

The Medium Term Financial Strategy

1. BACKGROUND

- 1.1. This Medium Term Financial Strategy (MTFS) pulls together in one place all known factors affecting the financial position and financial sustainability of Reading Borough Council over the medium term. The MTFS balances the financial implications of objectives and policies against constraints in resources and provides the basis for decision making.
- 1.2. The MTFS is central to the delivery of our priorities in an affordable and sustainable way over a 3-year period. It aids robust and methodical planning as it forecasts the Council's financial position, taking into account known pressures and major issues affecting the Council's finances. The MTFS recognises the key role that financial resources play in the future delivery of outcomes and in enabling the effective planning, management and delivery of services.
- 1.3. The key overriding aim of the MTFS is to provide a financial framework within which financial stability can be achieved and sustained in the medium term to deliver the Council's key strategic priorities.
- 1.4. This updated MTFS has been developed to reflect the changing landscape in which Councils are now operating. The Covid-19 pandemic has had a significant impact on Council budgets, with increased costs and reduced levels of income. As we approach the end of the second year of the pandemic there is still huge uncertainty around how long these will continue to impact on budgets.

2. THE CURRENT ECONOMIC AND FINANCIAL ENVIRONMENT

- 2.1 The Council's future financial position, the demand for services and ability to recover previous and generate new income streams is significantly affected by the wider economic, political and financial environment. The following paragraphs set out some of the more significant factors that have the potential to impact on the Council.

Brexit

- 2.2 The UK officially left the EU on 1st January 2020 and entered into a one-year transition period which has now ended. Whilst it was possible for the UK to strike a trade deal with the EU, there remain a number of controversial issues between the two sides. As predicted by many on both sides of the debate Brexit has created some economic turbulence, although it is difficult to be clear on the precise extent given other significant issues. It is likely that this will continue, at least in the short term, and may even get worse if differences of view cannot be resolved amicably. This is likely to have some impact on key drivers such as interest rates, inflation, public sector finances and Council Tax and Business Rates income.

Coronavirus Pandemic

- 2.3 The current financial year, as last year, has been dominated by the Coronavirus pandemic, albeit to a lesser extent. The social and economic impact has been immense with significant knock-on consequences for both public sector and local government finances. At the time of writing this report the numbers of those directly affected by the disease continue to grow both nationally and across the world, although some of the worst impacts have been mitigated by the roll-out of the vaccination programme. It is clear that there has already been significant economic damage caused across the world and that this continues without a clear picture of the final overall impact. Just as with Brexit this will have a wide-ranging impact on the financial drivers impacting public finances.
- 2.4 The consequences of the virus have put enormous pressure on public services. Many public services beyond just the NHS, such as Social Care, Education and Public Transport have also been significantly impacted. For care and welfare services there has been a substantial increase in demand, whilst for others such as transport, demand has dropped, challenging future viability of services. Of particular concern to local authorities is the adverse impact on income streams which have been built up in recent years to compensate for declining Central Government funding. Last financial year, and the early part of this, Central Government provided compensation for lost income, but this support has now ceased. Whilst things have improved from the lockdown scenario, they are certainly not back to pre-pandemic levels. There continues to be much turbulence, making it difficult to predict with accuracy what the on-going consequences might be. Indeed, the increased lack of planning certainty is a significant challenge in itself; as outlined above.

Environmental Challenges

- 2.5 Whilst Brexit and the Coronavirus pandemic have presented more immediate challenges in recent years, there can now be little doubt that the greatest challenge faced by humanity is that of climate change. The Council itself has recognised a Climate Emergency, but there are other related issues such as waste management, particularly plastics, as well as the spread of pests and diseases and a significant reduction in biodiversity which threaten our food and water supplies and are likely to lead to substantial political instability across the world.
- 2.6 The UK has just hosted the UN Climate Summit (COP26), postponed from 2020 due to the Coronavirus pandemic. This has demonstrated the enormous political challenges of tackling such a complex issue. Whilst further steps forward have been made the scientists suggest that this is far from enough. Indeed, this was largely acknowledged by the summit itself, as they have agreed to hold the next summit in a year's time where they "must try harder". The behavioural changes required are likely to have significant impacts upon economic activity. This suggests that the relatively short-term challenges presented by Brexit and Covid-19 are unlikely to be replaced by much better times ahead, but rather that the operational environment is likely to remain challenging in the medium to long term. It is unclear exactly what this will

mean, but it is probable that the Council will need to show both flexibility and leadership in response.

Demographic Forecasts

- 2.7 One of the key drivers of demand for Council services, and hence cost pressures, is demographic growth, principally in terms of resident and customer numbers but additionally in net daily inflows of visitors. Whilst general central government funding has seen real-terms decreases over the last decade, service demand and demographic pressures have risen, not fallen, in comparison. Since 2011, the Office of National Statistics [ONS] estimate Reading's population has risen by 3.0% (2020 mid-year estimates), though has decreased slightly since 2018. Whilst the average increase is 3%, the rise in 0 - 18-year olds is 10% and the rise in over 65s is 12.5% - both higher than the overall average.
- 2.8 The ONS produce future forecasts of population and predict an overall population increase of 3.2% by 2043. However, within this total the percentage of residents aged 65+ is projected to increase by 40.7%. Whereas, 0-19 year olds are projected to decrease by 5.6%.

Adult Social Care

- 2.9 There are also significant pressures in the social care system that have been exacerbated by the impact of Covid-19. This updated MTFS includes a proposed increase of £5m in the budget for Adult Social Care services for next year to fund the impact of those cost pressures, including the ongoing commitment to fund care providers at a level that allows them to pay staff at the rate recommended by the Living Wage Foundation rather than the lower national living wage rate set by central government.

Inflation Expectations

- 2.10 Inflationary pressures on the Council's employee and contractor costs represent a significant annual pressure that needs to be funded. Equally, inflation rates impact on fees and charges, Council Tax capping levels and business rate income through the nationally set Non-Domestic Rates Multiplier.
- 2.11 The annual inflation rate in the United Kingdom as measured by CPI stands at around 5% (CPIH 4.8%, CPI 5.4%) as at January 2022, up from around 3% (CPIH 2.9%, CPI 3.1%) in September. This is the highest it has been in since 2008. Inflation has climbed steadily since February 2021 as the restrictions due to the Pandemic have been eased leading to increased demand, but a range of supply side challenges. The latest Bank of England forecast is that inflation may stay at these levels for around 18 months. The Bank of England increased interest rates by 0.25% to 0.50% due to these inflationary pressures. It may feel it needs to do more in the light of continuing inflationary pressures, but at the same time it will not want to damage a fragile economic recovery.

Figure 1: Annual CPIH inflation rate highest since September 2008

CPIH, OOH component and CPI 12-month inflation rates for the last 10 years, UK, December 2011 to December 2021



Source: Office for National Statistics – Consumer price inflation

UK Unemployment

- 2.12 The headline rate of UK unemployment is 4.10% for the quarter ending November 2021, down from 4.5% a quarter earlier. Whilst this is slightly higher than the level immediately prior to the Coronavirus pandemic it is still one of the lowest levels in recent history. This position is also reflected in the figures for employment which has risen to 75.5% as at September, 1.0% lower than pre-pandemic, but 0.2% higher than the previous quarter. Job vacancy level are at a record high. Last year figures were distorted by the protection being offered by the Furlough scheme, but this has now ceased and so the current figures should give a true reflection of the position. However, there remains considerable uncertainty over the direction of travel due to the volatility in the wider economy.
- 2.13 It is hoped that falling unemployment will reduce the number of Local Council Tax Support Scheme claimants, thereby increasing the tax base and thus the amount of Council Tax income collectable.

Deprivation

- 2.14 One of the key outcomes for the Council is to improve the well-being of its residents and to address the needs of those most in need. The degree to which assessed need and inequality might be measured is by reference to the national Index of Multiple Deprivation [IMD].

2.15 IMD scores and weightings are based on seven domains of deprivation and are weighted individually to provide an overall IMD score. There are also two additional indices as set out below:

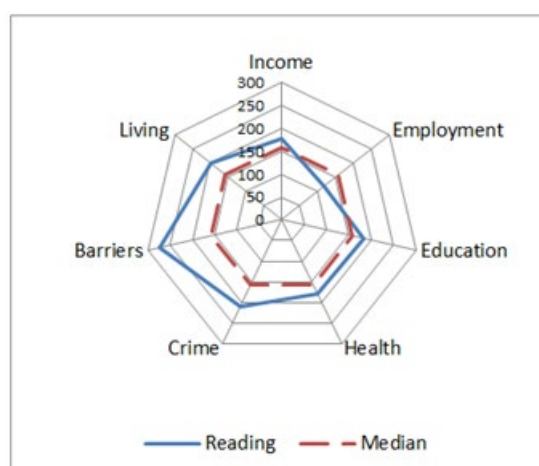
- Income Deprivation (22.5%)
- Employment Deprivation (22.5%)
- Education, Skills and Training Deprivation (13.5%)
- Health Deprivation and Disability (13.5%)
- Crime (9.3%)
- Barriers to Housing and Services (9.3%)
- Living Environment Deprivation (9.3%)
- Index of income deprivation affecting children
- Index of income deprivation affecting older people

2.16 Key Headlines are:

- Reading as a whole is ranked the 141st most deprived out of 317 local authorities in the country;
- Reading now has 5 LSOAs (Lower Super Output Areas) within the most deprived 10% nationally, compared with only 2 in 2015 (indicating increased disparity across the borough);
- Reading has 4 LSOAs in the most deprived 5% in the country on the Education, Skills and Training domain (3 according to IMD 2015).

2.17 The chart below illustrates the 2019 IMD statistics for each of the above seven indicators relative to the (median) average across all 317 local authority areas, showing that Reading has a higher deprivation score than the median on 6 of the 7 indicators, but has a better level of employment than the median:

Figure 2. Index of Multiple Deprivation (2019)



2.18 The Government announced in the Spending Review an additional £4bn of funding nationally for its Levelling Up agenda to improve the standard of living across disadvantaged areas of the country. This funding is accessible via a bidding process which will require local support including from the local MP.

Interest Rates

- 2.19 The coronavirus outbreak has done huge economic damage to economies around the world including the UK's. The Bank of England took emergency action in March 2020 to cut Bank Rate to first 0.25%, and then to 0.10%.
- 2.20 The Bank of England's Monetary Policy Committee (MPC) voted to increase the Bank Rate from 0.10%, where it has been since March 2020, to 0.25% at its meeting on 16th December 2021 and again to 0.50% at its meeting on 3rd February 2022. The MPC has also indicated that in the short term, interest rates may need to rise a little further, but that the medium to long term view is that rates will remain at historically low levels.
- 2.21 Current UK interest rate forecasts (including the 20-basis point certainty rate reduction) are outlined in the following table:

Table 1. Interest Rate Forecasts

	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23
	%	%	%	%	%	%	%	%
Bank Rate	0.75	1.00	1.00	1.25	1.25	1.25	1.25	1.25
5-year PWLB	2.20	2.30	2.30	2.30	2.30	2.30	2.30	2.30
10-year PWLB	2.30	2.40	2.40	2.40	2.40	2.40	2.40	2.40
25-year PWLB	2.40	2.50	2.50	2.60	2.60	2.60	2.60	2.60
50-year PWLB	2.20	2.30	2.30	2.40	2.40	2.40	2.40	2.40

Summary Financial Position

- 2.22 The Quarter 2 Performance and Monitoring Report that was presented to Policy Committee in December 2021 set out a forecast overspend on service expenditure of £8.176m. The report recommended that this overspend was funded through the use of the Covid-19 support grant that is available for 2021/22 but was previously unallocated. It is also proposed to utilise £3.844m of corporate contingencies and to use £1.838m of the £2.776m of earmarked reserves that was agreed in the 2021/22 budget.
- 2.23 The use of this combination of contingencies and one-off resources means that a break-even position is now projected for 2021/22. Such an approach is not sustainable in the medium to longer term and the 2022/23 Budget and 2022/23-2024/25 MTFS have sought to address any ongoing impact through the removal and/or re-profiling of non-deliverable savings targets.

The Spending Review and Autumn Budget 2021

2.24 The Spending Review and Autumn Budget 2021 was delivered by the Chancellor on 27th October 2021. For the first time since 2018 this was a multi-year plan. The announcement included the following matters that are pertinent to the Council's finances and the wider environment in which it operates:

- The Government is providing local councils with £4.8bn of additional grant funding for social care and other services over the SR21 spending period;
- An additional £200m nationally in 2022/23 to fund the implementation of Social Care reforms, with indicative figures of £1.4bn in 2023/24 and £2.0bn in 2024/25 to recognise the increased costs of the reforms themselves. These additional resources are funded by the new Health and Social Care Levy;
- The public sector pay freeze for those earning above £24,000 announced last year has now been removed. It should be noted, however, that Central Government does not control Local Government pay anyway, but this does set the tone. It remains to be seen how the National Employers and local government unions respond to this. The National Living Wage was also increased by 6.6% to £9.50 p/h from 1 April 2022, which will affect some employees of both local government and its contractors;
- A proposed basic Council Tax referendum limit of 2% (indicative for 2023/24 and 2024/25);
- The ability to levy an additional adult social care precept of up to 1% (indicative for 2023/24 and 2024/25);
- Increasing Revenue Support Grant in line with inflation;
- The current New Homes Bonus scheme ends in 2022/23. Whilst the Government have indicated that they will introduce a new scheme, no details of this have yet been made available. It has therefore been assumed that 2023/24 and 2024/25 allocations will remain in the system and have been estimated based on Readings historic proportion of national funding
- There will be an additional £37.8m to support modernisation of local authorities' cyber security systems which is included within the overall £4.8bn increase;
- £2.6bn nationally to support children with Special Educational Needs and Disabilities (SEND);
- £208m by 2024/25 for Early Years provision;
- £620m for public charging points for electric vehicles;
- The business rates multiplier will again be frozen for 2022/23.

Future Changes to the Local Government Finance System

- 2.25 The Chancellor did not make any announcements about the future of the Fair Funding Review (also known as the Review of Relative Needs and Resources), the move to further business rates retention, the business rates reset or new homes bonus reform as part of the Spending Review 2021.
- 2.26 Following the Spending Review, the Secretary of State for Levelling Up, Housing and Communities announced to Parliament that the government has abandoned plans to allow Councils to retain 75% of their business rates, which was due to be introduced from April 2022 and which had been the policy intention for the past six years, as it goes against the broader principle of levelling up.
- 2.27 Central Government published the Levelling Up White Paper on 2nd February 2022, setting out in more detail the framework and next steps towards levelling up opportunities and boosting livelihoods across the country.
- 2.28 A consultation on the formula for allocating funding to councils is now set to take place in early 2022.

3. LOCAL GOVERNMENT FINANCE SETTLEMENT 2022/23 & OTHER CHANGES FROM THE DECEMBER 2021 MTFS UPDATE

- 3.1 Despite the multi-year Spending Review announcement, a one-year provisional Local Government Finance Settlement was published on 16th December 2021 with the Final Local Government Finance Settlement announced on 7th February 2022. Whilst no specific reason for this has been provided by Government this is likely to be due to either the new Secretary of State giving himself the space to review how things can support the 'Levelling Up' agenda, or simply that the Government intend to implement the reforms to the local government funding mechanism which have been stalled for several years now. In either event announcing funding allocations at specific Council level prior to announcing any reformed mechanism would be misleading. Whatever the reason, the single year settlement does make medium term planning more challenging.
- 3.2 Nonetheless, the Local Government Finance Settlement does provide more detail for 2022/23, which for Reading is as follows:

New Homes Bonus

- 3.3 The settlement has provided specific allocations for 2022/23 only. The Council's 2022/23 allocation was announced as £2.038m; £1.069m higher than the £0.969m assumed in the draft budget. Whilst the Government have indicated that they will introduce a new scheme in the near future, no details of this have yet been made available. It has therefore been assumed that 2023/24 and 2024/25 allocations will remain in the system and have been estimated based on Reading's historic proportion of national funding

Lower Tier Services Grant

- 3.4 The Government have announced a continuation of the Lower Tier Services Grant, but again on a one year only basis. It is likely that this funding stream will be absorbed into any Relative Needs Formula (RNF) which the Government are indicating will be the basis of local government funding reforms. Therefore, the additional funding of £0.288m has been included within the MTFS on an on-going basis but it is recognised that this may not be an explicit separate grant in future years.

Social Care Grant

- 3.5 Another grant continued for a further year, but on a one year only basis. The Social Care Grant too is likely to be absorbed into the new funding reforms when implemented although it is clear that the funding remains within the national control totals and given the pressures on social care will need to be directed, by whatever means, to authorities with those responsibilities. For this reason, the MTFS assumes that this funding will continue. The increase in grant from the allocation assumed in the December 2021 MTFS update is £1.311m.

2022/23 Services Grant

- 3.6 The Services Grant is a new grant introduced for 2022/23 and is also announced as a one year grant. At a national level the Chancellor announced a 'real terms' increase in funding for local government and in simple terms this grant is the short term mechanism for delivering that. However, this grant has to cover the additional financial burden placed on all large employers, including local government, of the Health and Social Care Levy. Furthermore, this funding is also likely to be absorbed within the new funding arrangements for local government and the Government have been explicit in stating that this funding stream will not be included in any transition protection arrangements. Thus, this grant represents a welcome boost in 2022/23, but a medium term risk, as the cost of the levy will continue, but the grant may not do so. Given that the funds remain in the overall system the working assumption here is that the grant will continue, albeit it is unlikely to remain in its current form.
- 3.7 This grant is in part to compensate local government for the additional financial burden of the Health and Social Care Levy to pay for the Adult Social Care reforms. The draft budget had assumed income to cover these costs of £0.994m. The new grant totalling £2.116m, therefore represents a net increase in funding of £1.122m in each year of the MTFS.

Revenue Support Grant

- 3.8 Revenue Support Grant (RSG) has been the core general purpose grant from Central Government for some years now. For 2022/23 it has been increased in line with inflation and the MTFS assumes that this inflationary increase will continue over the planning period. However, if the Government do make changes to the funding mechanism for local government this grant may be

replaced altogether, or its distribution between authorities radically altered, making accurate prediction difficult. It tends to be the case that when Governments make changes to funding systems that they are phased in using transitional protection arrangements to avoid causing too great a disturbance. On this basis and given that the RSG is a relatively small source of funding now, the assumption of maintaining the status quo over the planning period is reasonable. There is an increase in Revenue Support Grant for 2022/23 of £0.066m over the level assumed in the draft budget.

Section 31 Grant (Compensation for Additional Business Rate Relief)

- 3.9 Due to the Business Rate Retention Scheme not being rest in 2022/23, Section 31 Grants to provide compensation for additional business rate reliefs announced by Central Government will continue for 2022/23. The amount of Section 31 Grants that the Council estimates it will receive for 2022/23 is £5.385m, which is £1.886m higher than previously assumed. Central Government has not ruled out reform to the Business Rate Retention Scheme for 2023/24, therefore the MTFS assumes that the rest will occur in 2023/24 and therefore future Section 31 Grants cease.

Improved Better Care Fund

- 3.10 An increase in the Improved Better Care Fund of £0.080m that was not previously assumed in the draft budget which is offset by match funded additional expenditure.

Market Sustainability and Fair Cost of Care Fund

- 3.11 A new grant called 'Market Sustainability and Fair Cost of Care Fund', being the funding available to support the Adult Social Care reforms. The draft budget had assumed funding to match anticipated expenditure from 2023/24 onwards, but the Settlement has provided Reading with £0.384m to cover set up costs not previously reflected in the draft budget. Estimates for 2023/24 and 2024/25 have been included within the MTFS but it is assumed that these will be required to match fund additional expenditure.

Public Health Grant

- 3.12 The Final Local Government Finance Settlement included an announcement on the allocations in respect of Public Health Grant. The allocation for Reading is £10.316m, an increase of £0.282m over the 2021/22 allocation. As the grant is ringfenced and any increase/decrease to the Council's grant allocation is offset by a corresponding increase/decrease in expenditure, the MTFS assumes a nil impact on the budget gap.

Summary of Changes

3.13 The changes outlined in paragraphs 3.3-3.12 are summarised in Table 2 below:

Table 2. Changes Arising from the Local Government Finance Settlement

	2022/23 £'000	2023/24 £'000	2024/25 £'000
Net Budget (Surplus)/Deficit as at December 2021 Policy Committee	3,316	6,053	3,248
New Homes Bonus	(1,069)	(30)	0
Lower Tier Services Grant	(288)	0	0
Social Care Grant	(1,464)	0	0
Services Grant (incl. funding for Social Care Levy)	(2,116)	0	0
Extra Social Care Levy Funding - Remove	994	0	0
Revenue Support Grant	(66)	(166)	(12)
Section 31 Grant	(1,886)	1,886	0
Improved Better Care Fund - Income	(80)	0	0
Improved Better Care Fund - Expenditure	80	0	0
Market Sustainability and Fair Cost of Care Fund Income	(384)	(1,877)	(924)
Market Sustainability and Fair Cost of Care Fund Expenditure	384	1,877	924
Public Health Grant Expenditure	282		
Public Health Grant Income	(282)		
Sum of Changes from Settlement	(5,895)	1,690	(12)
Cumulative Impact of Changes	(5,895)	(4,205)	(4,217)
Net Budget (Surplus)/Deficit after Settlement	(2,579)	1,848	(969)

Other Changes from the December 2021 MTFS Update

Council Tax

- 3.14 The Chancellor announced in the Spending Review 2021 that the level of increase in Council Tax requiring a local referendum will be 2.00% for 2022/23, with indicatively a similar figure for 2023/24 and 2024/25. The MTFS proposes to increase Council Tax by 1.99% for all three years covered, subject to confirmation of the referendum limit in subsequent years, which is line with the assumptions included in the December 2021 MTFS update.
- 3.15 The Chancellor also announced as part of the Spending Review 2021 that Councils can raise an Adult Social Care (ASC) Precept at a maximum of 1.00% of the Council Tax rate for 2022/23, with an indication of similar allowance in the next two years. Given the considerable pressures on social care spending, the MTFS proposes to utilise the ability to increase the ASC Precept by 1.00% for all three years covered, subject to confirmation of the referendum limit in subsequent years, which is line with the assumptions included in the December 2021 MTFS update.
- 3.16 At its meeting on 27th January 2022, Council approved a revised Council Tax Base of 57,059.55 for 2022/23. The approved tax base is higher than that assumed at the time of the draft budget and thus leads to an increased Council Tax yield. The increase in tax base is due to a combination of actual new build exceeding the forecasts built into the 2021/22 tax base and the number of eligible Local Council Tax Reduction Scheme claimants reducing to near 2020/21 levels following a temporary peak in 2021/22 as a result of the Covid-19 pandemic. The cumulative increase totals £1.986m across the MTFS period.

Business Rates

- 3.17 The budget has been updated to reflect the latest available information and assumptions included in the NNDR1 return made to Central Government in January 2022. The overall impact is an improvement of £0.989m in 2022/23 when compared to the Draft Budget.

Council Tax & Business Rates Collection Fund Deficits and Release from Collection Fund Smoothing Reserve

- 3.18 The Council Tax Base report also declared the estimated balance on the Council Tax Collection Fund. The estimated deficit balance is an additional pressure of £0.157m from that which was assumed in the Draft Budget.
- 3.19 The revised estimated Business Rates Collection Fund Balance is a reduced pressure of £0.806m from that which was assumed in the Draft Budget.
- 3.20 The revised total Collection Fund Deficit for 2022/23 is £3.219m which is partially funded by the Collection Fund Smoothing Reserve. The revised draw from this reserve in 2022/23 is £1.780m which is £2.088m less than was assumed in the Draft Budget.

Detailed Savings Proposals and New Bids

- 3.21 Since December a number of new and revised business cases have been submitted, reviewed and included within the revised figures presented here. This adds a further £1.142m net pressures to the 2022/23 budget, but a net reduction of £0.125m in 2023/24 and an increase of £0.115m in 2024/25.

Pension Contributions

- 3.22 The next triennial valuation of the Berkshire Pension Fund is due to take place as at 31st March 2022 with provisional results expected in November 2022. There will therefore be no financial impact resulting from this triennial valuation in 2022/23. It is recognised that secondary employer rate will need to increase in order to close the funding gap on the fund which has an aim to be 100% funded by 2041. An increase of 1.0% to this secondary employer rate has been assumed for both 2023/24 and 2024/25. An additional pressure of £0.804m has therefore been included within the MTFs for 2024/25.

Capital Financing

- 3.23 The revenue impact of the proposed Capital Programme has been updated to reflect changes to existing schemes (including re-profiling), the addition of new schemes and the lower than previously anticipated level of capital receipts. The cumulative additional capital financing or budget pressure is £3.572m across the MTS period.

Contingency

- 3.24 The Contingency provision has been reviewed in order to ensure that any possible slippage or non-achievement of higher risk savings and/or income targets over the period are mitigated against.

Contribution to/(from) Reserves

- 3.25 After accounting for all of the above changes, there is a £0.695m budget surplus for 2022/23. This one-off surplus has subsequently been budgeted for to be transferred into Earmarked Reserves to balance the 2022/23 budget. This is a prudent approach given that the current forecast financial position for 2021/22 assumes a one-off draw from Earmarked Reserves.
- 3.26 The residual budget gaps in 2023/24 and 2024/25 will need to be closed as part of the 2023/24 budget setting process, and work has already commenced in this regard to identify new savings proposals for these future years.

Summary of Changes

- 3.27 The changes outlined in paragraphs 3.14-3.26 are summarised in Table 3 below:

Table 3 - Local Changes Arising Since the December Policy Committee Meeting

	2022/23 £'000	2023/24 £'000	2024/25 £'000
Net Budget (Surplus)/Deficit after Settlement	(2,579)	1,848	(969)
Changes to Council Tax Base	(1,188)	(329)	(469)
Changes to Business Rate Base*	(989)	928	(123)
Council Tax Collection Fund Deficit	157	(157)	0
Business Rates Collection Fund Deficit	(806)	806	0
Release from Collection Fund Smoothing Reserve	2,088	(2,088)	0
Business Rates Redistribution	0	(190)	(41)
Additional/Revised Service Business Cases	1,142	(125)	115
Actuarial Review of Employers Pension Contributions	0	0	804
Adjustment to Capital Financing Costs	603	1,829	1,140
Increase/(Decrease) to Contingency	877	1,313	1,500
Additional Contribution to/(from) Reserves	695	(695)	0
Sum of Local Changes	2,579	1,292	2,926
Cumulative Impact of Changes	2,579	3,871	6,797
Net Budget (Surplus)/Deficit after All Changes	0	5,719	5,828

*Includes NNDR Local Share, Section 31 Grant, Business Rates Covid Reliefs and Section 31 Grants Released from Reserves

4. EXPENDITURE ASSUMPTIONS

Pay Award

- 4.1 2.0% per annum has been budgeted for over the three-year period. However, with inflation currently running higher than this there may be pressure on the National Employers to agree a higher figure, at least in the short term.

National Living Wage

- 4.2 In the Autumn budget the Chancellor announced that the National Living Wages for the over 23's will increase by 6.6% from £8.91 to £9.50 per hour from April 2022.

General Inflation

- 4.3 There is no general allowance for inflation assumed in the budget. Where services are experiencing specific inflationary pressures, these are included as bids supported by a business case.

Pension Fund

- 4.4 The next triennial valuation of the Berkshire Pension Fund is due to take place as at 31st March 2022 with provisional results expected in November 2022. There will therefore be no financial impact resulting from this triennial valuation in 2022/23. It is recognised that secondary employer rate will need to increase in order to close the funding gap on the fund which has an aim to be 100% funded by 2041. An increase of 1.0% to this secondary employer rate has been assumed for both 2023/24 and 2024/25.

Health & Social Care Levy

- 4.5 Central Government have introduced a new Health and Social Care Levy from 1 April 2022/23 to substantially increase funding for Health & Social Care over the next 3 years. This will be delivered through a 1.25% increase in National Insurance contributions. The Government have committed to funding the additional cost to Councils via additional grant.

Capital Financing

- 4.6 Capital Financing cost include Minimum Revenue Provision (MRP), notionally the repayment of debt, as set out in the Council's MRP Policy within the Treasury Management Strategy included elsewhere on this agenda. Additionally, these costs include any interest on external borrowing.

5. RISKS

- 5.1 The main risks to delivering the proposals set out within this MTFS include:
- The ability to contain demographic demand pressures;
 - The speed of recovery and buoyancy of the general and local economy from COVID 19;
 - Adverse interest rate movements;
 - Increased inflationary pressures;
 - Delivery of capital receipts to fund the flexible use for transformation purposes and avoid prudential borrowing charges;
 - Future local government financing settlements from central government and potential impacts from changes to the Fair Funding Review;
 - The capacity of Officers to deliver the savings and income projections in line with assumptions whilst still managing the impact of the pandemic; and
 - Slippage in the Capital Programme adversely impacting savings assumed within the MTFS.
- 5.2 Additionally, the Council's 2019/20 and 2020/21 accounts are still subject to audit which may mean there could be some movement in the assumed baseline level of reserves.
- 5.3 However, in setting the new three-year MTFS, contingency provisions of £3.627m in 2022/23; £4.848m in 2023/24 and £6.348m 2024/25 have been

provided for to allow for slippage or non-delivery of higher risk savings and income targets. The contingency provision increases in the latter years of the MTFS due to the increased level of risk in delivering future savings.

6. RESERVE LEVELS

- 6.1 CIPFA have stated that there should be no imposed limit on the level or nature of balances required to be held by an individual Council. Many authorities are currently struggling to manage their pressures with two Local Authorities issuing s114 notices since November 2020 and a number of others requesting exceptional financial support during 2020/21 and/or 2021/22. In light of previous high-profile failures and funding concerns raised by authorities, CIPFA launched a financial resilience index which uses a basket of indicators to measure individual Local Authorities' financial resilience compared to their comparators.
- 6.2 The Council drew heavily on its reserves in 2016/17. Since then the Council has contributed to reserves in each year between 2017/18 and 2020/21 but did have to budget for a small use of reserves in order to balance the 2021/22 budget. As a result, reserves have been returned to a more sustainable level.
- 10.1 Based on the latest data available (2019/20), the Council's reserves position is now marginally above the average compared to all unitary authorities, which is a significant improvement from the 2017/18 position and continues the trend from the previously published data (2018/19).

7. SAVINGS

- 7.1 Savings required to balance the 2022/23 budget and assumed within the Draft MTFS are comprised of efficiency savings, invest-to-save initiatives and increased income from fees and charges and summarised in Tables 4 and 5 below. Further detail is provided in Appendices 2 and 3:

Table 4. General Fund Savings Summary 2022/23 to 2024/25 by Directorate

	2022/23	2023/24	2024/25	Total
	(£'000)	(£'000)	(£'000)	(£'000)
Adult Social Care & Health Services	(1,435)	(1,416)	(1,450)	(4,301)
Economic Growth & Neighbourhood Services	(5,144)	(3,038)	(1,260)	(9,442)
Resources & Chief Executive	(399)	(631)	(313)	(1,343)
Corporate	0	(250)	0	(250)
Total Council Services	(6,978)	(5,335)	(3,023)	(15,336)
Children's Services (BFfC)	(1,175)	(1,702)	(1,727)	(4,604)
Total	(8,153)	(7,037)	(4,750)	(19,940)

Table 5. General Fund Savings Summary 2022/23 to 2024/25 by Type

	Efficiency Savings	Invest to Save Schemes	Income, Fees & Charges	Total
	(£'000)	(£'000)	(£'000)	(£'000)
Council Services	(11,033)	(350)	(3,953)	(15,336)
Children's Services (BFfC)	(4,704)	0	100	(4,604)
Total Savings	(15,737)	(350)	(3,853)	(19,940)

- 7.2 In order to Balance the MTFs across the latter two years of the plan on a sustainable basis further savings of £5.719m need to be identified as part of the 2023/24 budget setting process, which in turn will close the underlying budget gap of £5.828m in 2024/25.

