

Policy Committee

17 September 2025



Reading
Borough Council
Working better with you

Title	Constitution – Budget & Policy Framework Procedure Rules / Financial Regulations Amendment
Purpose of the report	To make a recommendation to Council
Report status	Public report
Executive Director/ Statutory Officer Commissioning Report	Darren Carter, Director of Finance
Report author	Darren Carter, Director of Finance
Lead Councillor	Councillor Emberson, Lead Councillor for Corporate Services & Resources
Council priority	Not applicable, but still requires a decision
Recommendations	<ol style="list-style-type: none">1. That Policy recommend to Council the adoption of the revised Budget & Policy Framework Procedure Rules, attached as Appendix 1;2. That Policy recommend to Council the adoption of the revised Financial Regulations, attached as Appendix 2.

1. Executive Summary

- 1.1. The Budget & Policy Framework Procedure Rules and the Financial Regulations have been reviewed and updated in order to bring these documents up to date and to simplify where possible to enable users to understand them more easily.
- 1.2. Policy Committee is requested to recommend to Council the adoption of the revised Budget & Policy Framework Procedure Rules (Appendix 1) and the revised Financial Regulations (Appendix 2).

2. Policy Context

Budget & Policy Framework Procedure Rules

- 2.1. Council is responsible for the adoption of the authority's budget framework, and for adopting the policy framework, comprised of the policies, plans and strategies set out in Part 3 of the Constitution.
- 2.2. Other policies, plans and strategies, and any successor documents may be adopted, approved, amended, modified, varied or revoked by the Committee to which the subject function has been delegated, or by the Policy Committee.
- 2.3. Once the budget, or a policy, plan or strategy is in place, it is the responsibility of the appropriate Committee to implement it and operate within it.

Financial Regulations

- 2.4. The Financial Regulations set out the financial policies and procedures and the framework for managing the Council's financial affairs.

3. The Proposal

- 3.1. The Budget & Policy Framework Procedure Rules and the Financial Regulations have been reviewed and updated in order to bring these documents up to date and to simplify where possible to enable users to understand them more easily.
- 3.2. The revised Budget & Policy Framework Procedure Rules are attached as Appendix 1 with the revised Financial Regulations attached as Appendix 2.

4. Contribution to Strategic Aims

- 4.1. The Council Plan has established five priorities for the years 2025/28. These priorities are:

- Promote more equal communities in Reading
- Secure Reading's economic and cultural success
- Deliver a sustainable and healthy environment and reduce our carbon footprint
- Safeguard and support the health and wellbeing of Reading's adults and children
- Ensure Reading Borough Council is fit for the future

- 4.2. In delivering these priorities, we will be guided by the following set of principles:

- Putting residents first
- Building on strong foundations
- Recognising, respecting, and nurturing all our diverse communities
- Involving, collaborating, and empowering residents
- Being proudly ambitious for Reading

- 4.3. Full details of the Council Plan and the projects which will deliver these priorities are published on the Council's website - [Council plan - Reading Borough Council](#). These priorities and the Council Plan demonstrate how the Council meets its legal obligation to be efficient, effective and economical.

- 4.4. The Budget & Policy Framework Procedure Rules and the Financial Regulations set out the framework and regulations that the Council has adopted, which must be adhered to in terms of delivering Council services. Robust financial management is at the heart of Reading Borough Council's ability to achieve its objectives and to deliver high quality services to its local community. Effective management of council finances is critical to the long-term delivery of services to the people of Reading.

5. Environmental and Climate Implications

- 5.1. The Council declared a Climate Emergency at its meeting on 26 February 2019.
- 5.2. There are no specific environmental and climate implications arising directly from this report.

6. Community Engagement

- 6.1. No consultation, community engagement or information is required, or has been carried out voluntarily to help the report author consider the views of external stakeholder in preparing this report. It is not considered necessary.

7. Equality Implications

7.1. There are no equality implications arising directly from this report.

8. Other Relevant Considerations

8.1. There are none.

9. Legal Implications

9.1. There are no legal implications arising directly from this report.

10. Financial Implications

10.1. There are no financial implications arising directly from this report.

11. Timetable for Implementation

11.1. Not applicable.

12. Background Papers

12.1. There are none.

Appendices

- 1. Budget & Policy Framework Procedure Rules**
- 2. Financial Regulations**