**Business Rates Retention Steering Group**

**01 February 2018**

**Membership of steering group and working groups**

1. At the October meeting of the Business Rates Retention Steering Group a request was made for an update on the current membership of the steering group and the technical working groups.
2. Each group is shown in a numbered appendix as shown below, a single line from the MHCLG lead outlining the purpose of the group, together with any current outstanding membership queries.
3. Appendix 1 - Steering group
   1. Vacancy following retirement of Cipfa representative, Sean Nolan in December. Cipfa have promised to notify replacement. Substitute is Joanne Pitt.
   2. Joe Chesterton is acting as contact for Society of Unitary Treasurers pending the permanent appointment of a representative.

1. Appendix 2 - Systems design working group.

The Systems Design Working Group will be collaborating with MHCLG to inform the reform of the business rates retention system.

* 1. Vacancy from Society of Municipal Treasurers as previous rep now sits on Steering group.

1. Appendix 2a Systems design sub group (Implementation Working Group (IWG))

The IWG already meets to discuss implementation issues around the 50% business rates retention scheme. Whereas the Systems Design working group is focussed on the design of the reform of business rates retention and will inform advice to ministers on their policy choices, the sub group is focussed on operationalization of these reforms and detailed implementation (e.g. Regulations, calculation of baselines, design of NNDRs etc.)

* 1. Reported group membership includes representative from Worcestershire County Council who has now moved to a role with another employer.

1. Appendix 3 - Fair Funding working group

The purpose of the Technical Working Group on Needs and Redistribution is for local and central government representatives with the relevant technical expertise to work together to consider the technical issues related to creating a new needs assessment for councils. It will also consider matters relating to how, and how often, this needs assessment should be revisited.

The group will enable the local government sector to shape the technical debate and ensure a rigorous process of consideration for the issues that central Government needs to be aware of in introducing a new funding baseline.

* 1. No outstanding membership queries for this group

1. Appendix 4 - Responsibilities group (not meeting)

The Responsibilities Working Group was set up to develop options for the devolution of responsibilities and funding and, provide advice on a package or packages of responsibilities and funding that should be devolved to local government in implementing full rates retention.

* 1. As agreed at last Steering group, the responsibilities group will only meet again if needed. There are no outstanding membership queries

1. Appendix 5 - Accounting and accountability group

The purpose of the group is to ensure accounting arrangements align with the policy intent of Business Rates Retention. It will meet on an ad hoc basis to consider issues as necessary.

* 1. This group has not met for a considerable period of time, but there are no known queries with membership.

1. Appendix 6 - Business interest group

The purpose of the group is to consult with business interests on the impact on the private sector of business rates retention reforms. Following the fall of the LGF Bill and the change to the government’s approach to business rates retention, it has not been felt to be necessary to hold a meeting of this group.

* 1. This group has not met for a considerable period of time, but there are no known queries with membership.

1. The outstanding queries with the representative bodies highlighted above will be followed up to secure new representatives.