Summary of General Fund Budget 2022/23 to 2024/25

Directorate/Service	Approved Budget 2021/22 £'000	Proposed Budget 2022/23 £'000	Proposed Budget 2023/24 £'000	Proposed Budget 2024/25 £'000
Adult Social Care and Health Services				
Commissioning & Improvement	877	1,067	1,096	1,127
Adult Social Care Operations	35,520	40,545	41,353	41,993
Public Health Services	(300)	(507)	(557)	(557)
Preventative Services	623	629	635	643
Directorate Other	1,227	1,293	1,359	1,408
Adult Social Care and Health Services	37,947	43,027	43,886	44,614
Economic Growth & Neighbourhood Services				
Transportation	777	328	(470)	(665)
Planning & Regulatory Services	2,401	2,350	2,301	2,226
Housing and Communities	1,457	1,304	1,231	1,312
Culture	5,082	3,729	2,691	2,283
Environmental and Commercial Services	13,564	14,123	14,339	15,977
Property and Asset Management	(3,199)	(4,087)	(3,948)	(3,782)
Management & Sustainability	723	907	936	965
Economic Growth & Neighbourhood Services	20,805	18,654	17,080	18,316
Resources				
Corporate Improvement & Customer Services	1,664	2,513	2,410	2,239
Human Resources & Organisational Development	1,674	1,808	1,885	1,962
Procurement & Contracts	559	479	395	411
Finance	4,278	4,243	4,148	4,265
Legal & Democratic Services	2,426	2,459	2,607	2,755
IT & Digital	5,762	5,561	5,771	5,981
Resources	16,363	17,063	17,216	17,613
Chief Executive				
Chief Executive	853	878	903	928
Communications	715	650	664	678
Chief Executive	1,568	1,528	1,567	1,606
Children's Services				
Brighter Futures for Children	47,392	48,251	47,751	47,251
Retained by Council	724	781	838	895
Children's Services	48,116	49,032	48,589	48,146
Total Service Expenditure	124,799	129,304	128,338	130,295

Summary of General Fund Budget 2022/23 to 2024/25

Directorate/Service	Approved Budget 2021/22 £'000	Proposed Budget 2022/23 £'000	Proposed Budget 2023/24 £'000	Proposed Budget 2024/25 £'000
Corporate Budgets				
Capital Financing Costs	13,155	16,824	19,857	20,997
Contingency	3,844	3,627	4,848	6,348
Movement to / (from) Reserves	(2,776)	695	0	0
Other Corporate Budgets	7,144	(460)	767	2,071
Corporate Budgets	21,367	20,686	25,472	29,416
Net Budget Requirement	146,166	149,990	153,810	159,711
Financed By:				
Council Tax Income	(99,220)	(104,403)	(109,045)	(114,005)
NNDR Local Share	(32,095)	(26,510)	(31,802)	(32,540)
New Homes Bonus	(2,108)	(2,038)	(1,099)	(1,099)
Section 31 Grant	(3,549)	(12,580)	0	0
Revenue Support Grant	(2,040)	(2,108)	(2,311)	(2,364)
Other Government Grants	(6,739)	(2,404)	(2,404)	(2,404)
One-off Collection Fund (Surplus)/Deficit	(415)	3,219	1,883	0
One-off Collection Fund (Surplus)/Deficit - Business Rates (Covid Reliefs)	0	16,762	0	0
Section 31 Grants Released from Reserves	0	(18,148)	0	0
Business Rates Re-Distribution	0	0	(1,430)	(1,471)
NHB Re-Distribution	0	0	0	0
Release from Collection Fund Smoothing Reserve	0	(1,780)	(1,883)	0
Total Funding	(146,166)	(149,990)	(148,091)	(153,883)
Over/(Under) Budget	0	0	5,719	5,828

General Fund Revenue Budget by Service 2022/23

	Original Budget 2021/22 £'000	Virements £'000	Approved Budget 2021/22 * £'000	Contractual Inflation £'000	Budget Pressures £'000	Efficiency Savings £'000	Invest to Save £'000	Income, Fees & Charges £'000	Proposed Budget 2022/23 £'000
Adult Social Care and Health Services									
Commissioning and Improvement	877	0	877	29	161	0	0	0	1,067
Adult Social Care Operations	35,399	121	35,520	1,835	4,325	(902)	(233)	0	40,545
Public Health Service	(300)	0	(300)	0	93	(300)	0	0	(507)
Preventative Services	744	(121)	623	6	0	0	0	0	629
Directorate Other	1,227	0	1,227	66	0	0	0	0	1,293
Adult Social Care and Health Services	37,947	0	37,947	1,936	4,579	(1,202)	(233)	0	43,027
Economic Growth & Neighbourhood Services									
Transportation	730	47	777	54	517	(350)	0	(670)	328
Planning & Regulatory Services	2,401	0	2,401	149	178	(113)	0	(265)	2,350
Housing and Communities	1,457	0	1,457	106	(125)	(130)	0	(4)	1,304
Culture	5,082	0	5,082	363	0	(1,181)	0	(535)	3,729
Environmental and Commercial Services	13,564	0	13,564	883	233	(405)	(27)	(125)	14,123
Property and Asset Management	(5,533)	2,334	(3,199)	281	170	(1,310)	0	(29)	(4,087)
Management & Sustainability	790	(67)	723	184	0	0	0	0	907
Economic Growth & Neighbourhood Services	18,491	2,314	20,805	2,020	973	(3,489)	(27)	(1,628)	18,654
Resources									
Corporate Improvement & Customer Services	1,609	55	1,664	74	862	(38)	0	(49)	2,513
Human Resources & Organisational Development	1,760	(86)	1,674	77	62	0	0	(5)	1,808
Procurement & Contracts	557	2	559	16	4	(100)	0	0	479
Finance	4,361	(83)	4,278	127	0	(162)	0	0	4,243
Legal & Democratic Services	2,423	3	2,426	135	(57)	(45)	0	0	2,459
IT & Digital	5,760	2	5,762	124	(325)	0	0	0	5,561
Resources	16,470	(107)	16,363	553	546	(345)	0	(54)	17,063
Chief Executive									
Chief Executive	893	(40)	853	25	0	0	0	0	878
Communications	661	54	715	10	(75)	0	0	0	650
Chief Executive	1,554	14	1,568	35	(75)	0	0	0	1,528
Children's Services									
Brighter Futures for Children	47,469	(77)	47,392	1,364	670	(1,175)	0	0	48,251
Retained by Council	724	0	724	57	0	0	0	0	781
Children's Services	48,193	(77)	48,116	1,421	670	(1,175)	0	0	49,032
Total Budget at Service Level	122,655	2,144	124,799	5,965	6,693	(6,211)	(260)	(1,682)	129,304

*Approved Budget 2021/22 includes in year budget virements (the net £2.144m virements on Service budgets is balanced via an offsetting £2.144m credit against Corporate Budgets)

General Fund Revenue Budget by Service 2023/24

	Proposed Budget 2022/23	Virements	Proposed Budget 2022/23	Contractual Inflation	Budget Pressures	Efficiency Savings	Invest to Save	Income, Fees & Charges	Proposed Budget 2023/24
Adult Social Care and Health Services									
Commissioning and Improvement	1,067	0	1,067	29	0	0	0	0	1,096
Adult Social Care Operations	40,545	0	40,545	1,429	745	(1,288)	(78)	0	41,353
Public Health Service	(507)	0	(507)	0	0	(50)	0	0	(557)
Preventative Services	629	0	629	6	0	0	0	0	635
Directorate Other	1,293	0	1,293	66	0	0	0	0	1,359
Adult Social Care and Health Services	43,027	0	43,027	1,530	745	(1,338)	(78)	0	43,886
Economic Growth & Neighbourhood Services									
Transportation	328	0	328	53	18	(89)	0	(780)	(470)
Planning & Regulatory Services	2,350	0	2,350	148	0	(102)	0	(95)	2,301
Housing and Communities	1,304	0	1,304	85	(125)	(29)	0	(4)	1,231
Culture	3,729	0	3,729	245	0	(910)	0	(373)	2,691
Environmental and Commercial Services	14,123	0	14,123	816	0	(270)	(12)	(318)	14,339
Property and Asset Management	(4,087)	0	(4,087)	195	0	(32)	0	(24)	(3,948)
Management & Sustainability	907	0	907	29	0	0	0	0	936
Economic Growth & Neighbourhood Services	18,654	0	18,654	1,571	(107)	(1,432)	(12)	(1,594)	17,080
Resources									
Corporate Improvement & Customer Services	2,513	0	2,513	83	133	(312)	0	(7)	2,410
Human Resources & Organisational Development	1,808	0	1,808	77	0	0	0	0	1,885
Procurement & Contracts	479	0	479	16	0	(100)	0	0	395
Finance	4,243	0	4,243	117	0	(212)	0	0	4,148
Legal & Democratic Services	2,459	0	2,459	148	0	0	0	0	2,607
IT & Digital	5,561	0	5,561	205	5	0	0	0	5,771
Resources	17,063	0	17,063	646	138	(624)	0	(7)	17,216
Chief Executive									
Chief Executive	878	0	878	25	0	0	0	0	903
Communications	650	0	650	14	0	0	0	0	664
Chief Executive	1,528	0	1,528	39	0	0	0	0	1,567
Children's Services									
Brighter Futures for Children	48,251	0	48,251	1,202	0	(1,802)	0	100	47,751
Retained by Council	781	0	781	57	0	0	0	0	838
Children's Services	49,032	0	49,032	1,259	0	(1,802)	0	100	48,589
Total Budget at Service Level	129,304	0	129,304	5,045	776	(5,196)	(90)	(1,501)	128,338

General Fund Revenue Budget by Service 2024/25

	Proposed Budget 2023/24	Virements	Proposed Budget 2023/24	Contractual Inflation	Budget Pressures	Efficiency Savings	Invest to Save	Income, Fees & Charges	Proposed Budget 2024/25
Adult Social Care and Health Services									
Commissioning and Improvement	1,096	0	1,096	31	0	0	0	0	1,127
Adult Social Care Operations	41,353	0	41,353	1,690	400	(1,450)	0	0	41,993
Public Health Service	(557)	0	(557)	0	0	0	0	0	(557)
Preventative Services	635	0	635	8	0	0	0	0	643
Directorate Other	1,359	0	1,359	49	0	0	0	0	1,408
Adult Social Care and Health Services	43,886	0	43,886	1,778	400	(1,450)	0	0	44,614
Economic Growth & Neighbourhood Services									
Transportation	(470)	0	(470)	42	0	0	0	(237)	(665)
Planning & Regulatory Services	2,301	0	2,301	140	0	0	0	(215)	2,226
Housing and Communities	1,231	0	1,231	85	0	0	0	(4)	1,312
Culture	2,691	0	2,691	245	0	(590)	0	(63)	2,283
Environmental and Commercial Services	14,339	0	14,339	776	989	0	0	(127)	15,977
Property and Asset Management	(3,948)	0	(3,948)	190	0	0	0	(24)	(3,782)
Management & Sustainability	936	0	936	29	0	0	0	0	965
Economic Growth & Neighbourhood Services	17,080	0	17,080	1,507	989	(590)	0	(670)	18,316
Resources									
Corporate Improvement & Customer Services	2,410	0	2,410	83	59	(313)	0	0	2,239
Human Resources & Organisational Development	1,885	0	1,885	77	0	0	0	0	1,962
Procurement & Contracts	395	0	395	16	0	0	0	0	411
Finance	4,148	0	4,148	117	0	0	0	0	4,265
Legal & Democratic Services	2,607	0	2,607	148	0	0	0	0	2,755
IT & Digital	5,771	0	5,771	210	0	0	0	0	5,981
Resources	17,216	0	17,216	651	59	(313)	0	0	17,613
Chief Executive									
Chief Executive	903	0	903	25	0	0	0	0	928
Communications	664	0	664	14	0	0	0	0	678
Chief Executive	1,567	0	1,567	39	0	0	0	0	1,606
Children's Services									
Brighter Futures for Children	47,751	0	47,751	1,227	0	(1,727)	0	0	47,251
Retained by Council	838	0	838	57	0	0	0	0	895
Children's Services	48,589	0	48,589	1,284	0	(1,727)	0	0	48,146
Total Budget at Service Level	128,338	0	128,338	5,259	1,448	(4,080)	0	(670)	130,295

Detailed General Fund Budget Changes 2022/23 to 2024/25

Directorate/Service	Contractual Inflation £'000	Budget Pressures £'000	Efficiency Savings £'000	Invest to Save £'000	Income, Fees & Charges £'000	Total £'000
Adult Social Care and Health Services						
Commissioning and Improvement	89	161	0	0	0	250
Adult Social Care Operations	4,954	5,470	(3,640)	(311)	0	6,473
Public Health Service	0	93	(350)	0	0	(257)
Preventative Services	20	0	0	0	0	20
Directorate Other	181	0	0	0	0	181
Adult Social Care and Health Services	5,244	5,724	(3,990)	(311)	0	6,667
Economic Growth & Neighbourhood Services						
Transportation	149	535	(439)	0	(1,687)	(1,442)
Planning & Regulatory Services	437	178	(215)	0	(575)	(175)
Housing and Communities	276	(250)	(159)	0	(12)	(145)
Culture	853	0	(2,681)	0	(971)	(2,799)
Environmental and Commercial Services	2,475	1,222	(675)	(39)	(570)	2,413
Property and Asset Management	666	170	(1,342)	0	(77)	(583)
Management & Sustainability	242	0	0	0	0	242
Economic Growth & Neighbourhood Services	5,098	1,855	(5,511)	(39)	(3,892)	(2,489)
Resources						
Corporate Improvement & Customer Services	240	1,054	(663)	0	(56)	575
Human Resources & Organisational Development	231	62	0	0	(5)	288
Procurement & Contracts	48	4	(200)	0	0	(148)
Finance	361	0	(374)	0	0	(13)
Legal & Democratic Services	431	(57)	(45)	0	0	329
IT & Digital	539	(320)	0	0	0	219
Resources	1,850	743	(1,282)	0	(61)	1,250

Directorate/Service	Contractual Inflation £'000	Budget Pressures £'000	Efficiency Savings £'000	Invest to Save £'000	Income, Fees & Charges £'000	Total £'000
Chief Executive						
Chief Executive	75	0	0	0	0	75
Communications	38	(75)	0	0	0	(37)
Chief Executive	113	(75)	0	0	0	38
Children's Services						
Brighter Futures for Children	3,793	670	(4,704)	0	100	(141)
Retained by Council	171	0	0	0	0	171
Children's Services	3,964	670	(4,704)	0	100	30
Service Total	16,269	8,917	(15,487)	(350)	(3,853)	5,496

Appendix 4a

Detailed General Fund Budget Changes 2022/23-2024/25 - Directorate of Adult Social Care and Health Services

Overall Summary		Contract Inflation	Budget Pressures	Efficiency Savings	Invest to Save	Income, Fees and Charges	Total
<u>Service</u>		£'000	£'000	£'000	£'000	£'000	£'000
1	Commissioning & Improvement	89	161	-	-	-	250
2	Adult Social Care Operations	4,954	5,470	(3,640)	(311)	-	6,473
3	Public Health Services	-	93	(350)	-	-	(257)
4	Preventative Services	20	-	-	-	-	20
5	Directorate Other	181	-	-	-	-	181
6	Directorate Total	5,244	5,724	(3,990)	(311)	-	6,667

Summary of MTFs Position		Total Movement Per Year			Total
		2022/23	2023/24	2024/25	All Years
<u>Service Pressures</u>		£'000	£'000	£'000	£'000
7	Commissioning & Improvement	190	29	31	250
8	Adult Social Care Operations	6,160	2,174	2,090	10,424
9	Public Health Services	93	-	-	93
10	Preventative Services	6	6	8	20
11	Directorate Other	66	66	49	181
12	Directorate Total	6,515	2,275	2,178	10,968

		Total Movement Per Year			Total
		2022/23	2023/24	2024/25	All Years
<u>Service Savings</u>		£'000	£'000	£'000	£'000
13	Commissioning & Improvement	-	-	-	-
14	Adult Social Care Operations	(1,135)	(1,366)	(1,450)	(3,951)
15	Public Health Services	(300)	(50)	-	(350)
16	Preventative Services	-	-	-	-
17	Directorate Other	-	-	-	-
18	Directorate Total	(1,435)	(1,416)	(1,450)	(4,301)
19	Directorate Total	5,080	859	728	6,667

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement Per Year			Total
			2022/23 £'000	2023/24 £'000	2024/25 £'000	All Years £'000
		<u>Commissioning and Improvement</u>				
20		Pay inflation	23	23	24	70
21		Staff pay increments	6	6	7	19
22		Total Contractual Inflation	29	29	31	89
23	DACHS-2021-08	Reducing Adult Social Care contracts spend (Commissioning Delivery Model)	161	-	-	161
24		Total Budget Pressures	161	-	-	161
25	DACHS-2122-NEW-06	DACHS Commissioning, Transformation & Performance Workforce Review	-	-	-	-
26		Total Efficiency Savings	-	-	-	-
27			-	-	-	-
28		Total Invest to Save	-	-	-	-
29			-	-	-	-
30		Total Income, Fees & Charges	-	-	-	-
31		Total	190	29	31	250

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement Per Year			Total
			2022/23 £'000	2023/24 £'000	2024/25 £'000	All Years £'000
		<u>Adult Social Care Operations</u>				
32		Pay inflation	202	202	216	620
33		Staff pay increments	65	65	65	195
34	DACHS-2122-01	PPE requirement due to Covid (care providers)	(237)	(238)	-	(475)
35	DACHS-2021-01	Care costs inflation	1,805	1,400	1,409	4,614
36		Total Contractual Inflation	1,835	1,429	1,690	4,954
37	DACHS-2122-02	PPE requirement due to covid (staff)	(65)	(65)	-	(130)
38	DACHS-2021-02	Increased service demand due to population growth	236	227	200	663
39	DACHS-2021-04	Transforming Care	42	-	-	42
40	DACHS-2021-05	Supporting young people into adulthood (pressure)	900	583	200	1,683
41	DACHS-2223-04	Adult Social Care Funding Reforms	384	2,938	1,424	4,746
42	DACHS-2223-04a	Adult Social Care Funding Reforms - assumed grant funding	(384)	(2,938)	(1,424)	(4,746)
43	DACHS-2021-22/22a	Additional DACHS Staffing Efficiencies	350	-	-	350
44	DACHS-2021-53	Mental Health and Locality Team Restructure	145	-	-	145
45	DACHS-2021-54	Extension of Provider Services	100	-	-	100
46	DACHS-2021-56	Increased usage of Direct Payments	250	-	-	250
47	DACHS-2021-57	Increased usage of Assistive Technology and Equipment	200	-	-	200
48	DACHS-2021-51	Extension of Front Door Project; Stretch for Front Door Project	50	-	-	50
49	DACHS-2021-55	Additional Contract Reductions	179	-	-	179
50	DACHS-2021-19/19a	Supporting young people into adulthood (savings target)	116	-	-	116
51	DACHS-2021-11	Asset Review (property)	200	-	-	200
52	DACHS-2122-NEW-01	Alternative to Residential and Nursing Care for 18 to 64 Year Olds	47	-	-	47
53	DACHS-2122-NEW-04	Strengthening DACHS Decision Making & Supporting Practice Change	378	-	-	378
54	DACHS-2021-23	Enhanced Reablement for Mental Health & Learning Disability Service Users	250	-	-	250
55	DACHS-2021-24	Development of the Dementia Carers Offer	75	-	-	75
56	DACHS-2021-09	Ensuring appropriate charging for services	301	-	-	301
57	DACHS-2021-10	Promoting the use of Assistive Technology - Removal of prior year saving	170	-	-	170
58	DACHS-2021-07	Development of the Personal Assistant Market - Removal of prior year saving	109	-	-	109
59	DACHS-2122-NEW-05/05a	Review and Rightsizing of Care Packages (2021/2022) - Removal of prior year saving	292	-	-	292
60		Total Budget Pressures	4,325	745	400	5,470
61	DACHS-2021-18	Removal of agreed 3 year Voluntary Care Service funding	(250)	-	-	(250)
62	DACHS-2223-06	Development of an Accommodation Pathway for Vulnerable Working Age Adults	(25)	(25)	-	(50)

63	DACHS-2223-07	Closing the DACHS Budget Gap	(627)	-	-	(627)
64		Additional DACHS Savings Target	-	(1,263)	(1,450)	(2,713)
65		Total Efficiency Savings	(902)	(1,288)	(1,450)	3,768

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement Per Year			Total
			2022/23 £'000	2023/24 £'000	2024/25 £'000	All Years £'000
		<u>Adult Social Care Operations Continued</u>				
66	DACHS-2021-10	Promoting the use of Assistive Technology	(78)	(78)	-	(156)
67	DACHS-2021-07	Development of the Personal Assistant Market	(50)	-	-	(50)
68	DACHS-2021-21	Outcome based delivery support (promoting independent living)	(75)	-	-	(75)
56	DACHS-2122-NEW-05/05a	Review and Rightsizing of Care Packages (2021/2022)	(30)	-	-	(30)
57		Total Invest to Save	(233)	(78)	-	(311)
43		Total Income, Fees & Charges	-	-	-	-
44		Total	5,025	808	640	6,473

Schedule of Detailed Budget Change Proposals

		Total Movement Per Year			Total
		2022/23	2023/24	2024/25	All Years
		£'000	£'000	£'000	£'000
45	<u>Public Health Services</u>				
	Pay inflation	-	-	-	-
46	Staff pay increments	-	-	-	-
47	Total Contractual Inflation	-	-	-	-
48	DACHS-2021-59 Public Health Grant Reduction and Alternate Delivery Model	93	-	-	93
49	Total Budget Pressures	93	-	-	93
50	DACHS-2223-05 Efficiency savings secured through Public Health re-procurements	(300)	(50)	-	(350)
51	Total Efficiency Savings	(300)	(50)	-	(350)
52		-	-	-	-
53	Total Invest to Save	-	-	-	-
54	DACHS-2021-16 rev Review of Public Health Expenditure	(100)	(250)	-	(350)
55	DACHS-2021-16 rev Review of Public Health Expenditure	100	250	-	350
56	Total Income, Fees & Charges	-	-	-	-
57	Total	(207)	(50)	-	(257)

Schedule of Detailed Budget Change Proposals

		Total Movement Per Year			Total
		2022/23	2023/24	2024/25	All Years
		£'000	£'000	£'000	£'000
58	<u>Preventative Services</u>				
	Pay inflation	6	6	6	18
59	Staff pay increments	-	-	2	2
60	Total Contractual Inflation	6	6	8	20
61		-	-	-	-
62	Total Budget Pressures	-	-	-	-
63		-	-	-	-
64	Total Efficiency Savings	-	-	-	-
65		-	-	-	-
66	Total Invest to Save	-	-	-	-
67		-	-	-	-
68	Total Income, Fees & Charges	-	-	-	-
69	Total	6	6	8	20

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement Per Year			Total
			2022/23 £'000	2023/24 £'000	2024/25 £'000	All Years £'000
		<u>DACHS Directorate Other</u>				
70		Pay inflation	39	39	38	116
71		Staff pay increments	27	27	11	65
72		Total Contractual Inflation	66	66	49	181
73			-	-	-	-
74		Total Budget Pressures	-	-	-	-
75			-	-	-	-
76		Total Efficiency Savings	-	-	-	-
77			-	-	-	-
78		Total Invest to Save	-	-	-	-
79			-	-	-	-
80		Total Income, Fees & Charges	-	-	-	-
81		Total	66	66	49	181
82		Directorate Total	5,080	859	728	6,667

Appendix 4b**Detailed General Fund Budget Changes 2022/23-2024/25 - Directorate of Economic Growth and Neighbourhood Services**

		Contract Inflation	Budget Pressures	Efficiency Savings	Invest to Save	Income, Fees and Charges	Total
	<u>Service</u>	£'000	£'000	£'000	£'000	£'000	£'000
1	Transportation	149	535	(439)	-	(1,687)	(1,442)
2	Planning & Regulatory Services	437	178	(215)	-	(575)	(175)
3	Housing and Communities	276	(250)	(159)	-	(12)	(145)
4	Culture	853	-	(2,681)	-	(971)	(2,799)
5	Environmental and Commercial Services	2,475	1,222	(675)	(39)	(570)	2,413
6	Property & Asset Management	666	170	(1,342)	-	(77)	(583)
7	Management & Sustainability	242	-	-	-	-	242
8	Directorate Total	5,098	1,855	(5,511)	(39)	(3,892)	(2,489)

Summary of MTFs Position		Total Movement per Year			Total
		2022/23	2023/24	2024/25	All Years
	<u>Service Pressures</u>	£'000	£'000	£'000	£'000
9	Transportation	571	71	42	684
10	Planning & Regulatory Services	327	148	140	615
11	Housing and Communities	(19)	(40)	85	26
12	Culture	363	245	245	853
13	Environmental and Commercial Services	1,116	816	1,765	3,697
14	Property & Asset Management	451	195	190	836
15	Management & Sustainability	184	29	29	242
16	Directorate Total	2,993	1,464	2,496	6,953
		Total Movement per Year			Total
		2022/23	2023/24	2024/25	All Years
	<u>Service Savings</u>	£'000	£'000	£'000	£'000
18	Transportation	(1,020)	(869)	(237)	(2,126)
19	Planning & Regulatory Services	(378)	(197)	(215)	(790)
20	Housing and Communities	(134)	(33)	(4)	(171)
21	Culture	(1,716)	(1,283)	(653)	(3,652)
22	Environmental and Commercial Services	(557)	(600)	(127)	(1,284)
23	Property & Asset Management	(1,339)	(56)	(24)	(1,419)
24	Management & Sustainability	-	-	-	0
25	Directorate Total	(5,144)	(3,038)	(1,260)	(9,442)
26	Directorate Total	(2,151)	(1,574)	1,236	(2,489)

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement per Year			Total All Years £'000
			2022/23 £'000	2023/24 £'000	2024/25 £'000	
		<u>Transportation</u>				
27		Pay Inflation	41	41	37	119
28		Staff pay increments	10	10	3	23
29	DEGNS-2223-22	Energy Inflation	1	-	-	1
30		Contract Inflation - Intelligent Transport System maintenance (Urban Traffic Control, Traffic Signal & CCTV)	2	2	2	6
31		Contract Inflation - Business Rates (Car Parks)	-	-	-	-
32		Total Contractual Inflation	54	53	42	149
33	DEGNS-2223-01	DfT Introduction of Street Manager software	10	-	-	10
34	DEGNS-2223-02	Strategic Transport Apprenticeship	18	18	-	36
35	DEGNS-2223-03	Greenwave Bus service - remove budget impact of service transfer to RTL	89	-	-	89
36	DEGNS-2122-NEW-14	Concessionary Fares	400	-	-	400
37		Total Budget Pressures	517	18	-	535
38	DEGNS-2122-02	Workforce Review	(200)	(14)	-	(214)
39	DEGNS-2021-26	Fundamental Service Review - Parking	(150)	(75)	-	(225)
40		Total Efficiency Savings	(350)	(89)	-	(439)
41			-	-	-	-
42		Total Invest to Save	-	-	-	-
43	DEGNS-2021-24	Increased income from On-Street Pay and Display	-	(5)	(150)	(155)
44	DEGNS-2021-37	Increased income from Off Street Parking charges	-	-	(87)	(87)
45	DEGNS-2021-55	Extend parking permit zones	-	(10)	-	(10)
46	DEGNS-2122-04 (2)	Reduced parking income due to Covid-19*	(650)	(650)	-	(1,300)
47	DEGNS-2021-22	Borough wide Car Parking and Air Quality Management Strategy (BCAMS)	-	-	-	-
48	DEGNS-2021-58	Electric Vehicle Charging	26	(26)	-	-
49		Increase in other transport fees and charges	(3)	(3)	-	(6)
50	DEGNS-2122-NEW-01	Increase parking permit charges	(43)	(86)	-	(129)
51		Total Income, Fees and Charges	(670)	(780)	(237)	(1,687)
52		Total	(449)	(798)	(195)	(1,442)

* Phased recovery of temporary income reduction due to Covid-19

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement per Year			Total
			2022/23 £'000	2023/24 £'000	2024/25 £'000	All Years £'000
		<u>Planning & Regulatory Services</u>				
53		Pay Inflation	106	106	115	327
54		Staff pay increments	42	42	25	109
55	DEGNS-2223-22	Energy Inflation	1	-	-	1
56		Total Contractual Inflation	149	148	140	437
57	DEGNS-2122-05	Unachievable taxi licensing income (due to Covid-19)	10	-	-	10
58	DEGNS-2122-NEW-04	Planning fee income reprofiled (due to Covid-19)	100	-	-	100
59	DEGNS-2223-04	Termination of Primary Authority Partnerships (Food & Safety)	8	-	-	8
60	DEGNS-2223-05	Remove proceeds of crime Act income target	60	-	-	60
61		Total Budget Pressures	178	-	-	178
62	DEGNS-2021-33	Fundamental Service Review - Planning and Regulatory Services	(66)	(64)	-	(130)
63	DEGNS-2122-02	Workforce Review	(47)	(38)	-	(85)
64		Total Efficiency Savings	(113)	(102)	-	(215)
65			-	-	-	-
66		Total Invest to Save	-	-	-	-
67	DEGNS-2021-38	Reprofiled pre planning application income (due to covid)	(110)	-	(135)	(245)
68	DEGNS-2021-36	Reprofiled Reading Festival income (due to covid)	(50)	(25)	-	(75)
69	PDRS6&9	Reprofiled taxi licensing income (due to covid)	(10)	-	-	(10)
70		Other Planning fees and charges increase	(20)	(20)	-	(40)
71	DEGNS-2021-18	Mandatory Houses in Multiple Occupation (HMO) licensing	(75)	-	-	(75)
72	DEGNS-2021-20	Discretionary Houses in Multiple Occupation (HMO) licensing	-	(50)	(80)	(130)
73		Total Income, Fees and Charges	(265)	(95)	(215)	(575)
74		Total	(51)	(49)	(75)	(175)

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement per Year			Total
			2022/23 £'000	2023/24 £'000	2024/25 £'000	All Years £'000
		<u>Housing and Communities</u>				
75		Pay Inflation	69	69	69	207
76		Staff pay increments	16	16	16	48
77	DEGNS-2223-22	Energy Inflation	21	-	-	21
78		Total Contractual Inflation	106	85	85	276
79	DEGNS-2122-06	Anticipated increased demand on emergency accommodation due to private evictions*	(125)	(125)	-	(250)
80		Total Budget Pressures	(125)	(125)	-	(250)
81	DEGNS-2021-40	Housing - Fundamental Service Review	(50)	-	-	(50)
82	DEGNS-2122-02	Workforce Review	(50)	(29)	-	(79)
83	DEGNS-2223-23	On Going Pension Costs Savings	(30)	-	-	(30)
84		Total Efficiency Savings	(130)	(29)	-	(159)
85			-	-	-	-
86		Total Invest to Save	-	-	-	-
87		Increase in fees and charges	(4)	(4)	(4)	(12)
88		Total Income, Fees and Charges	(4)	(4)	(4)	(12)
89		Total	(153)	(73)	81	(145)

* Phased reduction of temporary expenditure increase due to Covid-19

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement per Year			Total All Years £'000
			2022/23 £'000	2023/24 £'000	2024/25 £'000	
		<u>Culture</u>				
90		Pay Inflation	121	121	121	363
91		Staff pay increments	55	55	55	165
92	DEGNS-2223-22	Energy Inflation	118	-	-	118
93		Contract Inflation	69	69	69	207
94		Total Contractual Inflation	363	245	245	853
95			-	-	-	-
96		Total Budget Pressures	-	-	-	-
97		Contribution from Public Health Grant	(250)	-	-	(250)
98	DEGNS-2021-17 (2)	Revenue impact of new contract for borough leisure facilities	(830)	(858)	(590)	(2,278)
99	DEGNS-2122-02	Workforce Review	(1)	(52)	-	(53)
100	DEGNS-2021-16	Fundamental service review in cultural services	(100)	-	-	(100)
101		Total Efficiency Savings	(1,181)	(910)	(590)	(2,681)
102			-	-	-	-
103		Total Invest to Save	-	-	-	-
104		Increase in fees and charges	(33)	(33)	(33)	(99)
105	DEGNS-2122-08	Covid19 income pressure on the Town Hall and recovery plan*	(247)	(250)	(30)	(527)
106	DEGNS-2122-18	Covid19 income pressure on the Hexagon and South Street Theatres and recovery plan*	(150)	(70)	-	(220)
107	DEGNS-2122-NEW-06	Arts Fundraising campaign	(60)	(20)	-	(80)
108	DEGNS-2122-NEW-13	Visa Verification	(45)	-	-	(45)
109		Total Income, Fees and Charges	(535)	(373)	(63)	(971)
110		Total	(1,353)	(1,038)	(408)	(2,799)

* Phased recovery of temporary income reduction due to Covid-19

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement per Year			Total
			2022/23 £'000	2023/24 £'000	2024/25 £'000	All Years £'000
		<u>Environmental and Commercial Services</u>				
111		Pay Inflation	154	154	154	462
112		Staff pay increments	61	61	61	183
113		Contract Inflation - (FCC) Waste Management Contract (RE3)	501	501	501	1,503
114		Business Rates - Small Mead	-	-	-	-
115		Payments to Grundon	2	2	2	6
116		Street Lighting Energy	58	58	58	174
117	DEGNS-2223-22	Energy Inflation	67	-	-	67
118		Street Cleansing Materials	12	12	-	24
120		Waste Collection Materials / Tipping charges	28	28	-	56
121		Total Contractual Inflation	883	816	776	2,475
122	DEGNS-2021-06	Recycling and Enforcement Team*	(16)	-	-	(16)
123	DEGNS-2223-20	Legislation (Environment Bill): Waste Management	-	-	989	989
124	DEGNS-2223-08	Free Bulky Waste Collection Service	249	-	-	249
125		Total Budget Pressures	233	-	989	1,222
126	DEGNS-2122-NEW-15	Rewilding highway verges	(15)	-	-	(15)
119	DEGNS-2122-01	Reduced fuel costs due to increase in electrical vehicles	(44)	(88)	-	(132)
127	DEGNS-2122-11	Waste Contract - Budget realignment inline with anticipated expenditure	(100)	(100)	-	(200)
128	DEGNS-2122-02	Workforce Review	(196)	(82)	-	(278)
129	DEGNS-2021-13	Fundamental Service review of Highways	(50)	-	-	(50)
130		Total Efficiency Savings	(405)	(270)	-	(675)
131	DEGNS-2122-NEW-07	Continued commercial growth of Highways service	(5)	(2)	-	(7)
132	DEGNS-2122-NEW-08	In-sourcing of Highways Structures Consultancy	(10)	(10)	-	(20)
133	DEGNS-2223-11	Highways operational resilience	(12)	-	-	(12)
134		Total Invest to Save	(27)	(12)	-	(39)
135		Increase income on green waste due to additional uptake in years 1-3 and fee increase in years 2-3	(50)	(50)	-	(100)
136	DEGNS-2021-35	Fundamental Service Review - Parks and Street Cleansing	(100)	-	-	(100)
137	DEGNS-2021-78	Commercialisation Direct Services	(100)	(135)	-	(235)
138		Increase in fees and charges	(5)	(5)	(5)	(15)
139	DEGNS-2122-NEW-09	Maximising income from digital advertising (roadside)	-	(63)	(57)	(120)
140	DEGNS-2021-76	Increase in savings- waste operations	130	(65)	(65)	-
141		Total Income Fees and Charges	(125)	(318)	(127)	(570)

Total
* Phased reduction of temporary expenditure increase

559	216	1,638
-----	-----	-------

2,413

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement per Year			Total All Years £'000
			2022/23 £'000	2023/24 £'000	2024/25 £'000	
		<u>Property and Asset Management</u>				
143		Pay Inflation	95	95	90	280
144		Staff pay increments	10	10	10	30
145	DEGNS-2223-22	Energy Inflation	86	-	-	86
146		Contract Inflation	90	90	90	270
147		Total Contractual Inflation	281	195	190	666
148	DEGNS-2122-14	Climate Change Manager made permanent	-	-	-	-
149	DEGNS-2223-14	Revenue maintenance works to Education land	40	-	-	40
155	DEGNS-2122-NEW-11	Energy savings in office space due to reduced occupation under Covid-19*	100	-	-	100
150	DEGNS-2223-16	Asset Management Strategy & Software	30	-	-	30
151		Total Budget Pressures	170	-	-	170
152	DEGNS-2122-02	Workforce Review	(62)	(32)	-	(94)
153	DEGNS-2122-13	Review of office and workspace requirements	(162)	-	-	(162)
154	DEGNS-2021-34	Building Cleaning - Fundamental Service Review	-	-	-	-
156	DEGNS-2223-18	Investment property rental income increase	(1,086)	-	-	(1,086)
157		Total Efficiency Savings	(1,310)	(32)	-	(1,342)
158			-	-	-	-
159		Total Invest to Save	-	-	-	-
160	DEGNS-2021-04	Review of Rents on Garages and Shops	(5)	-	-	(5)
161		Increase in fees and charges	(24)	(24)	(24)	(72)
162		Total Income, Fees and Charges	(29)	(24)	(24)	(77)
163		Total	(888)	139	166	(583)

* Reinstatement of temporary expenditure reduction due to Covid-19

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement per Year			Total
			2022/23 £'000	2023/24 £'000	2024/25 £'000	All Years £'000
		<u>Management & Sustainability</u>				
164		Pay Inflation	21	21	21	63
165		Staff pay increments	13	8	8	29
166		Business Rates on Council Properties	150	-	-	150
167		Total Contractual Inflation	184	29	29	242
168	DEGNS-2122-14	Climate Change Manager made permanent	-	-	-	-
169		Total Budget Pressures	-	-	-	-
170	DEGNS-2122-02	Workforce Review	-	-	-	-
171		Total Efficiency Savings	-	-	-	-
172			-	-	-	-
173		Total Invest to Save	-	-	-	-
174			-	-	-	-
175		Total Income, Fees and Charges	-	-	-	-
176		Total	184	29	29	242
177		Directorate Total	(2,151)	(1,574)	1,236	(2,489)

