



**Council
Wednesday 27 February 2002, 7.30 pm**

AGENDA

Page No

1. **Apologies for Absence**
2. **To approve as a correct record the minutes of the meeting of the Council held on 30 January 2002** 3 - 12
3. **Mayor's Announcements**
4. **Local Government (Committees and Political Groups) Regulations 1990**

To advise the Council that notice has been served, in accordance with Regulation 9(b) of the Local Government (Committees and Political Groups) Regulations 1990, that Councillor Grayson wishes to be treated as a member of the Conservative Group.

As there was no accompanying notice under Regulation 17(c) requesting a review of the representation of groups on committees, committee memberships will remain unchanged until they are reviewed at the annual meeting of the Council on 1 May 2002.
5. **Question under Procedure Rule 10.2**

Notice of the following question by Councillor McCormack has been received in accordance with Council Procedure Rule 10.2:-

“As the Executive member for Social Services and Housing, could Councillor Barnard please confirm the total number of unfilled vacancies in the Social Services and Housing Department, and the consequential impact of such vacancies on the quality of services to residents?”
6. **Executive Report**

To receive the Leader’s report on the work of the Executive since the Council meeting on 30 January 2002.
7. **Budget and Policy Framework**

1) Financial Plans and Revenue Budget 2002/2003

13 - 220

- (a) To receive the enclosed report by the Director of Corporate Services
- (b) To consider the recommendations submitted by the Executive as set out in paragraph 2.1, 2.2 and 2.3 of the foregoing report and the Council Tax Resolution set out in paragraph 3.

**COUNCIL
30 JANUARY 2002**

(7.30pm to 10.05pm)

Present: Councillors Adams, Mrs Ballin, Barnard, Beadsley, Bettison, Birch, Mrs Birch, Blatchford, Ms Brown, Browne, Edger, Egan, Fawcett, Finnie, Flood, Glasson, Grayson, Harrison, Miss Haydon, Mrs Hayes, Henfrey, Jones, Kendall, McCormack, McCracken, Mrs Mattick, Mills, North, Piasecki, Mrs Pile, Sargeant, Mrs Shillcock, Simonds, Thompson, Turrell, Wade, Ward and Worrall

Apologies for absence were received from:
Councillors Mrs Ryder and Wallace

THE MAYOR, COUNCILLOR MRS HAYES, IN THE CHAIR

319. Minutes

RESOLVED that the minutes of the meeting of the Council held on 21 November 2001 be approved as a correct record and signed by the Mayor.

320. Mayors Announcements

(i) Pancake Race, Bracknell Town Centre

The Mayor announced that the first annual Bracknell Forest Pancake Race would be held in Bracknell town centre on Tuesday 12 February. Teams of four people were invited to sign-up for the race. Members and officers were encouraged to participate. Proceeds from the entry fee would go to the Mayor's charity.

(ii) Charity Golf Day – 25 April 2002

The Mayor reminded members and officers of the Charity Golf Day which was to be held on Thursday 25 April. Application forms were available from the Mayor's office.

321. Scheme for Public Participation – Procedure Rule 9

The Council received a question in the following terms submitted by Mrs M Ball and presented by Mrs J Bouron on behalf of Parents Together.

“When is the Council going to make the decision whether to charge disabled, special needs children and families for home care, respite services and do the Council feel that they have enough financial information to make a Best Value judgement based on the approved Best Value principles.”

The Executive member for Social Services and Housing, Councillor Barnard,

responded to the question, advising that the Council was in consultation with a wide range of service users on the subject of fees and charges. All information from the consultation would be assessed before decisions were made. The intention was to reach a decision which balanced the needs of users financial realities, Government legislation and guidance. He went on to describe the means by which Parents Together had been involved in the consultation process and the issues to be taken into account when reaching a decision on the appropriate level for fees and charges.

In responding to a supplementary question, Councillor Barnard assured Mrs Bouron that no decisions had yet been taken and that Councillors would continue to listen to the views of consultees beyond the formal closing date. The proposals would also be subject to formal scrutiny in public.

322. **Executive Report**

The Leader of the Council reported to the Council on the main activities of the Executive since 21 November 2001. He highlighted progress with the new Executive Arrangements and the work involved in the budget consultation exercise. Significant progress had been made in the preparation of statutory plans including the Education Development Plan, Early Years Development and Childcare Plan and Bracknell Forest Local Plan. Work was now in hand to develop and bring forward proposals for the Town Centre Development Plan and Bracknell Forest Community Plan.

The Council considered a specific proposal from the Executive regarding the release of Section 106 Funds for use at Meadow Vale Primary School.

RESOLVED that £15,000 of Section 106 Funds be released for use at Meadow Vale Primary School.

323. **Budget and Policy Framework**

(i) Education Development Plan 2002/07

Following a presentation by the Director of Education, the Executive Member submitted the draft Education Development Plan 2002/07 for consideration.

RESOLVED on the proposition of Councillor Ward, seconded by Councillor Bettison, that the Education Development Plan 2002/07 be adopted.

(ii) Bracknell Forest Borough Local Plan

Following a presentation by the Director of Environment, the Executive Member submitted proposed modifications to the draft Bracknell Forest Borough Local Plan.

RESOLVED on the proposition of Councillor Mrs Ballin, seconded by Councillor Bettison that the draft Bracknell Forest Borough Local Plan based on the Deposit Draft (1996) as supplemented by the Proposed Modifications (May 2001) and the Further Proposed Modifications (November 2001) be adopted.

324. **Standards Committee**

The report of the Standards Committee arising from its meeting on 13 December 2001 was submitted.

RESOLVED on the proposition of Councillor Finnie, seconded by Councillor Thompson that

- (i) the "Model Code of Conduct – Authorities Operating Executive Arrangements" be adopted as the Council's Code of Conduct for Members as set out in Appendix 1;
- (ii) each Member of the Council attend a mandatory training seminar on the new Code of Conduct;
- (iii) further work to develop a local protocol relating to planning matters, revisions to the member/officer protocol and the Employee Code of Conduct should await publication of national guidelines;
- (iv) the Council take advantage of the transitional provisions relating to independent members set out in the Local Authorities (Standards Committee) Regulations 2001 which permit the retention of the current independent members of the Standards Committee until August 2003;
- (v) the composition and terms of reference of the Standards Committee be approved as set out in Appendix 2 of the report;
- (vi) the Borough Council's functions relating to Parish Council standards should be discharged by a Sub Committee of the Standards Committee with constitution and terms of reference as set out in Appendix 3 of the report.

325. **Periodic Electoral Review Focus Group**

The report of the Periodic Electoral Review Focus Group arising from the meeting on 7 January 2002 was submitted and the Chairman responded to questions thereon.

RESOLVED on the proposition of Councillor Ward, seconded by Councillor Mills, that the draft response contained in the final report of the Periodic Electoral Review Focus Group be adopted for submission to the Local Government Commission for England, subject to the inclusion of further supporting information in respect of the proposal for a single three-member Borough Ward to be called Binfield with Warfield.

326. **Employment Committee**

The report of the Employment Committee arising from its meeting on 16 January 2002 was submitted.

RESOLVED on the proposition of Councillor Sargeant, seconded by Councillor Edger, that the associated one off costs of the redundancies approved by the Employment Committee on 16 January 2002 and as outlined in Sections 1.2 and 1.3 of the Committees report, be met from the restructuring fund.

327. **Annual Report of the Pensioners' Champion**

The first annual report by the Pensioners' Champion, Councillor Thompson, was submitted.

RESOLVED that the annual report of the Pensioners' Champion be received.

MAYOR

BRACKNELL FOREST BOROUGH COUNCIL CODE OF CONDUCT FOR MEMBERS

Part 1

GENERAL PROVISIONS

Scope

1. (1) A member must observe the authority's code of conduct whenever he –
 - (a) conducts the business of the authority;
 - (b) conducts the business of the office to which he has been elected or appointed; or
 - (c) acts as a representative of the authority,
 and references to a member's official capacity shall be construed accordingly.
- (2) An authority's code of conduct shall not, apart from paragraphs 4 and 5(a) below, have effect in relation to the activities of a member undertaken other than in an official capacity.
- (3) Where a member acts as a representative of the authority –
 - (a) on another relevant authority, he must, when acting for that other authority, comply with that other authority's code of conduct; or
 - (b) on any other body, he must, when acting for that other body, comply with the authority's code of conduct, except and insofar as it conflicts with any other lawful obligations to which that other body may be subject.
- (4) in this code, "member" includes a co-opted member of an authority.

General Obligations

2. A member must –
 - (a) promote equality by not discriminating unlawfully against any person;
 - (b) treat others with respect; and
 - (c) not do anything which compromises or which is likely to compromise the impartiality of those who work for, or on behalf of, the authority.
3. A member must not –
 - (a) disclose information given to him in confidence by anyone, or information acquired which he believes is of a confidential nature, without the consent of a person authorised to give it, or unless he is required by law to do so; nor
 - (b) prevent another person from gaining access to information to which that person is entitled by law.
4. A member must not in his official capacity, or any other circumstance, conduct himself in a manner which could reasonably be regarded as bringing his office or authority into disrepute.

5. A member –
 - (a) must not in his official capacity, or any other circumstance, use his position as a member improperly to confer on or secure for himself or any other person, an advantage or disadvantage; and
 - (b) must, when using or authorising the use by others of the resources of the authority –
 - (i) act in accordance with the authority's requirements; and
 - (ii) ensure that such resources are not used for political purposes unless that use could reasonably be regarded as likely to facilitate, or be conducive to, the discharge of the functions of the authority or of the office to which the member has been elected or appointed.

6. (1) A member must when reaching decisions –
 - (a) have regard to any relevant advice provided to him by –
 - (i) the authority's chief finance officer acting in pursuance of his duties under section 114 of the Local Government Finance Act 1988; and
 - (ii) the authority's monitoring officer acting in pursuance of his duties under section 5(2) of the Local Government and Housing Act 1989; and
 - (b) give the reasons for those decisions in accordance with the authority's and any statutory requirements in relation to the taking of an executive decision.

(2) in sub-paragraph (1)(b) above and in paragraph 9(2) below, "executive decision" is to be construed in accordance with any regulations made by the Secretary of State under section 22 of the Local Government Act 2000.

7. A member must, if he becomes aware of any conduct by another member which he reasonably believes involves a failure to comply with the authority's code of conduct, make a written allegation to that effect to the Standards Board for England as soon as it is practicable for him to do so.

Part 2

INTERESTS

Personal Interests

8. (1) A member must regard himself as having a personal interest in any matter if the matter relates to an interest in respect of which notification must be given under paragraphs 14 and 15 below, or if a decision upon it might reasonably be regarded as affecting to a greater extent than other council tax payers, ratepayers or inhabitants of the authority's area, the well-being or financial position of himself, a relative or a friend or –
 - (a) any employment or business carried on by such persons;
 - (b) any person who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
 - (c) any corporate body in which such persons have a beneficial interest in a class of securities exceeding the nominal value of £5,000; or
 - (d) any body listed in sub-paragraphs (a) to (e) of paragraph 15 below in which such persons hold a position of general control or management.

- (2) In this paragraph –
- (a) “relative” means a spouse, partner, parent, parent-in-law, son, daughter, step-son, step-daughter, child of a partner, brother, sister, grandparent, grandchild, uncle, aunt, nephew, niece, or the spouse or partner of the preceding persons; and
 - (b) “partner” in sub paragraph (2)(a) above means a member of a couple who live together.

Disclosure of Personal Interests

9. (1) A member with a personal interest in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.
- (2) Subject to paragraph 12(1)(b) below, a member with a personal interest in any matter who has made an executive decision in relation to that matter must ensure that any written statement of that decision records the existence and nature of that interest.

Prejudicial Interests

10. (1) Subject to sub-paragraph (2) below, a member with a personal interest in a matter also has a prejudicial interest in that matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member’s judgement of the public interest.
- (2) A member may regard himself as not having a prejudicial interest in a matter if that matter relates to –
- (a) another relevant authority of which he is a member;
 - (b) another public authority in which he holds a position of general control or management;
 - (c) a body to which he has been appointed or nominated by the authority as its representative;
 - (d) the housing functions of the authority where the member holds a tenancy or lease with a relevant authority, provided that he does not have arrears of rent with that relevant authority of more than two months, and provided that those functions do not relate particularly to the member’s tenancy or lease;
 - (e) the functions of the authority in respect of school meals, transport and travelling expenses, where the member is a guardian or parent of a child in full time education, unless it relates particularly to the school which the child attends;
 - (f) the functions of the authority in respect of statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992, where the member is in receipt of, or is entitled to the receipt of such pay from a relevant authority; and
 - (g) the functions of the authority in respect of an allowance or payment made under sections 173 to 176 of the Local Government Act 1972 or section 18 of the Local Government and Housing Act 1989.

Overview and Scrutiny Committees (Select Committees)

11. (1) For the purposes of this Part, a member must if he is involved in the consideration of a matter at a meeting of an overview and scrutiny committee of the authority or a sub-committee of such a committee, regard himself as having a personal and prejudicial interest if that consideration relates to a decision made, or action taken, by another of the authority's-
- (a) committees or sub-committees; or
 - (b) joint committees or joint sub-committees,
- of which he may also be a member.
- (2) But sub-paragraph (1) above shall not apply if that member attends that meeting for the purpose of answering questions or otherwise giving evidence relating to that decision or action.

Participation in Relation to Disclosed Interests

12. (1) Subject to sub-paragraph (2) below, a member with a prejudicial interest in any matter must –
- (a) withdraw from the room or chamber where a meeting is being held whenever it becomes apparent that the matter is being considered at that meeting, unless he has obtained a dispensation from the authority's standard's committee;
 - (b) not exercise executive functions in relation to that matter; and
 - (c) not seek improperly to influence a decision about that matter.
- (2) A member with a prejudicial interest may, unless that interest is of a financial nature, and unless it is an interest of the type described in paragraph 11 above, participate in a meeting of the authority's –
- (a) overview and scrutiny committees; and
 - (b) joint or area committees,
- to the extent that such committees are not exercising functions of the authority or its executive.
13. For the purposes of this Part, "meeting" means any meeting of –
- (a) the authority;
 - (b) the executive of the authority; or
 - (c) any of the authority's or its executive's committees, sub committees, joint committees, joint sub-committees, or area committees.

Part 3

THE REGISTER OF MEMBERS' INTERESTS

Registration of Financial and Other Interests

14. Within 28 days of the provisions of an authority's code of conduct being adopted or applied to that authority or within 28 days of his election or appointment to office (if that is later), a member must register his financial interests in the authority's register maintained under section 81(1) of the Local Government Act 2000 by providing written notification to the authority's monitoring officer of -
- (a) any employment or business carried on by him;

- (b) the name of the person who employs or has appointed him, the name of any firm in which he is a partner, and the name of any company for which he is a remunerated director;
 - (c) the name of any person, other than a relevant authority, who has made a payment to him in respect of his election or any expenses incurred by him in carrying out his duties;
 - (d) the name of any corporate body which has a place of business or land in the authority's area, and in which the member has a beneficial interest in a class of securities of that body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital of that body;
 - (e) a description of any contract for goods, services or works made between the authority and himself or a firm in which he is a partner, a company of which he is remunerated director, or a body of the description specified in sub-paragraph (d) above;
 - (f) the address or other description (sufficient to identify the location) of any land in which he has a beneficial interest and which is in the area of authority;
 - (g) the address or other description (sufficient to identify the location) of any land where the landlord is the authority and the tenant is a firm in which he is a partner, a company of which he is a remunerated director, or a body of the description specified in sub-paragraph (d) above; and
 - (h) the address or other description (sufficient to identify the location) of any land in the authority's area in which he has a licence (alone or jointly with others) to occupy for 28 days or longer.
15. Within 28 days of the provisions of the authority's code of conduct being adopted or applied to that authority or within 28 days of his election or appointment to office (if that is later), a member must register his other interests in the authority's register maintained under section 81(1) of the Local Government Act 2000 by providing written notification to the authority's monitoring officer of his membership of or position of general control or management in any –
- (a) body to which he has been appointed or nominated by the authority as its representative;
 - (b) public authority or body exercising functions of a public nature;
 - (c) company, industrial and provident society, charity, or body directed to charitable purposes;
 - (d) body whose principal purposes include the influence of public opinion or policy; and
 - (e) trade union or professional association.
16. A member must within 28 days of becoming aware of any change to the interests specified under paragraphs 14 and 15 above, provide written notification to the authority's monitoring officer of that change.

Registration of Gifts and Hospitality

17. A member must within 28 days of receiving any gift or hospitality over the value of £25, provide written notification to the authority's monitoring officer of the existence and nature of that gift or hospitality.

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**COUNCIL
27 FEBRUARY 2002**

**FINANCIAL PLANS AND REVENUE BUDGETS 2002/03
(Director of Corporate Services)**

1 INTRODUCTION

- 1.1 At its meeting on 19 February 2002, the Executive considered the General Fund revenue budget and Housing Revenue Account for 2002/03 along with the capital programme for 2002/03 to 2004/05 and agreed recommendations to the Council. The recommendations submitted to the Council by the Executive are included in section 2.
- 1.2 A separate document presents the Council's draft budget for 2002/03 in each of the three areas along with a manpower statement. The document reflects the Executive's recommendations and includes summaries of the reports considered by it. Full copies of the documents are available on the Council's intranet or from the Members Services section.
- 1.3 In order to set a legal budget the full Council must make a formal Council Tax resolution. The appropriate resolution to give effect to the proposals contained in the draft budget book is included in section 3. Section 45 of the Local Government and Housing Act 1989 also requires the Council to determine its own borrowing limits each year. This is covered by resolution 3.6, although the limit may be varied at any time by a further determination. The resolution also includes reference to the Council Tax for the Thames Valley Police Authority. This body will not have formally agreed its Council Tax for 2002/03 by the time these papers are circulated, and thus the resolution below is based on the proposals being submitted to it. Any changes will require an amended resolution to be tabled at the Council meeting.
- 1.4 The Council Tax resolution also refers to the Council's capital programme and to the Housing Revenue Account. The revenue budget proposals allow for a capital programme of £12.035m, which represents the amount recommended by the Executive. The proposals also allow for an increase in rents of 5.2%, as recommended by the Executive following the detailed consultation with Tenants.

2 RECOMMENDATIONS SUBMITTED BY THE EXECUTIVE

2.1 Housing Revenue Account 2002/03 (item 3)

RECOMMENDED that:

- i) changes to the 2002/03 base budget as outlined in paragraph 5.5 of the report be approved;
- ii) changes to the 2002/03 net budget position as outlines in table 3 and annexes A, B, C and D to the report be approved;
- iii) garage rents, carports and parking spaces be increased by 5.2% (being 32 pence per week for garages and 16 pence per week for car ports and parking spaces);
- iv) rents on dwellings increase by 5.2%, requiring an average rent increase of £3.03 per week by increasing the current points multiplying factor from 1058 to

2.2 Capital Programme 2002/03 – 2004/05 (item 4)

RECOMMENDED that:

- i) the early repayment of the Local Government Reorganisation Supplementary Credit Approval at an estimated cost of £835,000, to be met from accumulated capital receipts be approved;
- ii) capital funding of £12.035m for 2002/03, in respect of new schemes listed in Annexes B-F of the report, be recommended to the Council;
- iii) those schemes that attract external grant funding be recommended to the Council for inclusion within the 2002/03 capital programme, at the level of funding received;
- iv) the release of £280,948 from S106 monies be recommended to the Council to fund capital schemes outlined in section 5.16 of the report;
- v) the indicative programme for 2003/04 and 2004/05 be reviewed in the light of resources available and spending priorities in December 2002.

