



# WOKINGHAM BOROUGH COUNCIL

An Extraordinary Meeting of the **COUNCIL** will be held in Council Chamber - Civic Offices, Shute End, Wokingham RG40 1BN on **THURSDAY 24 JANUARY 2019 AT 7.30 PM**

*Heather Thwaites*

Heather Thwaites  
Interim Chief Executive  
Published on 16 January 2019

This meeting will be filmed for inclusion on the Council's website.

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# **WOKINGHAM BOROUGH COUNCIL**

## **Our Vision**

A great place to live, an even better place to do business

## **Our Priorities**

Improve educational attainment and focus on every child achieving their potential

Invest in regenerating towns and villages, support social and economic prosperity, whilst encouraging business growth

Ensure strong sustainable communities that are vibrant and supported by well designed development

Tackle traffic congestion in specific areas of the Borough

Improve the customer experience when accessing Council services

## **The Underpinning Principles**

Offer excellent value for your Council Tax

Provide affordable homes

Look after the vulnerable

Improve health, wellbeing and quality of life

Maintain and improve the waste collection, recycling and fuel efficiency

Deliver quality in all that we do

To: The Members of Wokingham Borough Council

ITEM NO.	WARD	SUBJECT	PAGE NO.
78.		<b>APOLOGIES</b> To receive any apologies for absence	
79.		<b>DECLARATIONS OF INTEREST</b> To receive any declarations of interest	
80.		<b>PUBLIC QUESTION TIME</b> To answer any public questions  A period of 30 minutes will be allowed for members of the public to ask questions submitted under notice.  The Council welcomes questions from members of the public about the items included within this agenda.  Subject to meeting certain timescales questions can only relate to items which are on the Agenda for this meeting. For full details of the procedure for submitting questions please contact the Democratic Services Section on the numbers given below or go to <a href="http://www.wokingham.gov.uk/publicquestions">www.wokingham.gov.uk/publicquestions</a>	
81.		<b>PETITION DEBATE</b> To debate a petition.  In accordance with Procedure Rule 3.5.4.2 a maximum period of 30 minutes will be allowed for petitions to be debated.  The process below will be followed at the meeting:  a) the petition organiser(s) will be given five minutes to present the petition (if there is more than one petition organiser then they will share this time);  b) the petition will then be debated by Councillors for a period not exceeding 30 minutes;  c) the petition organiser(s) will have the right of reply of up to a maximum of three minutes;  d) the Mayor will then ask for motions on how the Council wishes to respond to the Petition which may include;	

- i) taking the action or some of the action the petition requests;
  - ii) not taking the action the petition requests;
  - iii) referring the petition to another body for them to consider the matter and take the appropriate action;
- e) once a motion has been put forward it will be voted on without discussion or amendment;
- f) if the motion falls then the Mayor will ask for a further motion to be put forward;
- g) if the Mayor is of the opinion that a decision on how to respond to the petition cannot be reached then he/she can decide, on behalf of the Council, not to take the action that the petition requests.

81.1 Shinfield South

**Petition submitted by Councillor Gary Cowan**

A petition relating to overdevelopment in the Borough and specifically development in the Shinfield area was submitted at the Council meeting held on 20 September 2018. The petition contained in excess of 1,500 signatures which is the threshold to trigger a debate at Council.

82. None Specific

**COUNCIL TAX REDUCTION SCHEME 2019/2020**

**5 - 10**

To adopt a Localised Council Tax Reduction Scheme which will ensure that all working age Borough residents who may experience financial difficulties in paying their council tax liabilities have access to a scheme of assistance, designed locally, offering financial help to them.

**RECOMMENDATION:**

That the Council agree the proposed Council Tax Reduction Scheme for 2019/20 as set out in the report.

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<b>TITLE</b>	<b>Council Tax Reduction Scheme 2019 / 2020</b>
<b>FOR CONSIDERATION BY</b>	Council on 24 January 2019
<b>WARD</b>	None Specific;
<b>DIRECTOR</b>	Director of Locality and Customer Services - Sarah Hollamby

## **OUTCOME / BENEFITS TO THE COMMUNITY**

The adoption of a Localised Council Tax Support scheme will ensure that all working age borough residents who may experience financial difficulties in paying their council tax liabilities have access to a scheme of assistance, designed locally, offering financial help to them.