Appendix 4c

Detailed General Fund Budget Changes 2022/23-2024/25 - Directorate of Resources & Chief Executive

Overall Summary		Contract Inflation	Budget Pressures	Efficiency Savings	Invest to Save	Income, Fees and Charges	Total
<u>Service</u>		£'000	£'000	£'000	£'000	£'000	£'000
1	Corporate Improvement & Customer Services	240	1,054	(663)	-	(56)	575
2	Human Resources & Organisational Development	231	62	-	-	(5)	288
3	Procurement & Contracts	48	4	(200)	-	-	(148)
4	Finance	361	-	(374)	-	-	(13)
5	Legal & Democratic Services	431	(57)	(45)	-	-	329
6	IT & Digital	539	(320)	-	-	-	219
7	Chief Executive	75	-	-	-	-	75
8	Communications	38	(75)	-	-	-	(37)
9	Directorate Total	1,963	668	(1,282)	-	(61)	1,288

Summary of MTFS Position		Total Movement Per Year			Total
		2022/23	2023/24	2024/25	All Years
		£'000	£'000	£'000	£'000
10	<u>Service Pressures</u>				
11	Corporate Improvement & Customer Services	936	216	142	1,294
12	Human Resources & Organisational Development	139	77	77	293
13	Procurement & Contracts	20	16	16	52
14	Finance	127	117	117	361
15	Legal & Democratic Services	78	148	148	374
16	IT & Digital	(201)	210	210	219
17	Chief Executive	25	25	25	75
18	Communications	(65)	14	14	(37)
	Directorate Total	1,059	823	749	2,631
		Total Movement Per Year			Total
		2022/23	2023/24	2024/25	All Years
		£'000	£'000	£'000	£'000
19	<u>Service Savings</u>				
20	Corporate Improvement & Customer Services	(87)	(319)	(313)	(719)
21	Human Resources & Organisational Development	(5)	-	-	(5)
22	Procurement & Contracts	(100)	(100)	-	(200)
23	Finance	(162)	(212)	-	(374)
24	Legal & Democratic Services	(45)	-	-	(45)
25	IT & Digital	-	-	-	-
26	Chief Executive	-	-	-	-
27	Communications	-	-	-	-
	Directorate Total	(399)	(631)	(313)	(1,343)
28	Directorate Total	660	192	436	1,288

Directorate of Resources
Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement Per Year			Total
			2022/23 £'000	2023/24 £'000	2024/25 £'000	All Years £'000
		<u>Corporate Improvement & Customer Services</u>				
29		Pay inflation	58	63	63	184
30		Staff pay increments	16	20	20	56
31		Business Rates inflation (Crematorium and Register Office)	-	-	-	-
32		Total Contractual Inflation	74	83	83	240
33	DOR-2021-03	Corporate Programme and customer experience improvement plan - phase 1	240	-	-	240
34	DOR-2223-01	Bereavement Services Restructure	177	8	9	194
35	DOR-2223-07	Voluntary and Community Sector Partnership Development	150	-	-	150
36	DOR-2223-08	Memorial Stone Testing	45	-	-	45
37	DOR-2223-09	Increase to Small Grants Fund	100	-	-	100
38	DOR-2223-10	Increase to VCS Commissioning Budget	75	-	-	75
39	DOR-2223-11	Social Inclusion budget	75	125	50	250
40		Total Budget Pressures	862	133	59	1,054
41	DOR-2021-06	New customer services model (Phase 2)	(38)	(312)	(313)	(663)
42	DOR-2122-NEW-04	Reprocurement of online payments system	-	-	-	0
43		Total Efficiency Savings	(38)	(312)	(313)	(663)
44			-	-	-	-
45		Total Invest to Save	-	-	-	-
46	DOR-2122-NEW-01	Additional Service Proposals for Registrar Services	(10)	-	-	(10)
47	DOR-2122-NEW-02	Additional Service Proposals for Bereavement Services	-	(7)	-	(7)
48		Increase in fees & charges	(39)	-	-	(39)
49		Total Income, Fees and Charges	(49)	(7)	-	(56)
50		Total	849	(103)	(171)	575

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement Per Year			Total
			2022/23 £'000	2023/24 £'000	2024/25 £'000	All Years £'000
		<u>Human Resources & Organisational Development</u>				
51		Pay inflation	58	58	58	174
52		Staff pay increments	17	17	17	51
53		Contract Inflation (Health and Safety Team - Software licenses)	2	2	2	6
54		Total Contractual Inflation	77	77	77	231
55	DOR-2223-03	Re-procurement of the Council's HR system	6	-	-	6
56	DOR-2021-13	Remove Executive Recruitment Search Fees Saving	56	-	-	56
57		Total Budget Pressures	62	-	-	62
58			-	-	-	-
59		Total Efficiency Savings	-	-	-	-
60			-	-	-	-
61		Total Invest to Save	-	-	-	-
62	DOR-2122-NEW-07	Increase in Fees and Charges (Kennet Day Nursery)	(5)	-	-	(5)
63		Total Income, Fees and Charges	(5)	-	-	(5)
64		Total	134	77	77	288

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement Per Year			Total
			2022/23 £'000	2023/24 £'000	2024/25 £'000	All Years £'000
		<u>Procurement & Contracts</u>				
65		Pay inflation	13	13	13	39
66		Staff pay increments	3	3	3	9
67		Total Contractual Inflation	16	16	16	48
68	DOR 2122-01	One-off training to support new Hub & Spoke operating model*	(50)	-	-	(50)
69	DOR-2223-05	Additional Post - Supplier & Contracts Data Assistant	27	-	-	27
70	DOR-2223-06	Additional Post - Procurement & Contracts Apprentice	27	-	-	27
71		Total Budget Pressures	4	-	-	4
72	DOR-2122-NEW-13	Procurement & Contracts savings - Resources Directorate	(100)	(100)	-	(200)
73		Total Efficiency Savings	(100)	(100)	-	(200)
74			-	-	-	-
75		Total Invest to Save	-	-	-	-
76			-	-	-	-
77		Total Income, Fees and Charges	-	-	-	-
78		Total	(80)	(84)	16	(148)

* Removal of temporary expenditure increase

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement Per Year			Total
			2022/23 £'000	2023/24 £'000	2024/25 £'000	All Years £'000
		<u>Finance</u>				
79		Pay inflation	90	90	90	270
80		Staff pay increments	27	27	27	81
81		Contract Inflation for Systems	10	-	-	10
82		Total Contractual Inflation	127	117	117	361
83			-	-	-	-
84		Total Budget Pressures	-	-	-	-
85	DOR-2021-07	Efficiencies from procuring new finance system	(112)	(212)	-	(324)
86	DOR-2122-NEW-14	Finance workforce review	(50)	-	-	(50)
87		Total Efficiency Savings	(162)	(212)	-	(374)
88			-	-	-	-
89		Total Invest to Save	-	-	-	-
			-	-	-	-
90		Total Income, Fees and Charges	-	-	-	-
			-	-	-	-
91		Total	(35)	(95)	117	(13)

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement Per Year			Total
			2022/23 £'000	2023/24 £'000	2024/25 £'000	All Years £'000
		<u>Legal & Democratic Services</u>				
92		Pay inflation	85	93	93	271
93		Staff pay increments	50	55	55	160
94		Total Contractual Inflation	135	148	148	431
95	DOR-2021-15	Flexible Retirement*	(57)	-	-	(57)
96		Total Budget Pressures	(57)	-	-	(57)
97	DOR-2122-NEW-15	Procurement of Case Management system	(45)	-	-	(45)
98		Total Efficiency Savings	(45)	-	-	(45)
99			-	-	-	-
100		Total Invest to Save	-	-	-	-
101			-	-	-	-
102		Total Income, Fees and Charges	-	-	-	-
103		Total	33	148	148	329

* Removal of temporary expenditure increase

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement Per Year			Total
			2022/23 £'000	2023/24 £'000	2024/25 £'000	All Years £'000
		<u>IT & Digital</u>				
104		Pay inflation	18	33	30	81
105		Staff pay increments	6	12	12	30
106	DOR-2021-18	Contract Inflation	100	160	168	428
107		Total Contractual Inflation	124	205	210	539
108	DOR-2122-02	Reprocurement of Council's principle Information & Communication Technology Support and Maintenance contract*	(325)	5	-	(320)
109		Total Budget Pressures	(325)	5	-	(320)
110			-	-	-	-
111		Total Efficiency Savings	-	-	-	-
112			-	-	-	-
113		Total Invest to Save	-	-	-	-
114			-	-	-	-
115		Total Income, Fees and Charges	-	-	-	-
116		Total	(201)	210	210	219
117		Directorate Total (Directorate of Resources)	700	153	397	1,250

* Phased reduction of temporary expenditure increase

Chief Executive

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement Per Year			Total
			2022/23 £'000	2023/24 £'000	2024/25 £'000	All Years £'000
		<u>Chief Executive</u>				
118		Pay inflation	17	17	17	51
119		Staff pay increments	8	8	8	24
120		Total Contractual Inflation	25	25	25	75
121			-	-	-	-
122		Total Budget Pressures	-	-	-	-
123			-	-	-	-
124		Total Efficiency Savings	-	-	-	-
125			-	-	-	-
126		Total Invest to Save	-	-	-	-
127			-	-	-	-
128		Total Income, Fees and Charges	-	-	-	-
129		Total	25	25	25	75

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement Per Year			Total
			2022/23 £'000	2023/24 £'000	2024/25 £'000	All Years £'000
		<u>Communications</u>				
130		Pay inflation	10	10	10	30
131		Staff pay Staff pay increments	-	4	4	8
132		Total Contractual Inflation	10	14	14	38
133	CEX-2021-02	Resident Engagement*	(75)	-	-	(75)
134		Total Budget Pressures	(75)	-	-	(75)
135			-	-	-	-
136		Total Efficiency Savings	-	-	-	-
137			-	-	-	-
138		Total Invest to Save	-	-	-	-
139			-	-	-	-
140		Total Income, Fees and Charges	-	-	-	-
141		Total	(65)	14	14	(37)
142		Directorate Total (Chief Executive)	(40)	39	39	38

* Removal of temporary expenditure increase

Appendix 4d

Detailed General Fund Budget Changes 2022/23-2024/25 - Corporate

Overall Summary		Contract Inflation	Budget Pressures	Efficiency Savings	Invest to Save	Income, Fees and Charges	Total
		£'000	£'000	£'000	£'000	£'000	£'000
1	<u>Service</u>						
	Corporate	-	326	(250)	-	-	76
2	Corporate Total	-	326	(250)	-	-	76

Summary of MTFS Position		Total Movement Per Year			Total
		2022/23	2023/24	2024/25	All Years
		£'000	£'000	£'000	£'000
3	<u>Service Pressures</u>				
	Corporate	326	-	-	326
4	Directorate Total	326	-	-	326

		Total Movement Per Year			Total
		2022/23	2023/24	2024/25	All Years
		£'000	£'000	£'000	£'000
5	<u>Service Savings</u>				
	Corporate	-	(250)	-	(250)
6	Corporate Total	-	(250)	-	(250)
7	Corporate Total	326	(250)	-	76

Schedule of Detailed Budget Change Proposals

Line	Bid Reference	Service	Total Movement Per Year			Total
			2022/23	2023/24	2024/25	All Years
			£'000	£'000	£'000	£'000
		<u>Corporate</u>				
8			-	-	-	-
9		Total Contractual Inflation	-	-	-	-
10	COR-2122-NEW-01	Reprofile Corporate Contractual Savings - removal of prior year saving	326	-	-	326
11		Total Budget Pressures	326	-	-	326
12	COR-2122-NEW-01	Reprofile Corporate Contractual Savings	-	(250)	-	(250)
13		Total Efficiency Savings	-	(250)	-	(250)
14			-	-	-	-
15		Total Invest to Save	-	-	-	-
16			-	-	-	-
17		Total Income, Fees and Charges	-	-	-	-
18		Total	326	(250)	-	76
19		Corporate Total	326	(250)	-	76

30 Year Housing Revenue Account (HRA) Business Plan

1. BACKGROUND

- 1.1. The HRA is a ring-fenced account which deals with the finances of the Council's social housing stock. Budgets have been prepared in accordance with the budget guidelines and planned programmes of works to housing stock have been updated to take account of progress during 2021/22. The HRA budget must avoid a deficit on reserves over the 30-year HRA Business Plan.
- 1.2. Following the abolition of the statutory limit on HRA borrowing known as the debt cap in October 2019, the HRA is able to undertake prudential borrowing to support the creation and acquisition of long-term assets, as long as it is prudent, affordable and sustainable within the context of its overall Business Plan. The Current 30-year Business Plan allows for £75.0m of new borrowing under the prudential code in 2022/23-2024/25. The Plan shows that the HRA is able to fund the proposed capital investment which will raise the peak debt in the HRA from £197.1m to £272.1m in 2024/25. However, the Plan demonstrates that the proposed borrowing is prudent, affordable and sustainable as the HRA has the capacity to repay £135m of this in later years and that the projected outstanding debt level at year 30 is forecast to be £271m.

2. HRA 2022/23 REVENUE BUDGET & MEDIUM TERM FINANCIAL STRATEGY (MTFS)

- 2.1. The HRA revenue budget for 2022/23 & MTFS for 2023/24 and 2024/25 is shown in Table 1 below and in more detail in Appendix 5 - Annex A.

Table 1. Proposed 2022/23 HRA Budget & MTFS

	2022/23	2023/24	2024/25
	£000	£000	£000
Total Income	(43,950)	(45,885)	(47,477)
Total Expenditure	46,033	47,313	49,488
Net (Surplus)/Deficit	2,083	1,428	2,011
Opening HRA Balances	(45,575)	(43,492)	(42,064)
Net (Surplus)/Deficit	2,083	1,428	2,011
Closing HRA Balances	(43,492)	(42,064)	(40,053)

PLANNING ASSUMPTIONS

Rents

- 2.2. In 2022/23 the proposal is to increase rents by CPI only (CPI September 2021 3.1%). In all future years, rent levels are assumed to increase by CPI plus 1.0%. The long-term expectation for CPI is 2.0%.
- 2.3. Void Rates & Bad Debts are assumed at 2.0%.

- 2.4. The Council needs to consider its rent policy each financial year in the context of the HRA's financial viability. The anticipated effect of the 2022/23 rent proposals is therefore expected to be as follows:

Table 2. Average Weekly HRA Rents

	Bedrooms	Forecast 2021/22	Proposed 2022/23	Change	Change
		£	£	£	%
Average Rent per Week	1 Bed (Shared)	80.51	83.01	2.50	3.1
Average Rent per Week	1 Bed	91.99	94.84	2.85	3.1
Average Rent per Week	2 Bed	104.48	107.72	3.24	3.1
Average Rent per Week	3 Bed	117.05	120.68	3.63	3.1
Average Rent per Week	4 Bed	134.05	138.21	4.16	3.1

- 2.5. For historic reasons current rents are, on average across the stock 4.5% below the social housing formula rent set by Government, known as 'Target Rent'. As previously agreed by the Council, rent levels will be set in line with Target Rent whenever a property is re-let.
- 2.6. Rent collection performance remains top quartile compared with the Council's comparator group. Rent collection has continued to hold slightly above the budgeted collection rate of 97.50% throughout 2021/22 so far
- 2.7. Temporary accommodation is included in the General Fund. Rents are set at 90% of the Local Housing Allowance rate for the relevant unit size.

Right to Buy

- 2.8. 17 property sales assumed per annum.

Service Charges

- 2.9. Service charges are assumed to increase by CPI +1% year-on-year but cannot exceed full cost recovery.

PFI Credit

- 2.10. Provision of £4.0m relating to 1,280 properties in North Whitley and managed by Affinity Housing until 2034 has been included.

Interest on Balances

- 2.11. Interest on balances is assumed at 1.85%.

Inflation

- 2.12. Inflation is assumed RPI at 4.9% on costs, reflecting the share of costs within the HRA which typically increase above CPI rates (e.g. repairs and maintenance costs) and RPI at 4.9% on income for 2022/23. It is assumed RPI will decrease to 3.0% from 2023/24.

Expenditure

- 2.13. Expenditure costs reflect a similar base cost to the 2021/22 forecast position, allowing for inflationary increases in 2022/23 and in future years.
- 2.14. The 2022/23 budget includes a revenue bid for £0.488m in relation to 11 new posts (10 FTE) that are required to improve income recovery and health & safety compliance. The new posts will ensure the housing service is adequately resourced to manage the current and newly emerging societal and regulatory challenges resulting in better services for tenants tackling issues of poverty and social deprivation, improving neighbourhoods, providing safe, warm sustainable homes and addressing fuel poverty.

3. RISK IMPLICATIONS

- 3.1. Many of the risks identified in respect of the General Fund revenue budget also have relevance for the Housing Revenue Account. Particular risks that pertain additionally to the HRA include:
- Rent collection levels that may be affected by any downturn in the local economy, for example as a consequence of the Covid-19 pandemic;
 - Further extension and full roll-out of Universal Credit which may impact on rent collection levels;
 - Increases in debt financing costs arising from inflationary cost increases in relation to the new build programme; and
 - Maintenance cost increases - potentially additionally impacted by any change to workforce demographics that might arise due to Brexit.

4. HOUSING REVENUE ACCOUNT CAPITAL PROGRAMME

- 4.1. The currently proposed HRA Capital Programme is contained within Annex A.

New Build & Acquisitions

- 4.2. The local authority new build programme for the 2022/23 Budget and MTFS covering 2023/24 and 2024/25 is outlined in table 3 below. This includes investment to develop adult social care assets that are being appropriated into the HRA to deliver joint adults and housing needs:

Table 3. Local Authority New Build Programme (LANB)

	2022/23	2023/24	2024/25		
	£000	£000	£000	Units	Location
LANB Phase 2	3,564	170	0	76	North Street & Lyndhurst Road + Others
LANB Phase 3	10,938	431	0	56	Wensley Road & Arthur Hill
LANB Phase 4	2,200	13,000	13,000	101	Amethyst Lane & Dwyer Road + Others
LANB Assets Review ASC/Housing	1,350	22,000	21,000	130	Battle Street & Hexham Road
Total	18,052	35,601	34,000	363	

- 4.3. The HRA business plan assumes an additional 363 properties are delivered during the 3 years from 2022/23 to 2024/25.
- 4.4. The business plan benefits from the additional rental income derived from the new properties, at either social rent (target) for properties part funded by grant and adjusted social rent for all other properties, in line with the 2018 policy decision.

Major Repairs - Existing Homes Renewal

- 4.5. The Council also plans to continue to invest £52.0m in its existing housing stock over the next three years. This includes £31.1m on Major Repairs - Existing Homes Renewal (including Fire Safety Works) and Disabled Adaptations. The major repairs and disabled facility programme (DFG) for the 2022/23 Budget and MTFS covering 2023/24 and 2024/25 are outlined in table 2 below:

Table 4. Major Repairs - Existing Homes Renewal & DFG Programme

	2022/23	2023/24	2024/25
	£000	£000	£000
Major Repairs - Existing Homes Renewal	16,190	17,655	16,286
Disabled Facility Grant	600	625	649
Total	16,790	18,280	16,935

- 4.6. The building sector is currently experiencing increases in material costs and labour shortages following Brexit. This might be a short term issue, but it will put pressure on the major works and new build programme, as capital programmes may need to be restricted around available funding. It is important therefore that we maximise rental income and available funding to support the capital programmes.

Zero Carbon Retrofit Works

- 4.7. The housing service is investing £20.9m between 2022/23 and 2024/25 in moving towards zero carbon options in terms of retrofitting existing housing stock in line with the Council's Climate Change ambitions. The existing housing stock benefits from past initiatives which have ensured that most properties are above EPC level C. As such the Council is currently not benefitting from any extra Government funding towards zero carbon initiatives which are predominantly targeted at EPC level D and below. The Council is therefore reliant on the Housing Revenue Account to continue to pursue zero carbon options and therefore any reduction in income will limit the impact on what can be achieved.
- 4.8. The major repairs zero carbon retrofit programme includes the following works over the 30 year HRA business Plan:
- **Wensley Road £10.2m**- Phase 2 regeneration, including replacement of external fabric, new windows and internal amenities.
 - **Hexham Road Crosswalls £15.8m** - Refurbishment of external fabric, replacement heating systems and new windows.
 - **Woodley Crosswalls £1.2m** - External fabric replacement.
 - **Granville Road £7.1m** - External fabric replacement.

Other HRA Capital Schemes

- 4.9. The HRA is investing an additional £0.6m to purchase a new Housing Management System.
- 4.10. A structural survey of the Whitley Wood Community Centre was undertaken in December 2022 in anticipation of improvement works to the building. The structural survey was carried out by structural engineers and a full report was provided to officers in January 2022. The conclusion of the report states that the building appears to have surpassed its intended life and the precast concrete elements have deteriorated to a point where they could collapse. To keep the centre functional, it is recommended that a scaffold tube type fall protection mechanism is installed between steel trusses to prevent steel posts from falling inwards. This is a short-term solution (maximum 2 years), funded from the HRA revenue budget for Responsive Repairs, which would keep the building in use. Further remedial work will require a temporary replacement building whilst feasibility and a plan is worked on for a permanent replacement. A permanent replacement would require approval of a new HRA Capital Programme business case as part of future budget setting processes.

5. RISK IMPLICATIONS

- 5.1. The main risks to the Council's Capital Programme are summarised below:
- Cost overruns would impose additional borrowing costs (and associated financing charges to revenue) if unable to be met from scheme contingencies or other mitigating actions;

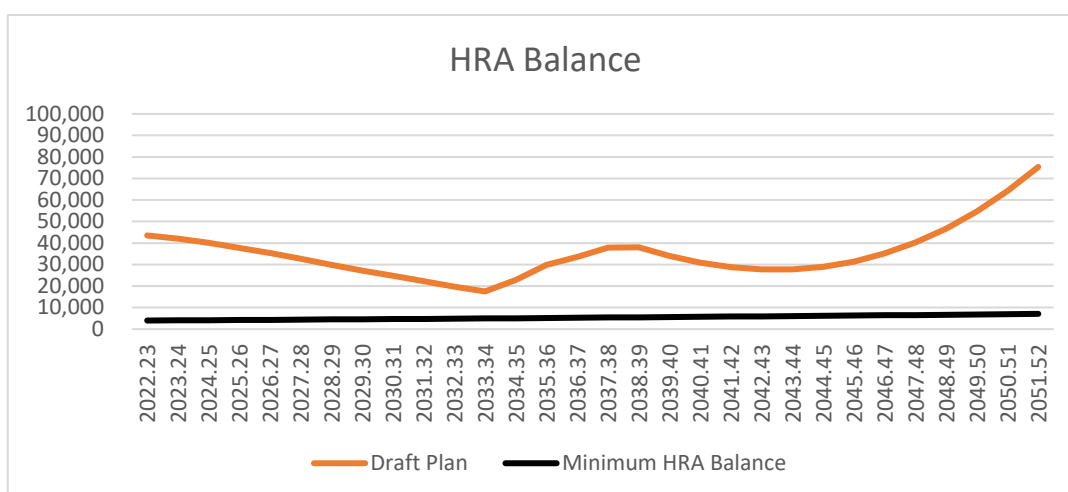
- Slippage in realisation of capital receipts impacts on available financing sources, with the potential to lead to additional capital borrowing. In particular, significant slippage could leave insufficient receipts to fully finance the transformation costs - which impacts pound for pound on the revenue account;
- Slippage in delivery of spend to save initiatives results in associated revenue savings not being delivered as anticipated; and
- The cost of delivering the capital projects increases due to inflationary pressures.

6. HRA 30 YEAR BUSINESS PLAN

- 6.1. The HRA Business plan assumes major repair investment in the existing housing stock, covering planned component replacements (e.g. Kitchens & Bathrooms) and zero carbon initiatives.
- 6.2. The plan assumes increased investment of £34.3m in zero carbon initiatives up to 2027, based on available funding.
- 6.3. As mentioned in 4.2 above, as the majority of our homes are rated above EPC C, we are not eligible for available government funding at the present time. If funding does become available this would enable more zero carbon initiatives to be carried out.
- 6.4. Increasing the rental income in line with CPI + 1% from 2023/24 will ensure there is maximum available funding to support the capital programme. Lesser increases will result in less funding being available.
- 6.5. The current HRA balance is assumed to be £45.3m at the beginning of 2022/23. The base plan assumes that annual deficits will continue to arise whilst the PFI scheme is in place.
- 6.6. The PFI scheme is due to end in 2034/35, at which point the properties return to Reading Borough Council. The business plan assumes that the operating costs of the PFI fall away at this point resulting in a return to annual surpluses.
- 6.7. Additional borrowing is required to part fund the capital programmes. At the beginning of the plan the capital finance requirement is forecast to be £197m, additional borrowing of £84m is required (including £75m during the MTFS period of 2022/23 to 2024/25), taking peak borrowing to £281m.
- 6.8. The plan assumes a loans repayment from 2038/39 once there is a sufficient build up of the HRA balance. Total repayments in the plan are £135m, which reduces the loan balance to £146m at the end of the plan.
- 6.9. The local authority new build programme continues in the plan until 2024/25, after which the plan assumes there is no further investment in new build. Right to Buy sales are projected to continue at the level of 17 per annum, which results in a gradual reduction in the number of units from 2025/26.

- 6.10. The business plan long term assumptions for CPI & RPI follow the latest OBR (Office for Budget Responsibility) forecasts.
- 6.11. Repair and build costs are assumed to increase by BCIS (Building cost information service) forecast rates.
- 6.12. Rent & Service charges increases in the plan are assumed to increase at CPI + 1% from 2023/24 for the duration of the plan.
- 6.13. The long term Bank of England prediction on CPI & RPI is 2% and 3% respectively. As the long term assumption of CPI + 1% is used on Rent & Service charges income, the overall long term impact in the plan is 3% for both CPI & RPI.
- 6.14. The HRA balance, as shown below, is maintained above the minimum level throughout the duration of the plan. The minimum balance is adjusted in line with CPI annually.

Figure 1. Projected HRA Balance in 30 Year Business Plan



APPENDIX 5 - ANNEX A

Housing Revenue Account - Revenue Budget 2022/23 to 2024/25 & Reserves

	2022/23 £000	2023/24 £000	2024/25 £000
Dwelling Rents	(37,863)	(39,797)	(41,389)
Service Charges	(965)	(1,004)	(1,034)
PFI Credit	(3,997)	(3,997)	(3,997)
Other Income	(309)	(310)	(312)
Interest on Balances	(816)	(777)	(745)
Total Income	(43,950)	(45,885)	(47,477)
Management & Supervision	9,379	9,629	9,887
Special Services	3,304	3,382	3,467
Provision for Bad Debts	753	784	807
Responsive Repairs	3,440	3,581	3,715
Planned Maintenance	2,403	2,413	2,357
Major Repairs/Depreciation	12,216	12,701	13,162
Debt Costs	6,741	7,410	8,458
PFI Costs	7,197	7,413	7,635
Revenue Contribution to Capital (RCCO)	600	0	0
Total Expenditure	46,033	47,313	49,488
Net (Surplus) / Deficit	2,083	1,428	2,011
Forecast Opening HRA Balances	(45,575)	(43,492)	(42,064)
Net (Surplus) / Deficit	2,083	1,428	2,011
Forecast Closing HRA Balances	(43,492)	(42,064)	(40,053)

DEDICATED SCHOOLS GRANT 2022-23

1. Background

- 1.1 School Funding is received through the Dedicated Schools Grant (DSG), and is split into four blocks, each with its own formula to calculate the funding to be distributed to each local authority:
- Schools Block - funds mainstream primary and secondary schools through the school formula, and growth funding for new growing schools/bulge classes.
 - High Needs Block - funds places in special schools, resource units and alternative provision, and top up funding for pupils with EHCPs in all settings including non-maintained, independent, and further education colleges.
 - Early Years Block - funds nursery schools, nursery classes in mainstream schools, and early year's settings in the private, voluntary and independent (PVI) sector through the free entitlement for 2, 3 & 4 year olds.
 - Central Schools Services Block - funds services provided by the local authority/Brighter Futures for Children centrally for all schools, such as the admissions service.
 - The allocations for 2022/23 were published by the Government on 17th December 2021. Most are now fixed for the year; part of the high needs block will be confirmed later in the year (July 2022), and the early years block will be based on data from future census', although the funding rates are now confirmed.
- 1.2 The DSG must be deployed in accordance with the conditions of grant and the latest School and Early Years Finance (England) Regulations. Detailed guidance is contained within various operational guidance documents issued by the Education Funding & Skills Agency (EFSA).
- 1.3 The DSG is a ring-fenced grant, though some funding can be transferred between blocks. Up to 0.5% of the school's block allocation can be transferred to other funding blocks, but only with the agreement of Schools' Forum.
- 1.4 Schools' Forum is consulted on all aspects of the DSG and has five meetings a year with officers. All reports and minutes can be found on the following web page: [Schools Forum meeting papers - Reading Borough Council](#)

2. Overall DSG Allocation for 2022/23

- 2.1 Table 1 sets out the DSG funding allocations for 2022/23 as published by the Government on 17th December 2021 and compares to 2021/22 allocations. A more detailed breakdown is in Annex 1. The Council receives its allocation gross and determines how the gross amount is allocated to schools and services. The Government then recoup the amounts for academy schools to pay them direct, leaving the Council with a net allocation for maintained schools and central services.
- 2.2 3.6. There is no change to the High Needs funding formula. Under this formula, Reading currently loses funding, and is therefore on the funding floor, however every local authority is receiving a minimum increase of at least 8% per head of the age 2 to 18 population based on their 2022/23 allocation. On this basis, the allocation for the high needs block is increasing by £2.240m (9.1%). The total funding for this block will be £26.880m including grants. Most of this is already confirmed funding; the import/export adjustment of -£1.956m will be confirmed in July 2022. If there are any adjustments to place funding these will be made in March.

Table 1. DSG allocations per block

BLOCK	2021/22 ACTUAL (£'000)	2022/23 ORIGINAL (£'000)	Change (£'000)	Change (%)
Schools Block	103,481	108,373	4,892	+4.7
Central Schools Services Block	1,167	1,134	(33)	-2.8
Early Years Block	142,270	147,873	5,603	+3.9
High Needs Block	24,640	26,880	2,240	+9.1
TOTAL (Gross)	142,270	147,873	5,603	+3.9
Less Recoupment - schools	-54,699	-57,952	-3,253	
Less Recoupment - High Needs	-4,177	-4,477	-300	
TOTAL (Net)	83,394	85,444	2,050	

- 2.3 Overall, the DSG will increase by £5.6m (3.9%) from £142.3m to £147.9m. This compares to 4.3% increase last year (adjusted for the teachers' pay and pension grants part), the main difference being that pupil numbers have increased.

3. Schools Block Budget for 2022/23

- 3.1 The Schools Block allocation has increased by £4.9m to £108.4m, although excluding the ring-fenced growth funding and transfer to HNB, the increase is just over £4.6m (4.5%). Of this increase, approximately £2.1m is due to overall increases in pupil numbers - an additional £1.732m in secondary for an

additional 285 pupils, and an additional £0.366m for an additional 79 pupils. The rest of the increase is additional funding on a per pupil level (2.5%), allocated through an increase to the funding values. Growth funding has increased by £0.089m (+10.5%)

- 3.2 The schools block allocation is based on Primary Units of Funding (PUFs) and Secondary Units of Funding (SUFs). These units are calculated for each local authority by adding together the total formula allocations for each school in each phase using the National Funding Formula (NFF) but using the previous year's data and dividing by the previous year's pupil numbers for each phase. These units are then fixed and are multiplied by the October 2021 census pupil numbers to give the final funding allocation for the following year.
- 3.3 The schools block budget has been set based on the recommendations and decisions made at the December 2021 and January 2022 meetings of the Schools' Forum.
- 3.4 At the December meeting it was agreed to transfer £484k from the schools' block allocation to the high needs block, in order to continue to financially support those schools with a higher than average percentage of pupils with EHCPs.
- 3.5 The overall allocation includes £0.933m for growth funding. Part of the growth funding allocation (£154k) is proposed to be used in the school formula for new/expanding schools (Green Park), £0.551m for budgeted bulge classes the remainder surplus being ring-fenced and set aside for bulge classes and other expansions in the future.
- 3.6 The bulk of the funding is allocated to primary and secondary schools using the locally agreed school funding formula. The actual DSG funding received and available may not enable the NFF to be replicated in full due to there being a mismatch between the funding received and what would have been allocated to schools through a hard NFF:
 - Differences in the pupil characteristics data from the previous year which is driving the DSG funding compared to the October 2021 census on which the formula funding allocations to schools is based (which may result in funding which is higher or lower than the actual requirement).
 - Growth funding requirements not met by the allocation, and so a top slice is required.
 - Funding transfers to other blocks (namely high needs).
 - Overspends in the previous financial year which are a first call on resources in the following year. This will only happen for growth funding.

- 3.7 Bearing this in mind, the approach to setting the school formula for 2022/23 is to mirror as far as possible the NFF. It is still the Government's intention to move to the NFF as soon as is practically possible, and it would make no sense to now move away from it. The following method for setting the formula was agreed at the December 2021 Schools' Forum meeting:
- Start with all factors and values mirroring the 2022/23 national factors and values including Reading's Area Cost Adjustment (ACA), except the lump sum which is at the NFF rate excluding the ACA - this is the same as the 2021/22 position.
 - If there is a shortfall in funding, reduce all the main formula factors by the same percentage. The minimum per pupil funding levels will remain at the national levels and the minimum funding guarantee will remain at 1.75%.
 - An adjustment will be made to the lump sum amount if this is required to balance the budget by a small amount (this could be upwards or downwards).
- 3.8 The Council has approved this approach, and the actual DSG allocation received in December has enabled the NFF values to be mirrored *including* the ACA for *all* factors except the lump sum.
- All Factors at the NFF rate (excluding lump sum) including the Area Cost Adjustment (ACA) for Reading, A lump sum of £105,000 and the Minimum Funding Guarantee at 1.75%
- Annex 2 shows all the formula factors and their final values compared to the previous year.
- 3.9 Annex 3 shows the formula allocations for each individual school and compares this to the 2021/22. On average, primary schools have gained by 2.43% per pupil and secondary by 2.95% per pupil, though there is a large range with some schools receiving more than 4% or less than 2%. Ten schools are receiving the Government's minimum per pupil funding level of £4,265 primary (8 schools) and £5,525 secondary (2 schools). Seven schools (compared to 14 last year) are on the minimum funding guarantee increase of 1.75% per pupil (for pupil led funding only, this excludes the lump sum and business rates).
- 3.10 Reading is in a good position by being able to continue to virtually mirror the NFF without needing to make reductions to formula factor values, and many schools are seeing significant increases due to receiving minimum per pupil funding levels. This will be the third year running of funding increases.
- 3.11 The Pupil Premium Grant for schools will continue in 2022/23, with a small change (increase) to funding rates.