2.3 Revenue Budget 2002/03 (Item 3)

RECOMMENDED that:

- i) the draft budget proposals set out in Annexe C to the report be agreed;
- ii) fees and charges as set out in Annexe D to the report and in a separate report for Social Services be approved;
- iii) the new budget proposals identified in section 7.3 for services other than Education, plus a further £0.050m pressure for Social Services income as supported by a separate report be agreed;
- iv) the non service specific budget issues highlighted in section 8, including a contingency of £0.4m to be controlled by the Leader and Chief Executive be incorporated;
- v) the Education budget proposals set out in section 9 and summarised in Table 11 of the report be agreed;
- vi) total expenditure of £90.233m as shown in Table 12 of the report be approved;
- vii) a contribution of £2.659m be made from revenue balances to support revenue expenditure;
- viii) it be recommended to the Council that the Council's total requirement for the Collection Fund, excluding Parish Council precepts, be set as £30.936m;
- ix) it be recommended to the Council that the Council Tax for the Council's services for each Valuation Band be set as follows:

Band	Tax Level Relative to Band D	£
A	6/9	500.46
B	7/9	583.87
C	8/9	667.28
D	9/9	750.69
E	11/9	917.51
F	13/9	1,084.33
G	15/9	1,251.15
H	18/9	1,501.38

3 COUNCIL TAX RESOLUTION

- 3.1 That the recommendations of the Executive outlined in section 2 be agreed.
- 3.2 That it be noted that at its meeting on 21 November 2001 the Council calculated the following amounts for the year 2002/03 in accordance with regulations made under Section 33(5) of the Local Government Finance Act 1992:-

(a) 41,210 **TAX BASE FOR WHOLE BOROUGH COUNCIL AREA**

being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as its council tax base for the year

(b) **TAX BASE FOR PART OF THE COUNCIL'S AREA**

EACH PARISH AREA

Binfield	3,210
Bracknell	17,230
Crowthorne	2,390
Sandhurst	7,810
Warfield	4,250
Winkfield	6,320

being the amounts calculated by the Council, in accordance with regulation 6 of the Regulations, as the amounts of its council tax base for the year for dwellings in those parts of its area to which one or more special items relate

- 3.3 That the following amounts be now calculated by the Council for the year 2002/03 in accordance with Sections 32 to 36 of the Local Government and Finance Act 1992:-

(a) £167,245,546 **TOTAL EXPENDITURE INCLUDING GENERAL FUND, HOUSING REVENUE ACCOUNT AND PARISH PRECEPTS**

being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (e) of the Act

(b) £74,491,000 **TOTAL INCOME INCLUDING GENERAL FUND AND HOUSING REVENUE ACCOUNT**

being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(a) to (b) of the Act

(c) £3,295,951 **REDUCTION IN GENERAL FUND AND HOUSING REVENUE ACCOUNT BALANCES**

being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(c) of the Act

- (d) £89,458,595 **BOROUGH AND PARISH EXPENDITURE TO BE FINANCED FROM GOVERNMENT GRANTS AND COUNCIL TAX**

being the amount by which the aggregate at 3.3(a) above exceeds the aggregate at 3.3(b) and 3.3(c) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year

- (e) £56,964,114 **GOVERNMENT SUPPORT FOR LOCAL SERVICES**

being the aggregate of the sums which the Council estimates will be payable for the year into its general fund in respect of redistributed non-domestic rates, revenue support grant and additional grant or SSA reduction grant or relevant special grants

- (f) £326,000 **COUNCIL TAX / RESIDUAL COMMUNITY CHARGE**

being the amount of the sums which the Council estimates will be transferred in the year to its collection fund from its general fund in accordance with Section 97(3) of the Local Government Finance Act 1988 (Council Tax Deficit) and increased by the amount of any sum which the Council estimates will be transferred to its collection fund from its general fund pursuant to the Collection Fund (Community Charges) directions under section 98(4) of the Local Government Finance Act 1988 made on 7th February 1994) and increased by the amount representing the authority's contribution to council tax benefit resulting from an increase in its council tax calculated in accordance with the Collection Fund (General) (England) Directions 1999, the Collection Fund (Council Tax Benefit) (England) Direction 1999 and the Local Authorities (Alteration of Requisite Calculations) (England) Regulations 1999

- (g) £796.42 **AVERAGE BAND "D" COUNCIL TAX FOR WHOLE BOROUGH**

being the amount at 3.3(d) above less the amount at 3.3(e) plus the amount at 3.3(f) above, all divided by the amount at 3.2(a) above, calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its council tax for the year

- (h) £1,884,546 **PARISH PRECEPTS**

being the aggregate amount of all special items referred to in Section 34(1) of the Act

- (i) £750.69 **BOROUGH COUNCIL TAX FOR BAND "D" PROPERTIES**

being the amount at 3.3(g) above less the result given by dividing the amount at 3.3(h) above by the amount at 3.2(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year if there were an area of the Borough to which no special item relates

(j)	Part of the Council's area	BOROUGH AND PARISH COUNCIL TAX FOR EACH PARISH FOR BAND "D"	
	Binfield		784.19
	Bracknell		800.72
	Crowthorne		798.81
	Sandhurst		804.34
	Warfield		780.10
	Winkfield		791.19

being the amounts given by adding to the amount at 3.3(i) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 3.2(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate

(k)	Part of the Council's area	BOROUGH AND PARISH COUNCIL TAX IN EACH PARISH FOR EACH VALUATION BAND							
Parish	A	B	C	D	E	F	G	H	
Binfield	522.79	609.93	697.06	784.19	958.45	1,132.72	1,306.98	1,568.38	
Bracknell	533.81	622.78	711.75	800.72	978.66	1,156.60	1,334.53	1,601.44	
Crowthorne	532.54	621.30	710.05	798.81	976.32	1,153.84	1,331.35	1,597.62	
Sandhurst	536.23	625.60	714.97	804.34	983.08	1,161.82	1,340.57	1,608.68	
Warfield	520.07	606.74	693.42	780.10	953.46	1,126.81	1,300.17	1,560.20	
Winkfield	527.46	615.37	703.28	791.19	967.01	1,142.83	1,318.65	1,582.38	

being the amounts given by multiplying the amounts at 3.3(j) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands

- 3.4 That it be noted that for the year 2002/03 the Thames Valley Police Authority have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:-

	A	B	C	D	E	F	G	H
Thames Valley Police Authority	48.99	57.16	65.32	73.49	89.82	106.15	122.48	146.98

- 3.5 That, having calculated the aggregate in each case of the amounts at 3.3(k) and 3.4 above, the Council, in accordance with Section 30(2) of the Local Government

Finance Act 1992, hereby sets the following amounts as the amounts of council tax for the year 2002/03 for each of the categories of dwellings shown below:-

(a) Part of the Council's area	TOTAL COUNCIL TAX FOR EACH VALUATION BAND							
	A	B	C	D	E	F	G	H
Parish								
Binfield	571.78	667.09	762.38	857.68	1,048.27	1,238.87	1,429.46	1,715.36
Bracknell	582.80	679.94	777.07	874.21	1,068.48	1,262.75	1,457.01	1,748.42
Crowthorne	581.53	678.46	775.37	872.30	1,066.14	1,259.99	1,453.83	1,744.60
Sandhurst	585.22	682.76	780.29	877.83	1,072.90	1,267.97	1,463.05	1,755.66
Warfield	569.06	663.90	758.74	853.59	1,043.28	1,232.96	1,422.65	1,707.18
Winkfield	576.45	672.53	768.60	864.68	1,056.83	1,248.98	1,441.13	1,729.36

- 3.6 (i) The amount of money which is for the time being the maximum amount which the authority may have outstanding by way of borrowing shall be the sum of the current external borrowing at 31st March 2002 plus the value of the Government's Basic Credit Approval plus such short term borrowing that is needed for temporary capital or revenue purposes or £10 million, whichever is the lower ("the overall borrowing limit");
- (ii) The amount of money, being part of the overall borrowing limit, which may be held by way of short term borrowing is limited to £1 million;
- (iii) The proportion of the total amount of interest payable by the Council which is at a rate or rates which can be varied by the person to whom it is payable or which vary by reference to any external factors shall be limited to 10%.

Background Papers

Executive 19 February 2002

Contact for further information

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FINANCIAL PLANS AND BUDGETS
SUPPORTING INFORMATION

2002/03

27 February 2002

Timothy Wheadon BA (Hons) PhD
Director of Corporate Services

Chris Herbert CPFA
Borough Finance Officer

Social Services & Housing

HOUSING SERVICES	2001/2002	2002/2003	Basis of Calculation
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Forestcare Community Alarms

Lifeline rental and monitoring	Per week - BFBC - Others	£3.20(£2.72) £3.70(£3.15)	£3.30 (£2.82) £3.80 (£3.27)	Increases reflects more competitive market rate.
Lifeline monitoring only	Per week - BFBC - Others	£2.50(£2.13) £3.00(£2.55)	£2.60 (£2.21) £3.10 (£2.65)	
Keyholder service	Per week BFBC only	£4.50 up to 12 visits. Extra visits at £5.00.	£4.60 up to 12 visits. Extra visits at £5.20.	
Supra safe	Flat Charge Per week	£35.00 £0.30	£36.00 £0.30	

Figures in brackets exclude VAT. These apply only to users signing a declaration confirming they meet the definition in the Chronically Sick and Disabled Persons Act 1970 or are disabled through illness, injury or congenital abnormality.

Homelessness

Bed and Breakfast	Per week (50 Week Rent)	£113.00	Not yet Available	Housing Benefit threshold for non-HRA rebates fixed annually by the Department of Social Security.
Private Sector Leasing	Per week (50 Week Rent)	£113.00	Not yet Available	

Small Landsales-Administration Fee

	Flat Charge	£110.00	£113.00	Inflationary increase related to costs.
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Sheltered Housing –Guest Rooms

	Per night	£5.00	£5.50	Above inflation increase to meet higher running costs
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SOCIAL SERVICES		2001/2002	2002/2003	Basis of Calculation
Homecare	Per hour	£8.25	£8.90	Inflation plus 45 pence
Homecare – maximum weekly charge	Per week	£233	£262	Inflation plus 10%

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Summary of Services			
Environmental Services			
Cemeteries, Crematoria & Mortuary Services	-26	-72	-99
Environmental Health	920	986	992
Flood Defence and Land Drainage	17	17	15
Trading Standards	324	334	336
Waste Collection	987	1,238	1,310
Waste Disposal	2,442	2,238	2,431
Street Cleansing	710	696	707
Community Safety	170	279	284
Planning & Development Services			
Building Control	75	86	51
Development Control	854	930	896
Economic Development	37	37	37
Environmental Initiatives	187	205	204
Planning Policy	1,109	1,103	1,101
Transport Policy, Planning & Strategy	318	412	386
Highways, Roads & Transport Services			
Highways (Structural)	4,199	3,293	3,291
Highways (Routine)	2,150	2,221	2,220
Traffic Management & Road Safety	970	941	954
Parking Services	-181	-147	-43
Public Transport	947	980	969
Street Lighting	0	821	824
Cultural Services			
Recreation, Sports and Leisure	1,468	1,367	1,402
Corporate & Democratic Core			
Democratic Representation & Management	332	338	189
Corporate Management	102	103	103
Other Services			
Emergency Planning	81	89	83
Support Services	65	66	52
Precepts and Levies	43	43	44
Other Trading Surpluses and Deficits	-3	-5	-10
Service Management & Support Services	39	64	-15
Total	18,336	18,663	18,714

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Cemeteries, Crematoria & Mortuary Services			
Employees	154	145	149
Premises	170	170	168
Transport	1	1	1
Supplies & Services	58	58	58
Internal Services Recharges	56	49	51
Departmental Recharges	84	52	52
Capital Financing	67	67	51
Trading Accounts	2	2	2
Total Expenditure	592	544	532
Other Grants & Contributions	-1	0	0
Sales	-58	-77	-79
Fees & Charges	-528	-509	-522
Other Income	-5	-6	-6
Recharges	-26	-24	-24
Total Income	-618	-616	-631
Net Expenditure to Summary	-26	-72	-99
Variation Analysis			
Original Budget 2001/02		-26	-26
Inflation		0	-8
Pressures		0	-4
Change in Recharges		-10	-10
Commitment Budget		-36	-36
Change in Capital Charges		0	-15
Total		-72	-99
Full Time Equivalents			4.54

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Environmental Health			
Employees	103	124	128
Premises	22	22	22
Transport	27	27	27
Supplies & Services	30	20	20
Third Party Payments	74	74	75
Internal Services Recharges	33	58	52
Departmental Recharges	807	847	847
Capital Financing	26	26	24
Trading Accounts	5	5	5
Total Expenditure	1,127	1,203	1,200
Other Grants & Contributions	-15	-15	-15
Fees & Charges	-192	-202	-193
Total Income	-207	-217	-208
Net Expenditure to Summary	920	986	992

Variation Analysis

Original Budget 2001/02	920	920
Pressures	0	14
Change in Recharges	66	61
Change in Capital Charges	0	-3
Total	986	992

Full Time Equivalents 4.00

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Flood Defence and Land Drainage			
Capital Financing	17	17	15
Total Expenditure	17	17	15
Net Expenditure to Summary	17	17	15
Variation Analysis			
Original Budget 2001/02		17	17
Change in Recharges		0	-1
Change in Capital Charges		0	-1
Total		17	15

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Trading Standards			
Employees	175	224	230
Transport	12	12	12
Supplies & Services	24	24	24
Internal Services Recharges	80	88	79
Departmental Recharges	87	100	101
Capital Financing	0	0	5
Trading Accounts	2	2	2
Total Expenditure	380	450	453
Fees & Charges	-5	-5	-6
Recharges	-51	-111	-111
Total Income	-56	-116	-117
Net Expenditure to Summary	324	334	336
 Variation Analysis			
Original Budget 2001/02		324	324
Inflation		0	7
Change in Recharges		43	33
Commitment Budget		-33	-33
Change in Capital Charges		0	5
Total		334	336
Full Time Equivalents			8.00

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Waste Collection			
Employees	4	0	0
Premises	2	2	2
Supplies & Services	33	33	33
Third Party Payments	1,075	1,271	1,394
Internal Services Recharges	13	7	9
Departmental Recharges	122	170	170
Capital Financing	91	91	44
Total Expenditure	1,340	1,574	1,652
Other Grants & Contributions	-240	-240	-244
Sales	-98	-93	-95
Other Income	-15	-3	-3
Total Income	-353	-336	-342
Net Expenditure to Summary	987	1,238	1,310

Variation Analysis

Original Budget 2001/02	987	987
Inflation	0	14
Pressures	0	4
Change in Recharges	51	53
Commitment Budget	200	299
Change in Capital Charges	0	-47
Total	1,238	1,310

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Waste Disposal			
Employees	91	0	0
Premises	47	47	49
Transport	2	2	2
Supplies & Services	82	57	57
Third Party Payments	4,702	4,528	4,747
Internal Services Recharges	15	3	5
Departmental Recharges	172	90	90
Capital Financing	0	0	17
Trading Accounts	1	1	1
Total Expenditure	5,112	4,728	4,968
Other Grants & Contributions	-2,095	-1,841	-1,871
Fees & Charges	-556	-649	-666
Recharges	-19	0	0
Total Income	-2,670	-2,490	-2,537
Net Expenditure to Summary	2,442	2,238	2,431

Variation Analysis

Original Budget 2001/02	2,442	2,442
Inflation	0	27
Pressures	0	98
Change in Recharges	-204	-207
Commitment Budget	0	54
Change in Capital Charges	0	16
Total	2,238	2,431

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Street Cleansing			
Premises	-1	0	0
Supplies & Services	7	7	7
Third Party Payments	619	608	620
Internal Services Recharges	4	4	4
Departmental Recharges	77	73	73
Capital Financing	4	4	3
Total Expenditure	710	696	707
Net Expenditure to Summary	710	696	707
Variation Analysis			
Original Budget 2001/02		710	710
Inflation		0	10
Pressures		0	2
Change in Recharges		-14	-16
Commitment Budget		0	1
Total		696	707

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Community Safety			
Employees	34	48	49
Premises	0	9	9
Transport	1	1	1
Supplies & Services	61	72	73
Third Party Payments	57	75	76
Internal Services Recharges	13	17	17
Departmental Recharges	9	28	28
Capital Financing	0	69	71
Trading Accounts	0	5	5
Total Expenditure	175	324	329
Government Grants	0	-34	-34
Other Grants & Contributions	-5	-11	-11
Total Income	-5	-45	-45
Net Expenditure to Summary	170	279	284

Variation Analysis

Original Budget 2001/02	170	170
Inflation	0	4
Change in Recharges	22	21
Virement	87	87
Change in Capital Charges	0	2
Total	279	284

Full Time Equivalents 2.18

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Building Control			
Employees	206	217	193
Premises	19	19	19
Transport	17	17	17
Supplies & Services	15	15	15
Internal Services Recharges	123	124	113
Departmental Recharges	96	95	95
Total Expenditure	476	487	452
 Fees & Charges	 -401	 -401	 -401
Total Income	-401	-401	-401
 Net Expenditure to Summary	75	86	51

Variation Analysis

Original Budget 2001/02	75	75
Inflation	0	8
Economies	0	-32
Change in Recharges	10	-2
Commitment Budget	1	2
Total	86	51
 Full Time Equivalents		 0

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Development Control			
Employees	513	540	557
Transport	29	29	30
Supplies & Services	46	46	46
Third Party Payments	20	20	21
Internal Services Recharges	360	370	343
Departmental Recharges	266	306	280
Total Expenditure	1,234	1,311	1,277
Sales	-4	-4	-4
Fees & Charges	-358	-358	-358
Other Income	-5	-5	-5
Recharges	-13	-14	-14
Total Income	-380	-381	-381
Net Expenditure to Summary	854	930	896
 Variation Analysis			
Original Budget 2001/02		854	854
Inflation		0	17
Change in Recharges		50	-1
Commitment Budget		26	26
Total		930	896
Full Time Equivalents			20.74

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Economic Development			
Supplies & Services	37	37	37
Total Expenditure	<u>37</u>	<u>37</u>	<u>37</u>
Net Expenditure to Summary	<u>37</u>	<u>37</u>	<u>37</u>
Variation Analysis			
Original Budget 2001/02		37	37
Total		<u>37</u>	<u>37</u>

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Environmental Initiatives			
Employees	75	76	78
Premises	1	1	1
Transport	1	1	1
Supplies & Services	30	36	37
Internal Services Recharges	48	41	37
Departmental Recharges	29	47	47
Trading Accounts	3	3	3
Total Expenditure	187	205	204
Net Expenditure to Summary	187	205	204
Variation Analysis			
Original Budget 2001/02		187	187
Inflation		0	2
Change in Recharges		12	9
Virement		6	6
Total		205	204
Full Time Equivalents			3.00