1. Steering group are asked to note the report and the position regarding membership of the groups.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Appendix 1** |  | **Steering Group** |  |  | **Page 1** |
| **Organisation** | **Group Representative** | **Role** | **Region** | **Authority Type** | **Substitute (if nominated)** |
| **Representative Bodies** |  |  |  |  |  |
| County Councils' Network (CCN) | Sheila Little | CFO, Surrey | South East | County | Margaret Lee |
| District Councils' Network (DCN) | Graham Soulsby | Manging Director, Kettering | East of England | District |  |
| Special Interest Group of Municipal Authorities (SIGOMA) | Frances Foster | Treasurer, SIGOMA | Yorkshire and Humber | Met |  |
| Society of Local Authority Chief Executives (SOLACE) | Paul Martin | CEO, Wandsworth | London | London |  |
| Society of Local Authority Chief Executives (SOLACE) | Pat Ritchie | CEO, Newcastle | North East | Met | Tony Kirkham |
| Society of Local Authority Chief Executives (SOLACE) | Richard Flinton | CEO, North Yorkshire | Yorkshire and Humber | County |  |
| Society of London Treasurers (SLT) – ALATS | Mike Curtis | CFO, Islington | London | London | Gerald Almeroth |
| Society of Municipal Treasurers (SMT) – ALATS | Paul Wildsmith | CFO, Darlington | North East | Unitary |  |
| Society of County Treasurers (SCT) – ALATS | Pete Moore | CFO, Lincolnshire | East Midlands | County | Margaret Lee |
| Society of District Council Treasurers (SDCT) – ALATS | Jill Penn | CFO, Broadland | East of England | District |  |
| Society of Unitary Treasurers (SUT) – ALATS | Vacant – Joe Chesterton cover | CFO, Southend | East of England | Unitary |  |
| Combined Authorities | Richard Paver | CFO, Greater Manchester CA | North West | Met |  |
| Greater London Authority | Martin Clarke | CFO, GLA | London | London |  |
| London Councils | Guy Ware | Director of Finance, Performance and Procurement | London | London |  |
| Chief Fire Officers Association Finance Network | Duncan Savage | CFO, East Sussex FRA | South East | Fire |  |
|  |  |  |  |  |  |
| **Appendix 1** |  | **Steering Group** |  |  | **Page 2** |
| Valuation Office Agency (VOA) | Andrew Edwards | Director of Strategy, Policy and Customer | n/a | n/a |  |
| Institute of Revenues Rating and Valuation (IRRV) | David Magor | CEO, IRRV | n/a | n/a |  |
| **Local Government Association (LGA)** |  |  |  |  |  |
| LGA | Sarah Pickup | Deputy CEO, LGA | n/a | n/a |  |
| LGA | Nicola Morton | Head of LGF, LGA | n/a | n/a |  |
| **Ministry of Housing, Communities and Local Government** |  |  |  |  |  |
|  | Alex Skinner | Director |  |  |  |
|  | Stuart Hoggan | Deputy Director | n/a | n/a |  |
|  | Sophie Broadfield | Deputy Director | n/a | n/a |  |
| **HM Treasury** | Max Soule |  | n/a | n/a |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Appendix 2** |  | **Systems design** |  |  | **Page 1** |
| **Organisation** | **Group Representative** | **Role** | **Region** | **Authority Type** | **Substitute (if nominated)** |
| **Representative Bodies** |  |  |  |  |  |
| County Councils' Network (CCN) | Lorna Baxter | CFO, Oxfordshire CC | South East | County |  |
| District Councils' Network (DCN) | Mark Dickenson | CFO , Kettering BC | East Midlands | District |  |
| Special Interest Group of Municipal Authorities (SIGOMA) | Geoff Winterbottom | Principal Research Officer, SIGOMA | Yorkshire and Humber | Met | Mike Woods |
| Society of London Treasurers (SLT) - ALATS | Steve Mair | CFO, Westminster | London | London | Ian Williams, CFO Hackney |
| Society of Municipal Treasurers (SMT) - ALATS | Vacant |  |  |  |  |
| Society of County Treasurers (SCT) - ALATS | Carolyn Williamson | CFO, Hampshire CC | South East | County | Nigel Stevenson |
| Society of District Council Treasurers (SDCT) - ALATS | Alan Peach | CFO, Arun | South East | District | William Jacobs, Simon Freeman |
| Society of Unitary Treasurers (SUT) - ALATS | Stuart McKellar | [CFO, Bracknell Forest](mailto:smckellar@swindon.gov.uk) | South East | Unitary | Stuart McKellar |
| Chartered Institute of Public Finance and Accountancy (CIPFA) | Caroline White |  | n/a | n/a | Joanne Pitt |
| Valuation Office Agency (VOA) | Charlotte Sewell | Head of Policy | n/a | n/a |  |
| Institute of Revenues Rating and Valuation (IRRV) | Carla-Maria Heath | Head of Revenues, City of London | n/a | n/a | Richard Harbord |
| Greater London Authority | Martin Mitchell |  | London | London |  |
| **Appendix 2** |  | **Systems design** |  |  | **Page 2** |
| London Councils | Paul Honeyben |  | London | London |  |
| **Local authority representatives** |  |  |  |  |  |
| Collection Fund Network | Cagdas Canbolat | Enfield LBC | London | London |  |