- 3.12 In addition to the usual funding allocations, in the autumn spending review the government announced supplementary funding for 2022/23. Schools are set to receive £1.2b of this funding whilst High Needs has been allocated £325m. Of this Reading has been allocated indicative amounts of £3m for schools and £1m of high needs, this funding is separate to allocations shown in appendix 3.

4. Central Schools Services Block Budget for 2022/23

- 4.1 The central school services block allocation has gone down overall by £0.033m to £1.134m, due to the phasing out of funding for historical commitments. There has been a small increase for the other services it funds.
- 4.2 In order to balance the budget in this block, some of the historical commitment budgets have been reduced in order to reflect this funding reduction; these budgets are contributions towards service costs, so will result in these services either having to fund the reduction from elsewhere or reduce the level of service.

5. Early Years Block Budget for 2022/23

- 5.1 The hourly funding rates in the early years block for 3 & 4 year olds will increase by 17 pence (3.2%), and for 2 year olds an increase of 21 pence (3.6%). The early year's pupil premium rate will also see an increase of 7 pence and disabled access fund an increase of £185. Based on January 2021 census recorded hours, this is an overall increase of £0.383m (3.5%). The government have also confirmed that the funding allocations will revert to its original method of allocations. This will be January 2022 hours (5/12) and January 2023 hours (7/12). The maintained nursery school lump sum will also continue in 2022-23 and see an increase in rates of 3.5%.
- 5.2 It is intended to pass on the full increase to providers by increasing the provider funding rates by at least 17p.
- 5.3 The budgets for the early years block cannot be determined until the draft January 2022 census data is available. The government have confirmed that the funding allocations for 2022/23 will revert to the previous allocation basis and will use January 2022 (5/12) and January 2023 (7/12) census data. Details on the proposed early years budget will therefore be brought to the Schools' Forum in March 2022.
- 5.4 Central budgets funded by this block will remain virtually the same as in 2021/22. Central budgets can be no greater than 5% of the total early years block allocation. The decision on these budgets was taken to January 2022 Schools' Forum and approved.

6. High Needs Block Budget for 2022/23

- 6.1 There is no change to the High Needs funding formula. Under this formula, Reading currently loses funding, and is therefore on the funding floor, however every local authority is receiving a minimum increase of at least 8% per head of the age 2 to 18 population based on their 2022/23 allocation. On this basis, the allocation for the high needs block is increasing by £2.2m (9.1%). The total funding for this block will be £26.9m including grants. Most of this is already confirmed funding; the import/export adjustment of -£1.9m will be confirmed in July 2022.
- 6.2 The additional high needs funding will be £2.2m yet the deficit to be carried forward at the end of the 2022/23 financial year is currently forecast at around £2.8m. However, as the number of pupils with EHCPs and costs of their placements continue to increase, most if not all the additional funding will go towards these increases in costs.
- 6.3 As stated in paragraph 3.12 there will be an additional 1m from supplementary funding to be confirmed in Spring 2022.
- 6.4 Top up funding makes up the greatest proportion of expenditure in this block (at around 82%). The budget will be based on the current actual average cost of each type of placement (as at February 2022) with an average inflation rate added and an annual increase in number of placements according to current trends. The top up banding system for Reading schools is due to be reviewed in 2022/23
- 6.5 The numbers of places in local specialist provision are increasing, with new resource provision places being established and additional places in special schools. The expenditure for all additional places will need to be added to the place funding budget, currently estimated at around an additional £300k.
- 6.6 The deficit recovery plan will also be refreshed, and a projection made using the same base data and assumptions. As it is likely that most if not all of the additional £2.2m will offset increases in costs there may not be a decrease to the deficit in 2022/23, though it is hoped that in year the budget will balance.
- 6.7 In addition to place and top up funding for pupils with EHCPs, there are some central budgets funded from the high needs DSG, and these are not expected to increase significantly.
- 6.8 Note that the DSG regulations changed in 2020 and the deficit is now totally separate from local authority funding and reserves. This means that the deficit must not be funded by the local authority's general reserves and that DSG deficits will over time be recovered from DSG income

7 Deficit Recovery Plan

- 7.1 The high needs block has been in deficit for several years. Approximately 85% of the high needs block is payments for statutory top up fees for pupils/students with Education Health and Care Plans (EHCPs). This is the area of highest risk due to the unpredictability of the number and level (cost) of plans. It is the continued growth (see Table 2) in both the number and cost of these plans and the fact that the annual high needs block allocation didn't increase for several years that has led to the DSG deficit.

Table 2: Numbers of EHCPs

Date	Actual Total Number	Annual Year on Year Increase
14/15: January 2015	959	
15/16: January 2016	1,002	43
16/17: January 2017	1,066	64
17/18: January 2018	1,175	109
18/19: January 2019	1,276	101
19/20: January 2020	1,391	115
20/21: December 2020	1,462	71
21/22: December 2021	1,572	110

- 7.2 The DSG deficit is now ring-fenced and totally separate from local authority funding and reserves. This means that the deficit must not be funded by the local authority's general reserves and that DSG deficits will over time be recovered from DSG income. The carry forward of a deficit no longer requires the consent of Schools' Forum. This provides certainty to local authority finances.
- 7.3 In 2019/20, the high needs block balanced in-year and part of the deficit was repaid, despite the continuing pressure of increasing numbers of EHCPs. In previous years transfers of funding between blocks including using underspend from other blocks helped bring the deficit down, from its peak of £3.4m at the end of 2016/17 to a year end position at 31/3/21 of £2.132m. The 2021/22 plan assumed a closing deficit of £2.4m. However, the top up budget is currently overspending by approximately £0.5m and it is likely the closing position for 31/3/22 will be nearer £2.8m deficit.
- 7.4 The main elements of the recovery plan are as follows:

- The largest individual top up costs are in specialist placements out of county, particularly non maintained and independent providers. Part of the strategy is to invest in more local provision to avoid having to seek more expensive out of county placements for the growing numbers of pupil's requiring support. New resource unit places are being developed locally (one opened in September 2020 which will gradually expand to 12 places, a second 12 place unit opened in September 2021). A new special school located in Wokingham is being built and the opening has been deferred from September 2022 until September 2023. We are also increasing the number of places in The Avenue, 30 in 2021-22 and a proposed 30 in 2022-23.
- Inclusion of high needs pupils in mainstream schools to avoid being placed in more expensive specialist provision. As part of this, additional funding for schools with a higher than average percentage of pupils with EHCPs was introduced in September 2018. In 2021/22 this cost is being met by a top slice from the schools' block DSG, and for 2022/23 this budget has been increased by schools agreeing to a higher transfer. The current banding system is currently under review to ensure the top up funding levels are realistic.
- The investment of some funds to improve the SEND commissioning element that review SEND placements/contracts. Challenging costs and ensuring inflation is contained to a reasonable realistic level is a key role.
- The increase in allocation of the HNB DSG by approximately £3.1m in 2021/22, and a similar amount in 2022/23 has been key to meeting the increase in demand and contain the deficit. Future increases at similar levels will be vital whilst the numbers of EHCPs continue to rise.

7.5 The DSG conditions of grant for 2022/23 has not changed from previously and the LA will continue to produce a recovery plan that is reviewed and challenged by the DfE. The plan should be shown to the local Schools' Forum and should be kept regularly updated throughout the year to reflect the most recent forecast position and be viewed as an on-going live document.

7.6 The impact of the November 2021 budget monitoring forecast on the 2021/22 recovery plan is shown in Table 3. The assumptions are as follows:

- End of year High Needs Block deficit for 2021/22 will be 2.8m.
- High Needs Block DSG will increase by £2m in 2022/23 and by £2m 2023/24.
- We have not reflected the supplementary grant of £1m in the figures below.

- We are treating all other blocks as committed spend and will not form part of our deficit recovery plan.
- The 2021/22 overspend is built into the base budget for 2022/23.
- Top up costs rise by an average of 2% annually (note most increases are from September, on an academic year basis). This will be updated in the next edition of the recovery plan.
- The number of placements will increase annually by 100.
- Non top up costs remain static.

7.7 On this basis, recovery of the deficit will happen in 2023/24, but this is assuming the original trends on EHCPs are not exceeded and is very much dependent on the future high needs DSG allocations continuing to rise.

Table 3: Current DSG Recovery Plan (at November 2021)

	2021/22 Original Budget £m	2021/22 Current Forecast £m	2022/23 Estimate £m	2023/24 Estimate £m	2024/25 Estimate £m
High Needs Expenditure	21.204	21.643	22.927	24.085	25.376
High Needs Income	(20.965)	(20.947)	(22.921)	(24.941)	(26.393)
High Needs In-Year Deficit/(surplus)	0.239	0.695	0.006	(0.855)	(1.017)
Add High Needs B/F Deficit	2.189	2.132	2.827	2.834	1.978
Current Year End Position	2.429	2.827	2.834	1.978	0.961
Original Year End Position in 2021/22 Plan	2.429		1.914	1.483	1.079

7.8 The position nationally is that there is a large proportion of local authorities with their high needs' blocks in significant deficit, many with no plan to recover the deficit, and in year deficit's doubling. The Government recognises that there is a national SEND funding crisis and information from them on future funding plans and solutions are expected in due course.

8 Annexes

Annex 1 - DSG Allocations 2021/22 and 2022/23

Annex 2 - Final Formula Factors and Values 2020/21 to 2022/23

Annex 3 - Final 2022/23 School Formula Allocations for Primary and Secondary Schools

Annex 1 - DSG Allocations 2021/22 and 2022/23

	2021/22 ACTUAL		2022/23 ESTIMATE		YEAR ON YEAR CHANGE		
		Funding £'000		Funding £'000	£'000	%	Notes
Schools Block (SB):							
Primary Unit of Funding (PUF)	£4,500.65		£4,631.68		+£131.03		Confirmed
<i>Primary Pupil numbers & funding</i>	13,013.0	58,567	13,092.0	60,638	+2,071	+3.5%	Confirmed
Secondary Unit of Funding (SUF)	£5,924.46		£6,077.00		+£152.54		Confirmed
<i>Secondary Pupil numbers & funding</i>	7,202.50	42,671	7,487.50	45,502	+2,831	+6.6%	Confirmed
Premises		1,399		1,300	-99	-7.0%	Confirmed
TOTAL SB excl. Growth		102,637		107,440	+4,803	+4.7%	
Growth Funding Factor		844		933	+89	+10.5%	Confirmed
TOTAL SB		103,481		108,373	+4,892	+4.7%	
Central School Services Block (CSSB):							
Unit of Funding	£36.20		£38.21		+£2.01		Confirmed
<i>Pupil Numbers</i>	20,215.50	732	20,579.50	786	+54	+7.4%	Confirmed
Historic Commitments		435		348	-87	-20.0%	Confirmed (Planned reduction by ESFA)
TOTAL CSSB		1,167		1,134	-33	+2.8%	
High Needs Block (HNB):							
Formula		24,688		26,666	+1,978	+8.0%	Confirmed
Hospital & AP pay grants		279		296	+17	+6.1%	Confirmed
Place Funding Unit of Funding	£4,907.98		£4,912.49		+£4.51		Confirmed
<i>Place Numbers</i>	332	1,629	381.5	1,874	+245	+15%	Confirmed
Import/Export Adjustment		-1,956		-1,956			Based on Oct 21 census & Jan 22 ILR
Total HNB		24,640		26,880	+2,240	+9.1%	

Early Years Block (EYB):							
3 & 4 Year Old Funding Rate	£5.28		£5.45		+£0.17		Confirmed
3 & 4 year olds numbers & funding	3,786	11,394	3,254	10,111	-1,283	-11.3%	To be based on Jan 22 & Jan 23 census
2 Year Old Funding Rate	£5.90		£6.11		+£0.21		Confirmed
2 Year old numbers & funding	351.7	1,183	300.8	1,045	-138	-11.7%	To be based on Jan 22 & Jan 23 census
Pupil Premium		103		127	+24		To be based on Jan 22 & Jan 23 census
Disabled Access Fund		41		50	+9		
Maintained Nursey Grant		260		153	-107		To be based on Jan 22 census
Total EYB		12,981		11,486	-1,495	-11.5%	
TOTAL ALL BLOCKS		142,270		147,873	+5,603	+3.9%	

Annex 2 - Proposed Formula Factors and Values 2020/21 to 2022/23

Formula Values	2020/21			2021/22			2022/23			
	NFF	Reading NFF with ACA	Reading Actual	NFF	Reading NFF with ACA	Reading PROPOSED	NFF	Reading NFF with ACA	Reading PROPOSED	Notes to 2022/23 actual values (Reading ACA is 1.03475)
Basic Entitlement:										
Primary	£2,857.00	£2,954.31	£2,954.00	£3,123.00	£3,231.31	£3,231.00	£3,217.00	£3,328.79	£3,328.00	as per NFF with ACA
Secondary - KS3	£4,018.00	£4,154.85	£4,154.00	£4,404.00	£4,556.73	£4,556.00	£4,536.00	£4,693.63	£4,693.00	as per NFF with ACA
Secondary - KS4	£4,561.00	£4,716.35	£4,716.00	£4,963.00	£5,135.12	£5,135.00	£5,112.00	£5,289.64	£5,289.00	as per NFF with ACA
Deprivation:										
Free School Meals - Primary	£450.00	£465.33	£465.00	£460.00	£475.95	£475.00	£470.00	£486.33	£486.00	as per NFF with ACA
Free School Meals - Secondary	£450.00	£465.33	£465.00	£460.00	£475.95	£475.00	£470.00	£486.33	£486.00	as per NFF with ACA
Free School Meals Ever 6 - Primary	£560.00	£579.07	£579.00	£575.00	£594.94	£594.00	£590.00	£610.50	£610.00	as per NFF with ACA
Free School Meals Ever 6 - Secondary	£815.00	£842.76	£842.00	£840.00	£869.13	£869.00	£865.00	£895.06	£895.00	as per NFF with ACA
IDACI Band A (over 0.6) - Primary	£600.00	£620.44	£620.00	£620.00	£641.50	£641.00	£640.00	£662.24	£662.00	as per NFF with ACA
IDACI Band A (over 0.6) - Secondary	£840.00	£868.61	£868.00	£865.00	£895.00	£895.00	£890.00	£920.93	£920.00	as per NFF with ACA
IDACI Band B (0.5 - 0.6) - Primary	£435.00	£449.82	£449.00	£475.00	£491.47	£491.00	£490.00	£507.03	£507.00	as per NFF with ACA
IDACI Band B (0.5 - 0.6) - Secondary	£625.00	£646.29	£646.00	£680.00	£703.58	£703.00	£700.00	£724.33	£724.00	as per NFF with ACA
IDACI Band C (0.4 - 0.5) - Primary	£405.00	£418.79	£418.00	£445.00	£460.43	£460.00	£460.00	£475.99	£476.00	as per NFF with ACA
IDACI Band C (0.4 - 0.5) - Secondary	£580.00	£599.75	£599.00	£630.00	£651.85	£651.00	£650.00	£672.59	£672.00	as per NFF with ACA
IDACI Band D (0.3 - 0.4) - Primary	£375.00	£387.77	£387.00	£410.00	£424.22	£424.00	£420.00	£434.60	£434.00	as per NFF with ACA
IDACI Band D (0.3 - 0.4) - Secondary	£535.00	£553.22	£553.00	£580.00	£600.11	£600.00	£595.00	£615.68	£615.00	as per NFF with ACA
IDACI Band E (0.25 - 0.3) - Primary	£250.00	£258.52	£258.00	£260.00	£269.02	£269.00	£270.00	£279.38	£279.00	as per NFF with ACA
IDACI Band E (0.25 - 0.3) - Secondary	£405.00	£418.79	£418.00	£415.00	£429.39	£429.00	£425.00	£439.77	£439.00	as per NFF with ACA
IDACI Band F (0.2 - 0.25) - Primary	£210.00	£217.15	£217.00	£215.00	£222.46	£222.00	£220.00	£227.65	£227.00	as per NFF with ACA
IDACI Band F (0.2 - 0.25)- Secondary	£300.00	£310.22	£310.00	£310.00	£320.75	£320.00	£320.00	£331.12	£331.00	as per NFF with ACA
Prior Attainment:										
Primary	£1,065.00	£1,101.27	£1,101.00	£1,095.00	£1,132.97	£1,132.00	£1,130.00	£1,169.27	£1,169.00	as per NFF with ACA
Secondary	£1,610.00	£1,664.84	£1,664.00	£1,660.00	£1,717.57	£1,717.00	£1,710.00	£1,769.42	£1,769.00	as per NFF with ACA
English as an Additional Language:										
Primary	£535.00	£553.22	£553.00	£550.00	£569.07	£569.00	£565.00	£584.63	£584.00	as per NFF with ACA
Secondary	£1,440.00	£1,489.05	£1,489.00	£1,485.00	£1,536.50	£1,536.00	£1,530.00	£1,583.17	£1,583.00	as per NFF with ACA
Mobility										
Primary	£875	£904.80	£904.00	£900	£931.21	£931.00	£925	£957.14	£957.00	as per NFF with ACA
Secondary	£1,250	£1,292.58	£1,292.00	£1,290	£1,334.74	£1,334.00	£1,330	£1,376.22	£1,376.00	as per NFF with ACA
Lump Sum	£114,400.00	£118,296.46	£114,600.00	£117,800.00	£121,885.30	£116,595.00	£121,300.00	£125,515.18	£105,000.00	Balancing value
Business Rates (Actual - locally set)	£1,283,350		£1,322,787	£1,322,787		£1,283,350	£1,283,350		£1,283,350.00	Actual estimate - as per APT
Exceptional Circumstances (locally set):										
Rents	£59,826		£0	£59,046		£0	£0		£0.00	Local factor - No longer eligible
Split Site	£17,149		£17,149	£17,149		£17,149	£17,149		£17,149.00	Local factor
Minimum Per Pupil Level										
Primary	£3,750		£3,750	£4,180		£4,180	£4,265		£4,265.00	as per actual NFF
Secondary	£5,000		£5,000	£5,415		£5,415	£5,525		£5,525.00	as per actual NFF
(KS3 only school)				£5,215		£5,215	£5,321		£5,321.00	as per actual NFF
(KS4 only school)			£5,300	£5,715		£5,715	£5,831		£5,831.00	as per actual NFF
Minimum Funding Guarantee	1.84%		1.84%	2.00%		2.00%	2.00%		1.75%	Local Decision between 0.5% & 2%

Annex 3 - School Formula allocations for Primary and Secondary Schools 2022/23

		2021/22 ACTUAL ALLOCATION			2022/23 INDICATIVE ALLOCATION - before deduction of NNDR and de-delegations			Overall Change between 2021/22 and 2022/23			
LAESTAB	SCHOOL	Formula Allocation	Pupil No's (Oct 2020)	Per Pupil Funding	Formula Allocation	Pupil No's (Oct 2021)	Per Pupil Funding	Total	%	Per Pupil	%
8702000	Alfred Sutton Primary School	2,630,172	619	4,249.07	2,716,907	627	4,333.19	86,735	3.30%	84.12	1.98%
8702003	Caversham Primary School	1,757,656	414	4,245.55	1,797,111	415	4,330.39	39,455	2.24%	84.84	2.00%
8702005	Coley Primary School	1,084,215	222	4,883.85	992,289	196	5,062.70	-91,925	-8.48%	178.85	3.66%
8702006	E P Collier Primary School	1,387,793	298	4,657.02	1,459,117	305	4,783.99	71,323	5.14%	126.96	2.73%
8702007	Geoffrey Field Junior School	1,654,286	348	4,753.70	1,725,174	356	4,846.00	70,888	4.29%	92.30	1.94%
8702008	Geoffrey Field Infant School	1,320,819	265	4,984.22	1,350,839	267	5,059.32	30,020	2.27%	75.10	1.51%
8702016	Oxford Road Community School	1,019,750	208	4,902.64	1,049,499	211	4,973.93	29,749	2.92%	71.28	1.45%
8702018	Redlands Primary School	949,991	206	4,611.61	976,559	207	4,717.68	26,569	2.80%	106.07	2.30%
8702019	The Hill Primary School	1,739,232	406	4,283.82	1,731,092	396	4,371.44	-8,140	-0.47%	87.62	2.05%
8702020	The Ridgeway Primary School	2,068,184	421	4,912.55	2,093,938	419	4,997.47	25,754	1.25%	84.91	1.73%
8702021	Park Lane Primary School	1,751,704	406	4,314.54	1,777,684	404	4,400.21	25,980	1.48%	85.67	1.99%
8702024	Wilson Primary School	1,775,137	408	4,350.83	1,821,592	412	4,421.34	46,455	2.62%	70.51	1.62%
8702026	Emmer Green Primary School	1,725,496	406	4,249.99	1,781,331	411	4,334.14	55,835	3.24%	84.15	1.98%
8702027	Southcote Primary School	2,561,508	597	4,290.63	2,625,048	600	4,375.08	63,540	2.48%	84.45	1.97%
8702029	St Michael's Primary School	1,850,262	412	4,490.93	1,858,310	397	4,680.88	8,048	0.43%	189.96	4.23%
8702034	Moorlands Primary School	1,729,489	363	4,764.43	1,658,827	335	4,951.72	-70,662	-4.09%	187.29	3.93%
8702036	Thameside Primary School	1,734,932	393	4,414.59	1,766,844	390	4,530.37	31,912	1.84%	115.78	2.62%
8702226	Katesgrove Primary School	2,638,714	588	4,487.61	2,781,389	605	4,597.34	142,675	5.41%	109.73	2.45%
8702233	Caversham Park Primary School	814,261	185	4,401.41	693,346	148	4,684.77	-120,914	-14.85%	283.36	6.44%
8702234	Micklands Primary School	1,601,040	372	4,303.87	1,649,720	376	4,387.55	48,680	3.04%	83.68	1.94%
8702253	Manor Primary School	1,300,591	267	4,871.13	1,266,435	252	5,025.53	-34,156	-2.63%	154.41	3.17%
8703000	All Saints Church of England Aided Infant School	357,682	60	5,961.37	362,092	60	6,034.86	4,410	1.23%	73.49	1.23%
8703302	St Anne's Catholic Primary School	826,358	181	4,565.51	849,774	181	4,694.88	23,416	2.83%	129.37	2.83%
8703304	English Martyrs' Catholic Primary School	1,768,742	404	4,378.07	1,789,850	402	4,452.36	21,108	1.19%	74.29	1.70%
8703305	Christ The King Catholic Primary School	1,477,132	308	4,795.88	1,498,966	297	5,016.72	12,834	0.87%	220.84	4.60%
8703360	St Martin's Catholic Primary School	703,879	156	4,512.04	706,532	154	4,587.87	2,653	0.38%	75.82	1.68%
8703361	Whitley Park Primary and Nursery School	2,527,264	519	4,869.49	2,662,250	529	5,032.61	134,987	5.34%	163.12	3.35%
8705411	Blessed Hugh Faringdon Catholic School	4,880,857	829	5,887.64	5,275,500	868	6,077.77	394,643	8.09%	190.12	3.23%
8702002	All Saints Junior School	463,516	93	4,984.04	474,262	94	5,045.34	10,747	2.32%	61.31	1.23%
8702004	Meadow Park Academy	1,557,361	329	4,733.62	1,605,013	334	4,805.43	47,652	3.06%	71.81	1.52%
8702011	Battle Primary Academy	1,824,612	404	4,516.37	1,861,016	400	4,652.54	36,403	2.00%	136.17	3.02%
8702012	The Palmer Primary Academy	1,755,504	373	4,706.45	1,842,329	385	4,785.27	86,825	4.95%	78.82	1.67%
8702015	Civitas Academy	1,498,582	328	4,568.85	1,603,557	342	4,688.76	104,976	7.01%	119.92	2.62%
8702017	The Heights Primary School	1,479,892	353	4,192.33	1,497,102	350	4,277.43	17,210	1.16%	85.11	2.03%
8702025	Ranikhet Academy	912,843	177	5,157.31	930,422	173	5,378.16	17,579	1.93%	220.85	4.28%
8702028	New Town Primary School	1,264,709	272	4,649.67	1,583,106	338	4,683.75	318,397	25.18%	34.08	0.73%
8702031	Churchend Primary Academy	1,826,558	416	4,390.77	1,890,057	424	4,457.68	63,498	3.48%	66.92	1.52%
8702035	St Mary and All Saints Church of England Voluntary Aided Pr	1,334,647	279	4,783.68	1,377,586	279	4,937.58	42,939	3.22%	153.90	3.22%
8702254	New Christ Church Church of England (VA) Primary School	864,400	176	4,911.36	908,156	183	4,962.60	43,756	5.06%	51.24	1.04%
8703300	St John's Church of England Primary School	1,671,249	387	4,318.47	1,696,231	377	4,499.29	24,982	1.49%	180.81	4.19%
8702039	Green Park Village Primary Academy	380,382	66	5,763.37	535,158	97	5,517.09	154,775	40.69%	-246.28	-4.27%
8704000	UTC Reading	1,550,238	242	6,405.94	1,682,871	248	6,785.77	132,633	8.56%	379.83	5.93%
8704001	Maiden Erlegh School in Reading	5,316,004	891	5,966.33	5,504,694	887	6,205.97	188,690	3.55%	239.63	4.02%
8704002	The WREN School	5,206,547	847	6,147.04	5,347,958	850	6,291.72	141,411	2.72%	144.67	2.35%
8704003	Reading Girls' School	3,520,718	555	6,343.64	4,391,006	686	6,400.88	870,288	24.72%	57.25	0.90%
8704020	Highdown School and Sixth Form Centre	6,622,872	1,216	5,446.44	7,008,958	1,257	5,575.94	386,087	5.83%	129.50	2.38%
8705401	Reading School	4,075,486	746	5,463.12	4,168,596	748	5,572.99	93,110	2.28%	109.87	2.01%
8705410	Prospect School	5,628,002	885	6,359.32	5,633,014	855	6,588.32	5,012	0.09%	229.00	3.60%
8705413	Kendrick School	2,840,569	521	5,452.15	3,069,154	552	5,560.06	228,585	8.05%	107.91	1.98%
8706905	John Madejski Academy	3,217,640	474	6,788.27	3,792,647	541	7,010.44	575,007	17.87%	222.17	3.27%
PRIMARY TOTAL		59,590,543	13,085	4,554.11	61,237,510	13,128	4,664.65	1,646,967	2.76%	110.54	2.43%
SECONDARY TOTAL		42,858,932	7,206	5,947.67	45,874,398	7,492	6,123.12	3,015,466	7.04%	175.44	2.95%
TOTAL ALL SCHOOLS		102,449,476	20,291	5,049.01	107,111,908	20,620	5,194.56	4,662,433	4.55%	145.55	2.88%

General Fund Capital Programme 2022/23 - 2024/25

[illegible]

General Fund Capital Programme 2022/23 - 2024/25

[illegible]

General Fund Capital Programme 2022/23 - 2024/25

Scheme Name	2021/22 Forecast			2022/23 Forecast			2023/24 Forecast			2024/25 Forecast		
	Spend (£,000's)	Funding (£,000's)	Net (£,000's)	Spend (£,000's)	Funding (£,000's)	Net (£,000's)	Spend (£,000's)	Funding (£,000's)	Net (£,000's)	Spend (£,000's)	Funding (£,000's)	Net (£,000's)
S106 individual schemes list*	213	(213)	-	121	(121)	-	-	-	-	-	-	-
Salix Decarbonisation Fund	-	-	-	573	-	573	1,227	-	1,227	-	-	-
Small Leisure Schemes*	349	(249)	100	300	(50)	250	300	-	300	-	-	-
South Reading MRT (Phases 1 & 2)*	400	(400)	0	-	-	-	-	-	-	-	-	-
South Reading MRT (Phases 3 & 4)*	3,477	(3,477)	0	-	-	-	-	-	-	-	-	-
South Reading MRT (Phases 5 & 6)*	-	-	-	1,000	(1,000)	-	1,000	(1,000)	-	7,000	(5,000)	2,000
The Heights Permanent Site Mitigation*	130	(20)	110	285	(195)	90	100	(100)	-	100	(100)	-
The Keep building works and improved arts/culture facilities	-	-	-	94	-	94	-	-	-	-	-	-
Town Centre Improvements*	450	-	450	-	-	-	-	-	-	-	-	-
Town Centre Street Trading Infrastructure*	28	-	28	-	-	-	-	-	-	-	-	-
Town Hall Equipment	-	-	-	205	-	205	-	-	-	-	-	-
Traffic Management Schools*	0	-	0	431	(431)	-	-	-	-	-	-	-
Tree Planting*	30	-	30	50	-	50	50	-	50	-	-	-
Western Area Access Works*	-	-	-	128	(128)	-	-	-	-	-	-	-
Harden Public Open Spaces to Prevent Incursion*	40	-	40	25	-	25	25	-	25	-	-	-
Salix Re-Circulation Fund*	0	-	0	530	-	530	467	-	467	-	-	-
Sun Street - Final Phase*	76	-	76	-	-	-	-	-	-	-	-	-
Re-wilding highways, parks and open space verges*	76	-	76	-	-	-	-	-	-	-	-	-
Hexagon lighting & emergency lighting replacement	-	-	-	270	(120)	150	-	-	-	-	-	-
1 Dunsfold Fitout for BFFC Family Contact Centre - Development for Community Use	-	-	-	350	-	350	-	-	-	-	-	-
Park Lane Primary School Annexe Replacement*	-	-	-	1,000	(1,000)	-	1,500	(1,500)	-	-	-	-
Katesgrove Community and YOS Refurbishment - Development for Community Use	-	-	-	750	-	750	-	-	-	-	-	-
Berkshire Record Office - extension of storage space	-	-	-	232	-	232	-	-	-	-	-	-
Highways Operational Resilience _ Capital Bid	-	-	-	74	-	74	-	-	-	-	-	-
Carriageways & Pavements Investment Programme	-	-	-	2,000	-	2,000	3,000	-	3,000	3,900	(900)	3,000
Highways Structures Capital Bid	-	-	-	2,650	(600)	2,050	2,650	(600)	2,050	600	(600)	-
Highway Signals_Capital Bid	-	-	-	200	-	200	200	-	200	-	-	-
Air Quality Grant - AQ sensors awareness & behaviour change*	-	-	-	106	(106)	-	114	(114)	-	-	-	-
Transport Demand Management Scheme	-	-	-	200	-	200	200	-	200	200	-	200
New Capital Bid - S106 Kenavon Drive Landscape*	153	(153)	-	-	-	-	-	-	-	-	-	-
Free bulky waste service - collection vehicle	-	-	-	64	-	64	-	-	-	-	-	-
DEGNS Total	53,723	(23,862)	29,861	60,624	(11,564)	49,060	32,284	(7,574)	24,710	14,768	(8,595)	6,173

General Fund Capital Programme 2022/23 - 2024/25

Scheme Name	2021/22 Forecast			2022/23 Forecast			2023/24 Forecast			2024/25 Forecast		
	Spend (£,000's)	Funding (£,000's)	Net (£,000's)	Spend (£,000's)	Funding (£,000's)	Net (£,000's)	Spend (£,000's)	Funding (£,000's)	Net (£,000's)	Spend (£,000's)	Funding (£,000's)	Net (£,000's)
Customer Digital Experience*	1,731	-	1,731	750	-	750	-	-	-	-	-	-
Universal Digital Systems*	2,303	-	2,303	910	-	910	-	-	-	-	-	-
IT Future Operating Model*	2,387	-	2,387	538	-	538	543	-	543	-	-	-
Re-Procurement / Reimplementation of Finance System*	600	-	600	-	-	-	-	-	-	-	-	-
Cemeteries and Crematorium*	85	-	85	-	-	-	-	-	-	-	-	-
Cremator Procurement	200	-	200	800	-	800	800	-	800	-	-	-
Cremator*	103	-	103	-	-	-	-	-	-	-	-	-
Burial Land Acquisition	-	-	-	150	-	150	1,000	-	1,000	500	-	500
DoR Total	7,409	-	7,409	3,148	-	3,148	2,343	-	2,343	500	-	500
Grand Total	91,100	(41,476)	49,624	92,073	(30,953)	61,120	56,102	(18,472)	37,630	23,323	(14,045)	9,278

*These schemes are committed.

Uncommitted schemes are still subject to approval and it is confirmed that funding is in place.

HRA Capital Programme 2022/23 - 2024/25

Scheme Name	2021/22 Forecast			2022/23 Forecast			2023/24 Forecast			2024/25 Forecast		
	Spend (£,000's)	Funding (£,000's)	Net (£,000's)	Spend (£,000's)	Funding (£,000's)	Net (£,000's)	Spend (£,000's)	Funding (£,000's)	Net (£,000's)	Spend (£,000's)	Funding (£,000's)	Net (£,000's)
Major Repairs - Existing Homes Renewal	7,660	-	7,660	8,950	-	8,950	9,595	-	9,595	10,686	-	10,686
Major Repairs - Zero Carbon Retrofit works	-	-	-	7,240	-	7,240	8,060	-	8,060	5,600	-	5,600
Disabled Facilities Grants	645	-	645	600	-	600	625	-	625	649	-	649
Fire Safety Works	550	-	550	-	-	-	-	-	-	-	-	-
Green Homes Project - HRA element	809	-	809	-	-	-	-	-	-	-	-	-
New Build & Acquisitions - Phase 2	5,678	(1,753)	3,925	3,564	(584)	2,980	170	-	170	-	-	-
New Build & Acquisitions - Phase 3	10,250	(2,970)	7,280	10,938	(990)	9,948	431	-	431	-	-	-
New Build & Acquisitions - Phase 4	1,357	-	1,357	2,200	-	2,200	13,000	(2,550)	10,450	13,000	(850)	12,150
Local authority new build programme for Older people and vulnerable adults	857	-	857	1,350	-	1,350	22,000	(4,875)	17,125	21,000	(1,625)	19,375
Housing Mngt System	286	-	286	600	-	600	-	-	-	-	-	-
Grand Total	28,092	(4,723)	23,369	35,442	(1,574)	33,868	53,881	(7,425)	46,456	50,935	(2,475)	48,460

1. Background

- 1.1 Local authorities are limited in their ability to utilise capital receipts (the disposal proceeds from the sale of fixed assets or repayment of loans for capital purposes). Statutory guidance issued under s15(1) of the Local Government Act 2003 by the Ministry of Housing, Communities and Local Government (as amended) generally precludes capital receipts being used to fund revenue expenditure and requires them to be applied to either fund capital expenditure or repay debt. The Act also requires local authorities to have regard to other guidance as directed by the Secretary of State - this currently includes the following guidance issued by the Chartered Institute of Public Finance and Accountancy [CIPFA]:
 - The Prudential Code for Capital Finance in Local Authorities; and
 - The Code of Practice on Local Authority Accounting.
- 1.2 The Spending Review 2015 included a relaxation to the above regulations allowing the use of capital receipts for a limited period; between 2016/17 and 2018/19, to fund revenue expenditure *“that is designed to generate ongoing revenue savings in the delivery of public services and/or transform service delivery to reduce costs or improve the quality of service delivery in future years”*. This announcement was implemented by the issuing of regulations in March 2016. The period over which these amended regulations applied was extended to 2021/22 in the 2018/19 Local Government Finance Settlement and further extended by 3 years to 2024/25 in 2021.
- 1.3 In order for revenue expenditure to be funded from the flexible use of capital receipts, a strategy is required for each financial year that:
 - Lists each project that plans to make use of the capital receipts flexibility, listing any element of funding towards the project that is funded from other sources;
 - Contains details on projects approved in previous years, including commentary on whether the planned savings or service transformation have been /are being realised in line with the initial cost-benefit analysis;
 - Be approved by Full Council prior to the start of the relevant financial year; and
 - Identify any subsequent changes during the year subject to approval by Full Council.
- 1.4 This document sets out the Council’s Flexible Capital Receipts Strategy, updating the plan since last considered by Council in February 2021 and details the individual projects which have and are planned to be funded from the flexible use of capital receipts in accordance with the above requirements.