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Planning Policy			
Employees	393	395	407
Transport	16	16	16
Supplies & Services	68	68	68
Third Party Payments	206	200	204
Internal Services Recharges	277	280	262
Departmental Recharges	152	147	147
Total Expenditure	1,112	1,106	1,104
Sales	-1	-1	-1
Other Income	-2	-2	-2
Total Income	-3	-3	-3
Net Expenditure to Summary	1,109	1,103	1,101
Variation Analysis			
Original Budget 2001/02		1,109	1,109
Inflation		0	15
Change in Recharges		-8	-25
Virement		-6	-6
Commitment Budget		2	2
Budget Carry Forwards		6	6
Total		1,103	1,101
Full Time Equivalents			13.01

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Transport Policy, Planning & Strategy			
Premises	0	30	31
Supplies & Services	11	12	12
Third Party Payments	40	56	57
Internal Services Recharges	350	356	319
Departmental Recharges	41	3	3
Capital Financing	0	0	9
Total Expenditure	442	457	431
Fees & Charges	-114	-45	-45
Other Income	-10	0	0
Total Income	-124	-45	-45
Net Expenditure to Summary	318	412	386

Variation Analysis

Original Budget 2001/02	318	318
Inflation	0	3
Change in Recharges	94	56
Virement	0	0
Change in Capital Charges	0	9
Total	412	386

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Highways (Structural)			
Premises	378	522	542
Supplies & Services	43	0	0
Third Party Payments	289	159	162
Internal Services Recharges	1,058	93	91
Departmental Recharges	48	30	30
Capital Financing	2,383	2,489	2,466
Total Expenditure	4,199	3,293	3,291
Net Expenditure to Summary	4,199	3,293	3,291
Variation Analysis			
Original Budget 2001/02		4,199	4,199
Inflation		0	23
Change in Recharges		-906	-908
Change in Capital Charges		0	-22
Total		3,293	3,291

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Highways (Routine)			
Premises	1,926	1,319	1,373
Supplies & Services	42	38	38
Third Party Payments	42	76	78
Internal Services Recharges	34	726	669
Departmental Recharges	0	62	62
Capital Financing	106	0	0
Total Expenditure	2,150	2,221	2,220
Net Expenditure to Summary	2,150	2,221	2,220

Variation Analysis

Original Budget 2001/02	2,150	2,150
Inflation	0	50
Pressures	0	6
Change in Recharges	50	-7
Virement	21	21
Total	2,221	2,220

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Traffic Management & Road Safety			
Premises	192	135	141
Supplies & Services	68	60	60
Third Party Payments	324	279	283
Internal Services Recharges	167	256	240
Departmental Recharges	28	20	20
Capital Financing	191	191	210
Total Expenditure	970	941	954
Net Expenditure to Summary	970	941	954

Variation Analysis

Original Budget 2001/02	970	970
Inflation	0	10
Change in Recharges	-35	-51
Virement	6	6
Change in Capital Charges	0	19
Total	941	954

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Parking Services			
Premises	365	363	389
Supplies & Services	75	78	80
Third Party Payments	237	237	252
Internal Services Recharges	65	106	105
Departmental Recharges	8	0	0
Capital Financing	602	602	544
Trading Accounts	1	1	2
Total Expenditure	1,353	1,387	1,372
Fees & Charges	-1,442	-1,431	-1,312
Rents	-87	-98	-98
Other Income	-5	-5	-5
Total Income	-1,534	-1,534	-1,415
Net Expenditure to Summary	-181	-147	-43

Variation Analysis

Original Budget 2001/02	-181	-181
Inflation	0	-28
Pressures	0	216
Economies	0	-25
Change in Recharges	34	33
Change in Capital Charges	0	-58
Total	-147	-43

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Public Transport			
Employees	1	1	1
Premises	30	35	30
Supplies & Services	116	114	95
Third Party Payments	857	833	847
Internal Services Recharges	32	84	84
Departmental Recharges	70	41	41
Total Expenditure	1,106	1,108	1,098
Government Grants	-51	-51	-51
Other Grants & Contributions	0	-20	-20
Fees & Charges	-16	-1	-1
Rents	-12	-12	-12
Other Income	-78	-42	-43
Recharges	-2	-2	-2
Total Income	-159	-128	-129
Net Expenditure to Summary	947	980	969
Variation Analysis			
Original Budget 2001/02		947	947
Inflation		0	14
Economies		0	-20
Change in Recharges		33	34
Budget Carry Forwards		0	-6
Total		980	969

ENVIRONMENT - REVENUE BUDGET

2001/02 Original Budget	2001/02 Current Approved Budget	2002/03 Original Budget
£000	£000	£000

Street Lighting

Premises	0	628	634
Supplies & Services	0	4	4
Third Party Payments	0	3	3
Internal Services Recharges	0	162	159
Departmental Recharges	0	25	25
Capital Financing	0	2	2
Total Expenditure	0	824	827
Other Grants & Contributions	0	-3	-3
Total Income	0	-3	-3
Net Expenditure to Summary	0	821	824

Variation Analysis

Original Budget 2001/02	0	0
Inflation	0	6
Change in Recharges	821	818
Total	821	824

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Recreation, Sports and Leisure			
Employees	35	0	0
Premises	917	901	937
Transport	1	0	0
Supplies & Services	29	23	24
Third Party Payments	1	10	10
Internal Services Recharges	228	147	147
Departmental Recharges	13	14	14
Capital Financing	319	327	325
Total Expenditure	1,543	1,422	1,457
Other Grants & Contributions	-8	0	0
Recharges	-67	-55	-55
Total Income	-75	-55	-55
Net Expenditure to Summary	1,468	1,367	1,402

Variation Analysis

Original Budget 2001/02	1,468	1,468
Inflation	0	15
Pressures	0	21
Change in Recharges	-79	-78
Virement	-22	-22
Change in Capital Charges	0	-2
Total	1,367	1,402

ENVIRONMENT - REVENUE BUDGET

2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
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Democratic Representation & Management

Supplies & Services	25	25	0
Internal Services Recharges	142	146	22
Departmental Recharges	165	167	167
Total Expenditure	332	338	189
Net Expenditure to Summary	332	338	189

Variation Analysis

Original Budget 2001/02	332	332
Change in Recharges	6	-118
Commitment Budget	0	-25
Total	338	189

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Corporate Management			
Internal Services Recharges	22	22	22
Departmental Recharges	80	81	81
Total Expenditure	102	103	103
Net Expenditure to Summary	102	103	103
Variation Analysis			
Original Budget 2001/02		102	102
Change in Recharges		1	1
Total		103	103

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Emergency Planning			
Employees	30	53	54
Transport	8	9	9
Supplies & Services	45	49	50
Internal Services Recharges	23	15	14
Departmental Recharges	10	30	30
Total Expenditure	116	156	157
Government Grants	-35	-67	-74
Total Income	-35	-67	-74
Net Expenditure to Summary	81	89	83
Variation Analysis			
Original Budget 2001/02		81	81
Inflation		0	1
Economies		0	-6
Change in Recharges		8	7
Total		89	83
Full Time Equivalents			1.50

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Support Services			
Employees	2,183	2,251	2,170
Premises	14	14	15
Transport	73	73	74
Supplies & Services	122	106	76
Internal Services Recharges	711	712	760
Departmental Recharges	400	395	395
Total Expenditure	3,503	3,551	3,490
Fees & Charges	-67	-67	-67
Other Income	-3	-3	-3
Recharges	-3,368	-3,415	-3,368
Total Income	-3,438	-3,485	-3,438
Net Expenditure to Summary	65	66	52

Variation Analysis

Original Budget 2001/02	65	65
Inflation	0	48
Economies	0	-97
Change in Recharges	18	68
Commitment Budget	-17	-32
Total	66	52

Full Time Equivalents	72.45
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ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Precepts and Levies			
Third Party Payments	43	43	44
Total Expenditure	43	43	44
Net Expenditure to Summary	43	43	44
Variation Analysis			
Original Budget 2001/02		43	43
Inflation		0	1
Total		43	44

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Other Trading Surpluses and Deficits			
Employees	945	945	949
Premises	150	147	158
Transport	343	343	343
Supplies & Services	205	205	205
Third Party Payments	88	88	90
Internal Services Recharges	59	60	60
Departmental Recharges	3	3	3
Capital Financing	44	44	22
Total Expenditure	1,837	1,835	1,830
Rents	-172	-172	-172
Recharges	-1,668	-1,668	-1,668
Total Income	-1,840	-1,840	-1,840
Net Expenditure to Summary	-3	-5	-10

Variation Analysis

Original Budget 2001/02	-3	-3
Inflation	0	7
Pressures	0	10
Change in Recharges	-2	-2
Change in Capital Charges	0	-22
Total	-5	-10

Full Time Equivalents 54.00

ENVIRONMENT - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Service Management & Support Services			
Employees	1,973	2,050	1,979
Transport	58	58	59
Supplies & Services	265	243	245
Internal Services Recharges	966	919	828
Departmental Recharges	404	418	420
Capital Financing	98	98	158
Trading Accounts	42	43	43
Total Expenditure	3,806	3,829	3,732
Fees & Charges	-43	0	0
Other Income	-11	-11	-12
Recharges	-3,713	-3,754	-3,735
Total Income	-3,767	-3,765	-3,747
Net Expenditure to Summary	39	64	-15

Variation Analysis

Original Budget 2001/02	39	39
Inflation	0	57
Economies	0	-127
Change in Recharges	-61	-149
Commitment Budget	86	106
Change in Capital Charges	0	59
Total	64	-15

Full Time Equivalents 67.71

LEISURE SERVICES - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Summary of Services			
Culture and Heritage	1,369	1,329	1,139
Recreation, Sport and Leisure	4,064	4,169	4,225
Tourism	6	6	6
Libraries	2,002	2,011	1,966
Youth and Community Service	985	1,016	987
Holding Accounts - Leisure DSO	0	0	0
Leisure Services - Management	0	0	0
Leisure Services - Administration	0	0	0
Library Management and Administration	0	0	0
Youth Service Management and Administration	0	0	0
Youth Service Training and Development	0	0	0
Corporate and Democratic Core	134	126	115
	8,560	8,657	8,438

LEISURE SERVICES - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Culture and Heritage			
Employees	250	254	261
Premises	204	151	156
Transport	1	1	1
Supplies & Services	594	586	597
Third Party Payments	87	88	89
Internal Services Recharges	138	153	156
Departmental Recharges	27	28	29
Capital Financing	404	404	218
Total Expenditure	1,705	1,665	1,507
Sales	-94	-94	-96
Fees & Charges	-226	-226	-255
Rents	-16	-16	-17
Total Income	-336	-336	-368
Net Expenditure to Summary	1,369	1,329	1,139

Variation Analysis

Original Budget 2001/02	1,369	1,369
Inflation	0	13
Pressures	0	2
Economies	0	-23
Change in Recharges	0	4
Virements	-40	-40
Change in Capital Charges	0	-186
Total	1,329	1,139

Full Time Equivalentents	19.44
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LEISURE SERVICES - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Recreation, Sport & Leisure			
Employees	631	1,281	1,299
Premises	652	689	711
Transport	33	38	39
Supplies & Services	257	525	614
Third Party Payments	1,910	1,072	1,194
Internal Services Recharges	697	740	774
Departmental Recharges	168	173	177
Capital Financing	2,547	2,509	2,393
Total Expenditure	6,895	7,027	7,201
Government Grants	0	0	0
Other Grants & Contributions	-116	-126	-129
Sales	-473	-474	-486
Fees & Charges	-2,161	-2,171	-2,271
Rents	-15	-15	-15
Other Income	-9	-9	-10
Interest	-1	-1	-1
Recharges	-56	-62	-64
Total Income	-2,831	-2,858	-2,976
Net Expenditure to Summary	4,064	4,169	4,225

Variation Analysis

Original Budget 2001/02	4,064	4,064
Inflation	0	27
Pressures	0	207
Economies	0	-46
Change in Recharges	0	30
Virements	105	84
Commitment Budget	0	-25
Change in Capital Charges	0	-116
Total	4,169	4,225

Full Time Equivalents

55.54

LEISURE SERVICES - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Tourism			
Internal Services Recharges	3	3	3
Departmental Recharges	1	1	1
Capital Financing	2	2	2
Total Expenditure	6	6	6
 Net Expenditure to Summary	6	6	6
 Variation Analysis			
Original Budget 2001/02		6	6
Total		6	6

LEISURE SERVICES - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Libraries			
Employees	662	681	708
Premises	139	137	139
Transport	2	2	2
Supplies & Services	414	500	487
Third Party Payments	170	81	82
Internal Services Recharges	188	140	142
Departmental Recharges	209	203	205
Capital Financing	362	407	345
Total Expenditure	2,146	2,151	2,110
Sales	-15	-15	-16
Fees & Charges	-128	-124	-127
Other Income	-1	-1	-1
Total Income	-144	-140	-144
Net Expenditure to Summary	2,002	2,011	1,966

Variation Analysis

Original Budget 2001/02	2,002	2,002
Inflation	0	31
Economies	0	-20
Virements	9	9
Commitment Budget	0	6
Change in Capital Charges	0	-62
Total	2,011	1,966

Full Time Equivalents

38.10

LEISURE SERVICES - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Youth & Community Service			
Employees	429	437	450
Premises	125	123	125
Transport	13	16	17
Supplies & Services	118	154	122
Internal Services Recharges	151	109	111
Departmental Recharges	77	110	114
Capital Financing	215	209	193
Total Expenditure	1,128	1,158	1,132
Government Grants	0	0	0
Other Grants & Contributions	-18	-22	-22
Sales	-9	-9	-9
Fees & Charges	-35	-30	-31
Rents	-79	-78	-80
Other Income	-2	-3	-3
Total Income	-143	-142	-145
Net Expenditure to Summary	985	1,016	987

Variation Analysis

Original Budget 2001/02	985	985
Inflation	0	16
Change in Recharges	0	3
Virements	31	-1
Change in Capital Charges	0	-16
Total	1,016	987

Full Time Equivalents

24.35

LEISURE SERVICES - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Holding Account - Leisure DSO			
Employees	2,364	2,532	2,607
Premises	1,164	1,197	1,211
Transport	23	23	23
Supplies & Services	1,072	1,039	1,054
Third Party Payments	5	1	1
Internal Services Recharges	131	138	138
Total Expenditure	4,759	4,930	5,034
Sales	0	-830	-850
Fees & Charges	-4,759	-2,889	-2,961
Rents	0	-151	-154
Other Income	0	-40	-41
Recharges	0	-1,020	-1,028
Total Income	-4,759	-4,930	-5,034
Net Expenditure to Summary	0	0	0

Variation Analysis

Original Budget 2001/02	0	0
Total	0	0

Full Time Equivalents 130.52

LEISURE SERVICES - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Leisure Services - Management			
Employees	113	111	113
Transport	3	3	3
Supplies & Services	8	8	9
Total Expenditure	124	122	125
Recharges	-124	-122	-125
Total Income	-124	-122	-125
Net Expenditure to Summary	0	0	0

Variation Analysis

Original Budget 2001/02	0	0
Total	0	0

Full Time Equivalents 2.30

LEISURE SERVICES - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Leisure Services Administration			
Employees	110	125	129
Premises	1	1	1
Transport	1	0	0
Supplies & Services	25	18	18
Total Expenditure	137	144	148
Recharges	-137	-144	-148
Total Income	0	-144	-148
Net Expenditure to Summary	0	0	0

Variation Analysis

Original Budget 2001/02	0	0
Total	0	0

Full Time Equivalents 4.89

LEISURE SERVICES - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Library Management and Administration			
Employees	76	140	143
Transport	4	6	6
Supplies & Services	19	19	20
Total Expenditure	99	165	169
Recharges	-99	-165	-169
Total Income	-99	-165	-169
Net Expenditure to Summary	0	0	0

Variation Analysis

Original Budget 2001/02	0	0
Total	0	0

Full Time Equivalents 3.91

LEISURE SERVICES - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Youth & Community Management and Administration			
Employees	0	70	72
Transport	0	3	3
Supplies & Services	0	15	16
Total Expenditure	0	88	91
Rents	0	-4	-4
Recharges	0	-84	-87
Total Income	0	-88	-91
Net Expenditure to Summary	0	0	0

Variation Analysis

Original Budget 2001/02	0	0
Total	0	0

Full Time Equivalents 1.70

LEISURE SERVICES - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Youth Service Training & Development			
Employees	0	32	32
Supplies & Services	0	1	1
Total Expenditure	0	33	33
Other Grants & Contributions	0	-5	-5
Recharges	0	-28	-28
Total Income	0	-33	-33
Net Expenditure to Summary	0	0	0

Variation Analysis

Original Budget 2001/02	0	0
Total	0	0

Full Time Equivalents	1.00
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LEISURE SERVICES - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Corporate & Democratic Core			
Employees	98	90	93
Internal Services Recharges	33	36	22
Departmental Recharges	3	0	0
Total Expenditure	134	126	115
Net Expenditure to Summary	134	126	115

Variation Analysis

Original Budget 2001/02	134	134
Inflation	0	3
Change in Recharges	0	-14
Virements	-8	-8
Total	126	115

Full Time Equivalents 1.42

SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Summary of Services			
Social Services			
Children's services-Commissioning & SW	620	1,040	1,031
Children Looked After (CLA)	3,461	3,355	3,471
Family Support Services	703	788	622
Youth Justice	613	324	322
Other Children's & Family Services	490	440	441
Older People (Aged 65 or Over)	6,950	7,694	8,137
Physical Disability/Sensory Impairment	2,164	1,601	1,779
Learning Disability (under 65)	3,969	3,900	4,191
Mental Health Needs (Under 65)	1,569	1,345	1,312
Asylum Seekers	0	0	30
Other Adult Services	90	110	89
Service Strategy	160	212	161
Supported Employment	16	21	22
Social Services Management & Support Services	0	0	0
	20,805	20,830	21,608
Housing			
Housing Strategy	115	196	201
Registered Social Landlord	3	3	0
Housing Advances	2	2	2
Private Sector Housing Renewal	41	41	34
Homelessness	268	265	266
Housing Benefit Payments	278	278	297
Housing Benefit Administration	638	611	703
Contributions to the HRA	33	14	-13
Other Council Property	16	15	9
Housing Management & Support Services	0	0	0
	1,394	1,425	1,499
Corporate and Democratic Core			
Democratic Representation & Management	101	100	88
Corporate Management	40	34	31
	141	134	119
Trading Accounts			
Property Services	-4	-4	0
Total Social Services & Housing	22,336	22,385	23,226

SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Children's Services-Commissioning & SW			
Employees	865	855	840
Transport	38	41	42
Supplies & Services	71	4	1
Third Party Payments	2	2	2
Internal Services Recharges	0	113	103
Departmental Recharges	104	85	106
Total Expenditure	1,080	1,100	1,094
Government Grants	456	56	59
Fees & Charges	4	4	4
Total Income	460	60	63
Net Expenditure to Summary	620	1,040	1,031

Variation Analysis

Original Budget 2001/02	620	620
Inflation	0	25
Pressures	0	7
Change in Recharges	104	116
Virement	316	373
Commitment Budget	0	-110
Total	1,040	1,031
Full Time Equivalents		42.00

SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Children Looked After (CLA)			
Employees	959	1,053	879
Premises	20	20	13
Transport	81	83	75
Supplies & Services	70	75	54
Third Party Payments	1,869	1,807	2,066
Transfer Payments	2	2	7
Internal Services Recharges	399	387	340
Departmental Recharges	391	290	351
Capital Financing	79	79	84
Total Expenditure	3,870	3,796	3,869
Government Grants	19	51	64
Fees & Charges	390	390	334
Total Income	409	441	398
Net Expenditure to Summary	3,461	3,355	3,471

Variation Analysis

Original Budget 2001/02	3,461	3,461
Inflation	0	100
Pressures	0	185
Economies	0	-75
Change in Recharges	31	45
Virement	-137	-52
Commitment Budget	0	-198
Change in Capital Charges	0	5
Total	3,355	3,471

Full Time Equivalents	41.00
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SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Family Support Services			
Employees	228	358	247
Premises	7	7	8
Transport	11	12	13
Supplies & Services	20	31	45
Third Party Payments	156	207	214
Transfer Payments	104	72	63
Internal Services Recharges	99	90	59
Departmental Recharges	91	68	61
Capital Financing	27	27	30
Total Expenditure	743	872	740
Government Grants	0	44	77
Other Grants & Contributions	39	39	40
Fees & Charges	1	1	1
Total Income	40	84	118
Net Expenditure to Summary	703	788	622

Variation Analysis

Original Budget 2001/02	703	703
Inflation	0	13
Economies	0	-10
Change in Recharges	2	-34
Virement	83	83
Commitment Budget	0	-136
Change in Capital Charges	0	3
Total	788	622

Full Time Equivalents	4.00
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SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Youth Justice			
Employees	453	235	228
Premises	21	28	28
Transport	19	19	18
Supplies & Services	39	38	28
Internal Services Recharges	73	37	31
Departmental Recharges	68	27	33
Capital Financing	14	14	10
Total Expenditure	687	398	376
Other Grants & Contributions	69	69	48
Fees & Charges	5	5	6
Total Income	74	74	54
Net Expenditure to Summary	613	324	322

Variation Analysis

Original Budget 2001/02	613	613
Inflation	0	6
Pressures	0	36
Economies	0	-40
Virement	-289	-289
Change in Capital Charges	0	-4
Total	324	322

Full Time Equivalents	9.00
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SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Other Children's & Family Services			
Employees	186	402	479
Premises	1	1	1
Transport	0	4	3
Supplies & Services	25	27	36
Third Party Payments	179	253	321
Transfer Payments	5	65	150
Internal Services Recharges	83	30	44
Departmental Recharges	74	52	45
Total Expenditure	553	834	1,079
Government Grants	11	342	586
Fees & Charges	27	27	27
Rents	25	25	25
Total Income	63	394	638
Net Expenditure to Summary	490	440	441

Variation Analysis

Original Budget 2001/02	490	490
Inflation	0	9
Pressures	0	33
Economies	0	-17
Change in Recharges	0	9
Virement	-50	-193
Commitment Budget	0	110
Total	440	441

Full Time Equivalents 14.00

SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Older People (Aged 65 or Over)			
Employees	3,049	3,355	3,250
Premises	58	58	58
Transport	130	148	158
Supplies & Services	366	346	365
Third Party Payments	4,540	5,357	6,130
Internal Services Recharges	756	814	794
Departmental Recharges	572	761	811
Capital Financing	156	156	222
Total Expenditure	9,627	10,995	11,788
Government Grants	635	820	1,126
Other Grants & Contributions	106	531	535
Sales	18	18	19
Fees & Charges	1,918	1,932	1,971
Total Income	2,677	3,301	3,651
Net Expenditure to Summary	6,950	7,694	8,137

Variation Analysis

Original Budget 2001/02	6,950	6,950
Inflation	0	224
Pressures	0	315
Economies	0	-103
Change in Recharges	-10	19
Virement	754	753
Commitment Budget	0	-87
Change in Capital Charges	0	66
Total	7,694	8,137

Full Time Equivalents	158.00
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SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Physical Disability/Sensory Impairment			
Employees	650	550	592
Premises	15	15	8
Transport	68	68	76
Supplies & Services	141	71	102
Third Party Payments	1,039	896	933
Internal Services Recharges	298	171	169
Departmental Recharges	320	160	173
Capital Financing	49	49	93
Total Expenditure	2,580	1,980	2,146
Government Grants	0	12	12
Other Grants & Contributions	136	95	98
Sales	7	7	7
Fees & Charges	273	265	250
Total Income	416	379	367
Net Expenditure to Summary	2,164	1,601	1,779

Variation Analysis

Original Budget 2001/02	2,164	2,164
Inflation	0	38
Pressures	0	71
Economies	0	4
Change in Recharges	-5	6
Virement	-558	-550
Commitment Budget	0	2
Change in Capital Charges	0	44
Total	1,601	1,779

Full Time Equivalents	31.00
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SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Learning Disability (under 65)			
Employees	1,288	1,299	1,339
Premises	86	86	61
Transport	103	101	110
Supplies & Services	109	114	109
Third Party Payments	12,446	9,090	9,446
Internal Services Recharges	472	433	410
Departmental Recharges	424	396	419
Capital Financing	148	148	115
Total Expenditure	15,076	11,667	12,009
Other Grants & Contributions	10,032	6,671	6,837
Sales	20	20	20
Fees & Charges	955	976	961
Interest	100	100	0
Total Income	11,107	7,767	7,818
Net Expenditure to Summary	3,969	3,900	4,191

Variation Analysis

Original Budget 2001/02	3,969	3,969
Inflation	0	117
Pressures	0	335
Economies	0	-132
Change in Recharges	22	22
Virement	-91	-91
Commitment Budget	0	4
Change in Capital Charges	0	-33
Total	3,900	4,191

Full Time Equivalents 66.00

SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Mental Health Needs (Under 65)			
Employees	617	509	609
Premises	26	26	76
Transport	20	20	24
Supplies & Services	214	215	226
Third Party Payments	769	766	814
Internal Services Recharges	158	154	131
Departmental Recharges	172	162	134
Capital Financing	34	1	11
Total Expenditure	2,010	1,853	2,025
Government Grants	205	205	206
Other Grants & Contributions	40	138	143
Sales	0	0	5
Fees & Charges	196	165	303
Rents	0	0	56
Total Income	441	508	713
Net Expenditure to Summary	1,569	1,345	1,312

Variation Analysis

Original Budget 2001/02	1,569	1,569
Inflation	0	34
Pressures	0	79
Economies	0	-97
Change in Recharges	0	-52
Virement	-224	-230
Change in Capital Charges	0	9
Total	1,345	1,312

Full Time Equivalentents	21.00
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SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Asylum Seekers			
Supplies & Services	0	0	30
Total Expenditure	0	0	30
Net Expenditure to Summary	0	0	30

Variation Analysis

Original Budget 2001/02	0	0	
Pressures	0	30	
Total	0	30	

SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Other Adult Services			
Employees	0	52	33
Third Party Payments	43	44	45
Internal Services Recharges	21	13	9
Departmental Recharges	26	8	9
Total Expenditure	90	117	96
Government Grants	0	7	7
Total Income	0	7	7
Net Expenditure to Summary	90	110	89

Variation Analysis

Original Budget 2001/02	90	90
Inflation	0	2
Economies	0	-20
Change in Recharges	0	-3
Virement	20	20
Total	110	89

Full Time Equivalents	1.00
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SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Service Strategy			
Employees	88	99	104
Transport	2	2	2
Supplies & Services	13	13	23
Third Party Payments	62	62	0
Internal Services Recharges	0	22	16
Departmental Recharges	0	19	16
Total Expenditure	165	217	161
Other Grants & Contributions	5	5	0
Total Income	5	5	0
Net Expenditure to Summary	160	212	161

Variation Analysis

Original Budget 2001/02	160	160
Inflation	0	3
Economies	0	-62
Change in Recharges	0	-9
Virement	52	62
Commitment Budget	0	7
Total	212	161

SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Supported Employment			
Transport	1	1	1
Third Party Payments	15	16	17
Internal Services Recharges	0	2	2
Departmental Recharges	0	2	2
Total Expenditure	16	21	22
Net Expenditure to Summary	16	21	22

Variation Analysis

Original Budget 2001/02	16	16
Inflation	0	1
Virement	5	5
Total	21	22
Full Time Equivalents		3.00

SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Support Services & Management Costs			
Employees	2,040	1,642	1,803
Premises	147	147	132
Transport	40	40	34
Supplies & Services	476	483	467
Third Party Payments	39	49	34
Internal Services Recharges	2,968	3,149	3,040
Departmental Recharges	13	13	13
Capital Financing	165	165	201
Total Expenditure	5,888	5,688	5,724
Government Grants	116	191	102
Other Grants & Contributions	453	453	421
Fees & Charges	10	10	10
Recharges	5,309	5,034	5,191
Total Income	5,888	5,688	5,724
Net Expenditure to Summary	0	0	0

Variation Analysis

Original Budget 2001/02	0	0
Inflation	0	59
Pressures	0	190
Economies	0	-16
Change in Recharges	-21	-300
Virement	21	7
Commitment Budget	0	24
Change in Capital Charges	0	36
Total	0	0

Full Time Equivalents		43.00
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SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Housing Strategy			
Employees	67	149	155
Transport	1	1	1
Supplies & Services	16	16	16
Internal Services Recharges	30	30	19
Departmental Recharges	1	0	10
Total Expenditure	115	196	201
Total Income	0	0	0
Net Expenditure to Summary	115	196	201

Variation Analysis

Original Budget 2001/02	115	115
Inflation	0	5
Change in Recharges	0	-2
Virement	81	81
Commitment Budget	0	2
Total	196	201

Full Time Equivalents	4.00
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SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Registered Social Landlords			
Departmental Recharges	3	3	0
Total Expenditure	3	3	0
Total Income	0	0	0
Net Expenditure to Summary	3	3	0

Variation Analysis

Original Budget 2001/02	0	3	3
Change in Recharges	0	0	-3
Total	0	3	0

Housing Advances

Supplies & Services	2	2	2
Total Expenditure	2	2	2
Total Income	0	0	0
Net Expenditure to Summary	2	2	2

Variation Analysis

Original Budget 2001/02			2
Total	2	2	2

SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Private Sector Housing Renewal			
Employees	27	0	0
Transport	3	0	0
Supplies & Services	3	3	4
Internal Services Recharges	8	38	28
Departmental Recharges	0	0	2
Total Expenditure	41	41	34
Total Income	0	0	0
Net Expenditure to Summary	41	41	34

Variation Analysis

Original Budget 2001/02	41	41
Change in Recharges	31	24
Virement	-31	-31
Total	41	34

SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Homelessness			
Employees	88	87	90
Premises	99	99	101
Transport	3	3	3
Supplies & Services	8	8	8
Third Party Payments	155	117	118
Internal Services Recharges	8	8	14
Departmental Recharges	3	1	1
Capital Financing	0	32	23
Total Expenditure	364	355	358
Fees & Charges	26	20	20
Rents	67	67	69
Other Income	3	3	3
Total Income	96	90	92
Net Expenditure to Summary	268	265	266

Variation Analysis

Original Budget 2001/02	268	268
Inflation	0	4
Change in Recharges	0	6
Virement	-3	-3
Change In Capital Charges	0	-9
Total	265	266

Full Time Equivalents	3.00
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SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Housing Benefit Payments			
Supplies & Services	70	70	73
Transfer Payments	4,944	4,944	5,142
Total Expenditure	5,014	5,014	5,215
Government Grants	4,736	4,736	4,918
Total Income	4,736	4,736	4,918
Net Expenditure to Summary	278	278	297

Variation Analysis

Original Budget 2001/02	278	278
Inflation		19
Total	278	297

SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Housing Benefit Administration			
Employees	507	518	548
Transport	23	23	24
Supplies & Services	84	84	85
Internal Services Recharges	185	185	257
Departmental Recharges	61	22	20
Capital Financing	25	26	24
Total Expenditure	885	858	958
Government Grants	247	247	255
Total Income	247	247	255
Net Expenditure to Summary	638	611	703

Variation Analysis

Original Budget 2001/02	638	638
Inflation	0	9
Pressures	0	15
Change in Recharges	0	69
Virement	-27	-27
Change in Capital Charges	0	-1
Total	611	703

Full Time Equivalents	24.00
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SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Contributions to the HRA			
Departmental Recharges	46	27	0
Total Expenditure	46	27	0
Fees & Charges	13	13	13
Total Income	13	13	13
Net Expenditure to Summary	33	14	-13

Variation Analysis

Original Budget 2001/02	33	33
Inflation	0	1
Change in Recharges	0	-28
Virement	-19	-19
Total	14	-13

SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Other Council Property			
Employees	5	5	5
Premises	19	13	12
Internal Services Recharges	2	1	1
Capital Financing	17	17	12
Total Expenditure	43	36	30
Fees & Charges	9	3	3
Rents	18	18	18
Total Income	27	21	21
Net Expenditure to Summary	16	15	9

Variation Analysis

Original Budget 2001/02	16	16
Change in Recharges	0	-1
Virement	-1	-1
Change in Capital Charges	0	-5
Total	15	9

SOCIAL SERVICES & HOUSING - REVENUE BUDGET

2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
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Housing Management & Support Services

Employees	275	215	291
Premises	8	8	8
Transport	11	11	12
Supplies & Services	39	39	133
Internal Services Recharges	152	153	156
Departmental Recharges	5	5	5
Total Expenditure	490	431	605
 Government Grants	 0	 0	 162
Recharges	490	431	443
Total Income	490	431	605
 Net Expenditure to Summary	0	0	0

Variation Analysis

Original Budget 2001/02	0	0
Inflation	0	1
Change in Recharges	27	24
Virement	-27	-27
Commitment Budget	0	2
Total	0	0

Full Time Equivalents 10.00

SOCIAL SERVICES & HOUSING - REVENUE BUDGET

2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
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Democratic Representation & Management

Employees	33	31	35
Internal Services Recharges	16	16	0
Departmental Recharges	52	53	53
Total Expenditure	101	100	88
Net Expenditure to Summary	101	100	88

Variation Analysis

Original Budget 2001/02	101	101
Inflation	0	1
Change in Recharges	0	-15
Virement	-1	-2
Commitment Budget	0	3
Total	100	88

Full Time Equivalents 0.50

Corporate Management

Employees	19	13	16
Internal Services Recharges	7	7	0
Departmental Recharges	14	14	15
Total Expenditure	40	34	31
Net Expenditure to Summary	40	34	31

Variation Analysis

Original Budget 2001/02	40	40
Change in Recharges	0	-6
Virement	-6	-5
Commitment Budget	0	2
Total	34	31

Full Time Equivalents

SOCIAL SERVICES & HOUSING - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Property Services			
Employees	1,644	1,644	1,660
Premises	10	10	10
Transport	343	343	348
Supplies & Services	44	44	44
Internal Services Recharges	161	161	178
Departmental Recharges	0	0	0
Total Expenditure	2,202	2,202	2,240
Recharges	2,206	2,206	2,240
Total Income	2,206	2,206	2,240
Net Expenditure to Summary	-4	-4	0

Variation Analysis

Original Budget 2001/02	-4	-4
Virement	0	4
Total	-4	0

Full Time Equivalents 105.00

Summary of 2002/03 Housing Revenue Account Report to Executive

1 Introduction

- 1.1 The Housing Revenue Account (HRA) budget forms an important part of the Council's overall budget and determines the level of expenditure on housing and the associated rent levels for Council tenants. The 2002/03 HRA budget was agreed by the Executive in light of the final HRA Subsidy Determination published in December 2001 and the overall financial position of the Council following the Local Government Finance Settlement published in January 2002.
- 1.2 The financial implications of the decisions taken by the Executive in this report are reflected in the report on the Council's revenue budget proposals.

2 Draft Base Budget 2002/03

Background

- 2.1 The HRA is a ring-fenced account and, as such, stands separate from the General Fund. Local authorities have no general discretion to transfer sums out of the HRA, or to support the HRA with contributions from the General Fund.
- 2.2 The Housing Subsidy Determination was received from the Government on 20 December 2001. This is used to calculate a model HRA from which the level of central government support for housing is determined. As expected, there was a significant variation in the levels of rent guideline increases and maintenance targets from previous years as a result of the Government's rent restructuring proposals that were reported to the former Strategy and Policy and Social Services and Housing Committees in October/November 2001.
- 2.3 The new formula rent guideline for Bracknell Forest was set at £61.27. This represents an increase of 22% over the 2001/02 equivalent figure. All local authorities are expected to converge their rents in line with the Government's target over the next 10 years. As such, the actual 2002/03 Guideline Rent for Bracknell Forest was set at £52.89 per week, representing an increase of 5.35% above last years figure. Compensating increases in Management and Maintenance targets were set in order to maintain the level of subsidy available nationally.

Base Budget 2002/03

- 2.4 When the 2001/02 HRA Budget was agreed in February 2001 the plans allowed for a deficit of £168,000 to be funded from reserves for that year and from rents in subsequent years. In determining the Base Budget for 2002/03, the impact of interest rates on investment income, the level of projected Council House Sales and the impact of the annual change in the Subsidy Determination also need to be taken into account before any potential variations to service levels are considered. As indicated above, the annual Subsidy Determination set the guideline increase in rents for Bracknell Forest at 5.35%. These four issues are reflected in Table 1 below and show a need to generate additional rental income of £491,000 to maintain the current level of services.

Table 1 – Base Budget 2002/2003

	£'000
Deficit carried forward	168
Impact of Council House Sales on Rent Yield	99
2002/03 Subsidy Determination	-131
Interest Rate reduction on investments	355
Total	491

Maintenance and Improvement Programme

- 2.5 A critical element of the HRA budget relates to the provision for maintaining the housing stock. In this respect, in 2001/02, there are three elements to the funding of maintenance, the HRA itself contains £4.5m for a mixture of day-to-day and capital repairs. In addition, the capital programme contains £1.4m for structural improvement work. The Council also funded a further £0.5m of capital improvements from the Major Repairs Allowance (MRA) which was introduced in 2001/02, as part of the Resource Account Financial Framework.
- 2.6 The MRA is the Government's assessment of need for expenditure on the on-going maintenance and improvement of the Council's housing stock. For Bracknell Forest, the MRA is set as £3.76m. The introduction of the MRA has a significant impact on "negative subsidy" authorities such as Bracknell Forest, as it reduces the transfer to the General Fund on a pound-for-pound basis. However, negative subsidy authorities are still able to make use of the MRA, for a fixed time-period as part of the transitional arrangements introduced to offset the immediate impact of the changes.
- 2.7 As indicated above, to limit the increase in rents in 2001/02, a decision was taken to fund £500,000 of maintenance, which had traditionally been funded from rents, from the MRA. The use of MRA in this way reduced the potential transfer to the General Fund by £500,000. The decision on the application of MRA is reviewed annually, taking into account the pressures on the HRA and the level of negative subsidy.
- 2.8 The Subsidy determination announcement was much later this year. Consequently, budget proposals had to be prepared and discussed with the Tenants Panel in advance of the announcement. When the Executive considered this in December, it was agreed, subject to the final subsidy determination, to limit the potential rent increase and the knock-on effect to the General Fund through the negative subsidy calculation, by funding £200,000 of the £500,000 maintenance expenditure funded by the MRA in 2001/02 from capital receipts in 2002/03.
- 2.9 In light of the subsidy data released in December, it is been decided to fund an additional £90,000 of capital improvements from the MRA with the remaining £210,000 coming from the HRA itself, in order to maintain the rent increase and the broader budget proposals discussed with the Tenants Panel. This strategy will enable £3.67m of the allocated MRA to be used as transitional relief to the General Fund in 2002/03. Table 2 outlines the funding in 2002/03 of the £500,000 maintenance expenditure that was funded from the MRA in the current year.

