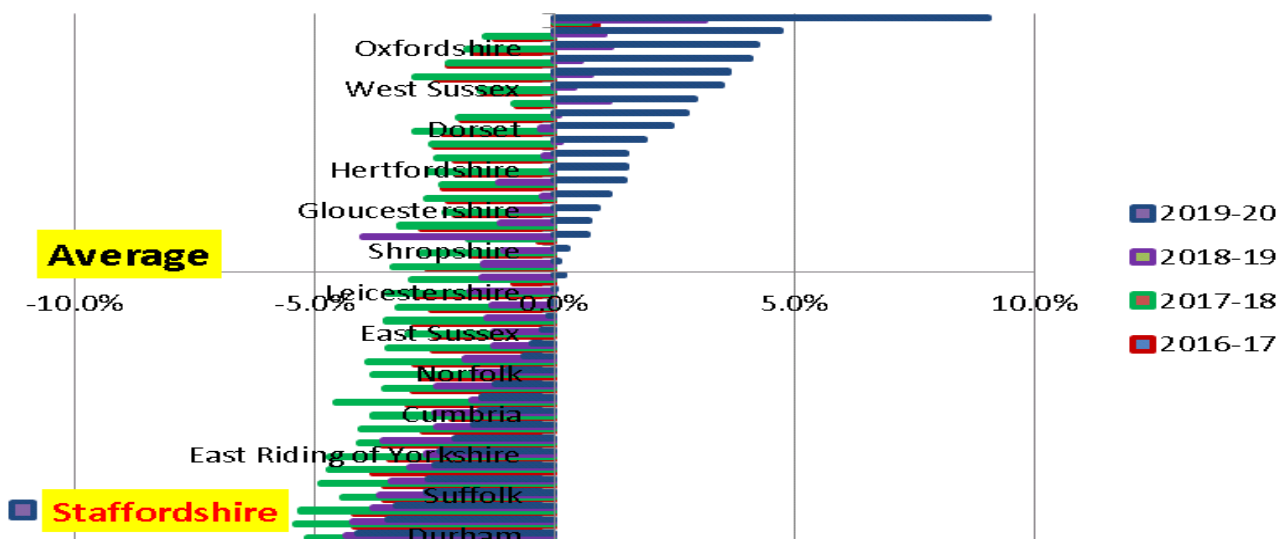
To fulfill this ambitious agenda, it is essential that current service delivery is maintained and the importance of financial sustainability cannot be underestimated.

Key factors in Financial Sustainability, as reported in the National Audit Office Report of March 2018, are the unfunded cost pressures, of an ageing population and the increasing numbers of vulnerable children, and the quantum/allocation of Funding provided as part of the Local Government Finance Settlement.

The four year settlement for the period 2016/17 to 2019/20 set out to ensure councils delivering the same set of services receive the same percentage change in 'settlement core funding' for those sets of services. However, this has not happened in practice. The two Upper Tier authorities have to date been subject to the same reductions in theoretical core spending power as its respective tier authorities but have not received any transitional funding or rebate of negative support grant to offset this. In particular, 2019/20 will see a further £66 million of the £153 million rebate of negative support grant being implemented for County Councils that will not directly benefit Staffordshire County Council with a similar position applying to Stoke on Trent City Council.

In each of the four years of the settlement, the Staffordshire Area has had between the 2nd and 4th greatest reduction in core spending power of the 38 County areas in England.

Change in Spending Power by County Area for each of the Annual Settlements as compared to 2015-16 Base



The impact of the elimination of Negative RSG is more prevalent in 2019-20 nevertheless a number of areas actually show increases in spending power in 2018-19.

A comparison to the average reduction shows that the area has been under funded commencing at 1.5% in 2016/17 and projected to increase to 3.4% in 2019/20. This represents a cumulative reduction in resources available to the area, excluding the additional resources provided as part of 2018/19 pilot applications, of £67.8 million over this period.

Table 1 : Additional reduction in Core Funding as compared to the average all other areas					
	2016/17	2017/18	2018/19	2019/20	Total
Rank (out of 38)	2nd	2 nd	4 th	3rd	
% Variance to Tier Average	1.5%	1.9%	2.3%	3.4%	
Amount	£11.2m	£14.2m	£17.1m	£25.3m	£67.8m

Appendix B) to this Application expands on this Financial Sustainability issue in more detail and refers to the 2019/20 Budget Deficits currently facing Staffordshire County Council and Stoke On Trent City Council.

In considering pilot applications and to promote financial sustainability we firmly advocate that the inequalities of the 2016/17 to 2019/20 settlement are fully taken into account.

c. How does the pilot area propose to arrange its governance for strategic decision-making around the management of risk and reward? How do the governance arrangements support proposed pooling arrangements?