2. Savings

- 2.1. The MTFS (to which this Strategy is attached as an appendix) contains £19.440m of savings proposed to be delivered over the forthcoming three years and readers should refer to that document for full details of these.
- 2.2. This strategy and investment proposals support the delivery of those savings or mitigate future additional spending pressures that would otherwise materialise. The flexible use of capital receipts used to support those investments are fully reflected within the General Fund Capital Programme presented to Council in February 2022.

3. Delivery Fund

- 3.1 A report to Council on 26 June 2018 established the Delivery Fund and set out in detail how the £13.6m then allocated for the Delivery Fund would be invested. It included:
 - Capacity to set up and deliver the Council's programme of change and transformation; and
 - Resources to deliver specific savings.
- 3.2 Further reports to Council in February of each subsequent year have described how the Delivery Fund had been invested to date and provided a summary of Delivery Fund allocation from its inception in 2017/18 until the end of the planning period covered at the time.
- 3.3 Slippage in calls on the Delivery Fund saw an outturn for 2020/21 of £3.3m compared to the budgeted spend of £4.1m. This report updates latest projected project budgets to include that slippage together with further proposals being brought forward as well as changes in estimated future costs. Annexe A sets out the latest forecasts for 2021/22 and the proposed budget for 2022/23 to 2024/25 (the final year the extended capital receipts flexibility can be applied).
- 3.4 The table below summarises the forecast budgets and historic actual spend by the Delivery Fund from positions previously presented to members.

Table 1: Summary of Delivery Fund Spend to Date / Future Spend

	Prior Years Actual/Bud (£,000's)	2021/22 Budget (£,000's)	2022/23 Budget (£,000's)	2023/24 Budget (£,000's)	2024/25 Budget (£,000's)	Total (£,000's)
<u>December 2020</u>						
Capital Receipts Strategy	12,200	1,236				13,436
Contingency/Unallocated	140	0				140
		1,236	0	0	0	13,576
<u>February 2021</u>						
Capital Receipts Strategy	11,844	1,732				13,576
Supported by Revenue Funding	0	1,213				1,213
Contingency/Unallocated	0	1,920	2,510	2,510		6,940
		4,865	2,510	2,510	0	21,729
<u>December 2021</u>						
Capital Receipts Strategy	11,044	4,460	417	16		15,937
Supported by Revenue Funding						0
Contingency/Unallocated		446	1,782	1,782	1,782	5,792
		4,906	2,199	1,798	1,782	21,729
<u>February 2022</u>						
Capital Receipts Strategy	11,044	4,287	818	16		16,165
Supported by Revenue Funding		342				342
Contingency/Unallocated		350	1,308	1,782	1,782	5,222
		4,979	2,126	1,798	1,782	21,729

- 3.5 The change in forecast spend between February 2021 and December 2021 includes the roll forward of underspends from 2020/21, and further re-phasing of 2021/22 budgets together with new spend proposals being approved and others being identified as no longer required.
- 3.6 The changes between December 2021 and February 2022 reflect the fact that upon reviewing the available capital receipts in the current year there are insufficient available to fully fund the forecast list of projects. Therefore, the February 2022 position reflects some additional revenue funding, which is consistent with the principles agreed when the original budget was set in February 2021.
- 3.7 A number of new Delivery Fund Requests have been received as part of the MTFS refresh to meet new income/savings, see Table 2 below. These are subject to more detailed business case requests and sign off by the Council's S151 Officer. Any further requests approved by the S151 Officer will be reported to the June 2022 Policy Committee's.
- 3.8 If all the new bids listed in Table 2 are approved this will leave £5,222k left unallocated in the contingency.

3.9 Annexe A to this Strategy contains a list of all Delivery Fund projects illustrating the changes to Delivery Fund allocations since those agreed in February 2021 and the latest forecast projections and budget proposals.

Table 2 – New Delivery Fund Requests

Directorate	Project	Saving Identified (£'000's)	2021/22 (£'000's)	2022/23 (£'000's)	2023/24 (£'000's)	Total Spend (£'000's)
DOR	Digital Services Developer x2	858	80			80
DOR	<i>Senior Project Manager, Business Analyst x3</i>	920		337		337
DACHS	Transitions Top Up - Transitions Practitioner	947	31			31
DACHS	Outcome based Service Delivery - Locum Worker and OT	894	133			133
DACHS	PM for outcomes, decision making and outreach.	1,650	48	64	16	128
DACHS	PM for Front Door, Reading Services Guide and Digital Front Door.	50	48	16		64
DACHS	Reducing the number of overdue reviews	Transform	143			143
DACHS	Reduce people waiting for Mental Capacity Assessments to move from Appointee to Court Appointed Deputy	Transform	49			49
DACHS	Physiotherapist for community rehabilitation post rapid hospital discharge	Transform	57			57
DACHS	Relaunch & expand NHS Health Checks Programme	Transform	56			56
DACHS	CHC Resource	Transform	87			87
DACHS	Commissioning Quality Assurance	Transform	44			44
BfFC	Transformation of SEND system	Transform	109	221		330
BfFC	Reduction in demand of statutory children's social care	Transform	60	180		240
		5,319	945	818	16	1,779

Annexe A to Flexible Capital Receipts Strategy - Delivery Fund changes

Changes to Delivery Fund Projects Since February 2021

Saving Description	Resource Required	Prior Year Actuals (£,000's)	2020/21 Budget (£,000's)	2020/21 Change (£,000's)	2020/21 Actual (£,000's)	2021/22 Budget (£,000's)	2021/22 Change (£,000's)	2021/22 Forecast (£,000's)	2022/23 Proposed Budget (£,000's)	2023/24 Proposed Budget (£,000's)	2024/25 Proposed Budget (£,000's)	2017-25 Total (£,000's)
Housing Benefit Overpayment Recovery	Housing Benefit Overpayment Recovery Officer	72	43	(43)	-	-	-	-	-	-	-	72
Service restructure and reconfiguration	Recruitment Costs	61	-	-	-	-	-	-	-	-	-	61
Supporting delivery of directorate savings and improving Accounts Payable processes	Accounts Payable Assistant. Improving efficiency of AP process to deliver ongoing efficiency and savings	54	-	-	-	-	-	-	-	-	-	54
Process improvements and more efficient accounts production	CIPFA Big Red Button	16	-	-	-	-	-	-	-	-	-	16
Digitisation - cross cutting savings and redesign of Council-wide services	Firmstep Developer x2	58	-	120	120	-	-	-	-	-	-	178
Service restructure and reconfiguration	SOLACE Recruitment Fees For Future Finance Function	45	0	-	-	-	-	-	-	-	-	45
Engagement of transformation partner to drive process efficiency and cost reduction in parallel with market testing of service	External Support to undertake Market Testing (outsourcing) of the Revenue and Benefits Services	102	-	-	-	-	-	-	-	-	-	102
	Additional legal and TUPE advice	119	-	-	-	-	-	-	-	-	-	119
	Associated project costs, supplies and services	4	-	-	-	-	-	-	-	-	-	4
Revenues and Benefits market testing												
Charging Financial Analysts to transformation pot to support commercialisation work	One Finance Analyst (plus one interim for 4 months in 18/19)	63		-	-	-	-	-	-	-	-	63
Corporate Approach to Reducing Fraud	IT Costs	8	-	-	-	-	-	-	-	-	-	8
		-	-	-	-	-	-	-	-	-	-	-
Management and Staffing Review	Change Management	-		-	-	-	15	15	-	-	-	15
Management and Staffing Review	Organisational Development (OD) Consultant	23		-	-	-	-	-	-	-	-	23
Single Person Discount Council Tax Recovery	Specialist Officer and provision for data matching	14		-		-	-	-	-	-	-	14
NNDR RV Maximisation	Engage external consultants	19		-					-	-	-	19
New Customer Experience Model	Pilot Thoughtonomy - Robotic Process Automation.	24	108	(107)	1	102	(94)	8	-	-	-	33
New Customer Experience Model	Pilot Thoughtonomy - Virtual workers	-		55	55		66	66	-	-	-	121
New Customer Experience Model	Pilot Thoughtonomy - Develop role	-		-	-		41	41	-	-	-	41
Capacity and leadership to deliver change and savings across programme	Corporate Programme Manager	269	-	-	-	-	-	-	-	-	-	269

Changes to Delivery Fund Projects Since February 2021

Saving Description	Resource Required	Prior Year Actuals (£,000's)	2020/21 Budget (£,000's)	2020/21 Change (£,000's)	2020/21 Actual (£,000's)	2021/22 Budget (£,000's)	2021/22 Change (£,000's)	2021/22 Forecast (£,000's)	2022/23 Proposed Budget (£,000's)	2023/24 Proposed Budget (£,000's)	2024/25 Proposed Budget (£,000's)	2017-25 Total (£,000's)
Working across Corporate Programme. Capacity and leadership to deliver change and savings across programme	NMT - Corporate Support	86	-	-	-	-	-	-	-	-	-	86
HR support to deliver Corporate Programme and associated savings. Supporting recruitment and retention of social workers as part of improvement and to deliver savings	HR Support 1	14	-	-	-	-	-	-	-	-	-	14
Contract Management Savings	V4S Procurement Consultancy Support. Payments due as percentage of savings delivered	288	0	-	-	-	-	-	-	-	-	288
Improvements to Electronic Social Care Record and Reporting (MOSAIC) and provision for improvement of other IT systems over term of Programme	Reporting and Performance	76	-	-	-	-	-	-	-	-	-	76
	Senior Consultant to act as System Owner	91	-	-	-	-	-	-	-	-	-	91
	Process review and MOSAIC improvement for Children's Services	23	-	-	-	-	-	-	-	-	-	23
	Interim reporting post in Children's Services	43	-	-	-	-	-	-	-	-	-	43
	Corporate Systems Owner	128	-	-	-	-	-	-	-	-	-	128
	Finance Specialist	161	-	-	-	-	-	-	-	-	-	161
	Project Manager on Business Objects Implementation	31	-	-	-	-	-	-	-	-	-	31
	Business Objects Developer	30	-	-	-	-	-	-	-	-	-	30
	Provision for application management improvements in other systems (includes. 18/19 i-trent review)	206	115	(61)	54	-	-	-	-	-	-	260
Capacity to support delivery of change and savings across programme	Programme Officer x2	76	46	(46)	-	-	-	-	-	-	-	76
Capacity to support delivery of change and savings across programme	Senior Project Manager x 2	11	245	(131)	114	125	3	128	-	-	-	253
Capacity to support delivery of change and savings across programme	Business Analyst	10	-	51	51	-	48	48	-	-	-	109

Annexe A to Flexible Capital Receipts Strategy - Delivery Fund changes

Changes to Delivery Fund Projects Since February 2021

Saving Description	Resource Required	Prior Year Actuals (£,000's)	2020/21 Budget (£,000's)	2020/21 Change (£,000's)	2020/21 Actual (£,000's)	2021/22 Budget (£,000's)	2021/22 Change (£,000's)	2021/22 Forecast (£,000's)	2022/23 Proposed Budget (£,000's)	2023/24 Proposed Budget (£,000's)	2024/25 Proposed Budget (£,000's)	2017-25 Total (£,000's)
Capacity to support delivery of change and savings across programme	Project Officer	8		44	44		41	41	-	-	-	93
	Contribution to Team Reading costs	10		-			-		-	-	-	10
Management and Staffing Review	OD upskilling	-	12	(1)	11	-	-	-	-	-	-	11
	Business Analysts x 2	-	30	(3)	27	112	3	115	-	-	-	142
Executive Recruitment Search Fees	Psychometric Assessment Training	-	20	(20)	-	-	20	20	-	-	-	20
	Finance system implementation lead and support	-	55	(43)	12	140	43	183	-	-	-	195
	ICT Accelerator	-	250	(163)	87	-	163	163	-	-	-	250
	Modern Workplace Project	-	73	(1)	72	-	-	-	-	-	-	72
	Finance Transformation	-	174	13	187		-		-	-	-	187
	PMO Training	-	14	(14)	-	-	14	14	-	-	-	14
<i>*Making the Customer Service and Corporate Improvement more efficient</i>	<i>Staff and implementation costs</i>	-	250	(51)	199	250	51	301	-	-	-	500
Total: Director of Resources (DOR)		2,243	1,435	(401)	1,034	729	414	1,143	-	-	-	4,420

Changes to Delivery Fund Projects Since February 2021

Saving Description	Resource Required	Prior Year Actuals (£,000's)	2020/21 Budget (£,000's)	2020/21 Change (£,000's)	2020/21 Actual (£,000's)	2021/22 Budget (£,000's)	2021/22 Change (£,000's)	2021/22 Forecast (£,000's)	2022/23 Proposed Budget (£,000's)	2023/24 Proposed Budget (£,000's)	2024/25 Proposed Budget (£,000's)	2017-25 Total (£,000's)
Working across workstream of Corporate Programme to deliver savings and transformation	Programme Manager	318		-	-	-	-	-	-	-	-	318
Workstream A: Improving Practice Standards	Practice Improvement leadership. 18/19 start up	127		-	-	-	-	-	-	-	-	127
Workstream A: Improving Practice Standards	Practice Improvement Principle Social Worker	-	79	2	81	21	(21)	-	-	-	-	81
	Family Group Conferencing	-	75	(75)	-	-	75	75	-	-	-	75
Work stream B: Developing Workforce Excellence	Achieve a stable workforce by recruiting more permanent staff in Social Care	8		-	-	-	-	-	-	-	-	8
	Training for Safety Standards Model. 18/9 project start up training	105		-	-	-	-	-	-	-	-	105
Work stream C: Building Community Capacity	Pre Birth Support Team. 18/19 start up	4	43	(10)	33	2	(2)	-	-	-	-	37
	Family Reunification Team. 18/19 start up	-	20	(4)	16	5	(5)	-	-	-	-	16
	Edge of Care Team, Adolescents. 18/19 start up	37	102	(14)	88	-	50	50	-	-	-	175
	Revised under 5 offer to make best use of Early Years and Children's Centre provision	10		-	-	-	-	-	-	-	-	10
Work stream D: Stronger Stability for Children	Re-imaging Foster Care. 18/19 start up	77		-	-	-	-	-	-	-	-	77
	Placement Solutions Team	10	182	15	197	550	-	550	-	-	-	757
	Education, therapeutic & support to ensure placement stability for YP moving within 20 miles. Linked to D12 - solutions team savings of £1.8M. 18/19 start up	-	255	(255)					-	-	-	-
	Strengthen Commissioning Function (provide senior Commissioning and Contract Management capacity) 18/19 start up. Savings linked to Improved Contract Management	50	249	(31)	218	-	-	-	-	-	-	268
	Design & implementation of supported lodgings for 16+	5	45	(45)	-	-	-	-	-	-	-	5
	Review of Continued Health Contribution (CHC). 18/19 start up	29	20	(20)	-	-	-	-	-	-	-	29

Annexe A to Flexible Capital Receipts Strategy - Delivery Fund changes

Changes to Delivery Fund Projects Since February 2021

Saving Description	Resource Required	Prior Year Actuals (£,000's)	2020/21 Budget (£,000's)	2020/21 Change (£,000's)	2020/21 Actual (£,000's)	2021/22 Budget (£,000's)	2021/22 Change (£,000's)	2021/22 Forecast (£,000's)	2022/23 Proposed Budget (£,000's)	2023/24 Proposed Budget (£,000's)	2024/25 Proposed Budget (£,000's)	2017-25 Total (£,000's)
Work stream E: Consolidating Corporate Resilience	Enhanced utilisation of capacity at Pinecroft & Cressingham Children's Homes. 18/19 capital equipment	29	48	(27)	21	2	(2)	-	-	-	-	50
	Potential use of RBC property for additional childrens home or respite care. Funding for feasibility study if required	6		-	-	-	-	-	-	-	-	6
	SEND Commissioner. 18/19 start up	64	132	10	142	-	-		-	-	-	206
	Business Improvement	-	107	(4)	103	13	(13)	-	-	-	-	103
	Digitalisation	-	227	(120)	107	-	75	75	-	-	-	182
	Development of traded services	418	70	(70)	-	-	-	-	-	-	-	418
	Transformation Programme Team	580	462	5	467	28	54	82	-	-	-	1,129
	Short Breaks	-	20	-	20	5	(5)	-	-	-	-	20
	Funds to be allocated	-	392	(392)	-				-	-	-	-
<i>Children in Need Team</i> <i>End to end mapping and digitisation of processes</i> <i>End to end demand management</i> <i>SEND Transport Review</i> <i>Improve Traded Services</i> <i>Use AI for referral triage</i>		-				350	-	350	-	-	-	350
		-				120	-	120	-	-	-	120
		-				125	-	125	-	-	-	125
		-				100	-	100	-	-	-	100
		-				75	-	75	-	-	-	75
		-				250	-	250	-	-	-	250
Total: Childrens (BFFC)		1,877	2,528	(1,035)	1,493	1,646	206	1,852	-	-	-	5,222

Changes to Delivery Fund Projects Since February 2021

Saving Description	Resource Required	Prior Year Actuals (£,000's)	2020/21 Budget (£,000's)	2020/21 Change (£,000's)	2020/21 Actual (£,000's)	2021/22 Budget (£,000's)	2021/22 Change (£,000's)	2021/22 Forecast (£,000's)	2022/23 Proposed Budget (£,000's)	2023/24 Proposed Budget (£,000's)	2024/25 Proposed Budget (£,000's)	2017-25 Total (£,000's)
Resources used for the facilitation of the delivery of the Programme wide savings	Strategic Lead for Transformation	261	-	-	-	-	-	-	-	-	-	261
	Project Support	16		-	-	-	-	-	-	-	-	16
	Programme Officer	103		-	-	-	-	-	-	-	-	103
Changes to Adult Social Care Front Door; Group Home Rental Increase. Also supports delivery of CSS Digitisation savings and Review and Right Sizing Care Packages & Stretch Targets	Transformation Project Manager 1	197		-	-	-	-	-	-	-	-	197
Transformation of wellbeing; ASC Restructure	Transformation Project Manager 2	112		-	-	-	-	-	-	-	-	112
Effective Utilisation of Extra Care; Learning Disabilities (Operations Team); Development of Home Care; VCS Development and Commissioning. Also supports wider digitisation & efficiency and Changes to the Adult Social Care Front Door	Transformation Project Manager 3	144		-	-	-	-	-	-	-	-	144
Deputies - Review the charging policy; FAB Team Fees & Charges & Stretch Target; Increased usage of Assistive Technology and Equipment; Increased usage of Direct Payments	Transformation Project Manager 4	102		-	-	-	-	-	-	-	-	102
Review and Right Sizing Care Packages & Stretch Targets Investment to secure ongoing savings	Social Workers X6 (S117, LDX2, MH, OP, PD)	676		-	-	-	-	-	-	-	-	676
Review and Right Sizing Care Packages & Stretch Targets Investment to secure ongoing savings	Social Workers X6 (S117, LDX2, MH, OP, PD) extension	20							-	-	-	20
Reducing Adult Social Care contracts spend	Commissioning Capacity at Senior Level	191	82	(82)	-	-	-	-	-	-	-	191
Delivery Models for Commissioning, Prevention & Quality Services	Consultancy advice - accommodation pathway	79		-	-	-	-	-	-	-	-	79
Delivery Models for Commissioning, Prevention & Quality Services	Consultancy advice for service shaping	30		-	-	-	-	-	-	-	-	30
Delivery Models for Commissioning, Prevention & Quality Services	Senior Transformation Manager	53	36	40	76	48	-	48	-	-	-	177

Annexe A to Flexible Capital Receipts Strategy - Delivery Fund changes

Changes to Delivery Fund Projects Since February 2021

Saving Description	Resource Required	Prior Year Actuals (£,000's)	2020/21 Budget (£,000's)	2020/21 Change (£,000's)	2020/21 Actual (£,000's)	2021/22 Budget (£,000's)	2021/22 Change (£,000's)	2021/22 Forecast (£,000's)	2022/23 Proposed Budget (£,000's)	2023/24 Proposed Budget (£,000's)	2024/25 Proposed Budget (£,000's)	2017-25 Total (£,000's)
	Workforce consultancy & Training Programmes (Partners for change)	123		-	-	-	-	-	-	-	-	123
	Transitions - operational consultant	-		21	21		-		-	-	-	21
	Direct Payments - 2x PA Officers	-	15	(2)	13	79	2	81	-	-	-	94
	Locum Social Workers x4 Reviewing Team Project	-	64	(55)	9	188	55	243	-	-	-	252
Investment in Technology Enabled Care at home	Funding for TECH Team	-	35	(35)	-	104	35	139	-	-	-	139
Enhanced reablement for mental health and learning disability service users	Transformation Partner MH/LD	-	60	(60)	-	-	60	60	-	-	-	60
Total: Directorate of Adults Social Care and Health (DACHS)		2,107	292	(173)	119	419	152	571	-	-	-	2,797

Changes to Delivery Fund Projects Since February 2021

Saving Description	Resource Required	Prior Year Actuals (£,000's)	2020/21 Budget (£,000's)	2020/21 Change (£,000's)	2020/21 Actual (£,000's)	2021/22 Budget (£,000's)	2021/22 Change (£,000's)	2021/22 Forecast (£,000's)	2022/23 Proposed Budget (£,000's)	2023/24 Proposed Budget (£,000's)	2024/25 Proposed Budget (£,000's)	2017-25 Total (£,000's)
Working across workstream of Corporate Change Programme to deliver savings and transformation	Project Officer 1	51		-	-	-	-	-	-	-	-	51
Review of waste collection delivery models. Also connected to Waste Operations-optimising collection routes; Increase Trade Waste Collection and Disposal service turn over by 100% (£650,000pa to £1.3m)	Specialist advice and support, administration resource, Contract manager costs, Procurement of IT systems, Introduction of revised collection schedule	189		-	-	-	-	-	-	-	-	189
Review option of trust model for Arts	Consultancy costs	29		-	-	-	-	-	-	-	-	29
Maximising Income from the Town Hall & Museum	Consultancy support to provide commercial advice on business plan and associated staffing structures	26		-	-	-	-	-	-	-	-	26
Review existing Parking Permit Charges	Comms Support, IT Support	11		-	-			-	-	-	-	11
Extend residents parking permit areas	Consultant support	89		-	-	-	-	-	-	-	-	89
Introduce Bus Lane Enforcement on Kings Road and Forbury Road bus lanes	DLO support to introduce new parking schemes	1		-	-	-	-	-	-	-	-	1
Close half of public conveniences - costs related to carrying out a review of the provision	Consultancy costs and costs to improve remaining facilities	12		-	-	-	-	-	-	-	-	12
	Consultancy costs and costs to improve remaining facilities	-							-	-	-	-
Develop and implement a new borough-wide Car Parking Strategy and associated action plan	Project Manager	53		-	-	-	-	-	-	-	-	53
	Communications Officer	10		-	-	-	-	-	-	-	-	10
	Consultant Support	11		-	-	-	-	-	-	-	-	11
	Consultant Support (Car park surveys / database set-up)	107		-	-	-	-	-	-	-	-	107
	Project Delivery	273		-	-	-	-	-	-	-	-	273
Make theatres break even through working with other operators	Independent consultants to market test (establish feasibility / business case)	23		-	-	-	-	-	-	-	-	23
	Project management (consultant) of procurement process (if it goes ahead based on 1st stage)	16	16	2	18	19	(2)	17	-	-	-	51
Alternative delivery models - identify and prioritise those services that are most likely to yield a significant saving	General resource	173	74	(31)	43			-	-	-	-	216
	Project Manager	37		-	-	-	-	-	-	-	-	37
	Cost Consultant	-	59	(59)					-	-	-	-

Annexe A to Flexible Capital Receipts Strategy - Delivery Fund changes

Changes to Delivery Fund Projects Since February 2021

Saving Description	Resource Required	Prior Year Actuals (£,000's)	2020/21 Budget (£,000's)	2020/21 Change (£,000's)	2020/21 Actual (£,000's)	2021/22 Budget (£,000's)	2021/22 Change (£,000's)	2021/22 Forecast (£,000's)	2022/23 Proposed Budget (£,000's)	2023/24 Proposed Budget (£,000's)	2024/25 Proposed Budget (£,000's)	2017-25 Total (£,000's)
most likely to yield a significant saving with the 3-year MTFS period	Consultancy - report writing	20		-	-	-	-	-	-	-	-	20
The project will focus on delivery of the former Civic Site and other key sites achieving capital receipts	Strategic Project Manager	68	75	5	80	-	-	-	-	-	-	148
Car Park management processes through IT improvements and staff reductions	Car parking equipment and capital	337	63	9	72	-	-	-	-	-	-	409
		-		-					-	-	-	-
Review enforcement contract	Consultancy support	-	50	(50)					-	-	-	-
	Project Manager	17	65	1	66		-		-	-	-	83
	Consultants to carry out modelling	8		-			-		-	-	-	8
	Stickers and Leaflets (Phases 1 & 2)	-	36	(11)	25	-	11	11	-	-	-	36
	Mailout to all residents	-	32	(10)	22	-	10	10	-	-	-	32
	Communications time and production	-	47	(15)	32	-	15	15	-	-	-	47
	Marketing	-	110	(25)	85	-	24	24	-	-	-	109
Maximising Income from the Town Hall & Museum	One-off investment - equipment, marketing, consultancy	-		-	-	-	41	41	-	-	-	41
Transport and Parking Review	Consultant Support	-	156	1	157							157
Total: Directorate of Economic Growth and Neighbourhoods (DEGNS)		1,561	783	(183)	600	19	99	118	-	-	-	2,279
Capacity to manage and support Corporate Programme of Change as delivery vehicle for £40m savings and projects to ensure transformation to underpin financial sustainability of the Council	Managing Change - unallocated funding	-	843	(843)	-	1,920	(1,570)	350	1,308	1,782	1,782	5,222
Total: Unallocated / Contingency		-	843	(843)	-	1,920	(1,570)	350	1,308	1,782	1,782	5,222

Annexe A to Flexible Capital Receipts Strategy - Delivery Fund changes

Changes to Delivery Fund Projects Since February 2021

Saving Description	Resource Required	Prior Year Actuals (£,000's)	2020/21 Budget (£,000's)	2020/21 Change (£,000's)	2020/21 Actual (£,000's)	2021/22 Budget (£,000's)	2021/22 Change (£,000's)	2021/22 Forecast (£,000's)	2022/23 Proposed Budget (£,000's)	2023/24 Proposed Budget (£,000's)	2024/25 Proposed Budget (£,000's)	2017-25 Total (£,000's)
				-			-		-	-	-	-
Digitisation - cross cutting savings and redesign of Council-wide services	Digital Services Developer x2	-				-	80	80				80
Customer Service and Corporate Improvement Service	Senior Project Manager, Business Analyst x3	-							337	-	-	337
	Modernising CIPSC's	-	-	10	10					-	-	10
	Transitions Top Up - Transitions Practitioner	-				-	31	31		-	-	31
	Outcome based Service Delivery - Locum Worker and OT	-				-	133	133		-	-	133
	PM for outcomes, decision making and outreach.	-				-	48	48	64	16		128
	PM for Front Door, Reading Services Guide and Digital Front Door.	-					48	48	16	-		64
	Reducing the number of overdue reviews	-					143	143		-		143
	Reduce people waiting for Mental Capacity Assessments to move from Appointee to Court Appointed Deputy	-					49	49		-	-	49
	Physiotherapist for community rehabilitation post rapid hospital discharge	-					57	57		-	-	57
	Relaunch & expand NHS Health Checks Programme	-					56	56		-	-	56
	CHC Resource	-					87	87		-	-	87
	Commissioning Quality Assurance	-					44	44		-	-	44
Transformation of SEND system	SEND Placements Officer, Project Manager, Data Analyst						109	109	221			330
Reduction in demand of statutory children's social care	Project Manager, Data Analyst, Consultancy						60	60	180			240
Total: New Projects		-	-	10	10	-	945	945	818	16	-	1,789
Total: All Projects		7,788	5,881	(2,625)	3,256	4,733	246	4,979	2,126	1,798	1,782	21,729
Available Capital Receipts		(7,788)			(3,256)			(4,287)	(2,126)	(1,798)	(1,782)	(21,037)
Additional Revenue Resources								(692)				(692)
Total Funding		(7,788)			(3,256)			(4,979)	(2,126)	(1,798)	(1,782)	(21,729)

Proposed Fees and Charges from 1st April 2022 - Directorate of Adults Care and Health Services

Service	Category	Charge Unit	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
SOCIAL CARE SERVICES						
Whitley Wood Hostel - Respite LD Day Services	Weekday - 1:1 Bed	Night	581.70		27.20	4.9%
	1:4 Service	Day	85.80		4.10	5.0%
	1:2 Service	Day	134.70		6.30	4.9%
	1:1 Service	Day	232.80		10.90	4.9%
Maples Resource Centre (Day Care)		Day	48.00		2.30	5.0%
Day Centre Meals		Meal	5.00	6.00	0.30	6.4%
Home Care Services - CRT	Use of Reading Borough Council services after reablement period Rate 1	Hour	20.20		1.00	5.2%
	Use of Reading Borough Council services after reablement period Rate 2	Hour	41.10		2.00	5.1%
OTHER CHARGES						
Self Funder	Set up charge	Once	325.20		15.20	4.9%
	Annual Fee	Year	267.50		12.50	4.9%
Deferred Payment Agreement (DPA)	Set-up Fees (excluding Land Registry fees, property valuation fees if required, cost of specialist legal/financial advice if required, which are recharged at actual cost to the Council on a case by case basis).	Once	400.00		-	0.0%
	Admin set up Fee (Other administrative set-up costs)	Once	162.40		7.60	4.9%
Deferred Payment Agreement (DPA) & Interim Funding Arrangement	Annual Fee (excluding property valuation fees, Land Registry fees, cost of specialist legal/financial advice which are recharged at actual cost to the Council on a case by case basis if required).	Year	260.00		12.20	4.9%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
CONCESSIONARY FARES								
Concessionary Fares Replacement Pass	Market Rate	Each	£10.42	£12.50	£10.42	£12.50	£0.00	0.0%
Car Park Charge at Mere oak Park & Ride Site	Concession Rate	Each	£0.83	£1.00	£0.83	£1.00	£0.00	0.0%
Access Fee for the Reading Transport Model	Market Rate	Each	£433.33	£520.00	£433.33	£520.00	£0.00	0.0%
Access Fee for the Reading Transport Model	Buzz 42 Bus Ticket	Each	£0.83	£1.00	£0.92	£1.10	£0.09	10.8%
PARKS								
Mooring	Standard	24 hrs	£7.92	£9.50	£7.92	£9.50	£0.00	0.0%
	Standard	up to 4hrs	£3.33	£4.00	£3.33	£4.00	£0.00	0.0%
Allotments	Site Category A Standard	Per year Per 25 sqm	£7.80		£7.80		£0.00	0.0%
	Site Category A YRP discount	Per year Per 25 sqm	£7.00		£7.00		£0.00	0.0%
	Site Category A Concession	Per year Per 25 sqm	£1.25		£1.25		£0.00	0.0%
	Site Category B Standard	Per year Per 25 sqm	£5.80		£5.80		£0.00	0.0%
	Site Category B YRP discount	Per year Per 25 sqm	£5.30		£5.30		£0.00	0.0%
	Site Category B Concession	Per year Per 25 sqm	£0.95		£0.95		£0.00	0.0%
	Site Category C Standard	Per year Per 25 sqm	£3.90		£3.90		£0.00	0.0%
	Site Category C YRP discount	Per year Per 25 sqm	£3.50		£3.50		£0.00	0.0%
	Site Category C Concession	Per year Per 25 sqm	£0.65		£0.65		£0.00	0.0%
	Start Up Fees Standard	Each	£35.80		£35.80		£0.00	0.0%
	Start Up Fees Your Reading Passport General	Each	£27.80		£27.80		£0.00	0.0%
	Start Up Fees Your Reading Passport Concession	Each	£9.00		£9.00		£0.00	0.0%
	Shed Rental	Each	£14.50		£14.50		£0.00	0.0%
	Chickens	Per year Per 25 sqm	£14.50		£14.50		£0.00	0.0%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
HIGHWAYS								
Drainage Works	Rodding - Daytime	Each	Price on Application	Price on Application	Price on Application	Price on Application	Price on Application	Price on Application
	Rodding - Out of Hours	Each						
	Jetting - Daytime	Each						
	Jetting - Out of Hours	Each						
	Cesspools & Septic Tanks	per 1000 gallons						
	CCTV Surveys	Each						
	Recovery of property from gullies	Each						
Out of Hours Call Out	Fixed fee for standby and vehicle costs	Per call out						
Accident Reclaims	Administration Fee	Each						
	Inspectors Visit	Each						
Administration Charges	Reproduction of Agreements	Each						
	Reproduction of plan	Each						
Footway Crossings	Application Fee - inc 1 visit (Council contractor)	Each						
	Application Fee (own contractor)	Each						
	Additional visit - measure etc	Each						
	Developer - 1 property	Each						
	Developer - 2 to 5 properties	Each						
	Developer - 6 properties	Each						
Solicitor Enquiries	Map Reproduction	first plan	£53.40	£64.08	£56.00	£67.20	£2.60	4.9%
	Map Reproduction	Each additional plan	£25.00	£30.00	£26.25	£31.50	£1.25	5.0%
	Supervision Of Works (Project <£250k)	cost of works	Price on Application	Price on Application	Price on Application	Price on Application	Price on Application	Price on Application
	Design Check & Admin (Project <£250k)	cost of works						
	Supervision Of Works (Project >£250k)	cost of works						
	Design Check & Admin (Project >£250k)	cost of works						
A-Boards	Application fee	Each	£110.00	£132.00	£110.00	£132.00	£0.00	0.0%
	Annual Licence fee	Each	£80.00	£96.00	£80.00	£96.00	£0.00	0.0%
	Recovery of A board from store	Each	£57.50	£69.00	£60.50	£72.60	£3.00	5.2%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
HIGHWAYS								
Miscellaneous Income	Scaffold / Hoarding Licence Fee - Resident	Up to 4 weeks	£175.00	£210.00	£183.58	£220.30	£8.58	4.9%
	Scaffold / Hoarding Licence Fee - Commercial	Up to 4 weeks	£290.00	£348.00	£304.17	£365.00	£14.17	4.9%
	Scaffold / Hoarding Licence Fee - Renewal	Further period of up to 4 weeks.	£133.75	£160.50	£140.33	£168.40	£6.58	4.9%
	Stopping up of the public highway applications	Each	£820.00	£984.00	£860.00	£1,032.00	£40.00	4.9%
	S171 Licence (e.g. works on highway or store building material on the highway)	Up to 4 weeks	£415.00	£498.00	£435.00	£522.00	£20.00	4.8%
		each additional week or part week	£26.67	£32.00	£28.00	£33.60	£1.33	5.0%
	S142 Licence to plant on highway	Each	£200.90	£241.08	£210.83	£253.00	£9.93	4.9%
	S177 Projection over highway	Each	£415.00	£498.00	£435.33	£522.40	£20.33	4.9%
	Consenting on ordinary waterCourse	Each	£50.00	£60.00	£50.00	£60.00	£0.00	0.0%
	Swapouts	Each	£398.75	£478.50	£418.33	£502.00	£19.58	4.9%
	Application fee for access protection markings to existing footway crossings	Each	Price on Application		Price on Application			
	Provision of new access protection marking up to 5m long	Each						
	Provision of new access protection marking each additional metre over 5m	Metre						
	Refreshing access protection marking up to 5m long	Each						
	Refreshing access protection marking each additional metre	Metre						
	Access control/Key for lockable bollard fee	Each						