Table 2 – Maintenance

	£'000
Rents	210
Capital Receipts	200
MRA	90
Total	500

- 2.10 Based on the above decision, and the substantial improvement programme funded from capital receipts within the Capital Programme (Core Programme £1.4m), the total budget for maintenance and improvements will be approximately £6.2m, equivalent to that funded in 2001/02.

Service Developments, Pressures and Economies

- 2.11 A list of pressures agreed by the Executive is shown in Annexe A. The most significant of which are summarised below.
- Following the conclusion of the annual review by the insurers, the Council is facing significantly higher premiums. This is in part due to the increased costs related to the re-insurance risk following the events in September 2001 and the increasing number of weather-related claims by the Council. This amounts to £67,000.
 - To alleviate the problems experienced over the last two years of having to delay and stockpile repairs due to budget pressures an additional £50,000 has been added to the maintenance revenue programme.

A full list of all pressures included in the HRA budget proposals is identified in Annexe A.

Inflation, Pay Awards and Fees and Charges

- 2.12 The service pressures included in Annexe A exclude the cost of inflation on both expenditure and income. The Retail Price Index (RPI) is currently running at 1.6%, although the underlying rate of inflation (excluding mortgage interest rates) is higher at 2.3%. The national pay award has not yet been agreed, with the Trade Unions recently rejecting the employers' offer of 2.5%. An allowance of 3% has been provisionally made in the HRA in line with the General Fund Budget strategy.
- 2.13 In summary initial calculations indicate the following guideline inflation increases:
- Pay award - 3%
 - Supplies and services (except those below) – 1.6%
 - Purchase of furniture, equipment and materials and postage – nil
 - Training, meeting and seminar fees, subsistence and expenses – nil
 - Major Energy Supplies (where overall contract applies) – nil

Each of these increases follows the overall budget guidelines set by the Strategy and Policy Committee in November 2001. However, the Director of Social Services and Housing recommended that the Property Maintenance Contract be increased by 4.5% in line with the indices in the Property Services agreement.

- 2.14 An increase in garage rents, equal to the proposed increased in dwelling rents will generate additional income of £50,000. This is included within the inflation category so as to maximise the clarity of the increase in general dwelling rents which are payable by all housing tenants.
- 2.15 Annexe B draws these inflation related increases together and shows a total provision for Housing of £0.231m.

Economies

- 2.16 Because of the need to keep the annual rent increase to reasonable levels, a list of potential economies, totalling £421,000 is shown in Annexe C. The two most significant options agreed relate to the maintenance budget and include savings of £143,000 identified as part of the Best Value Review of Repairs and Maintenance, which can be achieved in actual staffing efficiency measures without impacting on service levels. In effect, therefore, this saving is being used to support the maintenance programme at the level proposed in this report. In addition, it is proposed to delay the external painting contract by 12 months contributing a one-off saving of £200,000. This delay is not expected to impact adversely on the medium term maintenance programme.

Accounting Changes and Reserves

- 2.17 Two further issues were considered in setting the budget for 2002/03. These relate to the impact of new accounting arrangements and the level of reserves.
- 2.18 As a result of new financial regulations, a charge must be made in all local authority accounts, including the HRA, for the depreciation of buildings used in order to deliver the service. The Council is obliged by the Accounting Code of Practice to implement this change in 2002/03 which results in an additional pressure of £126,000 on next year's budget.
- 2.19 Historically, the level of reserves held within the HRA has been set at £300,000. However, to reflect the reduced level of balances brought forward due to lower investment returns and house sales in 2000/01 and the estimated out-turn position for 2001/02, an increase of £63,000 must be included in the 2002/03 Budget to eliminate the planned deficit from the budget.

2002/03 Net Budget

- 2.20 A summary of the net budget pressures before taking into account further measures to reduce expenditure or rent increases is shown below.

Table 3 – Net Budget Position 2002/2003

	£'000
Base Budget	491
Maintenance Funding	210
Service Pressures	249
Inflation	231
Potential Economies	-421
Accounting changes and Reserves	189
Total	949

- 2.21 Each increase of 1% on rents generates income of £183,000. Consequently, a dwelling rent increase of 5.2% would be required to balance the HRA in 2002/03 based on the financial position outlined above.

Tenant Consultation

- 2.22 In line with the Council's commitment to involve tenants in major decisions affecting their housing, a consultation exercise was carried out with all tenants during January. The Panel proposed three levels of rent increase for consultation. The levels of rent increases, the options attributable to each and the consultation response are summarised in Table 4 and a more detailed report on the outcome of the exercise is shown in Annex D

Table 4 – Rent Consultation

Rent Increase	Options	Response
5.2%	HRA Break-even on proposals outlined above	48.4%
6.2%	As above, with £180,000 of the delayed external painting contract re-instated	22.9%
7.2%	As above, with external painting programme re-instated and an additional £160,000 to be targeted towards replacement of heating systems.	9.4%

- 2.23 In light of the demands on the budget, the result of the Tenant Consultation exercise and the need to maintain a prudent level of reserves the Executive agreed an increase in rents of 5.2% from 1st April 2002. In line with dwelling rents the Executive approved an increase in garage rents, carports and parking spaces of 5.2% from 1st April 2002
- 2.24 Annex E shows the planned expenditure for 2002/03 based on a rent increase of 5.2%

Pressures in 2002/03 within the Housing Revenue Account

Pressures	£000
<p>Stock Piling Repairs To alleviate the problems experienced over the last two years of having to delay and stockpile repairs due to budget pressures.</p>	50
<p>National Pay Award 2001/02 Budget assumed a National Pay Award of 3%. Actual Pay Award came in at 3.5%.</p>	15
<p>Budget Warmth Scheme Scheme will finish by 2002/03. Income generated by the scheme will no longer be available to support the HRA.</p>	11
<p>Transfer Incentive Scheme Scheme has proved particularly popular and 2001/02 Budget allocation was spent during first 6 months. Scheme enables better management of Housing Assets.</p>	15
<p>Forest Care/Supported Housing/Job Evaluation Additional budget required to equalise pay and conditions for existing posts and to enable the recruitment and retention of staff and the implementation of a job evaluation for assistant scheme managers in supported housing. Part year costs arising in 2001-02 have been managed within existing resources but the pressure needs to be funded in 2002/03</p>	68
<p>Insurance Premiums Insurance Premiums have risen across the board as a result of the hardening of the insurance market.</p>	67
<p>Pension Costs The poor performance of the global stock markets and the historically low levels of investment returns has diminished the value of the Pension Fund and it is projected that the contribution made by the Council for new employees will have to increase quite significantly in future years</p>	23
TOTAL	249

Inflation 2002/2003 – Housing Revenue Account

Inflation Provision 2002-03

	Base £000		Inflation £000
Employees	2,793	3.0%	85
Premises			
- Premises	1,165	1.6%	18
- Property Maintenance	3,243	4.5%	146
- Landscape Maintenance	316	1.6%	5
- Electricity, Gas and materials	194	0.0%	0
Transport	120	1.6%	2
Supplies and services			
- Supplies and Services	430	1.6%	6
- Equipment, Furniture and materials	230	0.0%	0
- Postage	23	0.0%	0
- Subsistence, meetings and refreshments	4	0.0%	0
Central Services	1,462	2.5%	36
Income			
Fees and Charges	-678	2.5%	-17
Garage Rents	-1,046	5.2%	-50
TOTAL			231

Exclusions

Dwelling rents are the subject of consultation and commercial rents are subject to contracts. Rent rebates are dependent on the general level of rents. Other items that are not subject to the general inflation include capital charges, interest on investments and Negative Housing Subsidy

Economies in 2002/03 within the Housing Revenue Account

Economies	£000
Repairs and Maintenance	
Efficiencies identified as part of Best Value review in staffing levels and accommodation.	143
Repairs and Maintenance	
Maintenance liability reduced as a result of Council House sales. Annual budget is reduced by £500 per property sold in previous year based on average maintenance costs.	50
Repairs and Maintenance - External Painting	
Delay the external painting contract by 12 months and re-instate in 2003/04.	200
Grounds Maintenance	
Minimise one-off improvements and where appropriate reduce the level of work within Sheltered Units.	25
Other Economies	
Recover more of the costs of Council Houses sales administration costs from the sale of properties.	3
TOTAL	<hr/> 421

TENANT PARTICIPATION IN RENT SETTING FOR 2002\2003

- 1.1 At the Social Services and Housing Committee meeting held on 21 September 2001, it was agreed that a consultation exercise seeking tenants' views about a range of options related to rent levels and expenditure for 2002\03 be carried out prior to the Housing Revenue Account budget setting process. The results of this exercise would be taken into account in the rent determination.
- 1.2 The Council has carried out a similar exercise for the past two years with increasing interest and response from tenants. Indeed this practice is seen as an example of good practice in terms of tenant participation outside of the authority.
- 1.3 Following a series of training and information sessions on housing finance and budget proposals for 2002/3, the Tenants' and Leaseholders' Panel agreed a range of options with officers, the Executive Member for Social Services and Housing and the Tenants and Leaseholders' Champion. These options together with an outline description of the corresponding level of services were to be included in a borough-wide questionnaire survey to be distributed to all secure and introductory tenants and tenants living in shared ownership accommodation.
- 1.4 The options and corresponding level of services, to be included in the questionnaire, were agreed were as follows:

Option 1

5.2% increase which will result in an average weekly increase of £3.03

In addition to the existing rolling improvement programme of £1.6 million per year, this increase would involve:

- delaying the external decoration programme for one year which will save £200,000;
- increasing the repairs budget by £50,000 to deal with the outstanding repairs which will be carried forward from the previous year (this is to help avoid the situation where non urgent repairs have to be put on hold at the end of the year).

Option 2

6.2% increase which will result in an average increase of £3.61

In addition to the existing rolling improvement programme of £1.6 million per year, this increase would involve:

- Re-instating the external decoration programme to the tune of £180,000;
- Increasing the repairs budget by £50,000 to deal with the outstanding repairs which are carried forward from the previous year.

Option 3

7.2% increase which will result in an average increase of £4.20

In addition to the existing rolling improvement programme of £1.6 million per year, this increase would involve:

- Re-instating the rolling external decoration programme for this year to the tune of £200,000;

- Increasing the repairs budget by £50,000 to deal with the outstanding repairs which are carried forward from the previous year;
- Install full central heating in 70 properties which currently have ineffective warm air heating.

1.5 The survey was carried out over a three to four week period in January 2002 to avoid the Christmas holidays and to fit in with the Council's budgetary timetable. A final report setting out all of the findings is available as a background document to this report.

1.5 A total of 6253 questionnaires were sent to tenants (78 of those to shared ownership tenants). 1778 questionnaires have been returned which represents 28.4% of all of those tenants eligible to vote. This compares favourably with the 29% return in 2001 and the 14.68% return in 2000. Over 59% of all respondents are aged 60 and over.

1.6 Tenants were also given the option to disagree with the three proposed options for increase and to make comments. A summary of these comments is included in the Rent Setting Consultation Report referred to in paragraph 1.4.

2. Consultation Results

As can be seen from this table, 48.4% of respondents were in favour of a 5.2% increase in the level of rents for the 2002/3 financial year. It is worth noting that a significant minority of tenants voted for the middle option, 6.2%.

Options	Number	Percentage of all returns (1776)	Percentage of all tenants (based on 6,253 tenants + shared ownership rent payers)
Option 1 5.2%	860	48.4%	13.8%
Option 2 6.2%	404	22.7%	6.5%
Option 3 7.2%	168	9.5%	2.7%
Do not agree	289	16.3%	4.5%
Option not chosen	55	3.1%	0.9%
All	1776	100%	28.4%

HOUSING REVENUE ACCOUNT 2002/03

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
INCOME			
Dwelling Rents (gross)	-18,323	-18,323	-19,146
Non-dwelling rents (gross)	-1,130	-1,141	-1,218
Heating Charges	-223	-217	-206
Leaseholder's Charges for services & facilities	-212	-213	-216
Other Charges for services and facilities	-276	-311	-320
Trf fr GF-shared items for the community	-171	-174	-180
Total Income	-20,335	-20,379	-21,286
EXPENDITURE			
Repairs and Maintenance	4,361	4,449	4,447
General Management	2,693	2,755	3,028
Special Services	2,221	2,416	2,596
Rents, Rates, Taxes and other charges	279	272	272
Rent Rebates	8,163	8,163	8,024
Inflation	294	0	0
Transfer to GF re negative HRA subsidy	3,806	3,806	4,225
Capital Charges	26,678	26,678	26,760
Total Expenditure	48,495	48,539	49,352
Net Cost of Services	28,160	28,160	28,066
Capital Charges	-23,000	-23,000	-23,000
Interest Receivable	-1,814	-1,814	-1,459
Net Operating Expenditure	3,346	3,346	3,607
Appropriations			
Reserves	-168	-168	63
Transfer from Major Repairs Reserve	-3,178	-3,178	-3,670
Total Net Cost-HRA	0	0	0

HOUSING REVENUE ACCOUNT

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Employees	2,779	2,852	3,037
Premises	4,292	4,501	4,509
Transport	118	121	136
Supplies & Services	795	826	842
Third Party Payments	39	40	41
Transfer Payments	8,173	8,173	8,048
Transfer to GF re negative HRA subsidy	3,806	3,806	4,225
Internal Services Recharges	1,235	1,264	1,343
Departmental Recharges	71	72	242
Capital Financing	26,912	26,912	26,994
Inflation	294		
Total Expenditure	48,514	48,567	49,417
Fees & Charges	-487	-524	-528
Rents	-19,572	-19,583	-20,517
Other income	-124	-126	-126
Recharges	-171	-174	-180
Total Income	-20,354	-20,407	-21,351
Net Cost of Services	28,160	28,160	28,066
Capital Charges	-23,000	-23,000	-23,000
Interest Receivable	-1,814	-1,814	-1,459
Net Operating Expenditure	3,346	3,346	3,607
Appropriations	-3,346	-3,346	-3,607
Total Net Cost-HRA	0	0	0
Staff - full time equivalents			143

Summary of Capital Programme Report to Executive

1 Introduction

- 1.1 As part of the Council's financial and policy planning process the Executive issued its draft Capital Programme proposals for 2002/03-2004/05 for consultation on 18 December. The main focus of the programme has been departmental spending needs for 2002/03, although future years schemes do form an important part of the programme. The Executive considered the results of the consultation on 19th February and has put forward its capital programme proposals to the Council. The financial implications of the decisions within this report are reflected in the Council's revenue budget proposals for 2002/03.

Capital Resources

- 2.1 Each year the Council agrees a programme of capital schemes. These schemes are funded from three main sources
- The Council's accumulated capital receipts and/or revenue balances
 - Government Grants
 - Other external contributions
- 2.2 The Council's estimated total usable capital receipts, which are potentially available to fund new capital schemes, as at 31 March 2002 is £36.79m before allowing for the early redemption of debt to Reading Borough Council (paragraph 3.3). During 2002/03 it is anticipated that £7.275m of capital receipts will be generated as a result of council house and other asset sales. The accumulated receipts do, however, generate significant income in interest receipts, which are included in the revenue budget. A resources statement is shown in Annexe A.

Review of 2001/02 Capital Programme

Carry Forwards

- 3.1 As a starting point for preparing the capital programme for 2002/03 each service has reviewed progress on its current approved schemes. Of the approved programme for 2001/02 totalling £25.9m, it is currently estimated that around £22m will be spent by the end of the financial year. This represents approximately 85% of the approved programme, compared to final outturn for last year of 65%. At this stage, however, the detailed carry forward is inevitably subject to change because, under capital accounting rules, expenditure incurred one or two days apart in late March/early April must be coded to different years.

Repayment of the Local Government Reorganisation Supplementary Credit Approval (SCA)

- 3.2 One important addition to the current year's capital programme is proposed. When Berkshire County Council was reorganised, it received a Supplementary Credit Approval (SCA) to part fund the cost of staff redundancies. Like all Local Government Reorganisation SCA's there was a four-year "holiday" before any principal repayments of the debt were required. This holiday period ends on 31 March 2002 and repayment of the total SCA (£5.37m) is to be shared between the six Berkshire Unitaries. Bracknell Forest's share is £0.737m, of which £0.105m is due for repayment in 2002/03.

- 3.3 The Council is proposing to repay the full £0.737m from accumulated capital receipts before the 31 March 2002, saving the annual revenue cost of £0.105m. At current interest rates, the repayment would attract a premium of £0.098m, but this can also be financed from accumulated capital receipts making the total payment £0.835m. The Council's estimated total capital receipts at 31st March 2002, which are potentially available to fund capital schemes including schemes carried forward, will reduce to approximately £35.95m.

New Schemes

- 4.1 The Executive's proposals for the Council's capital programme for 2002/03 - 2004/05 were evaluated and prioritised into four categories in accordance with the Council's Corporate Capital Strategy, approved by Strategy and Policy Committee in July 2001, as follows:

Unavoidable (Including committed schemes)

Schemes which must proceed to ensure that the Council is not open to legal sanction covering such items as health & safety issues, new legislation etc. Committed schemes are those that have been approved and started in the current year. By their nature, these schemes form a first call on the available capital resources.

Improvements and capitalised repairs (formerly Maintenance)

The Council is responsible for a significant number of properties and infrastructure assets. As part of the established capital planning process, property condition surveys are carried out to inform the maintenance needs. The proposed programme will ensure that the most urgent works required by each service can be carried out.

Rolling programmes

These programmes cover more than one year and give a degree of certainty for forward planning of schemes to improve service delivery. They make an important contribution towards the Council's Medium Term Objectives and Asset Management Plans. Examples of schemes within this criterion include minor works, environmental improvements, recycling, IT developments and curriculum development.

Other Desirable Schemes

In addition to the schemes identified in the above categories, each service has requested funding for other high priority schemes that meet the needs and objectives of their service. The net cost of schemes which attract partial external funding are included in the schemes put forward.

- 4.2 A summary of the new schemes that have been put forward to be funded from the Council's resources in 2002/03 is shown in Table 1. This shows that the total net funding requested by each service totals £12.035m. A detailed list of these new schemes, grouped into each of the above categories, for each service is included in Annexes B– F.