| Birmingham City Council | Michael Furness | Senior Financial Strategy Manager | West Midlands | Met |  |
| Hartlepool Borough Council | Chris Little | CFO, Hartlepool BC | North East | Unitary |  |
| Sheffield City Council | Mike Thomas |  | Yorkshire and Humber | Met |  |
| Greater Manchester Combined Authority | Andrew Moran | CFO Oldham | North West | Met | Copied to Richard Paver |
| **Local Government Association (LGA)** |  |  |  |  |  |
| LGA | Mike Heiser | Workstream Lead, LGA | n/a | n/a |  |
| **Ministry of Housing, Communities and Local Government** |  |  |  |  |  |
| MHCLG | Aimee Powell |  | n/a | n/a |  |
| MHCLG | Mark Barnett |  | n/a | n/a |  |
| MHCLG | Leon Clement |  | n/a | n/a |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Appendix 2a** |  | **Systems design sub group - IWG** |  |  | **Page 1** |
| **Organisation** | **Group Representative** | **Role** | **Region** | **Authority Type** | **Substitute (if nominated)** |
|  |  |  |  |  |  |
| London Councils | Paul Honeyben |  | London | n/a |  |
| GLA | Martin Mitchell |  | London | n/a |  |
| Worcestershire County Council | Sean Pearce | (Sean Pearce has now left Worcs) | West Midlands | County |  |
| Oldham BC | Andrew Moran |  | North West | Met |  |
| Birmingham City Council | Michael Furness |  | West Midlands | Met |  |
| Westminster City Council | Martin Hinckley |  | London | London |  |
| Reading BC | Matt Davies |  | South East | Unitary |  |
| Leeds City Council | Mike Woods |  | Yorkshire and Humberside | Met |  |
| SIGOMA | Geoff Winterbottom |  |  | Met |  |
| Suffolk County Council | Louise Aynsley |  | East of England | County |  |
| Society of County Treasurers | Andy Camp |  |  | County |  |
| Collection Fund Network | Cagdas Canbolat |  | n/a | n/a |  |
| Rugby BC | Chris Blundell |  | West Midlands | District |  |
|  |  |  |  |  |  |
| LGA | Mike Heiser |  | n/a | n/a |  |
|  |  |  |  |  |  |
| MHCLG | Mark Barnett |  | n/a | n/a |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Appendix 3** |  | **Fair Funding** |  |  | **Page 1** |
| **Organisation** | **Group Representative** | **Role** | **Region** | **Authority Type** | **Substitute (if nominated)** |
| **Representative Bodies** |  |  |  |  |  |
|  |  |  |  |  |  |
| County Councils' Network (CCN) | Dave Shipton | Kent | South East | County |  |
| District Councils' Network (DCN) | Sally Marshall | CEO, Dacorum BC | East of England | District |  |
| Special Interest Group of Municipal Authorities (SIGOMA) | Geoff Winterbottom | Principal Research Officer, SIGOMA | Yorkshire and Humber | Met | Jeff Garfoot |
| Society of London Treasurers (SLT) - ALATS | Duncan Whitfield | CFO, Southwark LBC | London | London | Pete Turner |
| Society of Municipal Treasurers (SMT) - ALATS | Nikki Bishop | CFO, Trafford MBC | North West | Met |  |
| Society of County Treasurers (SCT) - ALATS | Chris Tambini | CFO, Leicestershire CC | East Midlands | County |  |
| Society of District Council Treasurers (SDCT) - ALATS | Nick Eveleigh | CFO, Chelmsford BC | East of England | District | Sal Khan |
| Society of Unitary Treasurers (SUT) - ALATS | Alan Cross | CFO, Reading BC | South East | Unitary | Nicole Jones |
| Chartered Institute of Public Finance and Accountancy (CIPFA) | Laura Deery |  | n/a | n/a | Alison Scott |
| Institute of Revenues Rating and Valuation (IRRV) | Carla-Maria Heath | Head of Revenues, City of London | n/a | n/a | Richard Harbord |
| Greater London Authority | Martin Mitchell | Group Finance Manager, GLA | London | London |  |
| London Councils | Paul Honeyben |  | London | London |  |
| **Appendix 3** |  | **Fair Funding** |  |  | **Page 2** |
| Rural Services Network | Dan Bates | Performance Director, RSN | n/a | n/a |  |
| Society of County Treasurers | Jenny Owens | Team Leader, Technical Support Team | n/a | County |  |
| Fire and Rescue Authorities | Geoff Maren | CFO, West Yorks FRA | Yorkshire and Humber | Fire | Alison Kilpatrick |
| **Local authority representatives** |  |  |  |  |  |
| North East Combined Authority | Paul Woods | CFO, NECA | North East | Combined Authority |  |
| Kettering BC | Graham Soulsby | Deputy CEO, Kettering BC | East Midlands | District |  |
| Plymouth City Council | David Northey | Head of Corporate Strategy, Plymouth | South West | Met |  |
| **Local Government Association (LGA)** |  |  |  |  |  |
| LGA | Aivaras Statkevičius | Workstream Lead, LGA | n/a | n/a |  |
| **Ministry of Housing, Communities and Local Government** |  |  |  |  |  |
| MHCLG | Stuart Hoggan |  | n/a | n/a |  |
| MHCLG | Trefor Henman |  |  |  |  |
| MHCLG | Emily Gascoigne |  |  |  |  |