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
STREETCARE								
Special Collections	Collection of 3 Items	Each	£50.00		£52.50		£2.50	5.0%
	Collection of 3 Items - Concession	Each	£37.50		£39.40		£1.90	5.1%
	Each additional item	Each	£8.00		£8.40		£0.40	5.0%
	Fridge freezers - Domestic fridge/freezer (tall)	Each	£48.00		£50.40		£2.40	5.0%
	Fridge freezers - Concession	Each	£36.00		£37.80		£1.80	5.0%
	Cancellation charge (less than 3 days before collection)	Each	£11.20		£11.80		£0.60	5.4%
	- Half load	1/2 load	Price on Application		Price on Application			
	- Full load	1 Load						
Trade Waste	Trade General sack in multiples of 50	Per 50	£142.50		£150.00		£7.50	5.3%
	Trade recycling sack in multiples of 50	Per 50	£97.50		£102.50		£5.00	5.1%
Bins (Wheeled/other)	240 litre new (plastic) - Domestic residual	Each	£49.70		£60.00		£10.30	20.7%
	240 litre replacement - recycling (new developments)	Each	£49.70		£60.00		£10.30	20.7%
	140 litre new or replacement bin	Each	£0.00		£24.00		New Charge	N/A
	23 litre food waste caddies	Each	N/a		£0.00		New Charge	N/A
	5 litre food caddies	Each	N/a		£0.00		New Charge	N/A
	180 litre food waste bin for managing agents and new developments	Each	N/a		£36.00		New Charge	N/A
	240l litre food waste bins for managing agents and new developments	Each	N/a		£60.00		New Charge	N/A
	240 litre replacement - recycling (Resident)	Each	£0.00		£0.00		£0.00	0.0%
	360 litre new (plastic) - Domestic	Each	£73.20		£80.00		£6.80	9.3%
	1100 litre (steel) - Trade Waste	Each	Price on Application		Price on Application			
	1100 litre (Plastic) - Trade Waste	Each						
	Delivery of 1100ltr Bin	Each	£15.70		£8.00		-£7.70	-49.0%
Green Waste	Green Waste Service Bin	Per annum	£61.50		£64.60		£3.10	5.0%
	Green Waste Service Bin (Concession)	Per annum	£46.15		£48.50		£2.35	5.1%
	Green Waste Service Bag	Per annum	£20.50		£23.00		£2.50	12.2%
	Green Waste Service Bag (Concession)	Per annum	£15.40		£17.20		£1.80	11.7%
	New/Replacement Green Waste Bin	Each	£38.95		£47.80		£8.85	22.7%
	New/Replacement Green Waste Bag	Each	£12.30		£14.50		£2.20	17.9%
Skip Licences	Skip permit application and first 2 weeks	Each	£80.00		£84.00		£4.00	5.0%
	Skip permit fee for each additional week	Each	£36.00		£38.00		£2.00	5.6%
	Labour cost (clean up team) per hour	Each	Price on Application		Price on Application			
	Tipping waste (transportation and disposal cost) per tonne	Each						
	Hazardous Clinical Waste Collections - per property per collection	Each	Price on Application		Price on Application			
Exterior Cleansing and Graffiti Removal	Graffiti removal - call out and first hour	Each	Price on Application		Price on Application			
	Each additional hour of graffiti removal	Each						
	Emergency biohazard clearance	minimum per job						
	Machine sweeping	minimum per job + tipping						
	Fly tip removal	minimum per job + tipping						
	+ additional labour	minimum per job						

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
HOUSING								
Temporary Accomodation Charges - B&B	One Room	Each	Rent + variable service charge per property is charged				Rent + variable service charge per property is charged	
	Two Room	Each						
Temporary Accomodation charges Base Rent - non B&B	One Room/One Bedroom	Each						
	Two Bedrooms	Each						
	Three Bedrooms	Each						
Temporary Accomodation charges Service Charge - non B&B	One Room/One Bedroom	Each						
	Two Bedrooms	Each						
	Three Bedrooms	Each						
Garage Rental (Weekly)								
Category A	Council Tenant	Each	£15.64		£15.64		£0.00	0.0%
	Disabled Council Tenant	Each	£14.63		£14.63		£0.00	0.0%
	Other Borough Resident	Each	£15.64	£18.77	£15.64	£18.77	£0.00	0.0%
	Disabled Borough Resident	Each	£14.63	£17.56	£14.63	£17.56	£0.00	0.0%
Category B	Council Tenant	Each	£11.48		£11.48		£0.00	0.0%
	Disabled Council Tenant	Each	£10.46		£10.46		£0.00	0.0%
	Other Borough Resident	Each	£11.48	£13.78	£11.48	£13.78	£0.00	0.0%
	Disabled Borough Resident	Each	£10.46	£12.55	£10.46	£12.55	£0.00	0.0%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
LIBRARIES								
Overdue Charges	Adult Book - daily (to a maximum of £10.00)	Item	£0.29		£0.30		£0.01	3.4%
	Children's Book - Daily (to a maximum of £3.00)	Item	£0.12		£0.15		£0.03	25.0%
	Children's CD - Story/Teen (to a maximum of £4.00)	Item	£0.12		£0.15		£0.03	25.0%
	CD - SINGLE (to a maximum of £12.00)	Item	£0.50		£0.50		£0.00	0.0%
	CD - Set (to a maximum of £15.00)	Item	£0.60		£0.50		-£0.10	-16.7%
	DVD (to a maximum of £15.00)	Item	£1.20		£1.50		£0.30	25.0%
Hire Charges	Children's CD - Story/Teen	21 Days	£0.00		£0.00		£0.00	N/A
	CD - Single	21 Days	£0.50		£1.00		£0.50	100.0%
	CD Set 2-6	21 Days	£2.00		£1.00		-£1.00	-50.0%
	CD Set 7+	21 Days	£3.00		£1.00		-£2.00	-66.7%
	DVD - 1-2	7 Days	£2.50		£2.00		-£0.50	-20.0%
	DVD Set 3-6	7 Days	£4.00		£4.50		£0.50	12.5%
	DVD Set 7+	7 Days	£4.00		£4.00		£0.00	0.0%
	Children's DVDS	7 Days	£1.00		£2.00		£1.00	100.0%
	Audio Visual Subscription (unlimited)	per year	£50.00		£60.00		£10.00	20.0%
Children's activity Sessions	Cost recovery fee	Per child	£1.00		£1.00		£0.00	0.0%
Reservations	Selms requests	Item	£3.50		£3.50		£0.00	0.0%
	In stock	Item	£0.70		£0.75		£0.05	7.1%
	From the British Library	Item	£10.00		£10.00		£0.00	0.0%
	Periodical Articles	Item	£10.00		£10.00		£0.00	0.0%
Photocopies	A4	per sheet	£0.15		£0.15		£0.00	0.0%
	A3	per sheet	£0.30		£0.30		£0.00	0.0%
Printing from Public Computers	A4 - Black & White	per sheet	£0.15		£0.15		£0.00	0.0%
	A4 - Colour	per sheet	£0.30		£0.30		£0.00	0.0%
Replacement Cards	Library Card Replacement or Provision of pin for Library Card	Item	£3.00		£3.00		£0.00	0.0%
Local Studies Camera Licence		per day	£5.00		£5.00		£0.00	0.0%
Local Studies High Res Scanning		per image	£2.00		£2.00		£0.00	0.0%
Fee for postal item lost notice		per letter	£1.00		£1.00		£0.00	0.0%
Admin fee for lost/damaged stock		per item	£5.00		£5.00		£0.00	0.0%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
LIBRARIES								
Overdue Charges	Toy - Small - Daily (To a max of 6.00)	Item	£0.15		£0.50		£0.35	233.3%
	Toy - Large - Daily (To a max of 15.00)	Item	£0.40		£0.50		£0.10	25.0%
Vocal Sets Service (RBC Residents)	Borrowing from Reading stock	Set	£5.00		£6.00		£1.00	20.0%
	Overdue charges	Set	£5.00		£6.00		£1.00	20.0%
Vocal Sets Service (Non-RBC Residents)	Borrowing from Reading stock	Set	£10.00		£11.00		£1.00	10.0%
Orchestral Set Service	Booking fee	Set	£10.00		£11.00		£1.00	10.0%
	Overdue charges	Set	£5.00		£6.00		£1.00	20.0%
Drama Sets Service	Borrowing from Reading stock	Set	£5.00		£6.00		£1.00	20.0%
	Overdue charges	Set	As per Adult Book		As per Adult Book			
Book Club Service (RBC Residents)	Annual subscription for group	Group	£20.00		£20.00		£0.00	0.0%
	Borrowing from Reading stock	Set	£0.00		£0.00		£0.00	N/A
	Overdue charges	Set	As per Adult Book		As per Adult Book			
Book Club Service (Non-RBC Residents)	Annual subscription for group	Group	£30.00		£30.00		£0.00	0.0%
	Borrowing from Reading stock	Set	£7.50		£8.00		£0.50	6.7%
	Overdue charges	Set	As per Adult Book		As per Adult Book			
Lost (in print items)	Full cost of replacement + £5 admin fee	Item	Full cost of replacement +		Varies by item			
Lost (out of print items)	£20 + £5 Admin fee	Item	£20.00		£25.00		£5.00	25.0%
Damaged Items	Varies by item	Item	Varies by item		Varies by item			
Withdrawn Stock	Varies by item	Item	Varies by item		Varies by item			
Photocopying (serviced)	A4 black and white	Sheet	£0.50		£0.50		£0.00	0.0%
Photocopying (serviced)	A4 colour	Sheet	£0.50		£0.50		£0.00	0.0%
	A3 black and white	Sheet	£0.50		£0.50		£0.00	0.0%
	Service charge (does not include postage)	Transaction	£6.00		£6.50		£0.50	8.3%
Printing from microform	A4 print	Sheet	£1.00		£1.00		£0.00	0.0%
	A3 print	Sheet	£1.00		£1.00		£0.00	0.0%
Printing from microform (serviced)	A4 print	Sheet	£1.00		£1.00		£0.00	0.0%
	A3 print	Sheet	£1.00		£1.00		£0.00	0.0%
	Service charge (does not include postage)	Service	£5.00		£6.00		£1.00	20.0%
Copies of Local Studies Images	Email	Image	£3.00		£3.00		£0.00	0.0%
	Printed - glossy paper	Image	£5.00		£5.00		£0.00	0.0%
Study Carrels	10:00-13:00	Session	£3.00		£4.00		£1.00	33.3%
	13:00-closing time (17:00/19:00)	Session	£3.00		£4.00		£1.00	33.3%
Library Display Panels		Booking	£6.00		£10.00		£4.00	66.7%
Toy Library	Membership childminders/playgroups	Annual	£15.00		£15.00		£0.00	0.0%
	Membership parents	Annual	£5.00		£5.00		£0.00	0.0%
	Membership schools/nurseries/providers	Annual	£75.00		£75.00		£0.00	0.0%
Hire Charges	Toy Small item	Item	£0.50		£1.00		£0.50	100.0%
	Toy Large item	Item	£1.50		£1.00		-£0.50	-33.3%
	Toy Large/Very large item	Item	£3.00		£1.00		-£2.00	-66.7%
Libraries - gallery fee	Libraries	fortnight	£50.00		£50.00		£0.00	0.0%
Libraries - room hire	Hire of a library space	Per Hour	£30.00		£30.00		£0.00	0.0%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
PRIVATE SECTOR HOUSING								
Licence for house in multiple occupancy	Band A Licence Fee (Accredited Landlord - proof required)	per application	£690.00		£690.00		£0.00	0.0%
	Band B Licence Fee (Non accredited landlords)	per application	£770.00		£770.00		£0.00	0.0%
	Charge per additional sleeping room over 5	per application	£25.00		£25.00		£0.00	0.0%
	Band A Renewal Fee	per application	£395.00		£395.00		£0.00	0.0%
	Band B Renewal Fee	per application	£475.00		£475.00		£0.00	0.0%
Non Statutory Charge	Assistance with completing the on line HMO Licence application	Hourly	New Fee	New Fee	£83.33	£100.00	New Charge	N/A
Non Statutory Inspection Charge	Fee HMO inspection, report, drawing up plans and assisting with the completion of the licence application form	up to 6 hours	£467.40	£560.88	£490.30	£588.36	£22.90	4.9%
Non Statutory Inspection Charge	Fee for non statutory inspection to provide advice and a report. Charge for up to 2 hours and does not include drawing up plans or completing HMO licence application	up to 2 hours	£155.80	£186.96	£163.33	£196.00	£7.53	4.8%
Administration Charges	Fee for bounced cheque, copy of notices, copy of HMO licence, landlord information pack , HMO licence register	per transaction	£29.04	£34.85	£30.50	£36.60	£1.46	5.0%
Provision of Factual Statement	Factual Statement	per statement	£321.16	£385.39	£336.90	£404.28	£15.74	4.9%
Reading Rent with Confidence Scheme	inspection of each dwelling	per application	£180.00	£216.00	TBA	TBA	N/A	N/A
Non Statutory Inspection Charge	Inspection and schedule of works for empty homes	up to 4 hours	£311.60	£373.92	£326.87	£392.24	£15.27	4.9%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
LICENSING								
PREMISES LICENCES								
Gambling - Adult Gaming Centre Premises Licence	new application - 1st time of licencing	per licence	£1,391.00		£1,459.00		£68.00	4.9%
	annual fee	per licence	£876.00		£919.00		£43.00	4.9%
	variation	per licence	£988.00		£1,000.00		£12.00	1.2%
	transfer	per licence	£1,200.00		£1,200.00		£0.00	0.0%
	re-instatement	per licence	£1,000.00		£1,000.00		£0.00	0.0%
	provisional statement	per statement	£1,350.00		£1,350.00		£0.00	0.0%
	provisional statement - holder	per licence	£1,000.00		£1,000.00		£0.00	0.0%
	copy of licence	per licence	£22.00		£23.00		£1.00	4.5%
Gambling - Betting (Other) Premises licence	notification of change	per licence	£22.00		£23.00		£1.00	4.5%
	new	per licence	£1,236.00		£1,296.00		£60.00	4.9%
	annual fee	per licence	£494.00		£518.00		£24.00	4.9%
	variation	per licence	£824.00		£864.00		£40.00	4.9%
	transfer	per licence	£876.00		£919.00		£43.00	4.9%
	re-instatement	per licence	£876.00		£919.00		£43.00	4.9%
	provisional statement	per statement	£1,236.00		£1,296.00		£60.00	4.9%
	provisional statement - holder	per licence	£824.00		£864.00		£40.00	4.9%
Gambling - Bingo Premises licence	copy of licence	per licence	£22.00		£23.00		£1.00	4.5%
	notification of change	per licence	£22.00		£23.00		£1.00	4.5%
	new	per licence	£2,287.00		£2,399.00		£112.00	4.9%
	annual fee	per licence	£876.00		£919.00		£43.00	4.9%
	variation	per licence	£1,133.00		£1,189.00		£56.00	4.9%
	transfer	per licence	£1,236.00		£1,200.00		-£36.00	-2.9%
	re-instatement	per licence	£1,236.00		£1,200.00		-£36.00	-2.9%
	provisional statement	per statement	£2,266.00		£2,377.00		£111.00	4.9%
Gambling - Casino Premises licence	provisional statement - holder	per licence	£1,133.00		£1,189.00		£56.00	4.9%
	copy of licence	per licence	£22.00		£23.00		£1.00	4.5%
	notification of change	per licence	£22.00		£23.00		£1.00	4.5%
	new - 1st time licence	per licence	£1,183.00		£1,241.00		£58.00	4.9%
	annual fee	per licence	£1,442.00		£1,513.00		£71.00	4.9%
	variation	per licence	£1,545.00		£1,621.00		£76.00	4.9%
	transfer	per licence	£1,350.00		£1,416.00		£66.00	4.9%
	re-instatement	per licence	£1,300.00		£1,364.00		£64.00	4.9%
Gambling - Family Entertainment Centre Premises Licence	copy of licence	per licence	£22.00		£23.00		£1.00	4.5%
	notification of change	per licence	£22.00		£23.00		£1.00	4.5%
	new	per licence	£1,751.00		£1,836.80		£85.80	4.9%
	annual fee	per licence	£773.00		£750.00		-£23.00	-3.0%
	variation	per licence	£876.00		£919.00		£43.00	4.9%
	transfer	per licence	£876.00		£919.00		£43.00	4.9%
	re-instatement	per licence	£876.00		£919.00		£43.00	4.9%
	provisional statement	per statement	£1,854.00		£1,945.00		£91.00	4.9%
	provisional statement - holder	per licence	£824.00		£864.00		£40.00	4.9%
	copy of licence	per statement	£22.00		£23.00		£1.00	4.5%
	notification of change	per statement	£22.00		£23.00		£1.00	4.5%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
LICENSING								
Gambling - Track premises licence	new	per statement	£1,751.00		£1,837.00		£86.00	4.9%
	annual fee	per statement	£1,030.00		£1,000.00		-£30.00	-2.9%
	variation	per statement	£876.00		£919.00		£43.00	4.9%
	transfer	per licence	£876.00		£919.00		£43.00	4.9%
	re-instatement	per licence	£876.00		£919.00		£43.00	4.9%
	provisional statement	per statement	£1,854.00		£1,945.00		£91.00	4.9%
	provisional statement - holder	per licence	£824.00		£864.00		£40.00	4.9%
	copy of licence	per licence	£22.00		£23.00		£1.00	4.5%
Unlicensed Family Entertainment Centre	notification of change	per licence	£22.00		£23.00		£1.00	4.5%
	New	per permit	£300.00		£300.00		£0.00	0.0%
	Renewal	per permit	£300.00		£300.00		£0.00	0.0%
	Change of Name	per permit	£25.00		£25.00		£0.00	0.0%
	Copy of Permit	per permit	£15.00		£15.00		£0.00	0.0%
	Prize Gaming Permit	per permit	£300.00		£300.00		£0.00	0.0%
	Renewal	per permit	£300.00		£300.00		£0.00	0.0%
	Change of Name	per permit	£25.00		£25.00		£0.00	0.0%
Sex Shop Licence	Copy of Permit	per permit	£15.00		£15.00		£0.00	0.0%
	Grant/Renewal of Licence	per licence	£1,082.00		£1,135.00		£53.00	4.9%
	Grant of Licence	per licence	£2,575.00		£2,701		£126.18	4.9%
	Renewal of Licence	per licence	£1,947.00		£2,042		£95.40	4.9%
Sex Entertainment Licence (SEV)	Variation	per licence	£1,011.00		£1,061		£49.54	4.9%
	Transfer	per licence	£124.00		£130.00		£6.00	4.8%
	Film Classification	Film Classification (local film festivals)	per 15 mins or part thereof (of the film)	£15.00	£15.00		£0.00	0.0%
Street Trading Outside Town Centre	OUT OF TOWN - Grant/ Renewal (Fast Food)	per stall/per application	£2,421.00		£2,421.00		£0.00	0.0%
	OUT OF TOWN - Grant/Renewal (sandwich/Ice cream/retail food)	per stall/per application	£901.00		£901.00		£0.00	0.0%
	OUT OF TOWN - Grant/Renewal (Non Food)	per stall/per application	£464.00		£464.00		£0.00	0.0%
	OUT OF TOWN - Occasional (1-8 days per year) with alcohol/food trader up 3m (Trading dates listed on licence)	up to 3 x3 m single trader stall per day	£129.00		£129.00		£0.00	0.0%
	OUT OF TOWN - Occasional (1-8 days per year) no alcohol/food trader up 3m (Trading dates listed on licence)	up to 3 x3 m single trader stall per day	£98.00		£98.00		£0.00	0.0%
	OUT OF TOWN - Occasional (1-8 days per year) with alcohol/food trader up to 6 m (Trading dates listed on licence)	up to 6 x6 m single trader stall per day	£206.00		£206.00		£0.00	0.0%
	OUT OF TOWN - Occasional (1-8 days per year) no alcohol/food trader up to 6 m (Trading dates listed on licence)	up to 6 x6 m single trader stall per day	£144.00		£144.00		£0.00	0.0%
	OUT OF TOWN - Occasional (9-14 days per year) (Trading dates listed on licence)	Single trader	£26.00		£26.00		£0.00	0.0%
	OUT OF TOWN - Occasional (15-45 days per year) (Trading dates listed on licence)	Single trader	£15.00		£15.00		£0.00	0.0%
	OUT OF TOWN - Occasional (46-60 days per year) (Trading dates listed on licence)	Single trader	£8.00		£8.00		£0.00	0.0%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
LICENSING								
Street Trading Town Centre	Town Centre - Grant/ Renewal (Broad Street)	per stall	£6,129.00		£6,129.00		£0.00	0.0%
	Town Centre - Grant/ Renewal (Bridge Street)	per stall	£6,129.00		£6,129.00		£0.00	0.0%
	Town Centre - Grant/ Renewal (Reading Station)	per stall	£6,129.00		£6,129.00		£0.00	0.0%
	Town Centre - Market not under charter 1-14 days per yr	up to 3 x3 m single trader stall per day	£12.00		£12.00		£0.00	0.0%
	Town Centre - Market not under charter 15-60 days per yr	up to 3 x3 m single trader stall per day	£4.00		£4.00		£0.00	0.0%
	Town Centre - Market not under charter 1-14 days per yr	>over3x3m single trader stall per day	£15.00		£15.00		£0.00	0.0%
	Town Centre - Market not under charter 15-60 days per yr	>over3x3m single trader stall per day	£6.00		£6.00		£0.00	0.0%
	All Street Traders - Variation	per stall	£247.00		£247.00		£0.00	0.0%
	All Street Traders - Additional Street Trading Assistant	per assistant	£15.00		£15.00		£0.00	0.0%
	All Street Traders - fee for paying by direct debit - no other instalment system allowed	per application	£52.00		£52.00		£0.00	0.0%
Scrap Metal	Site Licence - new/renewal	per 3 year licence	£876.00		£876.00		£0.00	0.0%
	Collectors Licence -new/renewal	per 3 year licence	£577.00		£577.00		£0.00	0.0%
	Variation of Site Licence /Collectors Licence	per licence	£260.00		£260.00		£0.00	0.0%
	Simple Variation (ie. admin changes) for site Licence or Collector	per licence	£76.00		£76.00		£0.00	0.0%
	Replacement Licence or badge for collector	per licence	£15.00		£15.00		£0.00	0.0%
Pavement Café	Town Centre/Out of Town - Initial Charge (up to Sept 2022)	per annum	£100.00		£100.00		£0.00	0.0%
	Town Centre/Out of Town - Initial Charge (from Oct 2022)	per annum	£268.00		£268.00		£0.00	0.0%
	Town Centre - Plus payment per table	per annum	£77.00		£77.00		£0.00	0.0%
	Out of Town - Plus payment per table	per annum	£39.00		£39.00		£0.00	0.0%
Caravan Site Licence	Grant	per site	£714.00		£714.00		£0.00	0.0%
	Transfer	per site	£328.00		£328.00		£0.00	0.0%
	Variation	per site	£489.00		£489.00		£0.00	0.0%
	Annual Fee (less than 10 units)	per site	£258.00		£258.00		£0.00	0.0%
	Annual fee (less than 30 units)	per site	£288.00		£288.00		£0.00	0.0%
	Annual fee (more than 30 Units)	per site	£318.00		£318.00		£0.00	0.0%
	copies of site licence	per site	£15.00		£15.00		£0.00	0.0%
	Application to be included on the Fit & Proper Person Register	per site every 5 years	£0.00		£176.00		New Charge	N/A
Other Fees	Check & Submit Service	Each	£100.45		£103.00		£2.55	2.5%
	Pre-application advice and site visit	Each	£160.93		£165.00		£4.07	2.5%
	DBS Standard	per person	£32.00		£32.00		£0.00	0.0%
	Door Safe log Book	per book	£15.00		£15.00		£0.00	0.0%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
LICENSING								
TRANSPORT LICENCES								
Hackney Carriage	Hackney carriage Vehicle grant or renewal	per operator	£400.00		£400.00		£0.00	0.0%
	3 Year Hackney carriage driver new/ renewal (not including disclosure fee)	per operator	£328.00		£328.00		£0.00	0.0%
Private Hire Operators - 1 Year Grant	Each additional applicant	per operator	£245.00		£245.00		£0.00	0.0%
	1 -3 Vehicles	per operator	£806.00		£806.00		£0.00	0.0%
	4-10 Vehicles	per operator	£1,292.00		£1,292.00		£0.00	0.0%
	11-40 Vehicles	per operator	£2,572.00		£2,572.00		£0.00	0.0%
	41-100 Vehicles	per operator	£4,314.00		£4,314.00		£0.00	0.0%
	101+ Vehicles	per operator	£5,181.00		£5,181.00		£0.00	0.0%
Private Hire Operators - 1 Year Renewal	Each additional applicant	per operator	£185.00		£185.00		£0.00	0.0%
	1 -3 Vehicles	per operator	£561.00		£561.00		£0.00	0.0%
	4-10 Vehicles	per operator	£892.00		£892.00		£0.00	0.0%
	11-40 Vehicles	per operator	£1,977.00		£1,977.00		£0.00	0.0%
	41-100 Vehicles	per operator	£3,583.00		£3,583.00		£0.00	0.0%
	101+ Vehicles	per operator	£4,333.00		£4,333.00		£0.00	0.0%
Private Hire Operators - 5 Year Grant	Each additional applicant	per operator	£245.00		£245.00		£0.00	0.0%
	1 -3 Vehicles	per operator	£2,125.00		£2,125.00		£0.00	0.0%
	4-10 Vehicles	per operator	£3,150.00		£3,150.00		£0.00	0.0%
	11-40 Vehicles	per operator	£8,020.00		£8,020.00		£0.00	0.0%
	41-100 Vehicles	per operator	£15,241.00		£15,241.00		£0.00	0.0%
	101+ Vehicles	per operator	£18,851.00		£18,851.00		£0.00	0.0%
Private Hire Operators - 5 Year Renewal	Each additional applicant	per operator	£185.00		£185.00		£0.00	0.0%
	1 -3 Vehicles	per operator	£2,065.00		£2,065.00		£0.00	0.0%
	4-10 Vehicles	per operator	£3,092.00		£3,092.00		£0.00	0.0%
	11-40 Vehicles	per operator	£7,917.00		£7,917.00		£0.00	0.0%
	41-100 Vehicles	per operator	£15,191.00		£15,191.00		£0.00	0.0%
	101+ Vehicles	per operator	£18,730.00		£18,730.00		£0.00	0.0%
Private Hire Vehicle and Driver	Private Hire Vehicle grant or renewal	per application	£315.00		£315.00		£0.00	0.0%
	Executive vehicle grant or renewal	per application	£352.00		£352.00		£0.00	0.0%
	3 Year driver new/renewal (not including disclosure fee)	per application	£319.00		£319.00		£0.00	0.0%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
TRANSPORT LICENCES								
School Transport	School Transport vehicle (Class IV) vehicle	per application	£100.00		£100.00		£0.00	0.0%
	3 year ST driver grant/renewal (not incl disclosure fee)	per application	£240.00		£240.00		£0.00	0.0%
School Transport - 1 Year Grant	Each additional applicant	per operator	£245.00		£245.00		£0.00	0.0%
	1 -3 Vehicles	per operator	£445.00		£445.00		£0.00	0.0%
	4-10 Vehicles	per operator	£836.00		£836.00		£0.00	0.0%
	11-40 Vehicles	per operator	£1,727.00		£1,727.00		£0.00	0.0%
	41-100 Vehicles	per operator	£2,251.00		£2,251.00		£0.00	0.0%
	101+ Vehicles	per operator	£3,141.00		£3,141.00		£0.00	0.0%
School Transport - 1 Year Renewal	Each additional applicant	per operator	£145.00		£145.00		£0.00	0.0%
	1 -3 Vehicles	per operator	£345.00		£345.00		£0.00	0.0%
	4-10 Vehicles	per operator	£570.00		£570.00		£0.00	0.0%
	11-40 Vehicles	per operator	£1,132.00		£1,132.00		£0.00	0.0%
	41-100 Vehicles	per operator	£1,513.00		£1,513.00		£0.00	0.0%
	101+ Vehicles	per operator	£2,290.00		£2,290.00		£0.00	0.0%
School Transport - 5 Year Grant	Each additional applicant	per operator	£245.00		£245.00		£0.00	0.0%
	1 -3 Vehicles	per operator	£1,245.00		£1,245.00		£0.00	0.0%
	4-10 Vehicles	per operator	£2,324.00		£2,324.00		£0.00	0.0%
	11-40 Vehicles	per operator	£4,955.00		£4,955.00		£0.00	0.0%
	41-100 Vehicles	per operator	£6,763.00		£6,763.00		£0.00	0.0%
	101+ Vehicles	per operator	£10,351.00		£10,351.00		£0.00	0.0%
School Transport - 5 Year Renewal	Each additional applicant	per operator	£145.00		£145.00		£0.00	0.0%
	1 -3 Vehicles	per operator	£1,145.00		£1,145.00		£0.00	0.0%
	4-10 Vehicles	per operator	£2,058.00		£2,058.00		£0.00	0.0%
	11-40 Vehicles	per operator	£4,620.00		£4,620.00		£0.00	0.0%
	41-100 Vehicles	per operator	£6,333.00		£6,333.00		£0.00	0.0%
	101+ Vehicles	per operator	£9,890.00		£9,890.00		£0.00	0.0%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
TRANSPORT LICENCES								
Other Charges - Vehicle	Vehicle Transfer of ownership -(admin only + issue licence)	per application	£48.00		£48.00		£0.00	0.0%
	Replace vehicle plate (4 new tags+plate+30 mins)	per vehicle	£58.00		£58.00		£0.00	0.0%
	temporary replacement Hackney Carriage or Private Hire Vehicle Plate	per application	£47.00		£47.00		£0.00	0.0%
	HC Taxi livery design + 1 vehicle	per application	£136.00		£136.00		£0.00	0.0%
	HC Livery - Additional vehicle check	per vehicle	£38.00		£38.00		£0.00	0.0%
	HC Taxi livery renewal +1 vehicle	per application	£89.00		£89.00		£0.00	0.0%
	<3 YEAR COMPLIANCE TEST - PH, EXEC, HC OR ST	per application	£35.00		£35.00		£0.00	0.0%
	AGED VEHICLE CHECK - PH, ST or Executive Vehicles over age 10 years +	per vehicle	£35.00		£35.00		£0.00	0.0%
	ULEV VEHICLE	per vehicle	25% of Standard fee for a HC, PH, EXEC, ST vehicle		25% of Standard fee for a HC, PH, EXEC, ST vehicle as appropriate			
	100% ELECTRIC VEHICLE	per vehicle	50% of Standard fee for a HC, PH, EXEC, ST vehicle		50% of Standard fee for a HC, PH, EXEC, ST vehicle as appropriate			
Other Charges - Driver	Driver knowledge test	per driver	£43.00		£43.00		£0.00	0.0%
	Rescheduled new driver interview/ (no shows)	per driver	£15.00		£15.00		£0.00	0.0%
	Change of Application HC to PH or PH to HC	per application	£33.00		£33.00		£0.00	0.0%
	Replacement badge or licence (incl change of address)	per driver	£15.00		£15.00		£0.00	0.0%
	Basic DBS (PHO, STO)	per applicant	£34.40		£34.40		£0.00	0.0%
	DBS Enhanced (HC, PH, ST driver)	per driver	£52.40		£52.40		£0.00	0.0%
	Driver - Visa Expiry (2 Badges, 1 cert+admin fee)	per driver	£77.00		£77.00		£0.00	0.0%
Other Charges - Operator	Operator logbook	Per logbook	£3.50		£3.50		£0.00	0.0%
	Admin charge + copy of the licence	per operator	£48.00		£48.00		£0.00	0.0%
	Copy of the licence	Per Operator	£15.00		£15.00		£0.00	0.0%
Other Charges - General	Bounced Cheque	Each	£33.00		£33.00		£0.00	0.0%
	Admin Charge	Each	£33.00		£33.00		£0.00	0.0%
	Factual Statement	Each	£140.00		£140.00		£0.00	0.0%
	Check and submit taxi application form	Each	£98.00		£98.00		£0.00	0.0%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
FOOD & SAFETY								
Courses	Level 2 Food Safety & Hygiene Course (One day)	per candidate	£74.00		£78.00		£4.00	5.4%
	Level 2 Food Safety in Catering Exam- re-sit fee	per candidate	£42.00		£44.00		£2.00	4.8%
	Level 2 Food Safety - replacement certificate	Each	£86.00		£90.00		£4.00	4.7%
	Level 2 Food Safety & Hygiene Course - on clients premises	Each	£825.00		£865.00		£40.00	4.8%
	Level 2 Food Safety & Hygiene Course - on clients premises	Each	£1,070.00		£1,122.00		£52.00	4.9%
	Additional candidates for level 2 Course on clients premises	Each	£82.00		£86.00		£4.00	4.9%
	Level 3 Supervising food hygiene & safety (min 6 candidates)	Each	£332.00		£348.00		£16.00	4.8%
	Level 3 Supervising food hygiene & safety (2 or more candidates)	Each	£300.00		£315.00		£15.00	5.0%
	Level 3 Supervising food hygiene & safety (up to 10 candidates)	Each	£2,640.00		£2,769.00		£129.00	4.9%
	Preparation & delivery of bespoke Training	Each	£152.00		£159.00		£7.00	4.6%
Food Hygiene Visits	Fee for missed Food Hygiene premises inspection visit where appointment made	Each	£38.00	£45.60	£40.00	£48.00	£2.00	5.3%
	Food Hygiene Rating Scheme re-inspection	Each	£200.00	£240.00	£210.00	£252.00	£10.00	5.0%
Food Hygiene Miscellaneous	Fishery Product Inspections per tonne (set by statute) - 1 Euro/ £0.90	Each	£0.90				-£0.90	0.0%
	Approved Cold Store inspection per hour per Officer	Each	£78.00		£82.00		£4.00	5.1%
	Export Health Certificate/Endorsement + additional fee based on hourly rate for food inspection	Each	£165.00		£173.00		£8.00	4.8%
	Condemned Food Certificate	Each	£142.00		£149.00		£7.00	4.9%
	Administration Fee/Cancellation Fee	Each	£34.00		£36.00		£2.00	5.9%
	Factual Statement to solicitors & others	Each	£161.00		£169.00		£8.00	5.0%
	Additional documents	Each	£106.00		£111.00		£5.00	4.7%
Special treatments	Single treatment Premises (premises +1 operator) One Off payment. (Fee for each treatment - cosmetic piercing, tattooist, acupuncture, electrolysis, cosmetic micro pigmentation)	per premises +1 operator	£268.00		£281.00		£13.00	4.9%
	Single treatment Operator (Fee for each treatment - cosmetic piercing, tattooist, acupuncture, electrolysis, cosmetic micro pigmentation)	per operator - One Off payment	£47.00		£49.00		£2.00	4.3%
	Special Treatment Operator/premises Replacement Certificate (no changes)	per certificate	£32.00		£34.00		£2.00	6.3%
Safety at Sports Ground	Issue of Safety of Sports Grounds Safety Certificate/amendment to safety certificate/issue of Special Safety Certificate + newspaper advert cost + additional fee for risk based system checks. Fee invoiced quarterly.	certificate	£212.00	£254.00	£222.00	£266.00	£10.00	4.7%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
PRIMARY AUTHORITY AND BUSINESS ADVICE								
Primary Authority Business Advice	Commercial property search		£74.00		£78.00		£4.00	5.4%
	Mini Primary Authority fee / minimum annual PA fee	less than 7 hours advice per year	£575.00		£603.00		£28.00	4.9%
	Medi Primary Authority Fee	less than 25 hours advice per year	£1,950.00		£2,046.00		£96.00	4.9%
	Pay as You Go standing charge (PAYG)	per profession	£1,600.00		£1,678.00		£78.00	4.9%
	Primary Authority Advice (Admin Officer)	per hour			£67.00		New Charge	N/A
	Primary Authority Partnership advice (EHO, TSO, Lice Officer)	per hour	£78.00		£82.00		£4.00	5.1%
	Primary Authority Set up fee	per business	£270.00		£283.00		£13.00	4.8%
Business Advice - Regulation Services	Start Up advisory /Reg Services Health Check (Option 2)	per premises	£156.00		£164.00		£8.00	5.1%
	Bespoke Service (Option 3) then hourly rate	per business	£820.00		£860.00		£40.00	4.9%
Business Advice	Outside a Primary Authority Partnership	per hour	£78.00		£82.00		£4.00	5.1%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
TRADING STANDARDS & Coroners								
Petroleum Spirits (set by statute)	Up to 2500 litres	per licence	£44.00		£45.00		£1.00	2.3%
	2500-50,000 litres	per licence	£60.00		£61.00		£1.00	1.7%
	Over 50,000 litres	per licence	£125.00		£128.00		£3.00	2.4%
	Transfer of Licence	per licence	£8.00		£8.00		£0.00	0.0%
	Petroleum Search	per search	£74.00		£74.00		£0.00	0.0%
Weights and Measures Verification Fees	Technical Officer Hourly Rate	Per Hour	£36.74		£39.00		£2.26	6.2%
	Weights and Measures Inspector Hourly Rate	Per Hour	£61.32		£64.00		£2.68	4.4%
Explosives (Set by statute)	Licence to store explosives no min separation						£0.00	0.0%
	1 year	per Licence	£109.00		£111.00		£2.00	1.8%
	2 year	per Licence	£141.00		£144.00		£3.00	2.1%
	3 Year	per Licence	£173.00		£177.00		£4.00	2.3%
	4 Year	per Licence	£206.00		£211.00		£5.00	2.4%
	5 Year	per Licence	£238.00		£243.00		£5.00	2.1%
	Renewal to store explosives no minimum separation						£0.00	0.0%
	1 Year	per Licence	£54.00		£55.00		£1.00	1.9%
	2 Year	per Licence	£86.00		£88.00		£2.00	2.3%
	3 Year	per Licence	£120.00		£123.00		£3.00	2.5%
	4 Year	per Licence	£152.00		£155.00		£3.00	2.0%
	5 Year	per Licence	£185.00		£189.00		£4.00	2.2%
	Variation/Transfer/Replacement	per Licence	£36.00		£37.00		£1.00	2.8%
	Year round to sell fireworks	per Licence	£500.00		£500.00		£0.00	0.0%
Courses British Institute of Inn keeping Awarding Body Courses		per person	£75.00		£79.00		£4.00	5.3%
Coroner (Set by Statute)	Paper copy of document under 10 pages	First 10	£5.00		£5.00		£0.00	0.0%
	Additional pages	Each	£0.50		£0.50		£0.00	0.0%
	Document other than email or paper	Each	£5.00		£5.00		£0.00	0.0%
	Inquest transcript of not more than 360 words	Each	£6.20		£6.20		£0.00	0.0%
	for a copy of 361 to 1440 words	Each	£13.10		£13.10		£0.00	0.0%
	for a of the first 1440 of a document exceeding 1440 words	Each	£13.10		£13.10		£0.00	0.0%
	for each 72 words after the first 1440 words or part thereof	Each	£0.70		£0.70		£0.00	0.0%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
ENVIRONMENTAL PROTECTION								
Environmental Protection & Nuisance Team	Contaminated Land/Environmental Information Request (Residents)	per hour	£43.99	£52.79	£46.17	£55.40	£2.17	4.9%
	Contaminated Land/Environmental Information Request (Commercial)	per hour	£63.38	£76.06	£66.50	£79.80	£3.12	4.9%
	Sound check consultancy	per hour	£63.38	£76.06	£66.50	£79.80	£3.12	4.9%
	Officer charge	per hour	£63.38	£76.06	£66.50	£79.80	£3.12	4.9%
Dog Warden	Statutory Stray Fee	Each	£25.00		£25.00		£0.00	0.0%
	Dog picked up but not kennelled	Each	£63.55	£76.26	£66.50	£79.80	£2.95	4.6%
	Dog picked up taken to kennels and returned to owner (new fee)	Each	£102.10	£122.52	£136.00	£163.20	£33.90	33.2%
	Daily Kennel charge	Each	£25.00		£25.00		£0.00	0.0%
	Animal Warden Initial Response fee	per call out	New Service		£111.00		New Charge	N/A
	Animal Warden Hourly rate	hourly	New Service		£66.70		New Charge	N/A
	Veterinary fees will be charged on a cost basis	Fee	At cost		At cost			
Animal Establishments	Kennels & Catteries (exclusive of vets' fees) - New	Per Licence	£350.00		£652.00		£302.00	86.3%
	Kennels & Catteries (exclusive of vets' fees) - Renewal	Per Licence	New Fee		£575.00		New Charge	N/A
	Pet Shop small annual licence (exclusive of vets' fees) New	Per Licence	£168.33		£477.00		£308.67	183.4%
	Pet Shop small annual licence (exclusive of vets' fees) Renewal	Per Licence	New Fee		£370.00		New Charge	N/A
	Pet Shop large (exclusive of vets' fees) - more than 75m2 New	Per Licence	£473.00		£652.00		£179.00	37.8%
	Pet Shop large (exclusive of vets' fees) - more than 75m3 Renewal	Per Licence	New Fee		£575.00		New Charge	N/A
	Pet shop/boarding/breeding licence amendment	Per Licence	£99.75		£99.75		£0.00	0.0%
	small home boarder 1-6 dogs (annual fee) New	Per Licence	£91.50		£440.00		£348.50	380.9%
	small home boarder 1-6 dogs (annual fee) Renewal	Per Licence	New Fee		£321.00		New Charge	N/A
	larger home boarder 7 + Dogs (annual fee) New	Per Licence	£195.67		£477.00		£281.33	143.8%
	larger home boarder 7 + Dogs (annual fee) Renewal	Per Licence	New Fee		£370.00		New Charge	N/A
	Animal Breeding Establishments (exclusive of vets' fees) New	Per Licence	£288.42	£346.10	£477.00		£188.58	65.4%
	Animal Breeding Establishments (exclusive of vets' fees) Renewal	Per Licence	New Fee	N/a	£370.00		New Charge	N/A
	Horse Riding Establishment Licence - New	Per Licence	£335.42	£402.50	£652.00		£316.58	94.4%
	Horse Riding Establishment Licence - Renewal	Per Licence	New Fee	N/a	£575.00		New Charge	N/A
	Keeping or training animals for exhibition (3 year Licence)	Per Licence	£41.17	£49.40	£652.00		£610.83	1483.7%
	Dangerous Wild Animals Licence or Zoo Licence	Per Licence	£370.83	£445.00	Price on Application		N/a	N/a