Table 2 - Capital Programme 2002/2003-2004/05 (Excluding carry forward resources already funded)

		2002/03	2003/04	2004/05
	Service Area	£'000	£'000	£'000
B	Corporate Services	4,197	3,302	2,267
C	Education	2,673	1,901	1,529
D	Environment	2,046	1,985	2,263
E	Leisure Services	1,219	1,428	1,303
F(i)	Social Services and Housing	300	480	350
F(ii)	Housing Improvement Programme	1,600	1,600	1,220
	Total request for Council funding	12,035	10,696	8,932

Housing Improvement Programme

- 4.3 The impact of the Resource Accounting changes to the Housing Revenue Account (HRA) introduced in 2001/02 means that it is no longer possible to fully fund the annual housing structural maintenance programme from within the HRA, without increasing rents by substantially more than the levels being consulted upon with tenants. This position is likely to be maintained until the transitional arrangements take effect on the negative housing subsidy transfer in 2004/05. A separate housing improvement programme was consequently established last year, funded from capital receipts. In addition, in 2001/02 a programme of capital works of £500,000, which was previously funded from rents, was funded from the Major Repairs Allowance (MRA). The improvement programme for 2002/03 totals £1.6m. This includes £0.290m of capital spending that was funded by the MRA in the current year.

Externally Funded Schemes

- 4.4 In addition to the schemes included in the categories outlined above the Council's capital programme also includes schemes which are externally funded from the following sources:

Local Authority Social Housing Grant (£5m)

The Council receives LASHG which effectively 100% funds housing schemes identified and carried out by approved Registered Social Landlords. The amount of new LASHG funding requested for specific schemes in 2001/02 is £5m.

Capital Grants

A number of capital schemes attract specific grants. All of these schemes should be included in the capital programme at the level of external funding that is received. The following grants are expected to be claimed in 2002/03:

- Devolved Capital (£0.608m). Devolved capital in schools is provided directly for all schools by the Government primarily for them to carry out small scale improvements works concentrating on priorities highlighted in the most recent condition and suitability surveys. Allocation is by formula incorporating a fixed allocation and a per pupil allocation. Schools are able to carry forward balances by agreement with the LEA, for up to 3 years, to enable larger projects to be actioned. A provisional allocation for 2003/04 has been made of £1.02m.

- **New Deal for School Condition Funding (£0.718m).** This funding is based on the Asset Management Plan survey information submitted to the DfES and is to be used for the improvement of the condition of schools buildings. It is proposed to supplement the £0.5m planned maintenance programme within the Council's own core programme in 2002/03 with the funding grant available and the work will be prioritised based on the condition categorisation. A provisional allocation for 2003/04 has been made of £0.902m.
- **Seed Challenge Capital (£0.153m).** Seed challenge funds are allocated to the LEA on the basis of £50,000 per LEA plus a per pupil sum. Schools will be invited to bid for match funding towards capital building projects, where the schools' proportion of match funding is from non-public sources e.g. PTA funds. A provisional allocation for 2003/04 has been made of £0.153m.
- **School Security (£0.019m).** The DfES has allocated money from the Capital Modernisation Fund to LEAs, specifically to support school security measures. 50% of the allocation is based on pupil numbers and 50% on number of schools.
- **Key Stage 2 Class Size (£0.033).** Grant funding is available to facilitate building adaptations to ensure that where schools have expanded in order to meet the infant class size limit at Key Stage 1, that Key Stage 2 classes are not significantly larger than before the school expanded. Broadmoor Primary School meets the DfES criteria to receive grant funding.
- **Funding for Nursery Education (£0.05m)** This grant funding is based on the number of wards falling into the 20% most deprived in the country, although each LEA must receive at least £50k. It is for the Early Years and Childcare Partnership to decide where this grant funding should be applied.
- **E-government funding (£0.2m).** In order to assist with the delivery of e-enabled services by 2005 the Government intends to provide the Council with a capital grant of £0.2m in 2002/03. The grant is intended to support the proposals contained in the Council's Implementing Electronic Government (IEG) statement which are included within the programmes contained in Annexes B - F. As this allocation is a grant, rather than a borrowing approval, it represents a real increase in the level of capital resources available to the Council. Subject to demonstrating that the Council has made good progress and has used this first £0.2m to good effect, a further grant of £0.2m will be available in 2003/04.
- **IT for Children Looked After (£0.015m).** This grant is for increasing access to information and communications technology for looked after children and care leavers. The payment of this grant is subject to the Council's submission of a satisfactory Quality Protects Management Action Plan, which also appears on tonight's agenda.
- **Information Management (£0.069m).** This grant is provided for the purposes of improving information management within Social Services.

- **Private Sector Grants (£0.127m).** This covers the statutory payments for minimum facilities in private sector homes together with discretionary grants for welfare adaptations in private sector homes. The Council receives a small contribution to expenditure on disabled facilities grants. The funding is calculated at 60% of actual expenditure subject to a maximum of £0.127m. A sum of £0.1m has been included within the Social Services & Housing capital programme to be funded from the Council's core programme including the Council's contribution of 40% towards the grant funded works plus any carry forward resources anticipated.

Section 106

Each year the Council enters into a number of agreements under Section 106 of the Town and Country Planning Act 1980 by which developers make a contribution towards the cost of providing facilities and infrastructure that may be required as a result of their development. Usually the monies are given for works in a particular area and/or for quite specific projects. The total monies available at present which are not financially committed to specific projects is £3.36m. Of this, during 2002/03 it is planned to use £0.1m for implementing various transportation measures and £0.181m for various small scale leisure improvement schemes.

Funding Options

- 5.1 The Executive agreed to fund the gap between the proposals submitted by Committees and the resources that are likely to be generated in 2002/03 from accumulated capital receipts. This will result in an interest loss of £0.113m in 2002/2003 and £0.226m in subsequent years and this is reflected in the Council's revenue budget proposals. The draft capital programme for 2003/04 and 2004/05 also exceeds the level of funding that is likely to be generated during these years. Consequently, the programme for those years needs to be seen as indicative and will need to be reviewed comprehensively along with any potential new schemes which are identified at this time next year.

STATEMENT OF CAPITAL RESOURCES

	2002/03	2003/04	2004/05
	£'000	£'000	£'000
Total available capital receipts brought forward	36,789	32,466	28,234
less Repayment of debt	835		
	<u>35,954</u>		
Plus: Estimate of new capital receipts	7,275	7,000	7,000
Less: Capital Programme			
Brought forward from previous year	3,542	4,814	4,278
New council funding	12,035	10,696	8,932
Less carry forward anticipated	4,814	4,278	3,573
Available to carry forward for new schemes	<u>32,466</u>	<u>28,234</u>	<u>25,597</u>
Capital Programme funded from External Sources			
Government Grants	1,992	2,206	127
Section 106 agreements	250	15	16
Local Authority Social Housing Grant	5,000	5,000	5,000
TOTAL	<u>7,242</u>	<u>7,221</u>	<u>5,143</u>

CAPITAL PROGRAMME - CORPORATE SERVICES

	2002/03 £000	2003/04 £000	2004/05 £000
Committed			
Mainframe replacement	1,422	400	
	<u>1,422</u>	<u>400</u>	<u>0</u>
Unavoidable			
None			
	<u>0</u>	<u>0</u>	<u>0</u>
Maintenance			
Improvements & Capitalised Repairs	20	27	27
	<u>20</u>	<u>27</u>	<u>27</u>
Rolling Programme			
IT developments	(a) 100	200	200
Access Improvements Programme	50	100	100
	<u>150</u>	<u>300</u>	<u>300</u>
Other Desirable			
New revenues software		750	
Car Park Lift & Escalators	0	125	80
New ways of working including DIP	460	140	300
Mid -Range Disaster Recovery	30		
Capitalisation of Revenue	700	700	700
Community /Environmental Initiatives	500	500	500
Smart Card Development	(a) 915	360	360
	<u>2,605</u>	<u>2,575</u>	<u>1,940</u>
TOTAL REQUEST FOR COUNCIL FUNDING	<u><u>4,197</u></u>	<u><u>3,302</u></u>	<u><u>2,267</u></u>
Externally Funded			
E-Government	(a) 200		
	<u>200</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL PROGRAMME	<u><u>4,397</u></u>	<u><u>3,302</u></u>	<u><u>2,267</u></u>

(a) Part funded from Government Grant

CAPITAL PROGRAMME - EDUCATION

	2002/03 £000	2003/04 £000	2004/05 £000
Committed			
Ufton Court Residential (Ongoing Joint Agreement)	30	30	30
Sandhurst Opening Learning Facility	170		
Brakenhale Sec-refurbishment	250		
	<u>450</u>	<u>30</u>	<u>30</u>
Unavoidable			
LEA Contributions to VA School Projects	12	72	100
	<u>12</u>	<u>72</u>	<u>100</u>
Maintenance			
Improvements & Capitalised Repairs	500	684	684
	<u>500</u>	<u>684</u>	<u>684</u>
Rolling Programme			
ICT Programme	150	150	150
Health & Safety	30	30	30
Disabled Access	100	100	100
Caretakers Houses	10	10	10
Curriculum Development	50	100	100
Suitability/School Improvement Projects	250	250	250
Additional Minor works	50	75	75
	<u>640</u>	<u>715</u>	<u>715</u>
Other Desirable			
Sandy Lane Amalgamation	409		
College Hall PRU -expansion	412		
Edgbarrow Sec -Access & Admin Improvements	250	400	
	<u>1,071</u>	<u>400</u>	<u>0</u>
TOTAL REQUEST FOR COUNCIL FUNDING	<u><u>2,673</u></u>	<u><u>1,901</u></u>	<u><u>1,529</u></u>
Externally Funded			
Seed Challenge match funding	153	153	0
NDS condition funding	718	902	0
Schools Devolved Capital	608	1,024	0
School Security	19		
Key Stage 2 Class Size (Broadmoor Primary)	33		
Nursery Education	50		
	<u>1,581</u>	<u>2,079</u>	<u>0</u>
TOTAL CAPITAL PROGRAMME	<u><u>4,254</u></u>	<u><u>3,980</u></u>	<u><u>1,529</u></u>

CAPITAL PROGRAMME - ENVIRONMENT

	2002/03 £000	2003/04 £000	2004/05 £000
Committed			
Strong's Heath, formerly London Rd, land fill site	20		
	<u>20</u>	<u>0</u>	<u>0</u>
Unavoidable			
Additional Cremator		150	
Additional Scrubbers to cremators			400
	<u>0</u>	<u>150</u>	<u>400</u>
Maintenance			
Improvements & Capitalised Repairs	0	25	25
	<u>0</u>	<u>25</u>	<u>25</u>
Rolling Programme			
Improvements to Public Areas	0	75	75
Transport Initiatives	50	50	50
Local Transport Plan (LTP)	1,506	1,370	1,398
Amenity Improvements	75	75	75
Home Composting	10	15	15
Woodland Management	15	20	20
Residential Car Parking Solutions	70	75	75
Recycling	50	50	50
Land Drainage	0	30	30
	<u>1,776</u>	<u>1,760</u>	<u>1,788</u>
Other Desirable			
Planners Farm	200		
IT/GIS	50	50	50
	<u>250</u>	<u>50</u>	<u>50</u>
TOTAL REQUEST FOR COUNCIL FUNDING	<u><u>2,046</u></u>	<u><u>1,985</u></u>	<u><u>2,263</u></u>
Externally Funded			
Transportation Measures (S106 funding).	100		
	<u>100</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL PROGRAMME	<u><u>2,146</u></u>	<u><u>1,985</u></u>	<u><u>2,263</u></u>

CAPITAL PROGRAMME - LEISURE

	2002/03 £000	2003/04 £000	2004/05 £000
Committed			
Leisure Centre enhancements	50		
Young person's advice & support Centre, Sandhurst	85		
	<u>135</u>	<u>0</u>	<u>0</u>
Unavoidable			
Security Measures at BSLC	14		
Pirate Ship Masts	15		
	<u>29</u>	<u>0</u>	<u>0</u>
Maintenance			
Improvements & Capitalised Repairs	200	223	223
	<u>200</u>	<u>223</u>	<u>223</u>
Rolling Programme			
Minor Works - Refurbishment	150	150	150
Countryside and Open Spaces Improvement Programme	50	50	50
Youth facilities Improvements	60	60	60
Library Improvements	60	60	60
Play Area Refurbishment Programme	60	60	60
Community Centres Refurbishment	50	50	50
Equipment Replacement	25	25	0
	<u>455</u>	<u>455</u>	<u>430</u>
Other Desirable			
Major refurbishment/New Build Leisure Facilities		500	500
IT Replacement Programme		50	50
Sports and Leisure Centre Improvements	400	200	100
	<u>400</u>	<u>750</u>	<u>650</u>
TOTAL REQUEST FOR COUNCIL FUNDING	<u>1,219</u>	<u>1,428</u>	<u>1,303</u>
Externally Funded			
Shepherds Meadow S106 funding	10	10	11
Westmorland Park S106 funding	50		
Popes Meadow S106 funding	30		
Binfield Copses/Wildspaces S106 funding	5	5	5
Longhill Park S106 funding	25		
Snaprails S106 funding	30		
	<u>150</u>	<u>15</u>	<u>16</u>
TOTAL CAPITAL PROGRAMME	<u>1,369</u>	<u>1,443</u>	<u>1,319</u>
Projects for which external funding is waiting on			
Snaprails other contributions	20	10	

CAPITAL PROGRAMME-SOCIAL SERVICES & HOUSING (GENERAL FUND)

	2002/03 £000	2003/04 £000	2004/05 £000
Committed			
None	<u>0</u>	<u>0</u>	<u>0</u>
Unavoidable			
None	<u>0</u>	<u>0</u>	<u>0</u>
Maintenance			
Improvements & Capitalised Repairs	<u>0</u>	<u>0</u>	<u>0</u>
	0	0	0
Rolling Programme			
Private Sector Grants	(a) <u>100</u>	<u>100</u>	<u>100</u>
	100	100	100
Other Desirable			
Middleware	0	130	
Social Services			
Re-provision of services relating to Community Health	<u>200</u>	<u>250</u>	<u>250</u>
	200	380	250
TOTAL REQUEST FOR COUNCIL FUNDING	<u><u>300</u></u>	<u><u>480</u></u>	<u><u>350</u></u>
Externally Funded			
Local Authority Social Housing Grant	5,000	5,000	5,000
Private Sector Grants	(a) 127	127	127
IT for Children Looked After	15		
Information Management	69		
	<u>5,211</u>	<u>5,127</u>	<u>5,127</u>
TOTAL CAPITAL PROGRAMME	<u><u>5,511</u></u>	<u><u>5,607</u></u>	<u><u>5,477</u></u>

(a) Part funded by Government Grant

CAPITAL PROGRAMME- HOUSING IMPROVEMENT PROGRAMME

	2002/03 £000	2003/04 £000	2004/05 £000
Committed			
None	0	0	0
Unavoidable			
None	0	0	0
Maintenance			
None	0	0	0
Rolling Programme			
uPVC Window Replacement	600	600	500
Central Heating Replacements	300	300	200
Improvements to common boiler systems (Sheltered Acc.)	15	15	15
Landlords Services (Flats & Sheltered Acc)	10	10	5
Safety & Security Schemes	35	35	15
Capitalised Repairs (Roofing, Subsidence, Guttering)	250	250	170
	<u>1,210</u>	<u>1,210</u>	<u>905</u>
Other Desirable			
Porch Replacement	20	20	20
Garage Areas	45	45	35
Improvement Programme Common Areas of Flats	125	125	100
Door Entry Systems	20	20	10
Fencing	20	20	10
Welfare Aids & Adaptations	160	160	140
	<u>390</u>	<u>390</u>	<u>300</u>
TOTAL REQUEST FOR COUNCIL FUNDING	<u><u>1,600</u></u>	<u><u>1,600</u></u>	<u><u>1,220</u></u>

Manpower Budget

	2001/02		2002/03	
	FTE	£'000	FTE	£'000
Chief Executive	18	623	18	667
Corporate Services	184	6,117	197	5,966
Education Department	89	2,721	143	3,921
Leisure Services	249	4,885	283	5,907
Environment	296	7,122	258	6,944
Social Services & Housing	752	13,590	724	13,203
	1,588	35,058	1,623	36,608

School Governing Bodies are responsible for determining the proportion of their delegated budgets to be spent on staffing. Consequently, the above figures exclude those staff who are directly employed by schools.

Staffing figures for 2002/03 are based on the revised manpower budgets included within each Service's approved budget. The main reasons for change in the overall manpower budget between 2001/02 and 2002/03 are as follows:

Increases in staff numbers in Education have primarily been funded by increases in external grant funding. An additional 28 FTEs were transferred as a result of the Council taking over the running of Easthampstead Park from 1 April 2001 which was not reflected in the 2001/02 figures.

There has been a reduction in staff numbers as a result of the merger of Planning and Transportation and Public and Environmental Services to create the Environment department.