| MHCLG | Charles Coleman |  | n/a | n/a |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Appendix 4** |  | **Responsibilities (not currently meeting)** |  |  | **Page 1** |
| **Organisation** | **Group Representative** | **Role** | **Region** | **Authority Type** | **Substitute (if nominated)** |
| **Representative Bodies** |  |  |  |  |  |
| County Councils' Network (CCN) | Anthony May | CEO, Nottinghamshire CC | East Midlands | County | **Nigel Stevenson** |
| District Councils' Network (DCN) | Allen Graham | CEO, Rushcliffe BC | East Midlands | District |  |
| Special Interest Group of Municipal Authorities (SIGOMA) | Barry Hastie |  | West Midlands | Met | Catherine Taylor |
| Society of Local Authority Chief Executives (SOLACE) | TBC |  |  |  |  |
| Society of London Treasurers (SLT) - ALATS | Leigh Whitehouse | CFO, Bexley LBC | London | London | Caroline Holland |
| Society of Municipal Treasurers (SMT) - ALATS | Alison Greenhill | CFO, Leicester CC | East Midlands | Unitary |  |
| Society of County Treasurers (SCT) - ALATS | Joanna Walker | Gloucestershire CC | South West | County | Nigel Stevenson |
| Society of District Council Treasurers (SDCT) - ALATS | [Kevin Jaquest](mailto:Steve.Richardson@wycombe.gov.uk) | CFO, Basingstoke BC | South East | District |  |
| Society of Unitary Treasurers (SUT) - ALATS | Sean Clark | CFO, Thurrock | East of England | Unitary |  |
| Chartered Institute of Public Finance and Accountancy (CIPFA) | Joanne Pitt |  | n/a | n/a | Caroline Lee |
| Institute of Revenues Rating and Valuation (IRRV) | Alistair Townsend | Group Client Services Director, Marston | n/a | n/a | Richard Harbord |
| Greater London Authority | Jeremy Skinner |  | London | London |  |
| London Councils | Paul Honeyben |  | London | London | Peter O’Connell |
| **Local Government Association (LGA)** |  |  |  |  |  |
| LGA | Bevis Ingram | Workstream Lead, LGA | n/a | n/a |  |
| **Appendix 4** |  | **Responsibilities (not currently meeting)** |  |  | **Page 2** |
| LGA | Eamon Lally | Principal Policy Adviser, LGA | n/a | n/a |  |
| LGA | Rose Doran | Senior Adviser, LGA | n/a | n/a | Matt Hibberd |
| **Ministry of Housing, Communities and Local Government** |  |  |  |  |  |
| MHCLG | Anne Stuart |  | n/a | n/a |  |
| MHCLG | Jonathan Denning |  | n/a | n/a |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Appendix 5** |  | **Accounting and Accountabilities** |  |  | **Page 1** |
| **Organisation** | **Group Representative** | **Role** | **Region** | **Authority Type** | **Substitute (if nominated)** |
| **Representative Bodies** |  |  |  |  |  |
|  |  |  |  |  |  |
| Society of London Treasurers (SLT) - ALATS | Jonathan Bunt | CFO, Barking and Dagenham LBC | London | London |  |
| Society of Municipal Treasurers (SMT) - ALATS | Steve Powell | Birmingham City Council | West Midlands | Met |  |
| Society of County Treasurers (SCT) - ALATS | Nicole Wood | Deputy CFO, Essex CC | East of England | County |  |
| Society of District Council Treasurers (SDCT) - ALATS | Simone Hines | CFO, Nuneaton and Bedworth BC | West Midlands | District |  |
| Society of Unitary Treasurers (SUT) - ALATS | Mel Creighton | CFO, Southampton | South East | Unitary |  |
| CIPFA LASAAC Code Board | Joseph Holmes | CFO, Winchester City Council | South East | District |  |
| CIPFA LASAAC Code Board | Conrad Hall | CFO, Brent LBC | London | London |  |
| CIPFA LASAAC Code Board | Paul Boden | Finance Manager, Stoke-on-Trent | West Midlands | Unitary |  |
| Chartered Institute of Public Finance and Accountancy (CIPFA) | Laura Deery |  | n/a | n/a |  |
| Chartered Institute of Public Finance and Accountancy (CIPFA) | Sarah Sheen |  |  |  |  |
| Institute of Revenues Rating and Valuation (IRRV) | Gary Watson | Deputy CEO, IRRV | n/a | n/a |  |
| Greater London Authority | Matthew Beals |  | London | London | Martin Mitchell |
| London Councils | Guy Ware |  | London | n/a |  |
| National Audit Office (NAO) | David Aldous |  | n/a | n/a | Paul Mayers |
| **Appendix 5** |  | **Accounting and Accountabilities** |  |  | **Page 1** |
| **Local Government Association (LGA)** |  |  |  |  |  |
| LGA | Bevis Ingram |  | n/a | n/a |  |
| **Central Government** |  |  |  |  |  |
| Ministry of Housing, Communities and Local Government | Gareth Caller | Financial Accountant & Lead on LA Capital Borrowing and Reserves | n/a | n/a |  |
| Ministry of Housing, Communities and Local Government | Lorenzo Peri |  | n/a | n/a |  |
| Ministry of Housing, Communities and Local Government | Sohul Ahmed |  |  |  |  |
| Ministry of Housing, Communities and Local Government | Michael Ning |  | n/a | n/a |  |
| HMT | Susan Mangles |  | n/a | n/a | Adeola Odeneye |
| HMT | Matthew Rowe |  | n/a | n/a |  |