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
LOCAL AIR POLLUTION PREVENTION AND CONTROL (LAPPC)								
Annual Subsistence Charge	Standard process Low	per Licence	£772.00		£772.00		£0.00	0.0%
	Standard process Medium	per Licence	£1,161.00		£1,161.00		£0.00	0.0%
	Standard process High	per Licence	£1,747.00		£1,747.00		£0.00	0.0%
	Permit for Vapour Recovery Part I and Dry Cleaners L	per Licence	£79.00		£79.00		£0.00	0.0%
	Permit for Vapour Recovery Part I and Dry Cleaners M	per Licence	£158.00		£158.00		£0.00	0.0%
	Permit for Vapour Recovery Part I and Dry Cleaners H	per Licence	£237.00		£237.00		£0.00	0.0%
	Permit for Vapour Recovery Part I & II combined L	per Licence	£113.00		£113.00		£0.00	0.0%
	Permit for Vapour Recovery Part I & II combined M	per Licence	£226.00		£226.00		£0.00	0.0%
	Permit for Vapour Recovery Part I & II combined H	per Licence	£341.00		£341.00		£0.00	0.0%
	Vapour Recovery and other Reduced Fees L	per Licence	£228.00		£228.00		£0.00	0.0%
	Vapour Recovery and other Reduced Fees M	per Licence	£365.00		£365.00		£0.00	0.0%
	Vapour Recovery and other Reduced Fees H	per Licence	£548.00		£548.00		£0.00	0.0%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
PLANNING								
PLANNING - PRE APPLICATION FEES								
Level 1	Householders advice on house extensions	Each	160.00	£192.00	£160.00	£192.00	£0.00	0.0%
	Follow up Meetings	Each	93.00	£111.60	£93.00	£111.60	£0.00	0.0%
	Small business and developers: advice on building works and change of use where the floor area involved is up to 200sqm.	Each	£160.00	£192.00	£160.00	£192.00	£0.00	0.0%
	Follow up Meetings	Each	£93.00	£111.00	£93.00	£111.00	£0.00	0.0%
	Proposals for local community uses - (Free of charge for up to 200sqm)	Each	£148.60	£178.30	£148.60	£178.30	£0.00	0.0%
	Follow up Meetings	Each	£93.00	£111.00	£93.00	£111.00	£0.00	0.0%
	Advertisements	Each	£250.00	£300.00	£250.00	£300.00	£0.00	0.0%
	Follow up Meetings	Each	£93.00	£111.00	£93.00	£111.00	£0.00	0.0%
	Telecommunication installations	Each	£155.00	£186.00	£155.00	£186.00	£0.00	0.0%
	Follow up Meetings	Each	£93.00	£111.00	£93.00	£111.00	£0.00	0.0%
	Listed Building consent /conservation area consent.	Each	£148.60	£178.30	£148.60	£178.30	£0.00	0.0%
	Follow up Meetings	Each	£93.00	£111.00	£93.00	£111.00	£0.00	0.0%
	Trees and Landscaping	Each	£148.60	£178.30	£148.60	£178.30	£0.00	0.0%
	Follow up Meetings	Each	£93.00	£111.00	£93.00	£111.00	£0.00	0.0%
	Works to trees covered by tree preservation orders.	Each	£148.60	£178.30	£148.60	£178.30	£0.00	0.0%
	Follow up Meetings	Each	£93.00	£111.00	£93.00	£111.00	£0.00	0.0%
Level 2	201 - 499sqm	Each	£370.00	£444.00	£370.00	£444.00	£0.00	0.0%
	500 - 1000sqm	Each	£690.00	£828.00	£690.00	£828.00	£0.00	0.0%
	1 - 3 dwellings	Each	£370.00	£444.00	£370.00	£444.00	£0.00	0.0%
	4 - 9 dwellings	Each	£690.00	£828.00	£690.00	£828.00	£0.00	0.0%
	10 - 15 dwellings	Each	£860.00	£1,032.00	£860.00	£1,032.00	£0.00	0.0%
	15 - 19 dwellings	Each	£1,150.00	£1,380.00	£1,150.00	£1,380.00	£0.00	0.0%
Business, commercial or other development of 201 sqm to 1000 or up to 19 dwellings.	One Meeting included in above fee, additional Meetings charged by hour.	Each	£118.00	£1,416.00	£118.00	£1,416.00	£0.00	0.0%
Level 3	Pre-application fee	Each	£3,000.00	£3,600.00	£3,000.00	£3,600.00	£0.00	0.0%
Development > 1,001 sqm or 20+ dwellings or other proposals	Additional Meetings and advice thereafter by negotiation.	Each	By Negotiation		By Negotiation			
Responses to Enquiries Involving Research	e.g. enquiries about legal status of land or property, enforcement notices, planning history, etc., by negotiation based on an estimate of the time needed.	Each	By Negotiation		By Negotiation			

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
PLANNING ADMINISTRATION CHARGES								
Planning History Search	Where more complicated or several addresses	per application	£28.20		£29.60		£1.40	5.0%
Copies of Section 106 Agreements	per agreement	per application	£28.20		£29.60		£1.40	5.0%
Copies of Planning Decision Notices	A list given of decision notices required	per application	£13.50		£14.20		£0.70	5.2%
	One decision notice from Microfiche slide	per application	£13.50		£14.20		£0.70	5.2%
	One decision notice from Microfiche slide plus plans (all on One slide)	per application	£28.20		£29.60		£1.40	5.0%
	Scanning more than One slide	per application	£28.20		£29.60		£1.40	5.0%
	Plans and documents for an application that need redacting	per application	£13.50		£14.20		£0.70	5.2%
Enquiries for evidence that conditions have been discharged (statutory Fee)	Householders	per application	£34.00		£35.70		£1.70	5.0%
	All others	per application	£116.00		£121.70		£5.70	4.9%
S106 and Community Infrastructure Levy obligation enquiries		per application	£28.20		£29.60		£1.40	5.0%
Returning Invalid	Refunds processed and advice given	per application	£0.00		£0.00		£0.00	N/A
Tree Preservation Order Documents		per application	£28.20		£29.60		£1.40	5.0%
PUBLIC CONVENIENCES								
	charge for entry to automated toilets	Each	£0.40		£0.00		-£0.40	-100.0%
COMMUNITY SAFETY								
Town Safe Radio Membership daytime		Annual membership	£450.00	£540.00	£450.00	£540.00	£0.00	0.0%
Town Safe Associate member		Annual membership	£225.00	£270.00	£225.00	£270.00	£0.00	0.0%
Town Safe External member		Annual membership	£250.00	£300.00	£250.00	£300.00	£0.00	0.0%
Town Safe Night-time full membership		Annual membership	£400.00	£480.00	£400.00	£480.00	£0.00	0.0%
Internal partners		Annual membership	£250.00		£250.00		£0.00	0.0%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
Leisure								
Cricket - Weekend	Adult One Off Game	Session	£135.00	£162.00	£141.75	£170.10	£6.75	5.0%
	Adult Block 10+ Games	Session	£115.00	£138.00	£120.75	£144.90	£5.75	5.0%
	Junior One Off Game	Session	£67.50	£81.00	£70.88	£85.05	£3.38	5.0%
	Junior Block 10+ Games	Session	£58.33	£70.00	£61.25	£73.50	£2.92	5.0%
Tennis (Artificial-turf)	Adult Standard	Session	£7.50	£9.00	£7.92	£9.50	£0.42	5.6%
	Adult Your Reading Passport Concession	Session	£0.00	£0.00	£0.00	£0.00	£0.00	N/A
	Junior Standard	Session	£3.75	£4.50	£3.92	£4.70	£0.17	4.5%
	Junior Your Reading Passport Concession	Session	£0.00	£0.00	£0.00	£0.00	£0.00	N/A
Bowls	Adult Standard	Session	£4.08	£4.90	£4.08	£4.90	£0.00	0.0%
	Junior Standard	Session	£2.04	£2.45	£2.04	£2.45	£0.00	0.0%
	Hire of woods and mats	Session	£3.25	£3.90	£3.25	£3.90	£0.00	0.0%
Football	Adult One Off Game Standard	Match	£100.83	£121.00	£105.83	£127.00	£5.00	5.0%
	Adult Block 10+ Games Standard	Match	£86.25	£103.50	£90.58	£108.70	£4.33	5.0%
	Adult Block 5+ Teams Standard	Match	£77.08	£92.50	£80.96	£97.15	£3.88	5.0%
	Senior League discounts	Match	£20.83	£25.00	£21.88	£26.25	£1.04	5.0%
	Senior League discounts	Match	£15.75	£18.90	£16.54	£19.85	£0.79	5.0%
	Senior League discounts	Match	£10.50	£12.60	£11.04	£13.25	£0.54	5.1%
	Junior One Off Game Standard	Match	£55.00	£66.00	£57.75	£69.30	£2.75	5.0%
	Junior Block 10+ Games Standard	Match	£40.00	£48.00	£42.00	£50.40	£2.00	5.0%
	Junior Block 5+ Teams standard	Match	£35.00	£42.00	£36.75	£44.10	£1.75	5.0%
	Mini Soccer per Game	Match	£16.67	£20.00	£17.50	£21.00	£0.83	5.0%
	Mini Soccer 10+ Games	Match	£14.17	£17.00	£14.88	£17.85	£0.71	5.0%
	Mini Soccer 5+ Teams	Match	£12.58	£15.10	£13.17	£15.80	£0.59	4.7%
Australian Rules & Gaelic	One Off	Match	£91.67	£110.00	£96.25	£115.50	£4.58	5.0%
	Block 10+ Games	Match	£75.83	£91.00	£79.63	£95.55	£3.79	5.0%
5-a-side football	Adult Peak - single	Per Hour	£46.67	£56.00	£49.00	£58.80	£2.33	5.0%
	Adult Peak - Block	Per Hour	£38.75	£46.50	£40.71	£48.85	£1.96	5.1%
	Junior Peak - single	Per Hour	£24.17	£29.00	£25.38	£30.45	£1.21	5.0%
	Junior Peak - Block	Per Hour	£20.42	£24.50	£21.46	£25.75	£1.04	5.1%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
MUSEUM								
School Sessions	(Session, loan, membership, talk etc)	per event	£150.00	£180.00	£155.00	£186.00	£5.00	3.3%
School session (virtual)		per event	£75.00	n/a	£80.00		£5.00	6.7%
Welcome and wow talks (schools)	(Session, loan, membership, talk etc)	per event	£40.00	£48.00	£40.00	£48.00	£0.00	0.0%
Membership 1 box per half term		membership	n/a	n/a	£100.00		New Charge	N/A
Membership 5 boxes RBC non academy		membership	£389.00	£466.80	£300.00	£360.00	-£89.00	-22.9%
Membership 3 boxes RBC non academy		membership	£335.00	£402.00	£225.00	£270.00	-£110.00	-32.8%
Membership 5 boxes academy schools		membership	£412.00	£494.40	£300.00	£360.00	-£112.00	-27.2%
Membership 3 boxes RBC academy		membership	£357.00	£428.40	£225.00	£270.00	-£132.00	-37.0%
Membership 5 boxes non RBC schools		membership	£459.00	£550.80	£300.00	£360.00	-£159.00	-34.6%
Membership 3 boxes non rbc schools		membership	£409.00	£490.80	£225.00	£270.00	-£184.00	-45.0%
Individual box loan		per box	£45.00	£54.00	£45.00	£54.00	£0.00	0.0%
Reminiscence		membership	£95.00	£114.00	£95.00	£114.00	£0.00	0.0%
Museum introduction (adult)		per occasion	£50.00	£60.00	£50.00	£60.00	£0.00	0.0%
Talks - Booked privately		per talk	£80.00	£96.00	£80.00	£96.00	£0.00	0.0%
Long talks - booked privately		per talk	£150.00	£180.00	£150.00	£180.00	£0.00	0.0%
photography/filming		per image/hour	From £17.50		From £18.50			
Archaeology		per deposit	From £120	From £140.40	From £130	From £156	£10.00	8.4%
Corporate loans		membership	£1,000.00	£1,200.00	£1,000.00	£1,200.00	£0.00	0.0%
Family activities		per event	from £2		From £2.50		£0.50	25.0%
Talks - Public		per event	£5.00		From £5.50		£0.50	10.0%
BERKSHIRE ARCHEOLOGY								
Charges for provision of Historic Environment Record data to commercial users	Berkshire Archaeology, DENS	Per Hour	£47.00	£56.40	£50.00	£60.00	£3.00	6.4%
ARTS VENUES								
Reading Arts - Membership scheme for The Hexagon	Charged at the discretion of customers, and along the booking pathway.	Per Transaction	£29.17	£35.00	£29.17	£35.00	£0.00	0.0%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
BUSINESS DEVELOPMENT								
Lamp Column Banner Advertising (Broad Street West)	Single (3 months)	each	£750.00	£900.00	£750.00	£900.00	£0.00	0.0%
	Renewal (additional 3 months)	each	£650.00	£780.00	£650.00	£780.00	£0.00	0.0%
	Pair (3 Months)	each	£1,300.00	£1,560.00	£1,300.00	£1,560.00	£0.00	0.0%
	Renewal (additional 3 months)	each	£1,000.00	£1,200.00	£1,000.00	£1,200.00	£0.00	0.0%
	Single (6 months)	each	£1,300.00	£1,560.00	£1,300.00	£1,560.00	£0.00	0.0%
	Renewal (additional 6 months)	each	£1,000.00	£1,200.00	£1,000.00	£1,200.00	£0.00	0.0%
	Pair (6 months)	each	£2,300.00	£2,760.00	£2,300.00	£2,760.00	£0.00	0.0%
	Renewal (additional 6 months)	each	£2,000.00	£2,400.00	£2,000.00	£2,400.00	£0.00	0.0%
Roundabout Advertising	Imperial Way - A33	each	£6,000.00	£7,200.00	£6,000.00	£7,200.00	£0.00	0.0%
	Castle Street - IDR	each	£6,000.00	£7,200.00	£6,000.00	£7,200.00	£0.00	0.0%
	Caversham Road - Richfield Ave	each	£5,200.00	£6,240.00	£5,200.00	£6,240.00	£0.00	0.0%
	Chatham Street - IDR	each	£8,000.00	£9,600.00	£8,000.00	£9,600.00	£0.00	0.0%
	Forbury Reservation	each	£2,000.00	£2,400.00	£2,000.00	£2,400.00	£0.00	0.0%
	Forbury / Kenavon Drive	each	£4,500.00	£5,400.00	£4,500.00	£5,400.00	£0.00	0.0%
	Hartland / Northumberland	each	£4,000.00	£4,800.00	£4,000.00	£4,800.00	£0.00	0.0%
	Honiton / Northumberland	each	£2,000.00	£2,400.00	£2,000.00	£2,400.00	£0.00	0.0%
	Norcot / Oxford Road	each	£8,000.00	£9,600.00	£8,000.00	£9,600.00	£0.00	0.0%
	Liebenrood / Tilehurst Rd	each	£3,600.00	£4,320.00	£3,600.00	£4,320.00	£0.00	0.0%
	Queens Road reservation	each	£2,000.00	£2,400.00	£2,000.00	£2,400.00	£0.00	0.0%
	Vastern / Caversham road	each	£3,600.00	£4,320.00	£3,600.00	£4,320.00	£0.00	0.0%
	Vastern / Forbury Road	each	£4,500.00	£5,400.00	£4,500.00	£5,400.00	£0.00	0.0%
	Vastern / George Street	each	£8,000.00	£9,600.00	£8,000.00	£9,600.00	£0.00	0.0%
	Whitley / Christchurch	each	£4,000.00	£4,800.00	£4,000.00	£4,800.00	£0.00	0.0%
	Whitley Wood Lane/Road	each	£4,000.00	£4,800.00	£4,000.00	£4,800.00	£0.00	0.0%
	Circuit / Southcote Lane	each	£2,000.00	£2,400.00	£2,000.00	£2,400.00	£0.00	0.0%
	Southcote Lane / Virginia Way	each	£3,000.00	£3,600.00	£3,000.00	£3,600.00	£0.00	0.0%
	Gillette Way / Rosekilm	each	£4,000.00	£4,800.00	£4,000.00	£4,800.00	£0.00	0.0%
	Discretionary discount <25%							
Welcome to Reading Signage	Single 12 months	each	£1,200.00	£1,440.00	£1,200.00	£1,440.00	£0.00	0.0%
	Single 6 months	each	£800.00	£960.00	£800.00	£960.00	£0.00	0.0%
	All 6 months	each	£3,600.00	£4,320.00	£3,600.00	£4,320.00	£0.00	0.0%
	All 12 months	each	£6,000.00	£7,200.00	£6,000.00	£7,200.00	£0.00	0.0%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
TOWN HALL								
Reading Arts - per transaction postage fee for ticket bookings	Across all price points for tickets available from Reading Arts and Venues	Per Transaction	£1.67	£2.00	£1.75	£2.10	£0.08	4.8%
Reading Arts - Membership scheme for The Hexagon	Charged at the discretion of customers, and along the booking pathway.	Per Transaction	£29.17	£35.00	£30.67	£36.80	£1.50	5.1%
Concert Hall Room Hire	Room Hire	Day From	£2,300.00	£2,760.00	£2,415.00	£2,898.00	£115.00	5.0%
Concert Hall plus Tech package	Room Hire & Equipment	Day From	£3,560.00	£4,272.00	£3,738.00	£4,485.60	£178.00	5.0%
Victoria Hall Room Hire	Room Hire	Half Day/Day From	£525.00	£630.00	£551.25	£661.50	£26.25	5.0%
Waterhouse Chamber Hire	Room Hire	Half Day/Day From	£220.00	£264.00	£231.00	£277.20	£11.00	5.0%
Soane Space	Room Hire	Half Day/Day From	£190.00	£228.00	£199.50	£239.40	£9.50	5.0%
Jane Austen/Oscar Wilde	Room Hire	Half Day/Day From	£92.50	£111.00	£97.17	£116.60	£4.67	5.0%
Marcus Adams	Room Hire	Day From	£87.50	£105.00	£91.92	£110.30	£4.42	5.0%
Concert Hall Daily Delegate Rate	Catering & room Hire	Day From	£47.50	£57.00	£49.92	£59.90	£2.42	5.1%
Victoria Hall Daily Delegate Rate	Catering & room Hire	Half Day/Day	£26.00	£31.20	£27.33	£32.80	£1.33	5.1%
Waterhouse Daily Delegate Rate	Catering & room Hire	Half Day/Day	£31.00	£37.20	£32.58	£39.10	£1.58	5.1%
Jane Austen/Oscar Wilde Daily Delegate Rate	Catering & room Hire	Half Day/Day	£31.00	£37.20	£32.58	£39.10	£1.58	5.1%
Soane Space Daily	Catering & room Hire	Half Day/Day	£25.00	£30.00	£26.25	£31.50	£1.25	5.0%
Lectern PA Hire	Equipment	Day	£90.00	£108.00	£94.50	£113.40	£4.50	5.0%
PA Hire	Equipment	Day	£75.00	£90.00	£78.75	£94.50	£3.75	5.0%
Microphone Hire	Equipment	Day	£67.50	£81.00	£70.92	£85.10	£3.42	5.1%
Tech time	Equipment	Per hour	£32.50	£39.00	£34.17	£41.00	£1.67	5.1%
Monitor Hire	Equipment	Day	£45.00	£54.00	£47.25	£56.70	£2.25	5.0%
Additional Projector Screen	Equipment	Day	£20.00	£24.00	£21.00	£25.20	£1.00	5.0%
LCD Projector	Equipment	Day	£62.50	£75.00	£65.67	£78.80	£3.17	5.1%
Laptop Hire	Equipment	Day	£62.50	£75.00	£65.67	£78.80	£3.17	5.1%
Piano Hire	Equipment	Day	£100.00	£120.00	£105.00	£126.00	£5.00	5.0%
Piano Tuned	Equipment	Day	£110.00	£132.00	£115.50	£138.60	£5.50	5.0%
Lectern Hire	Equipment	Day	£17.50	£21.00	£18.42	£22.10	£0.92	5.2%
Flip Chart	Equipment	Each	£17.50	£21.00	£18.42	£22.10	£0.92	5.2%
Speaker phone	Equipment	Day	£35.00	£42.00	£36.75	£44.10	£1.75	5.0%
Display Board	Equipment	Day	£35.00	£42.00	£36.75	£44.10	£1.75	5.0%
Dance Floor	Equipment	Day	£100.00	£120.00	£105.00	£126.00	£5.00	5.0%
Pads & Pens	Equipment	Per person	£4.00	£4.80	£4.17	£5.00	£0.17	4.2%
Photocopies	Equipment	Each	£0.15	£0.18	£0.17	£0.20	£0.02	11.1%
Late Bar	Equipment	Event	£150.00	£180.00	£157.50	£189.00	£7.50	5.0%
Serving Staff	Equipment	Per hour	£20.00	£24.00	£21.00	£25.20	£1.00	5.0%
Security Staff	Equipment	Per hour	£22.50	£27.00	£23.67	£28.40	£1.17	5.2%
DJ	Equipment	Per event	£450.00	£540.00	£472.50	£567.00	£22.50	5.0%
Stage - Victoria Hall	Equipment	Day	£87.50	£105.00	£91.92	£110.30	£4.42	5.0%

Proposed Fees and Charges from 1st April 2022 - Directorate of Economic Growth and Neighbourhood Services

Service	Category	Charge Unit	Fee April 2021	Fee including VAT	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
BERKSHIRE RECORDS OFFICE								
Copy certificates (baptism, burial, pre 1837 marriage)		Each	£11.67	£14.00	£11.67	£14.00	£0.00	0.0%
Copy certificates (post 1837 marriage)		Each	£9.17	£11.00	£9.17	£11.00	£0.00	0.0%
Reprographics		Each	£1.67	£2.00	£1.67	£2.00	£0.00	0.0%
Self Service Photos		Each	£0.83	£1.00	£0.83	£1.00	£0.00	0.0%
Self-Service Printouts		Each	£0.83	£1.00	£0.83	£1.00	£0.00	0.0%
Digital Photos		Each	£8.33	£10.00	£8.33	£10.00	£0.00	0.0%
Restoration Service		Half Hour	£13.33	£16.00	£13.33	£16.00	£0.00	0.0%
Research		Half Hour	£13.33	£16.00	£13.33	£16.00	£0.00	0.0%
MODERN RECORDS								
Records Storage	Storage of records by box	Per Box	£9.00	£10.80	£9.00	£10.80	£0.00	0.0%
PLAY SERVICES								
School Support	1:1 Support Session	Per hour	£32.50		£34.10		£1.60	4.9%
	Lunchtime Support Session	Per hour	£25.00		£26.25		£1.25	5.0%
	STEPS - Travel Project	Per hour	£54.00		£56.70		£2.70	5.0%
Hire	Equipment Hire - Large	per Session	£110.00		£115.50		£5.50	5.0%
	Equipment Hire - Medium	per Session	£86.00		£90.30		£4.30	5.0%
	Equipment Hire - Small	per Session	£54.00		£56.70		£2.70	5.0%
Staff Support	0-5 Staff Support	Per hour	£17.00		£17.85		£0.85	5.0%
Events	Play in the Park	per Session	£4.00		£4.20		£0.20	5.0%
	Mini Kickers	Per hour	£2.50		£2.60		£0.10	4.0%
	Walking Football	Per hour	£4.50		£4.70		£0.20	4.4%
	Holiday Events	per Session	£7.00		£7.35		£0.35	5.0%
Discretionary	Archery for over 50's	per Session	£8.00		£8.40		£0.40	5.0%
	Bespoke Play education Attainment	Per session	New Fee	New Fee	£35.00		New Charge	N/A
	Team building	per Session	£70.00		£73.50		£3.50	5.0%
Holiday Clubs Age range 4- 12	8:30am to 1pm	per Session	£10.00	£12.00	£10.50	£12.60	£0.50	5.0%
	1pm to 5:30pm	per Session	£10.00	£12.00	£10.50	£12.60	£0.50	5.0%
	9am to 3:30pm	per Session	£15.00	£18.00	£16.67	£20.00	£1.67	11.1%
	8:30am to 5:30pm	per Session	£20.00	£24.00	£22.50	£27.00	£2.50	12.5%
After School Club	Regular Session (single)	per child	£10.00	£12.00	£10.50	£12.60	£0.50	5.0%
	Regular Session (siblings)	per child	£9.00	£10.80	£9.46	£11.35	£0.46	5.1%
	Short Session (single)	per child	£7.50	£9.00	£7.88	£9.45	£0.38	5.0%
	Short Session (siblings)	per child	£6.75	£8.10	£7.08	£8.50	£0.33	4.9%
Prospect Activity	Low Ropes	Per person	New Fee	New Fee	£3.75	£4.50	New Charge	N/A
Prospect Activity	Golf Course	Per Person	New Fee	New Fee	£3.75	£4.50	New Charge	N/A