SOCIAL SERVICES		2001/2002	2002/2003	Basis of Calculation
Meals - (Meals on Wheels, Luncheon Clubs, Day Centres & Sheltered Housing)	Per meal	£2.00	£2.35	Inflation plus 30 pence
Day Care (Older People only)	Per day	£3.81	£4.60	Inflation plus 70 pence
CHILDREN'S SERVICES		Due to the complex nature of children's services the only option proposed is an inflationary increase for the following services.		
Children Looked After (Parental Contribution):				
Aged 0 – 4 years	Per week	£62.11	£63.70	Inflation
Aged 5 – 10 years	Per week	£76.96	£78.90	Inflation
Aged 11 – 15 years	Per week	£95.90	£98.30	Inflation
Aged 16 years plus	Per week	£124.31	£127.40	Inflation
Parent/Family on Income Support	Per week	Nil	Nil	No change
Respite Care				
Fee (including evening meal)	Per night	£2.65	£2.70	Inflation

Residential Accommodation (adults)		Up to the cost of the placement, subject to financial assessment	Up to the cost of the placement, subject to financial assessment.	Subject to statutory guidance with no discretion over the level of charges
Respite Care (All groups except Learning Disability):		Due to the limited discretion over charging for respite care and the minimal income generated the only change proposed relates to the revised allowances received.		
First 4 weeks in a year	Per week	£56.45	£58.70	Residential Care Allowance less Personal Allowance

SOCIAL SERVICES		2001/2002	2002/2003	Basis of Calculation
Subsequent periods		Up to the cost of the placement.	Up to the cost of the placement	Subject to financial assessment
Respite Care for People with Learning Disabilities:		Due to the limited discretion over charging for respite care and the minimal income generated the only change proposed relates to the revised allowances received.		
Standard Rate	Per week	£26.10	£25.45	Benefit/ Allowance received less Personal Allowance
Income Support at Dependant Rate	Per week	£25.95	£25.90	Benefit/ Allowance received less Personal Allowance
Age 18 to 24	Per week	£25.95	£25.90	Benefit/ Allowance received less Personal Allowance
Age 25 plus	Per week	£37.00	£37.15	Benefit/ Allowance received less Personal Allowance
Other Adults with no dependants	Per week	£56.45	£58.70	Benefit/ Allowance received less Personal Allowance

EDUCATION SERVICE – BUDGET PROPOSALS

2002/3 £'000	2003/4 £'000	2004/5 £'000	Explanation
-5			<p>Teaching Advice and Support Service – Learning Support The Learning Support division of the Teaching Advice and Support Service provides a team of specialist teachers that are able to support schools on a range of issues relating to special educational needs. Income earned from schools through support provided to children with statements of special educational need is expected to exceed existing base budget.</p>
-15			<p>Free School Meals The number of pupils eligible to free school meals (parental receipt of income support) has declined over the last three years and this trend is expected to continue. It is expected that the current level of service can be maintained at reduced cost, although demand can be sensitive in times of recession.</p>
-23			<p>Discretionary Student Awards Funding for major awards has been changed nationally from LEA provision to college Access Funds. Funding for minor awards has been replaced by Learner Support Funds. The reduction in this budget provision reflects the decline in commitments which will cease at the end of July 2002 when the remainder of students receiving support from the LEA will finish their courses.</p>
-2			<p>Support to Pupils with Medical Conditions For SEN pupils with medical conditions, where appropriate, additional funds are allocated to mainstream schools. This helps to provide additional support to ensure that pupils can remain in school. Current case load indicates that a small saving can be made against the base budget.</p>
-3			<p>Rhos-Y-Gwaliau Outdoor Education Centre The original agreement of Berkshire Leaders was to support funding on a tapering basis to the Rhos-Y-Gwaliau outdoor education centre, so that by 2003 the centre would be self-financing. This reduction is in line with that agreement.</p>
-45			<p>Pupils Placed in Other LEA Schools The Council has a statutory duty to provide appropriate education for children with statements of special educational needs. In some instances, this can only be met by making placements in specialist schools maintained by other LEAs. The forecast net cost of placements for next year indicates that a small economy will be achieved. This reflects changes in pupils' needs and other pupils receiving statements for the first time. Other special educational needs budgets will be subject to pressures, and this economy will need to be set against the service pressures.</p>

2002/ 3 £'000	2003/4 £'000	2004/5 £'000	Explanation
100			<p>The Standards Fund</p> <p>Central Government supports teacher training and national education priority initiatives by way of specific grants through the Standards Fund. Allocations for 2002/03 have now been announced, with significant increases in support at Key Stage 3 and the National Grid for Learning (NGfL). Details of revised funding arrangements, whereby grant will now only fund 52% of approved expenditure (53% in 2001/02) have also been notified. In addition, funding has also been completely removed from the Parent Partnership and the Behaviour Support Team.</p> <p>If all the new grants were to be taken, there would be a net additional cost to the Council's base budget of £369k. In order to reduce this initial increase it is proposed that:</p> <ul style="list-style-type: none"> • The capital programme contributes £128k to the NGfL programme • If the allocations in respect of Induction of Newly Qualified Teachers' and Performance Management are to be taken up, then schools be required to provide the matched funding, thereby reducing the increase by £76k • The Council examines the overall programme with a view to making a further reduction on its contribution of £65k (£135k gross). In the absence of alternatives, this will be taken from the NGfL allocation.
140	65		<p>Full time Education for Permanently Excluded Pupils</p> <p>With effect from September 2002, there will be a statutory requirement to provide full time education for excluded pupils. The Council currently provides part time support through a number of provisions, mainly at the College Hall Pupil Referral Unit (PRU), or direct provision at a pupil's home. In total, the service currently provides part time education for around 30 excluded secondary aged pupils at the PRU, with a number of other pupils educated part time by home tutors at various locations. The total number of pupils catered for in the service is approximately 70. Some pupils attend college courses for all or part of the week.</p> <p>In addition to the new statutory requirement, existing expenditure incurred by the service is in excess of the current budget. Much of the increase stems from implementing changes to the staffing structure that were recommended by the Ofsted inspection team who visited College Hall in January 2001.</p>

2002/3 £'000	2003/4 £'000	2004/5 £'000	Explanation
140			<p>Change in Age of Admission to Primary Schools</p> <p>The Education Committee created an Education Age of Admission Focus Group to examine the potential for future changes to the age of admission to primary schools. Various options for change have been considered, with the Focus Group considering full time funding (at reception rate) for summer born rising fives the preferred option. A limited consultation with schools is currently underway on this proposal, which if agreed, would be implemented from April 2002.</p>
34	24		<p>Early Years – Area Special Educational Needs Co-ordinators</p> <p>LEAs are required to produce Early Years Childcare and Development Plans to set out provision available for children under five years of age. The DfES have announced that the Early Years sub-block of the Education Standard Spending Assessment will be increased substantially to allow the recruitment of Area Special Needs Co-ordinators (SENCO). Guidance issued by the Secretary of State indicates that by April 2004, the Council is expected to have staff in post for every 20 private providers, with funding being made available from April to commence recruitment.</p> <p>Furthermore, responsibility for functions concerned with the expansion of childcare places have transferred to Education from the Under Eighties Team in the Social Services & Housing Department. A small pressure results from this.</p>
42			<p>Education for 4 Year Olds in Private Sector Schools</p> <p>The Council has a statutory duty to provide three terms of funded part time provision from the term after a child's fourth birthday. Where parents chose to make placements in the private and voluntary sector, the Council is required to fund each pupil at least at the rate set by the Department for Education and Skills. Based on current placements, it is expected that from April 2002 more children will be in private and voluntary sector settings than is allowed for in the current budget</p>

2002/3 £'000	2003/4 £'000	2004/5 £'000	Explanation
60			<p>Home to school Transport</p> <p>Costs for the provision of Home to School Transport in order to meet statutory requirements and the discretionary elements of the policy continue to rise. This pressure reflects the full year effect of the cost of contracts put in place from September 2001. Tender prices continue to be above the rate of inflation due to local market conditions. The increasingly complex arrangements for pupils not sustaining a mainstream school place is placing further pressure on the budget.</p>
50			<p>Education for Pupils with Special Educational Needs</p> <p>The Council has a statutory responsibility to provide appropriate education for children with statements of special educational needs. A wide range of establishments are available to meet these needs, where costs generally vary according to the severity of need. A rise in the number of pupils with emotional and behavioural difficulties (EBD) has resulted in the number of placements required in the private and voluntary special schools sector expected to increase by 4 from 61 to 65, although the average cost of placement has reduced.</p> <p>A small but increasing number of pupils are now being permanently excluded from this type of provision. With the statutory requirement to provide full time education to permanently excluded pupils becoming effective in September 2002, it is proposed to set aside provision to recruit a teacher and a learning support assistant (LSA) to educate those pupils that have been excluded, until a further placement can be obtained, if that should be possible.</p> <p>This pressure needs to be set against the economy on SEN recoupment.</p>
20			<p>Support to Pupils with Special Educational Needs</p> <p>There are three separate areas of minor budget pressure relating to Special Educational Needs. Firstly, payments are made to the Berkshire Adolescent Unit (Wokingham) to cover the costs of educational provision whilst children and young people are in hospital. Secondly, the 2002 SEN Code of Practice places significant new requirements on LEAs to assess, identify and provide for children in pre-school settings. This will increase the strain on the current TASS pre-school support teacher establishment, and addition support is therefore proposed. Finally, the SEN Code of Practice and the SEN Best Value Review place increasing emphasis on the monitoring and review of provision being made for pupils with statements of SEN. This should create cost savings in the future, but will require additional staffing to undertake a more comprehensive review programme.</p>

2002/3 £'000	2003/4 £'000	2004/5 £'000	Explanation
12			<p>Finance Support A Finance Technician is required to support financial benchmarking work on an increasing number of funding streams for education. The workload has also increased from the growth in grant funding allocated over the last few years. Additional work will also result from the restructure of the Education Standard Spending Assessment planned from April 2003, from which point it is expect that there will only be two sub blocks, one for schools and the other for LEAs.</p>
-55			<p>Change in Pupil Numbers Approximately 90% of school budgets are determined by reference to pupils in schools on the national census date which is taken in January prior to commencement of the financial year. Due to pupil numbers declining, a reduced budget allocation will be made to schools.</p>
39			<p>Business Rates Business Rates are subject to transitional relief where a property has been subject to a significant revaluation (undertaken every five years). These costs reflect the overall increase in Business Rates on the Education assets.</p>
-35			<p>Employer's Contribution to Teachers' Pension Fund The cost of funding the increase in employers contribution to the teachers' pension fund (from 7.4% of basic pay to 8.35%) has already been added to the Commitment Budget. A review of the likely cost, including the forecast reduction in pupil numbers, indicates that the cost will be lower than that currently allowed.</p>
454	89	0	TOTAL

General Fund

Revenue Budget Summary

	2002/03 Budget
	£'000
<u>Service Committees</u>	
Corporate	7,365
Education	57,329
Environment	18,714
Leisure Services	8,438
Social Services & Housing	23,226
Increase in LG Pension Contributions	449
Sub Total	<u>115,521</u>
<u>Other Expenditure</u>	
Capital Charges	-25,805
Housing Revenue Account	-4,225
Reading Borough Council - Debt	2,610
Levying Bodies	3,942
Interest	-1,510
Contingency	400
Contribution from Capital Resources	-700
Sub Total	<u>90,233</u>
Use of General Fund Balances	<u>-2,659</u>
Bracknell Forest's Budget Requirement	87,574
<u>Less External Support</u>	
National Non-Domestic Rates	-34,180
Revenue Support Grant	<u>-22,784</u>
Total External Support	-56,964
Collection Fund Adjustment (deficit)	326
Bracknell Forest's Total requirement on the Collection Fund	30,936
Bracknell Forest's Council Tax Base (Band D equivalents)	41,210
Council Tax at Band D	£750.69

CORPORATE - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Summary of Services			
Democratic Representation & Management	2,325	2,349	2,781
Corporate Management	1,073	1,072	1,072
Local Tax Collection	986	976	931
Registration Births, Deaths & Marriages	49	49	49
Elections	199	201	205
Local Land Charges	-106	-104	-113
General Grants, Bequests & Donations	420	443	414
Corporate Property	775	659	772
Other Services	74	78	81
Corporate Support Services	103	242	200
Holding Accounts			
Vehicle & Plant Overheads	0	0	0
Unapportionable Central Overheads			
Supplementary Pensions	252	252	252
Edge - Pilot Study	425	450	635
Central Depot	36	36	42
Information Technology	46	46	44
	6,657	6,749	7,365

CORPORATE - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Democratic Representation & Management			
Employees	314	291	285
Transport	9	9	9
Supplies & Services	631	642	667
Third Party Payments	7	7	12
Internal Services Recharges	1,387	1,423	1,830
Departmental Recharges	7	7	7
Capital Financing	44	44	45
Total Expenditure	2,399	2,423	2,855
Recharges	-74	-74	-74
Total Income	-74	-74	-74
Net Expenditure to Summary	2,325	2,349	2,781

Variation Analysis

Original Budget 2001/02	2,325	2,325
Inflation	0	23
Pressures	0	15
Change in Recharges	0	407
Virement	24	10
Capital Charges	0	1
Total	2,349	2,781

Full Time Equivalents 7.48

CORPORATE - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Corporate Management			
Employees	98	98	85
Supplies & Services	396	399	412
Internal Services Recharges	512	508	508
Departmental Recharges	74	74	74
Total Expenditure	1,080	1,079	1,079
Recharges	-7	-7	-7
Total Income	-7	-7	-7
Net Expenditure to Summary	1,073	1,072	1,072
Variation Analysis			
Original Budget 2001/02		1,073	1,073
Inflation		0	16
Economies		0	-7
Virement		-1	-1
Commitment Budget		0	-9
Total		1,072	1,072
Full Time Equivalents			4.78

CORPORATE - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Local Tax Collection			
Employees	545	535	445
Premises	1	1	1
Transport	5	5	10
Supplies & Services	200	202	185
Transfer Payments	2,415	2,579	2,760
Internal Services Recharges	616	499	549
Capital Financing	21	21	18
Total Expenditure	3,803	3,842	3,968
Government Grants	-2,445	-2,595	-2,766
Other Income	-61	-60	-60
Interest	-211	-211	-211
Recharges	-100		
Total Income	-2,817	-2,866	-3,037
Net Expenditure to Summary	986	976	931

Variation Analysis

Original Budget 2001/02	986	986
Inflation	0	19
Change in Recharges	0	-61
Virement	-10	-10
Capital Charges	0	-3
Total	976	931

Full Time Equivalents 16.10

CORPORATE - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Registration Births, Deaths & Marriages			
Employees	61	57	59
Premises	1	1	1
Transport	1	1	1
Supplies & Services	8	12	12
Internal Services Recharges	24	24	24
Total Expenditure	95	95	97
 Fees & Charges	 -46	 -46	 -48
Total Income	-46	-46	-48
 Net Expenditure to Summary	49	49	49

Variation Analysis

Original Budget 2001/02	49	49
Total	49	49
 Full Time Equivalents		 2.37

CORPORATE - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Elections			
Employees	130	130	134
Transport	2	2	2
Supplies & Services	26	26	26
Internal Services Recharges	43	45	45
Total Expenditure	201	203	207
Sales	-2	-2	-2
Total Income	-2	-2	-2
Net Expenditure to Summary	199	201	205

Variation Analysis

Original Budget 2001/02	199	199
Inflation	0	4
Virement	2	2
Total	201	205
Full Time Equivalents		3.80

CORPORATE - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Local Land Charges			
Employees	57	58	60
Premises	1	1	1
Supplies & Services	8	8	8
Internal Services Recharges	274	274	274
Total Expenditure	340	341	343
Fees & Charges	-446	-445	-456
Total Income	-446	-445	-456
Net Expenditure to Summary	-106	-104	-113

Variation Analysis

Original Budget 2001/02	-106	-106
Inflation	0	-9
Virement	2	2
Total	-104	-113
Full Time Equivalents		2.59

CORPORATE - REVENUE BUDGET

2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
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General Grants, Bequests & Donations

Supplies & Services	324	345	335
Internal Services Recharges	96	98	79
Total Expenditure	420	443	414
Net Expenditure to Summary	420	443	414

Variation Analysis

Original Budget 2001/02	420	420
Inflation	0	4
Change in Recharges	0	-19
Commitment Budget	0	9
Budget Carry Forwards	23	
Total	443	414

CORPORATE - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Corporate Property			
Employees	42	46	47
Premises	116	101	101
Transport	2	2	2
Supplies & Services	652	232	262
Third Party Payments	5	34	34
Internal Services Recharges	798	782	784
Capital Financing	1,115	1,036	1,164
Total Expenditure	2,730	2,233	2,394
Sales	-3	-3	-3
Rents	-1,467	-1,551	-1,599
Other Income	-485	-20	-20
Total Income	-1,955	-1,574	-1,622
Net Expenditure to Summary	775	659	772

Variation Analysis

Original Budget 2001/02	775	775
Inflation	0	-14
Pressures	0	30
Economies	0	-33
Change in Recharges	0	2
Virement	-116	-116
Capital Charges	0	128
Total	659	772
Full Time Equivalents		1.00

CORPORATE - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Other Services			
Employees	53	55	63
Premises	22	20	21
Supplies & Services	294	180	180
Capital Financing	10	10	12
Total Expenditure	379	265	276
Sales	-53	-53	-54
Other Income	-252	-134	-141
Total Income	-305	-187	-195
Net Expenditure to Summary	74	78	81

Variation Analysis

Original Budget 2001/02	74	74
Inflation	0	9
Pressures	0	1
Economies	0	-9
Virement	-30	2
Commitment Budget	0	2
Capital Charges	0	2
Budget Carry Forwards	34	
Total	78	81

Full Time Equivalents 4.53

CORPORATE - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Corporate Support Services			
Employees	5,135	5,363	5,339
Premises	1,631	1,625	1,410
Transport	83	77	73
Supplies & Services	2,987	2,859	3,293
Third Party Payments	210	267	270
Internal Services Recharges	426	472	475
Capital Financing	3,395	3,395	3,088
Total Expenditure	13,867	14,058	13,948
Government Grants	-128	-138	-140
Sales	-50	-50	-51
Fees & Charges	-471	-471	-480
Rents	-91	-91	-93
Other Income	-2	-7	-7
Recharges	-13,022	-13,059	-12,977
Total Income	-13,764	-13,816	-13,748
Net Expenditure to Summary	103	242	200

Variation Analysis

Original Budget 2001/02	103	103
Inflation	0	201
Pressures	0	217
Economies	0	-219
Change in Recharges	0	191
Virement	130	12
Commitment Budget	0	1
Capital Charges	0	-306
Budget Carry Forwards	9	0
Total	242	200

Full Time Equivalents 166.69

CORPORATE - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Holding Accounts			
Vehicle & Plant Overheads			
Employees	116	116	116
Premises	1	1	1
Transport	9	9	9
Supplies & Services	12	12	12
Internal Services Recharges	112	112	112
Total Expenditure	250	250	250
Recharges	-250	-250	-250
Total Income	-250	-250	-250
Net Expenditure to Summary	0	0	0

Variation Analysis

Original Budget 2001/02	0	0
Total	0	0
Full Time Equivalents		6.08

CORPORATE - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Unapportionable Central Overheads			
Supplementary Pensions			
Employees	227	227	227
Internal Services Recharges	25	25	25
Net Expenditure to Summary	252	252	252
Edge - Pilot Study			
Supplies & Services	425	450	635
Net Expenditure to Summary	425	450	635
Central Depot			
Internal Services Recharges	36	36	42
Net Expenditure to Summary	36	36	42
Information Technology			
Internal Services Recharges	46	46	44
Net Expenditure to Summary	46	46	44
Variation Analysis			
Original Budget 2001/02		759	759
Inflation		0	7
Pressures		0	128
Change in Recharges		0	4
Commitment Budget		0	75
Budget Carry Forwards		25	0
Total		784	973

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £'000	2001/02 Current Approved Budget £'000	2002/03 Original Budget £'000
Summary of Services			
Individual School Funds			
Delegated Primary School Budgets	24,661	24,670	24,422
Delegated Secondary School Budgets	22,891	22,896	20,247
Delegated Special School Budgets	1,624	1,625	1,467
Grants Devolved to Primary Schools	534	534	468
Grants Devolved to Secondary Schools	478	478	389
Grants Devolved to Special Schools	10	10	34
	50,198	50,213	47,027
LEA Centrally Held School Funds			
Schools Strategic Management	1,603	1,610	1,193
Non-Delegated School Grants	186	196	450
Facilitating School Improvement	626	632	597
Supporting Special Educational Needs	3,222	3,224	3,334
Assuring Access to Schools	2,452	2,453	2,503
	8,089	8,115	8,077
The Local Schools Budget	58,287	58,328	55,104
Schools Expenditure Outside the LSB			
Inter Authority Recoupment	821	821	802
Non School Funding			
Strategic Management of Non-School Services	146	146	119
Pre-school Education	713	713	818
Adult Education	0	0	0
Support for Students	167	167	84
Home to College Transport (16-18 years)	24	24	48
Residual Pensions	50	50	52
	1,100	1,100	1,121
Holding Accounts			
Education Management & Support Services	0	0	0
Traffic Management & Road Safety			
School Crossing Patrols	37	37	38
Corporate & Democratic Core			
Democratic Representation & Management	280	280	201
Corporate Management	53	53	63
	333	333	264
TOTAL EDUCATION SERVICE	60,578	60,619	57,329

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Delegated Primary School Budgets			
Employees	13,739	13,748	14,170
Premises	1,531	1,531	1,584
Supplies & Services	910	910	1,054
Third Party Payments	0	0	18
Departmental Recharges	212	212	547
Capital Financing	8,336	8,336	7,107
Total Expenditure	24,728	24,737	24,480
Government Grants	-50	-50	0
Rents	-17	-17	-58
Total Income	-67	-67	-58
Net Expenditure to Summary	24,661	24,670	24,422