## **RECOMMENDATION**

That Council agree the proposed Council Tax Reduction Scheme for 2019/20 as set out in the report.

## **SUMMARY**

As a result of various changes to the welfare system, Wokingham Borough Council has been reviewing its current Council Tax Reduction scheme in 2019/20.

A number of other reforms to the welfare system have been or are being introduced. While some, such as Universal Credit are intended to simplify the welfare system and encourage other to move into work, these reforms generally reduce the overall level of support available to residents.

These challenges, alongside general spending reductions faced by Local Authorities, mean the local Authorities generally have less money to spend on council tax support, and need to determine what scheme to introduce, with less money available. The Council has therefore been working with 'Policy in Practice' (PiP) to model various Council Tax Support schemes.

PIP are a policy and analytical software company who have been working with Local Authorities for many years to support them with modelling their Council Tax Support schemes and were best placed to carry out this modelling due to their expertise within this field.

The CTR Scheme that WBC proposes to implement for 2019/2020 simplifies the administration process and allows for a better distribution of support by introducing a new income-banded scheme which will replace the current scheme, where all changes in circumstances need to be reviewed.

## Background

In April 2013 council tax benefit (CTB) was abolished and replaced by Council Tax Reduction (CTR). This was accompanied by a year on year reduction of 10% in Government funding across all Local Authorities.

In order to cover this loss of funding, the Council approved a new CTR scheme based upon the Government Default Scheme regulations with a number of specific changes. In combination, these measures help to compensate for the grant lost through the Government changes.

Due to various reforms to the welfare system, alongside general spending reductions faced by Local Authorities, mean the local Authorities generally have less money to spend on council tax support, and need to determine what scheme to introduce, with less money available.

The Welfare Reform Act 2012 provided for a major overhaul of the benefits system.

Council Tax Reduction Schemes were implemented ahead of the commencement of Universal Credit and as the roll out of Universal Credit continues nationally, Housing Benefit caseloads will decrease, along with a reduction in the administration grant, whilst it is expected to see Council Tax Reduction Claims increase.

Unfortunately, the implementation of Universal Credit will increase the administration burden on Local Authorities, as all changes, no matter how small, will be passed on to Local Authorities for them to review the customers application for Council Tax Reduction. This will become a very costly and resource intensive process and one that Wokingham Borough Council cannot sustain.

Therefore, Wokingham Borough Council has had to review its current Council Tax Reduction scheme for 2019/20 in order to meet these financial pressures.

Over the last few months PiP have worked with 20 local authorities of all types to model different council tax support schemes and modelled, on average, 3 different schemes for each council, varying different factors each time.

The Council had four primary objectives that 'Policy in Practice' took into account when modelling:-

- To protect the vulnerable
- To keep cost neutral with 2018/2019 (ie: within the current budget envelope).
- To mitigate against expected administrative cost increase due to Universal Credit
- To explore long-term options that reduce administration

Changes cannot be made during a financial year and any changes proposed will require a full consultation to be undertaken, however minimal the change.

Pensioners (those in receipt of state pension) will not be affected by any of the proposed changes as they fall under the default scheme which LA's do not have the power to change. However, consideration needs to be given as to whether we protect vulnerable" groups defined under CTR as those with a disability related income.

## Proposed Scheme for 19/20:-

The CTR Scheme that WBC proposes to implement for 2019/2020 is a new income-banded scheme (as detailed below) with a number of adjustments in order to make savings and to amend the distribution of support. The adjustments include a capital cut-off at £4,000 (currently £16,000), reduction in income disregards for earnings, the inclusion of 33% of child maintenance as income (previously 100% disregarded) and increasing the amount of income from carer's allowance that is disregarded by £10 a week.

The CTR scheme will also be subject to the annual uprating by The Department for Work and Pensions from April 2019 and these will be reflected (where relevant) within the proposed scheme.

### New Income Banded Scheme:-

Band	Discount off CT liability	Qualifying characteristics	Income bands (monthly figures)			
			Single household	Couple: No children	Household: 1 child	Household: > 1 child
1	78%	In receipt of passported benefits	< £500	< £675	< £775	< £1050
2	60%	N/A	£500.01 - £700	£ 675.01 - £875	£775.01 - £975	£1050.01 - £1250
3	40%	N/A	£700.01 - £950	£ 875.01 - £1125	£ 975.01 - £1225	£1250.01 - £1500
4	20%	N/A	£ 950.01 - £ 1250	£1125.01 - £1425	£1225.01- £1525	£1500.01 - £ 1800
5	0%	N/A	> £1250	> £1425.01	> £1525.01	> £ 1800.01

To protect the most vulnerable, all households in receipt of passported benefits are placed in band 1.