Proposed Fees and Charges from 1st April 2022 - Directorate of Resources

Service	Category	Charge Unit	New Fee from April 2022	Fee including VAT	Increase/ (decrease) £ Excl.VAT	Increase/ (decrease) %
BEREAVEMENT SERVICES						
Reading Crematorium						
Cremation Fee Cremation of the remains of:	Stillborn child or child under 18 years of age (includes use of chapel, strewing of any cremated remains or the provision of a container and medical referees fee)	Each	£0.00		£0.00	N/A
	A person aged 18 years and over (includes strewing of cremated remains or the provision of a container and medical referee's fee). Including Environmental Levy 30min service, 45 min time slot	Each	£867.00		£17.00	2.0%
Cremation Fee	A person aged 18 years and over (includes strewing of cremated remains or the provision of a container and medical referee's fee). Including Environmental Levy 30 min service, 45 time slot	Each	£658.00		£13.00	2.0%
	Cremation Fee without service including environmental levy (DIRECT Crem)	Each	£315.00		£10.00	3.3%
	Memorial service or service of double length in addition to usual cremation or interment fee	Each	£433.00		£13.00	3.1%
	Witness Direct Cremation	Each	£435.00		£10.00	2.4%
	Saturday Surcharge	Each	£440.00		£10.00	2.3%
	Sunday/ Bank Holiday Surcharge	Each	£635.00		£15.00	2.4%
	Public Health Cremation Fee including environmental levy	Each	£610.00		£10.00	1.7%
Strewing of cremated remains	Remains received from another Crematorium	Each	£97.50		£2.00	2.1%
	Retention of remains on temporary deposit per month after the first month for a maximum of three months	Each	£88.00		£2.00	2.3%
	To witness the strewing of remains	Each	£46.00		£1.00	2.2%
	Unwitnessed strewing of remains	Each	£46.00		£1.00	2.2%
Certified extract from register		Each	£40.00		£1.00	2.6%
Book of remembrance	Two-line entry	Each	£69.17	£83.00	£1.46	2.2%
	Five-line entry	Each	£115.00	£138.00	£2.08	1.8%
	Five-line entry with illuminated capital	Each	£174.17	£209.00	£3.34	2.0%
	Five-line entry with floral motif, service badge etc.	Each	£195.83	£235.00	£4.58	2.4%
	Eight-line entry	Each	£155.83	£187.00	£3.33	2.2%
	Eight-line entry with illuminated capital	Each	£218.33	£262.00	£5.00	2.3%
	Eight-line entry with floral motif, service badge etc.	Each	£281.67	£338.00	£5.42	2.0%
	Full coat of arms 5-8 lines	Each	£359.17	£431.00	£6.67	1.9%
	Extra Lines upto a maximum of 11	Each	£25.63	£30.75	£0.41	1.6%
Remembrance card	Copy of a two-line entry	Each	£42.08	£50.50	£0.83	2.0%
	Copy of a five-line entry	Each	£71.00	£85.20	£1.42	2.0%
	Copy of a five-line entry with any type of motif	Each	£138.75	£166.50	£2.75	2.0%
	Copy of an eight-line entry	Each	£99.42	£119.30	£1.92	2.0%
	Copy of an eight-line entry with any type of motif	Each	£154.79	£185.75	£3.12	2.1%
Memorial vase and tablet	Purchase of vase and tablet	Each	£234.58	£281.50	£4.58	2.0%
	Renewal for period of 10 years	Each	£305.00		£5.00	1.7%
Memorial plaques	Replacement single plaque	Each	£93.75	£112.50	£8.33	9.8%
	Replacement single plaque with motif	Each	£112.92	£135.50	£10.42	10.2%
	Lease of single plaque space for 10 years *Fees are doubled in the case of a 12" x 4" double plaque	Each	£200.00		£5.00	2.6%
	Renewal of lease for baby plaque	Each	£24.00		£0.50	2.1%
	Photo Cameo on Plaque additional cost (added to normal plaque cost)	Each	£91.67	£110.00	£8.34	10.0%

BEREAVEMENT SERVICES						
Reading Crematorium						
Hall of Memory Tree Leaf	Lease for 5 years renewal	Each	£73.50		£1.50	2.1%
	Replacement leaf	Each	£63.33	£76.00	£2.91	4.8%
Memorial Tree	Provision of Tree, Surround and stem plaque	Each	£437.50	£525.00	£21.25	5.1%
	Lease for 10 years	Each	£633.00		£13.00	2.1%
Memorial bench	Replacement Bench	Each	£638.75	£766.50	£30.42	5.0%
	Lease for a 10 years	Each	£714.00		£14.00	2.0%
	Replacement plaque for tree or bench	Each	£142.50	£171.00	£12.92	10.0%
Wall Plaque	Purchase of memorial granite wall plaque	Each	£155.83	£187.00	£14.16	10.0%
	Lease of space for memorial granite wall plaque	Each	£305.00		£5.00	1.7%
Relocating plaque	Moving of Memorial Plaque to new location	Each	£55.83	£67.00	£3.33	6.3%
Administrative	Administration Fee	Each	£55.83	£67.00	£2.50	4.7%
Memorial Bed Garden	Replacement plaque and surround	Each	£437.50	£525.00	£21.25	5.1%
	Lease fee for 10 years	Each	£633.00		£13.00	2.1%
Birdbath Memorial Plaques	Replacement Plaque (row 1)	Each	£102.50	£123.00	£8.33	8.8%
	Replacement Plaque (row 2)	Each	£147.50	£177.00	£12.92	9.6%
	Replacement Plaque (row 3)	Each	£205.83	£247.00	£18.33	9.8%
	Replacement Plaque (row 4)	Each	£279.17	£335.00	£22.50	8.8%
	Replacement Plaque (row 5)	Each	£350.00	£420.00	£27.50	8.5%
	Renewal of Lease (10 years)	Each	£305.00		£5.00	1.7%
Sanctums	Granite Tablet (no motif)	Each	£407.50	£489.00	£36.67	9.9%
	Lease for further 25 years	Each	£705.00		£15.00	2.2%
Baby Grave Galvanised Sculpture	Plaque for baby grave	Each	£120.83	£145.00	£5.41	4.7%
	Replacement plaque	Each	£68.75	£82.50	£1.67	2.5%
Reading Cemetery						
Henley Road, Reading Cemetery, Caversham Cemetery - Exclusive rights of burial in earth graves (including certificates of grant)	For the exclusive right of burial for 75 years in an earth grave 9 feet by 4					
	Section B	Each	£2,530.00		£120.00	5.0%
	Section D	Each	£2,020.00		£94.00	4.9%
	Section G & Mayfield Traditional	Each	£1,530.00		£30.00	2.0%
	* For details of the locations of Sections B, D and G please call at the					
	b) The lawn or park Cemetery in an earth grave 9 feet by 4 feet	Each	£ 1,120.00		£45.00	4.2%
	d) Desk Vase Tablet cremated remains plot for 2 set of ashes	Each	£ 592.00		£22.00	3.9%
	e) Grave purchased/ reserved for future use (trebled if out of borough)	Each	£ 551.00		£11.00	2.0%
	* Please note the charges payable for exclusive right of burial in any grave or vault will be trebled in the case of any person who was not an inhabitant					

BEREAVEMENT SERVICES						
Reading Cemetery						
Henley Road, Reading Cemetery, Caversham Cemetery - Exclusive rights of burial in earth graves (including certificates of grant)	*Extension to lease for exclusive rights of burial for 10yrs period on lawn graves	Each	£225.00		£10.00	4.7%
	*Extension to lease for exclusive rights of burial for 15 yrs period on lawn graves	Each	£288.00		£13.00	4.7%
	*Extension to lease for exclusive rights of burial for 25yrs period on lawn graves	Each	£441.00		£21.00	5.0%
	*Extension to lease for exclusive rights of burial for 10 yrs period on traditioanl graves	Each	£299.00		£14.00	4.9%
	*Extension to lease for exclusive rights of burial for 15 yrs period on traditional graves	Each	£372.00		£17.00	4.8%
	*Extension to lease for exclusive rights of burial for 25yrs period on traditional graves	Each	£614.00		£29.00	5.0%
Vaulted or walled graves	Charges to be individually agreed with the Cemeteries Manager according to size and depth of graves where an exclusive right of burial has been purchased for 75 years					
Burials	Dig Fee to be claimed from Children's Funeral Fund (CFF) for interment of Stillborn to <5 years old.	Each	£125.00		£5.00	4.2%
	Dig Fee to be claimed from CFF for interment of a child aged 5-17yrs old	Each	£272.00		£12.00	4.6%
	c) If the body is that of a person aged 18 years or over	Each	£880.00		£40.00	4.8%
	d) Cremated remains in an existing grave or a cremated remains plot	Each	£150.00		£5.00	3.4%
	Dig Fee to be claimed from CFF for interment of cremated remains stillborn to <5 years old	Each	£16.00		£0.50	3.2%
	Dig Fee to be claimed from CFF for interment of cremated remains of a child aged 5-17yrs old	Each	£34.50		£1.50	4.5%
	f) Cremated Remains returned from elsewhere for Burial	Each	£53.00		£2.50	5.0%
	g) For any burial below 6 feet in depth an additional charge will be made per burial	Each	£311.00		£14.00	4.7%
	Additional depth for child under 18	Each	£185.00		£3.00	1.6%
Common grave	In a grave where an exclusive right of burial has not been granted:					
	a) If the body is that of a stillborn child or under 5 years old	Each	£0.00		£0.00	N/A
	b) If the body is that of a person over 5 years old	Each	£148.00		£3.50	2.4%
	c) If the body is that of a person aged 18 years or over (Public Health)	Each	£880.00		£40.00	4.8%
	* The charge payable for burials in any grave where no exclusive right of burial has been granted will be doubled in the case of any person who was not an inhabitant of the Borough					
Monuments, Gravestones, Tablets and Stone kerbs	For the right to erect any gravestone or monument on a grave space:					
	a) Traditional	Each	£296.50		£6.00	2.1%
	b) Lawn, Park and Mayfield Cemetery	Each	£206.00		£4.00	2.0%
	c) Park cremated remains section flat stone & DVT's	Each	£76.00		£1.50	2.0%
	f) Cremated Remains Headstone Section	Each	£76.00		£1.50	2.0%
Other fees and charges	Transfer of grant of exclusive right of burial	Each	£78.33	£94.00	£1.66	2.2%
	Search Fee - up to 4 records per enquiry	Each	£14.17	£17.00	£0.42	3.0%
	Search Fee - for 1 record	Each	£4.17	£5.00	£0.09	2.1%
	Exhumation of Cremated Remains	Each	£271.50		£5.50	2.1%
	Use of chapel prior to burial for stillborn child or a child under 18 years old	Each	£68.50		£1.50	2.2%
	Chapel Fee Prior to a Burial for person over 18 years old	Each	£433.00		£8.00	1.9%
	Administration Fee for Public Health Funeral	Each	£236.25	£283.50	£4.58	2.0%
	Charge for provision of a Quran grave	Each	£880.00		£40.00	4.8%
	Bench Maintenance (Powerwash and treatment with teak oil)	Each	£72.50	£87.00	£1.67	2.4%
	Removal of trees from plots	Each	£0.00	£0.00	£0.00	N/A
	Grave Maintenance	Each	£72.50	£87.00	£1.67	2.4%

BEREAVEMENT SERVICES						
Reading Cemetery						
Webcast Services	Live Webcast (upto 20 viewers)	Each	£29.58	£35.50	£0.41	1.4%
	Live+On-Demand Webcast for up to 28 days and downloadable	Each	£42.08	£50.50	£0.83	2.0%
	Physical copy of Webcast recording on DVD, blu-ray or USB memory stick and audio cd	Each	£47.50	£57.00	£0.83	1.8%
	Additional Physiscal copy CD, DVD, Blu-ray or USB	Each	£22.71	£27.25	£0.42	1.9%
Visual Tributes	Single Photo	Each	£11.83	£14.20	£0.25	2.2%
	Slideshow (up to 25)	Each	£36.25	£43.50	£0.63	1.8%
	Photo Tribute (up to 25)	Each	£65.00	£78.00	£1.04	1.6%
	Additional 25 photos	Each	£22.71	£27.25	£1.25	5.8%
	Photos & Video Tribute (up to 2 minutes)	Each	remove fee	N/A	N/A	N/A
	Self Build Checking	Each	£19.17	£23.00	£0.42	2.2%
	Additional Time for tributes etc:					
	DVD of Pro Photo tribute only	Each	£22.71	£27.25	£0.42	1.9%
	Physical Copy of Webcast recording including the Pro Photo Tribute on DVD, Memory Stick, Blu-ray	Each	remove fee	N/A	N/A	N/A
	Downloadable copy of Pro Photo tribute	Each	£11.46	£13.75	£0.21	1.9%
	Extra Work required on tributes	Each	£22.71	£27.25	£0.42	1.9%
Reading Cemetery	*NO NEW GRAVE SPACE AVAILABLE. Charges for burials into existing graves and all other fees and charges are the same as for Henley Road Cemetery.					
Caversham Cemetery	*NO NEW GRAVE SPACES AVAILABLE. Charges for burials into existing graves and all other fees and charges are the same as for Henley Road Cemetery.					

REGISTRATION SERVICE						
Registration Service	Notice of marriage or partnership	Per Person	£35.00		£0.00	0.00%
Registration Service (Twice monthly - Tuesday Am only)	Registrar's attendance at Register Office marriage or civil partnership	Per couple	£46.00		£0.00	0.00%
Registration Service	Registrar's attendance at outside church	Per couple	£90.00		£0.00	0.00%
Registration Service	Attendance at place of detention or house for notice of marriage or partnership	Per couple	£300.00		£0.00	0.00%
Certificates	Registration Certificate at first time of registering the event	Per Certificate	£11.00		£0.00	0.00%
	Express Service Replacement Certificate	Per Certificate	£35.00		£0.00	0.00%
	Replacement certificate Closed Register -Postal/Telephone/web Incl. admin fee	Per Certificate	£11.00		£0.00	0.00%
Correction Fee	Correction completed by Register office	Per correction	£75.00		£0.00	0.00%
	Correction referred to GRO		£90.00		£0.00	0.00%
	Amendment to birth record with 12 months of registration		£40.00		£0.00	0.00%
Foreign Divorce admin fee	The administration of foreign divorces when giving notice of marriage or CP.	Per Person	£75.00		£0.00	0.00%
Citizenship Ceremonies	Individual Citizenship Ceremony at The Town Hall (up to max of 10 people)	Per Person	£103.83	£124.60	£5.00	5.1%
	Friday & Saturday Individual Citizenship Ceremony at the Town Hall (up to max of 10 people)	Per Person	£142.50	£171.00	£5.00	3.6%
Approved Premises Marriages - (9am to 5pm)	Monday to Thursday (9am to 5pm)	Per Couple	£335.00	£402.00	£5.00	1.5%
	Friday & Saturday (9am to 5pm)	Per Couple	£385.00	£462.00	£5.00	1.3%
	Sunday & Bank Hols (9am to 5pm)	Per Couple	£414.17	£497.00	£5.00	1.2%
Approved Premises Marriages - After 5pm (Min of 2 -3 staff required. Registrar to conduct the	Venue: Monday to Thursday	Per Couple	£330.00	£396.00	£0.00	0.0%
	Venue: Friday & Saturday	Per Couple	£389.00	£466.80	£5.00	1.3%
	Venue: Sunday & Bank Hols	Per couple	£417.50	£501.00	£0.00	0.0%
New Ceremony Room: Reading Museum & Town Hall (Marriages / Civil Partnerships) (Only to 4pm as Town Hall closes) (Min of 2 -3 staff required. Registrar to conduct the	Monday to Thursday	Per Couple	£143.33	£172.00	£8.00	5.9%
	Friday & Saturday	Per Couple	£230.50	£276.60	£5.00	2.2%
	Sunday & Bank Hols	Per Couple	£414.17	£497.00	£5.00	1.2%
Renewal of Vows & Baby Naming (1 member of staff required)	Monday to Thursday	Per Ceremony	£139.00	£166.80	£7.00	5.3%
	Friday & Saturday	Per Ceremony	£168.50	£202.20	£8.00	5.0%
	Sunday & Bank Hols	Per Ceremony	£193.33	£232.00	£6.00	3.2%
Approval of venues for marriages or Civil Partnerships (up to 2 rooms)	Renewal of marriage or Civil Partnership licence	Per Venue	£1,441.67	£1,730.00	£25.00	1.8%
Administrative fee	For services offered on a Saturday such as Notices of Marriage	Per Person	£18.95	£22.74	£0.00	0.0%
	Changes to booking	Per Person	£21.20	£25.44	£2.25	11.9%

GIS - MAPPING						
Street Naming & Numbering	New addresses	Each	£46.00	£55.20	£0.00	0.0%
	New streets	Each	£264.00	£316.80	£0.00	0.0%
LEGAL SERVICES						
Right to Buy	Engrossment Fee (Freehold)	Per Transfer	£70.00	£84.00	£0.00	0.0%
	Engrossment Fee (Leasehold)	Per Lease	£80.00	£96.00	£0.00	0.0%
Requisition (LLC1) Postal	Search using LLC1 form only	per search	£33.00	£39.60	£3.00	10.0%
***Standard Enquiries (CON29) Postal	Search using CON29 form only	per search	£86.00	£103.20	£3.00	3.6%
Full Search LLC1 and CON29	Search using LLC1 and CON29 form	per search	£119.00	£142.80	£6.00	5.3%
Copy documents	Copy document	per request	£25.00	£30.00	£0.00	0.0%
Deferred Payment Agreement	Flat fee and hourly rate (commercial) for work in excess of 5 hours	per Agreement	£540.00	£648.00	New Charge	N/A
Legal Fess (Commercial)	Legal Services Manager	per Hour	£300.00	£360.00	New Charge	N/A
	Principal Lawyer / Team Leader	per Hour	£275.00	£330.00	New Charge	N/A
	Senior Lawyer	per Hour	£250.00	£300.00	New Charge	N/A
	Lawyer	per Hour	£200.00	£240.00	New Charge	N/A
	Trainees and Paralegals (Grade 6+)	per Hour	£125.00	£150.00	New Charge	N/A
	Trainees and Paralegals (Grade 4- 5)	per Hour	£95.00	£114.00	New Charge	N/A
Legal Fees (Community)*	Legal Services Manager	per Hour	£175.00	£210.00	New Charge	N/A
	Principal Lawyer / Team Leader	per Hour	£150.00	£180.00	New Charge	N/A
	Senior Lawyer	per Hour	£120.00	£144.00	New Charge	N/A
	Lawyer	per Hour	£95.00	£114.00	New Charge	N/A
	Trainees and Paralegals (Grade 6+)	per Hour	£70.00	£84.00	New Charge	N/A
	Trainees and Paralegals (Grade 4- 5)	per Hour	£50.00	£60.00	New Charge	N/A
* Community rates apply to voluntary organisations, charities and the like providing services to residents in Reading.						
INCOME & RECOVERY						
Council Tax Summons Cost		Per summons issued	£111.00		£0.00	0.0%
Business Rates Summons Cost		Per summons issued	£157.00		£0.00	0.0%
Civil Penalties Housing Benefits		per case identified	£50.00		£0.00	0.0%
Civil Penalties Council Tax		per case identified	£70.00		£0.00	0.0%
DEMOCRATIC SERVICES						
Admission Appeals - Charge per appeal		per admission appeal heard	£210.00	£252.00	£10.00	5.0%
School Exclusion Review Hearing		per review heard	£650.00	£780.00	£0.00	0.0%
Admission Appeals - Admin Charge	Withdrawn/ Settled (W/S) Appeals	per admission appeal W/S after papers circulated	£55.00	£66.00	£5.00	10.0%
CUSTOMER SERVICES						
Blue Badges (New & Renewals)	Disabled Parking Badge	Each	£10.00		£0.00	0.0%
COMMUNICATIONS						
Event pitch fee	Charity	Per event	£30.00	£36.00	£10.00	50.0%
Event pitch fee	Charity with 10% early bird discount	Per event	£27.00	£32.40	£9.00	50.0%
Event pitch fee	RBC affiliated charity	Per event	£10.00	£12.00	£0.00	0.0%
Event pitch fee	RBC affiliated charity with 10% early bird discount	Per event	£9.00	£10.80	£0.00	0.0%
Event pitch fee	Community	Per event	£40.00	£48.00	£10.00	33.3%
Event pitch fee	Community with 10% early bird discount	Per event	£36.00	£43.20	£9.00	33.3%
Event pitch fee	Commercial	Per event	£100.00	£120.00	£0.00	0.0%
Event pitch fee	Commercial with 10% early bird discount	Per event	£90.00	£108.00	£0.00	0.0%
Event pitch fee	Food trader	Per event	£150.00	£180.00	£0.00	0.0%
KENNET DAY NURSERY						
3 yrs and over - RBC		Daily rate (2 sessions)	£51.91		£2.47	5.0%
Under 3 yrs - RBC		Daily rate (2 sessions)	£54.01		£2.57	5.0%
3 yrs and over - Non RBC		Daily rate (2 sessions)	£56.95		£2.71	5.0%
Under 3 yrs - RBC		Daily rate (2 sessions)	£59.05		£2.81	5.0%
* AM or PM sessions are charged at half the daily rate.						
* Siblings are entitled to a £2 per day reduction						
* Grant Funding available for children a term after their 3rd birthday						
LEARNING AND WORKFORCE DEVELOPMENT						
Training	Places on training for school staff (1 day)	per place	£67.82		£0.00	0.0%
	Places on training for PVI sector	per place	£33.91		£0.00	0.0%

Equality Impact Assessment

Name of proposal/activity/policy to be assessed

2022/23 Provisional Budget and Three-Year Medium Term Financial Strategy

Directorate: RESOURCES

Service: Council-wide

Name and job title of person doing the assessment

Name: Clare Muir

Job Title: Policy and Voluntary Sector Manager

Date of assessment: 21st January 2022

What is the aim of your policy or new service?

The updated MTFS has been developed to reflect the changing landscape in which Councils are now operating. The Covid-19 pandemic has had a significant impact on Council budgets, with increased costs and reduced levels of income.

The updated MTFS proposes:

- a re-profiling of income from 2022/23 to later years on the assumption that the majority of that income will recover over time. The impact of lost income has previously been offset by grant funding from Central Government, but indications are that there will be no more funding available to Councils after the current financial year.
- an increase of almost £7m in the budget for Adult Social Care services for next year to fund the impact of cost pressures.
- that the Business Rate reset previously assumed to happen in 2022/23 will not now happen until 2023/24 at the earliest.

Who will benefit from this proposal and how?

Residents and service users will benefit from the Council setting a balanced and affordable budget that ensures the Council's finances are sustainable.

Who are the main stakeholders and what do they want?

Residents, businesses, councillors and council staff in Reading.

Assessment of Relevance and Impact

The Equality duty has been considered for each proposed budget business case. For the majority of these the Equality Duty is not relevant to the changes proposed.

The following proposals will require an Equality Impact Assessment as the proposals are developed.

Reference number	Title	Proposal	Equality Impact
DOR-2223-01	Bereavement Services Restructure	Restructure of the Bereavement Services Team to increase capacity and ensure the service is efficient, customer focussed and cost effective longer term. As well as ensure the effective and timely implementation of new rules & regulations.	Equality impact assessment is required in relation to impact on staff. Consultation with staff will commence in January 2022
DOR-2021-06	Customer Experience Programme Benefits delivery	Restructure to support Customer Experience strategy	Equality impact assessment is required in relation to impact on staff. Consultation with staff will take place between January and March 2022
DACHS-2021-22a	DACHS Staffing Efficiencies	A review of each team and their remits will be undertaken to achieve further staff efficiencies, this would need to be made in balance with current pressures across Health and Social Care and our response to the new COVID challenges and therefore at this stage the specific posts haven't been identified.	Equality impact assessment is required in relation to impact on staff. Consultation with staff will commence in January 2022
N2	1 Dunsfold Fitout for BFfC Family Contact Centre - Development for Community Use	To relocate The Family Contact Centre BFfC from the ground floor space at the Civic Offices to the council owned space at 1 Dunsfold Rd	Equality impact assessment is required in relation to impact on service users - Parents and foster carers
N14	Burial Land Acquisition	Place holder for both commissioning a land acquisition study, purchase of burial land, and development of land to convert to suitable burial ground.	Equality impact assessment is required in relation to impact on the public following options appraisal 01/10/2022

**‘Investing in Reading’s Recovery’
Reading Borough Council Budget Consultation 2022/23
Report on Results**

1. Introduction

Each year, the Council sets its budget for the coming year. The budget defines our income and the amount we will spend on day-to-day services and one-off investments over the year.

At the time of the consultation the draft budget for 2022/23 consisted of:

- General Fund net revenue budget of £148.1m for 2022/23
- General Fund capital investment of £241m over three years 2021/22 to 2023/24
- Efficiency savings and increased income totalling £6.1m million in 2022/23 (£15.6m over three years 2022/23 to 2024/25)
- An assumed Council Tax increase of 1.99% and a one-off Adult Social Care precept of 1.0%

The focus of the revenue budget is running day-to-day services such as parks, playgrounds, libraries, waste and recycling, planning, transport, highways, street cleaning, environmental health, children’s services and adult social care. The proposals for 2022/23 maintain current services and allow for £20.3 million in increased costs driven by inflation and Reading’s growing population.

There remained a gap of £3.3m between the planned income and the planned spend, which must be closed before the final proposals are agreed in February.

2. The Budget Consultation

We launched our budget consultation on 21st December 2021, inviting input from people who live and work in Reading, partners, local businesses, and people who come into Reading to use our services. The consultation ran until 14th January 2022.

The consultation comprised 5 key questions:

- Q1 What additional suggestions do you have for how we could make the savings required to balance the budget?
- Q2 What other areas could we look at for generating further income?
- Q3 What are the areas you would prioritise spend?
- Q4 Are there any investment proposals that you would consider?
- Q5 Do you have any additional comments about the budget?

3. Communication

The consultation was promoted as follows:

- In local media
- On the council’s website

- Social media channels - twitter, facebook and nextdoor
- Sent to nearly 100,000 people via the residents' newsletter.
- Emailed to the online citizens panel (750 residents)
- Shared with over 1500 staff via newsletters
- Shared with key partners and forums
- Face to face briefing with business partners and stakeholders

The majority of responses were received online through the Consultation Hub. One email was received.

4. Profile of Respondents

In total, 133 responses were received via the Council's consultation hub.

A broad range of people took part, however, compared to the 2011 Census population profile for Reading, a higher percentage of older people and a lower percentage of younger people responded. A lower number of people from Black and minority ethnic backgrounds responded.

Characteristic	Budget consultation responses		2011 Census
	No	%age	%age
Age			
Under 16	0	0%	19.3%
16-25	1	0.8%	16.5%
26-35	19	14.3%	19.2%
36-45	19	14.3%	14.6%
46-55	30	22.6%	11.3%
56-65	27	20.3%	8.2%
66+	31	23.3%	10.8%
Gender			
Male	46	34.6%	50.2%
Female	65	48.9%	49.8%
Prefer not to say	19	14.3%	n/a
Ethnicity			
White	96	72.2%	74.8%
Mixed	2	1.5%	3.9%
Asian	4	3.0%	12.6%
Black	2	1.5%	7.7%

The majority of respondents (94%) were residents.

Responding as	Total	Percent
Resident	125	94%
Service user	0	0%
Family or friend of service user	2	1.5%
Voluntary organisation	1	0.8%
Business	1	0.8%
Public Sector	0	0%
Employee of Reading Borough Council	2	1.5%
Other	2	1.5%
Not Answered	0	0%

5. Summary of Responses

Respondents were able to comment against each question and, as the questions were open-ended, could include as many or as few points as they chose, with the same points often repeated across each of the questions. The analysis has therefore been conducted across all 5 questions and has looked at the themes and suggestions provided by each respondent, regardless of the question.

The analysis of the responses has involved identification of key themes/ service areas and within these suggestions for:

- ways to increase income
- ways to make savings
- where to prioritise spending
- suggestions for improvements.

While all responses have been included in the analysis, the frequencies included should be considered indicative rather than absolute.

Key points from the analysis include:

- Top service areas for suggested spend were: children's services (26%) (education 11%) and adult social care (23%).
- While transport was a top theme (28% mentioned), a significant proportion of these (8%) responses suggested reducing or not spending more on cycle routes and bus lanes.
- 21% were keen to see more leisure and arts/cultural/entertainment facilities
- 18% of responses suggested spending more on roads and highways
- Respondents were fairly split on increasing/ introducing parking and traffic related charges; 12% suggested raising revenue this way
- 17% were keen to prioritise climate change and sustainability related and projects and activities.
- Almost 17% suggested streamlining staff (reducing posts or pay)
- 16% were keen on spending more or making improvements to waste management and recycling; there were a number of responses relating to flytipping in particular.
- 11% said reduce or don't increase Council Tax; 4% said do.
- 9% suggested raising money through fines (half of these related to flytipping)
- 7% suggested selling or re-using empty properties to raise income or make savings

BUDGET CONSULTATION 2022/23 - ANALYSIS OF RESPONSES

<i>Theme</i>	<i>No of responses</i>	<i>% total responses</i>	<i>Sub-theme</i>	<i>No of responses</i>	<i>% total responses</i>
Transport	37	27.8%	Review/reduce bus lanes, cycle lanes etc	10	7.5%
			Spend on sustainable transport	16	12.0%
			Spend on traffic management/schemes	11	8.3%
Children's services	34	25.6%	Spend on education	15	11.3%
			Spend on childrens services including schools	19	14.3%
Adult social care	31	23.3%	Spend on adult social care	30	22.6%
			Spend less on social care	1	0.8%
Highways	29	21.8%	Spend on roads/highways	24	18.0%
			Reduce spend on highways	5	3.8%
Leisure & culture	28	21.1%	Increase ticket prices/ more events/attractions	8	6.0%
			Spend on leisure	11	8.3%
			Spend on arts & culture	8	6.0%
			Reduce price entertainment	1	0.8%
Parking and traffic charges	27	20.3%	Reduce parking charges	11	8.3%
			Increase charges (e.g. parking, congestion charge etc)	16	12.0%
Climate change/ sustainability	26	19.5%	Spend on/prioritise climate change	20	15.0%
			Spend on pollution reduction	3	2.3%
			Spend less on green ideas	3	2.3%
Housing	23	17.3%	Spend on affordable housing	11	8.3%
			Reduce housing	4	3.0%
			Spend on homelessness	7	5.3%
			Reduce homeless support	1	0.8%
Streamline staff	22	16.5%			
Waste	21	15.8%	Spend on waste collection/mngmnt/recycling	13	9.8%
			Spend on flytipping	6	4.5%
			Income from recycling	2	1.5%
Council Tax	20	15.0%	Increase CT	5	3.8%
			Reduce/don't increase CT	15	11.3%
Better asset management	17	12.8%	Reduce office space	3	2.3%
			Sell/ re-use empty properties	9	6.8%
			Better property management	5	3.8%
Health	15	11.3%	Spend on health	10	7.5%

			Spend on mental health	5	3.8%
Other	15	11.3%			
Commissioning	12	9.0%	Don't outsource	6	4.5%
			Avoid external consultants	3	2.3%
			Better contract management/commissioning	3	2.3%
Increase fines	12	9.0%	Increase fines for flytipping	6	4.5%
			Increase fines (other)	6	4.5%
Parks, playgrounds, green spaces	11	8.3%			
Crime	9	6.8%			
Spend less on capital projects	9	6.8%			
Employment support/ getting people back into work	9	6.8%			
Reduce spend on city status	9	6.8%			
Cleansing	9	6.8%	Spend on cleansing	7	5.3%
			Reduce street cleansing	2	1.5%
Vulnerable/elderly/low income	9	6.8%			
Compliments	8	6.0%			
Improve environment/specific areas	8	6.0%			
Sign off accounts in time/get in order	7	5.3%			
Business rates	6	4.5%	Increase business rates	4	3.0%
			Reduce business rates	2	1.5%
Reduce spend on travellers	5	3.8%			
Review cost of childrens/adults services	5	3.8%			
Better consultation	5	3.8%			
More joined up thinking/increase efficiency	4	3.0%			
Income from property dev	4	3.0%			
Invest in voluntary and community sector	3	2.3%			
Business support	3	2.3%			
Libraries	3	2.3%	Reduce library buildings/hours	2	1.5%
			Spend on libraries	1	0.8%
Increase charges	3	2.3%			
Private sector/cross sector investment	3	2.3%			

RESIDENTS SURVEY 2021 SUMMARY OF RESULTS

Question	2021	2020	LGA OCT 2021¹
Local area			
Percentage satisfied with their local area as a place to live	83%	77%	78%
Factors most important in making somewhere a good place to live (top 5)	<ul style="list-style-type: none"> • the level of crime (32%) • public transport (29%) • parks and open spaces (25%) • job prospects (25%) • good schools (25%) 	<ul style="list-style-type: none"> • the level of crime • good schools • affordable, decent housing • road and pavement repairs • health services 	
Factors which most need improving (top 5)	<ul style="list-style-type: none"> • road and pavement repairs (38%) • the level of crime (26%) • affordable decent housing (26%) • parking (24%) • clean streets (22%) 	<ul style="list-style-type: none"> • road and pavement repairs • the level of crime • the level of traffic congestion • affordable decent housing • parking 	
Factors which are both most important in making a good place to live and in most need of improvement in the local area are	level of crime and affordable decent housing	road and pavement repairs the level of crime	
Percentage who felt strongly they belong to their immediate neighbourhood	76%	n/a	
Percentage who felt that people not treating each other with respect and consideration is a big problem	32%	n/a	
RBC			
Percentage satisfied with the way Reading Borough Council runs things overall	66%	64%	56%
Percentage who agreed that Reading Borough Council provides value for money	54%	44%	43%
Percentage who felt Reading Borough Council acts on the concerns of local residents	62%	58%	52%
Percentage who felt Reading Borough Council keeps them well informed about the services and benefits it provides	69%	62%	57%

¹ Local Government Association satisfaction survey of a random sample of 1000 respondents, carried out every 4 months; the Oct 2021 survey is the latest.

Question	2021		2020		Net change from 2020²	LGA OCT 2021
Percentage satisfaction with Council Services	<i>Satisfied</i>	<i>Dis-satisfied</i>	<i>Satisfied</i>	<i>Dis-satisfied</i>		<i>Satisfied</i>
Parks and green spaces	75%	10%	81%	11%	-5%	75%
Waste collection service	73%	17%	79%	16%	-7%	75%
Street cleaning service	66%	19%	67%	22%	2%	65%
Town centre cleanliness	61%	13%	67%	14%	-5%	n/a
Schools	55%	7%	61%	9%	-4%	n/a
Customer service	53%	14%	54%	16%	1%	n/a
Cultural services	52%	14%	56%	15%	-3%	n/a
Library services	46%	12%	45%	19%	8%	53%
Sport and leisure services	41%	25%	49%	30%	-3%	58%
Road maintenance	39%	45%	34%	56%	16%	37%
Services and support for children and young people	37%	20%	40%	21%	-2%	41%
Services and support for older people	33%	13%	29%	19%	10%	38%
Action on climate change	27%	24%	33%	23%	-7%	n/a

² This is the net difference between 2020 and 2021 of changes in the % satisfied and % dissatisfied.