|  |  |  |
| --- | --- | --- |
| **Appendix 6** | **Business Interest group** | **Page 1** |
| **Organisation** | **Group Representative** | **Role** |
| **Representative Bodies** |  |  |
| Confederation of British Industry (CBI) | Dilip Shah | Principal Economist |
| British Property Federation (BPF) | Ion Fletcher | Director of Policy (Finance) |
| Association of Convenience Stores (ACS) | Edward Woodall | Head of Policy and Public Affairs |
| British Retail Consortium (BRC) | Jim Hubbard | Policy Adviser, Local Government & High Streets |
| British Chambers of Commerce (BCC) | Christian Spence | Head of Research and Policy, GMCC |
| Federation of Small Businesses (FSB) | Dominic Williams | Chair, Local Government Policy Unit |
| British Council of Shopping Centres (BCSC) | Edward Cooke | Director of Policy and Public Affairs |
| Cheshire and Warrington Local Enterprise Partnership (LEP) | Philip Cox | Chief Executive |
| Institute of Directors (IoD) | Stephen Herring | Head of Taxation |
| British Industry Retailers' Association (BIRA) | Michael Weedon | Deputy CEO |
| EEF - the manufacturers' organisation | Chris Richards | Senior Policy Adviser |
| Nuclear Industry Association | Peter Haslam | Head of Policy |
| Association of Town Centre Managers (ATCM) | Shanaaz Caroll | Chief Executive |
| London First | Jo Valentine | London First |
| Energy UK | Kyle Martin | Senior Policy Manager, Generation |
| LEP (Local Enterprise Partnership) Network | Warren Ralls | Director |
| **Local Government Association (LGA)** |  |  |
| LGA | Nicola Morton | Head of Local Government Finance |
| **Central Government** |  |  |
| MHCLG | Stuart Hoggan | Deputy Director |