Passported benefits are benefits or schemes which some groups of people are entitled to because of their entitlement to certain other benefits or tax credits. Benefits and tax credits which can passport you to other benefits or schemes may include: Income Support, Jobseekers Allowance (income-based) and Universal Credit.

**Legal Issues:** Section 13A of the Local Government Finance Act 1992 'the Act' substituted by section 10 of the Local Government Finance Act 2012 requires each billing authority to make a scheme specifying the reductions which are to apply to amounts of council tax payable by persons, or classes of person, whom the authority considers are in financial need. Schedule 1A, paras 5(5) and 3(1), of the Act impose a duty on the authority to publish a draft scheme and consult "such other persons as it considers are likely to have an interest in the operation of the scheme." The Council is under a duty to approve any revisions to the scheme by 31 January before the beginning of the financial

year in which the revision is to have effect.

The degree and specificity of information which must be provided to consultees for Council Tax Reduction Schemes will depend on the context, including:

- (i) the identity of the persons being consulted
- (ii) whether the proposal would deprive consultees of an existing benefit
- (iii) the purpose of the consultation, and
- (iv) whether consultees can be expected to be familiar with the decision-making process and reasons.

It is lawful to consult on a preferred option. Consultation must take place at a formative stage of the process, be sufficiently clear so that those consulted can understand what they are being consulted on and be able to give a meaningful response, and enough time should be given for consultees to respond. The consultation responses must be conscientiously taken into account in finalising the decision.

Guidance issued in 2014 by the Department for Communities and Local Government provides that in developing local council tax reduction schemes, vulnerable groups should be protected. The guidance does not prescribe the protection that local authorities should provide for vulnerable groups, but refers to the authority's statutory duties including the public sector equality duty (The Equality Act 2010) and the duty to prevent homelessness (The Housing Act 1996).

The Equality Act requires an authority to have due regard to the need to eliminate discrimination and other conduct prohibited by the Equality Act; advance equality of opportunity between people who share a relevant protected characteristic and those who do not; and foster good relations between persons who share a relevant protected characteristic and those who do not share it. Due regard should be had as an integral part of the decision-making process.

#### **Other information:**

Wokingham Borough Council, in modelling their schemes has also benchmarked its self against neighbouring councils as well as other Councils nationwide to understand their proposed CTR schemes / modelling and considers that its 'proposed' scheme is financially viable whilst protecting the vulnerable.

#### **Analysis of Issues**

During the initial development of this Policy, other Council service areas were consulted to ensure that this scheme was complimentary to but did not overlap with any similar provision in those service areas. The suggested amendments outlined above do not change that position.

The public consultation exercise was undertaken using a variety of methods (EG: - Social Media, News Release, Leaflets, Flyers, The Council's Website) between 14<sup>th</sup> November 2018 and 16<sup>th</sup> December 2018 and sought views on a range of issues.

Only 14 surveys were returned and no conclusive evidence could be drawn from these surveys to alter the proposed Council Tax Reduction scheme for 19/20. In preparing this scheme proposal, a full Equality Impact Assessment has been completed.



## FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

*The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.*

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	The scheme will cost approximately £3.9m	Yes	Revenue
Next Financial Year (Year 2)	Not yet known		
Following Financial Year (Year 3)	Not yet known		

### Other financial information relevant to the Recommendation/Decision

With continued reductions in the administration grant it is considered that this model is the more robust and rounded scheme for all the residents within the borough and the administration costs to administer the scheme can be contain within current resources and budget (£3.9m).

### Cross-Council Implications

The administration costs to administer this scheme can be contain within current resources and budget otherwise if this proposed scheme is not agreed then the Council will have challenges with balancing its budget.

### List of Background Papers

- External Partners (Policy in Practice) modelling document
- Guidance issued in 2014 by the Department for Communities and Local Government
- The Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012 (SI 2012 No. 2885), as amended
- The Welfare Reform Act 2012
- The Equality Act 2010
- The Housing Act 1996
- EQIA

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