The principal aim of the pool is to maximize sustainable economic growth and hence provide the resources for service delivery /financial sustainability and investment funds to enable future economic growth to be delivered. In essence the size of the proposed pool and its gearing ratio reflects the initial government objective of 100% rates retention. It provides the right level of balancing risk and reward with every additional pound raised in increased business rates resulting in an additional pound of local spending.

The Economic Growth agenda is driven within Staffordshire at Leader level supported through the Chief Executives Officer Group and the Chief Finance Officers Group. Strategic Decision Making at this level enables the economic geographies and partnership arrangements as described in 4a) to be fully dovetailed. Partnership initiatives represent a key element of the Agenda with the S&SOT Lep, GBS Lep, Constellation, Midlands Engine and Combined Authority each having a Lead Member / Officer.

A separate Pool Board will be responsible for the Governance arrangements of the pool itself with a shared risk and reward ethos building on the success and track record of the existing pools.

The management of risks and rewards is effectively reflected in the tier splits whereby each authority will retain their respective proportion of growth. There is a clear incentive to grow, however, the arrangements recognise that due to the nature of each authority some might not be capable of growing at all or may potentially contract. Growth varies from 4% to 23% across the area, nevertheless, it is intended that all authorities will benefit from the proposed pilot with each authority guaranteed a minimum £200,000 of additional resources.

In passing the increase in tier splits from a 75% scheme, entirely to upper tier authorities the pool intends to mitigate the risk by operating a no detriment policy within the pool itself. To this end, the pool will operate on a no loss basis for each authority.

- Upper Tier authorities will be no worse off as a result of the change in tier splits
- Each member of the pool will retain the income they would have received if they were not a

member of the pool

- *No member will be worse off as compared with previous pool arrangements*

Safety net payments to an individual authority will be made in accordance with the 50% scheme and existing contingency fund reserves will be consolidated within the new pool. If in any financial year insufficient sums exist from the Government, via pool /pilot safety net provisions and the Contingency Fund of the pool itself, the County Council will meet the shortfall and will be reimbursed from the proceeds of the pool in the following year. In the event that the Pool is terminated, the Pool Board must unanimously agree how any balances (negative or positive) in the Pooled Fund or the Contingency Fund are shared amongst the Members

The above represent worse case scenarios and the key focus of operational working will be to ensure that funds are utilised as soon as practically possible and reflected in decision making for 2019/20. In particular Staffordshire and Stoke on Trent Chief Finance Officers Group will oversee the NNDR1 submissions, Budget assumptions and undertake quarterly monitoring to feed into the bi – monthly Strategic Decision meetings as appropriate.

A copy of the Governance arrangements for the Staffordshire and Stoke on Trent Pool is attached as Appendix C) to the application.

The Governance arrangements detail the Membership of the Pool, its Duration, Governance & Voting Rights, Amounts to be Pooled and Distribution methodology, Safety Net, Accountable Body and Termination.

5. Submitting your application

Please return this form and Annex A with signatures of all s.151 officers from proposed pilot pool's member areas by the deadline of 25 September 2018. Where relevant, further evidence of points raised in this form may be included as an annex.

Please submit your completed application to:

businessratespilots@communities.gsi.gov.uk

or

Business Rates Reform; Local Government Finance; Fry Building, 2 Marsham St, Westminster, London SW1P 4DF.



Annex A – Evidence of authorisation

a. Name of lead pilot authority	Cannock Chase/Stafford Borough Council (Shared Services)
b. Name of lead official	Bob Kean
c. Lead official job title	Head of Finance / Section 151 Officer (Shared Services)
d. Lead official email address	bobkean@cannockchasedc.gov.uk
e. Lead official contact phone number	01543 464334 / 01785 619241

Please include the signatures of each member area's s.151 officer to evidence that all parts of your application have been fully endorsed by authorities listed in section 2 of the pilot application form. You can insert/delete lines as needed.

Authority name	Name of s.151 officer	Signature
Staffordshire County Council	Andrew Burns	
Stoke on Trent City Council	Nick Edmonds	
Staffordshire Commissioner Fire and Rescue Authority	David Greensmith	
Cannock Chase District Council	Bob Kean	
East Staffs Borough Council	Sal Khan	
Lichfield District Council	Anthony Thomas	
Newcastle Under Lyme Borough Council	Kelvin Turner	
South Staffordshire District Council	James Howse	
Stafford Borough Council	Bob Kean	
Staffordshire Moorlands District Council	Andrew Stokes	
Tamworth Borough Council	Stefan Garner	
Staffordshire Police & Crime Commissioner	Jane Heppel	