Variation Analysis

Original Budget 2001/02	24,661	24,661
Inflation	9	472
Pressures	0	-29
Economies	0	-150
Virements	0	473
Commitment Budget	0	224
Change in Capital Charges	0	-1,229
Total	24,670	24,422

Full Time Equivalents 520.64

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Delegated Secondary School Budgets			
Employees	13,097	13,103	13,749
Premises	1,578	1,578	1,641
Supplies & Services	1,117	1,117	1,145
Third Party Payments	34	34	14
Internal Services Recharges	0	0	51
Departmental Recharges	114	114	290
Capital Financing	7,031	7,031	6,192
Total Expenditure	22,971	22,977	23,082
Government Grants	-50	-50	-2,802
Fees & Charges	-18	-18	-19
Rents	-10	-10	-11
Other Income	-2	-3	-3
Total Income	-80	-81	-2,835
Net Expenditure to Summary	22,891	22,896	20,247

Variation Analysis

Original Budget 2001/02	22,891	22,891
Inflation	5	447
Pressures	0	142
Economies	0	10
Additional Grant Income	0	-2,802
Virements	0	212
Commitment Budget	0	187
Change in Capital Charges	0	-840
Total	22,896	20,247
Full Time Equivalent		461.79

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Delegated Special School Budgets			
Employees	1,087	1,088	1,154
Premises	56	56	59
Transport	2	2	1
Supplies & Services	26	26	31
Departmental Recharges	7	7	20
Capital Financing	448	448	383
Total Expenditure	1,626	1,627	1,648
Government Grants	0	0	-178
Rents	-2	-2	-3
Total Income	-2	-2	-181
Net Expenditure to Summary	1,624	1,625	1,467

Variation Analysis

Original Budget 2001/02	1,624	1,624
Inflation	1	34
Pressures	0	18
Additional Grant Income	0	-178
Virements	0	17
Commitment Budget	0	18
Change in Capital Charges	0	-66
Total	1,625	1,467

Full Time Equivalents **44.54**

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Grants Devolved To Primary Schools			
Employees	1,355	1,355	2,125
Premises	17	17	20
Supplies & Services	250	250	301
Third Party Payments	58	58	70
Total Expenditure	1,680	1,680	2,516
Government Grants	-1,146	-1,146	-2,048
Total Income	-1,146	-1,146	-2,048
Net Expenditure to Summary	534	534	468

Variation Analysis

Original Budget 2001/02	534	534
Pressures	0	40
Virements	0	-106
Total	534	468
Full Time Equivalent		60.49

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Grants Devolved To Secondary Schools			
Employees	1,249	1,249	1,665
Premises	7	7	6
Supplies & Services	299	299	281
Third Party Payments	72	72	67
Total Expenditure	1,627	1,627	2,019
Government Grants	-1,149	-1,149	-1,630
Total Income	-1,149	-1,149	-1,630
Net Expenditure to Summary	478	478	389

Variation Analysis

Original Budget 2001/02	478	478
Pressures	0	37
Virements	0	-126
Total	478	389

Full Time Equivalents **45.75**

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Grants Devolved To Special Schools			
Employees	50	50	115
Supplies & Services	7	7	26
Third Party Payments	2	2	6
Total Expenditure	59	59	147
Government Grants	-49	-49	-113
Total Income	-49	-49	-113
Net Expenditure to Summary	10	10	34

Variation Analysis

Original Budget 2001/02	10	10
Pressures	0	1
Virements	0	23
	10	34

Full Time Equivalents

2.77

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Schools Strategic Management			
Employees	363	363	390
Supplies & Services	29	29	12
Third Party Payments	113	113	5
Internal Services Recharges	51	51	0
Departmental Recharges	1,047	1,054	786
Total Expenditure	1,603	1,610	1,193
 Variation Analysis			
Original Budget 2001/02		1,603	1,603
Inflation		7	15
Pressures		0	16
Change in Recharges		0	-268
Virements		0	-180
Commitment Budget		0	7
Total		1,610	1,193
 Full Time Equivalent			 4.03

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Non-Delegated School Grants			
Employees	380	380	735
Premises	2	2	3
Supplies & Services	164	174	337
Third Party Payments	39	39	85
Departmental Recharges	0	0	62
Total Expenditure	585	595	1,222
Government Grants	-399	-399	-772
Total Income	-399	-399	-772
Net Expenditure to Summary	186	196	450

Variation Analysis

Original Budget 2001/02	186	186
Pressures	0	55
Virements	0	209
Budget Carry Forwards	10	0
	196	450
	196	450

Full Time Equivalents **19.04**

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget	2001/02 Current Approved Budget	2002/03 Original Budget
	£000	£000	£000
Facilitating School Improvement			
Employees	30	30	6
Departmental Recharges	513	519	533
Capital Financing	83	83	58
Total Expenditure	626	632	597

Variation Analysis

Original Budget 2001/02	626	626
Inflation	1	0
Change in Recharges	0	18
Virements	0	-24
Commitment Budget	0	1
Change in Capital Charges	0	-24
Budget Carry Forwards	5	0
Total	632	597

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Supporting Special Educational Needs			
Employees	851	853	1,124
Premises	17	17	36
Transport	22	22	32
Supplies & Services	41	41	22
Third Party Payments	1,875	1,875	1,955
Departmental Recharges	350	350	353
Capital Financing	104	104	126
Total Expenditure	3,260	3,262	3,648
Government Grants	0	0	-236
Rents	0	0	-5
Other Income	-21	-21	0
Recharges	-17	-17	-73
Total Income	-38	-38	-314
Net Expenditure to Summary	3,222	3,224	3,334

Variation Analysis

Original Budget 2001/02	3,222	3,222
Inflation	2	140
Pressures	0	234
Economies	0	-7
Additional Grant Income	0	-218
Change in Recharges	0	3
Virements	0	-44
Commitment Budget	0	-18
Change in Capital Charges	0	22
Total	3,224	3,334

Full Time Equivalents **34.65**

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Assuring Access to Schools			
Employees	272	273	313
Premises	13	13	0
Transport	1,315	1,315	1,428
Supplies & Services	167	167	14
Third Party Payments	148	148	136
Internal Services Recharges	0	0	0
Departmental Recharges	619	619	640
Total Expenditure	2,534	2,535	2,531
Fees & Charges	-70	-70	-28
Other Income	-12	-12	0
Total Income	-82	-82	-28
Net Expenditure to Summary	2,452	2,453	2,503

Variation Analysis

Original Budget 2001/02	2,452	2,452
Inflation	1	92
Pressures	0	38
Economies	0	-18
Change in Recharges	0	46
Virements	0	-105
Commitment Budget	0	-2
Total	2,453	2,503

Full Time Equivalents **6.94**

EDUCATION - REVENUE BUDGET

2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
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Inter Authority Recoupment

Third Party Payments	1,291	1,291	1,241
Departmental Recharges	31	31	32
Total Expenditure	1,322	1,322	1,273
Fees & Charges	-501	-501	-471
Total Income	-501	-501	-471
Net Expenditure to Summary	821	821	802

Variation Analysis

Original Budget 2001/02	821	821
Inflation	0	25
Economies	0	-45
Change in Recharges	0	1
Total	821	802

EDUCATION - REVENUE BUDGET

2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
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Strategic Management of Non-School Services

Departmental Recharges	146	146	119
Total Expenditure	146	146	119
Net Expenditure to Summary	146	146	119

Variation Analysis

Original Budget 2001/02	146	146
Change in Recharges	0	-27
Total	146	119

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Pre-school Education			
Employees	355	355	417
Premises	0	0	28
Transport	3	3	13
Supplies & Services	1,351	1,351	1,997
Departmental Recharges	82	82	86
Total Expenditure	1,791	1,791	2,541
Government Grants	-785	-785	-1,583
Other Grants & Contributions	-293	-293	-9
Sales	0	0	-131
Total Income	-1,078	-1,078	-1,723
Net Expenditure to Summary	713	713	818

Variation Analysis

Original Budget 2001/02	713	713
Inflation	0	19
Pressures	0	82
Change in Recharges	0	3
Commitment Budget	0	1
Total	713	818

Full Time Equivalent **18.61**

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Adult Education			
Employees	183	183	108
Premises	0	0	3
Transport	0	0	3
Supplies & Services	0	0	149
Third Party Payments	213	213	204
Departmental Recharges	90	90	46
Total Expenditure	486	486	513
Government Grants	-437	-437	-513
Other Grants & Contributions	-49	-49	0
Total Income	-486	-486	-513
Net Expenditure to Summary	0	0	0

Variation Analysis

Original Budget 2001/02	0	0
Total	0	0
Full Time Equivalent		3.00

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Support for Students			
Supplies & Services	214	214	86
Departmental Recharges	138	138	83
Total Expenditure	352	352	169
Government Grants	-185	-185	-85
Total Income	-185	-185	-85
Net Expenditure to Summary	167	167	84

Variation Analysis

Original Budget 2001/02	167	167
Economies	0	-23
Change in Recharges	0	-55
Commitment Budget	0	-5
Total	167	84

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Home to College Transport (16-18 years)			
Transport	42	42	44
Departmental Recharges	22	22	23
Total Expenditure	64	64	67
 Fees & Charges	 -40	 -40	 -19
Total Income	-40	-40	-19
 Net Expenditure to Summary	24	24	48

Variation Analysis

Original Budget 2001/02	24	24
Inflation	0	1
Pressures	0	22
Change in Recharges	0	1
Total	24	48

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Residual Pensions			
Employees	50	50	52
Total Expenditure	50	50	52
Net Expenditure to Summary	50	50	52

Variation Analysis

Original Budget 2001/02	50		50
Inflation	0		2
Total	50		52

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Education Management & Support Services			
Employees	1,783	1,791	1,991
Premises	97	97	98
Transport	94	94	44
Supplies & Services	264	269	283
Third Party Payments	24	24	25
Internal Services Recharges	1,679	1,680	1,561
Departmental Recharges	0	0	0
Capital Financing	0	0	0
Total Expenditure	3,941	3,955	4,002
Other Grants & Contributions	0	0	-20
Sales	-31	-32	-47
Fees & Charges	-136	-136	-123
Rents	-30	-30	-33
Recharges	-3,744	-3,757	-3,779
Total Income	-3,941	-3,955	-4,002
Net Expenditure to Summary	0	0	0

Variation Analysis

Original Budget 2001/02		0	0
Inflation		0	53
Pressures		0	74
Economies		0	-25
Change in Recharges		0	280
Virements		0	-349
Commitment Budget		0	-33
Total		0	0

Full Time Equivalents **59.78**

EDUCATION - REVENUE BUDGET

	2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
Traffic Management & Road Safety			
Employees	27	27	28
Supplies & Services	1	1	1
Departmental Recharges	9	9	9
Total Expenditure	37	37	38

Variation Analysis

Original Budget 2001/02	37	37
Inflation	0	1
Total	37	38

Full Time Equivalents **2.65**

EDUCATION - REVENUE BUDGET

2001/02 Original Budget £000	2001/02 Current Approved Budget £000	2002/03 Original Budget £000
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Democratic Representation & Management

Departmental Recharges	280	280	201
Total Expenditure	280	280	201
 Net Expenditure to Summary	280	280	201

Variation Analysis

Original Budget 2001/02	280	280	
Change in Recharges	0	-79	
Total	280	201	

Corporate Management

Departmental Recharges	53	53	63
Total Expenditure	53	53	63

Variation Analysis

Original Budget 2001/02	53	53	
Change in Recharges	0	10	
Total	53	63	

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Summary of Budget Report to Executive (incorporating the separate report on Social Services charges)

1 Introduction

1.1 At its meeting on 18 December 2001, the Executive considered the overall position facing the Council in setting a budget for 2002/03. At the time, the Local Authority Finance Settlement for 2002/03 had not been finalised and the teachers' pay award for 2002 had not been announced. However, a key conclusion was that the provisional Standard Spending Assessment of £86.360m meant that Council was likely to face a potential shortfall in resources of at least £3.4m before consideration of new service pressures and developments. In the light of this, the Executive published its draft budget proposals for 2002/03, the main thrusts of which were to:

- significantly increase spending on Social Services to continue to address the issues identified in the Audit Commission/Social Services Inspectorate Joint Review. In this respect, the proposals included additional spending of £1.25m to provide more social care staff and to meet increasing demands. This increase would be partly offset by proposals to refocus service provision in some areas to maintain existing levels of care by adopting more modern, efficient and economic forms of delivery. This programme would contribute efficiency savings of around £0.5m to help fund the general expansion of spending in social care.
- maintain the Council's policy of matching spending on Education to the Education SSA. This meant that the full increase in SSA would be directly "passported" to the Education budget. It was recognised that because the increase in the Council's Education SSA was insufficient to meet all national and local demands for additional spending in this area, some difficult choices would be needed. However, overall, the budget proposals encompassed an increase in spending on Education of around £1.8m.
- protect and maintain all other mainstream services such as planning, highways, leisure and environmental services at current levels.
- fully meet all new legislative requirements placed on the Council.
- reduce expenditure on central and departmental administration to ensure that front line services would be protected.
- accommodate a significant programme of capital spending in the region of £12.25m to develop the Borough's facilities. This included a re-direction of around £0.7m of maintenance and other expenditure that had previously been met from the revenue budget and funding it from the capital programme.

1.2 The final Local Government Finance Settlement was announced on 28 January. The Council's Standard Spending Assessment has decreased by £0.013m compared with the initial provisional figure and is set at £86.347m. This represents an increase of 4.7% compared to 2001/02, after adjusting for the funding transfer for Post 16 Education. The following table shows the components of the SSA included in the settlement and the percentage change from the current year.

Table 1: Analysis of Final SSA

	£'000	% change
Education	43,889	4.9%
Social Services	14,887	4.0%
Highways	5,534	9.7%
Environmental Protective and Cultural Services	17,735	3.4%
Capital Finance	2,360	4.3%
Fire	2,943	4.9%
Total	86,347	4.7%

- 1.3 The Government has allowed for an increase in Council Tax at Standard Spending (CTSS) of 5.3%, although nationally average increases are likely to exceed this level. The funding of the Council's SSA settlement is set out in table 2 below.

Table 2: Financing of the Council's Final SSA for 2002/03

	Final Settlement	
	£'000	%
Revenue Support Grant	22,784	26
National Non-Domestic Rates	34,180	40
Council Tax	29,383	34
Total (= SSA)	86,347	100

2 Draft Budget proposals

- 2.1 The draft budget proposals published by the Executive on 18 December included changes to the Commitment Budget which was reported to Strategy and Policy Committee in November (Annexe A), a suggested approach to be adopted for inflation, pay awards and fees and charges together with identified corporate and service pressures and economies. The draft proposals for 2002/03 are summarised in table 3 and include the funding change for Post 16 Education that was outlined in the previous report to the Executive.

Table 3: Draft Budget Proposals

Department	Commitment Budget 2002/03	Inflation (to be allocated)	Corporate Pressures	Service Pressures / Economies	Draft Budget 2002/03
	£'000	£'000	£'000	£'000	£'000
Corporate	6,636			14	6,650
Education	60,993			450	61,443
Environment	18,757			9	18,766
Leisure	8,585			24	8,609
Social Services & Housing	22,010			678	22,688
Non committee budgets	-27,124		330	-570	-27,364
Inflation – Education		1,300			1,300
Inflation – Other		1,400			1,400
Negative Housing Subsidy					-20
Education funding change	-3,110				-3,110
Total	86,747	2,700	330	605	90,362

3 Developments Following 18 December Executive Meeting

3.1 Consultation

- 3.1.1 As required by the Local Government Act 2000, the Executive's draft budget proposals were subjected to a process of consultation following their publication in December. During the six week consultation period the proposals were scrutinised by the Council's Select Committees (minutes are attached as Annexe B), presented to business ratepayers and published on the Council's web site. Written representations have been received from a small number of other interested parties. In addition, Select Committees received officer recommendations for increases in fees and charges, apart from Social Services charges, for which options were presented to the Select Committee on Social Care on 18 February to ascertain Members' views.
- 3.1.2 While being broadly supportive of the Executive's proposals, business ratepayers were particularly concerned about the possible impact of the proposed closure of the public conveniences at Brooke House on businesses in Bracknell Town Centre, particularly in the light of the Council's ongoing commitment to regenerate and develop the Town Centre. The Select Committee on Economic Development echoed this view. As a consequence, the Executive agreed to maintain this facility.
- 3.1.3 The Corporate Resources Select Committee also questioned the need to apply inflation to budget heads classified under supplies and services as "other". This issue was addressed in the final calculation of the inflation provision.
- 3.1.4 The Council was approached by South Hill Park for funding towards the cost of a significant event to celebrate the Queen's Golden Jubilee. The Executive agreed to include a sum of £0.080m in their budget proposals for 2002/03, allowing this and other local celebrations to be funded.

3.2 Other Revisions to Draft Budget Proposals

- 3.2.1 Inevitably, in the two months since the Executive published its draft budget proposals, more current information became available that meant some of the figures included in the original proposals needed to be updated. Details are set out below, except those changes relating specifically to the Education budget, which are considered separately later in the report. The draft proposals published by the Executive, including the amendments highlighted below, are attached as Annexe C.

a) National Non-Domestic Rates

Final NNDR figures for the Council's properties show a small increase of £0.003m over the amount originally assumed. Table 4 shows how the revised figure of £0.133m relates to each of the general fund services.

Table 4: Increase in NNDR

Department	NNDR Increase
	£'000
Corporate	60
Education	18
Environment	39
Leisure	16
Social Services & Housing	-
Total	133

b) Interest on Investments

The Council generates significant sums each year from investing its accumulated cash reserves, including capital receipts and revenue balances. In the past, there has been a requirement to transfer the majority of interest receipts to the HRA. However, as a result of representations, the Government has significantly relaxed this requirement. The budget for investment income in 2001/02 is consequently -£1.510m (after allowing for the use of balances to support the revenue budget).

c) Reading Borough Council Debt Charges

Berkshire County Council's outstanding loan debt is managed by Reading Borough Council. Responsibility for funding the interest and principal payments lies with each Council based on its pro rata share of the County's tax base. Bracknell Forest's share is, therefore, £25.8m. The total estimated charge for 2002/03 is £2.610m (a reduction of £0.390m on the current year) consisting of interest of £1.593m, principal of £1.001m and a management fee of £0.016m. These figures include the impact of repaying the County Council's transition debt.

d) Levies

Three organisations levy charges upon the Council which must be included within the budget. These are the Royal Berkshire Fire Authority, Magistrate's Courts and the Environment Agency. The budget that each has indicated that it will require from this Council is shown in the table below. The total of £3.942m is £0.016m greater than the amount included in the draft budget proposals, with the most significant increase relating to the Fire Authority. Overall, these budgets represent an increase of £0.216m or 6% on the current year.

Table 5: Levying Body Budget Requirements

	£'000
Royal Berkshire Fire Authority	3,193
Magistrates' Courts	133
Environment Agency	616
Total	3,942

e) Inflation

i) Fees and Charges

The Executive expected that most prices, where the Council charges users of services a fee for that service, would increase broadly in line with the inflation effect on overall expenditure at around 2.5%. However, given the Council's underlying budget gap, opportunities for increasing fees by more than this were to be examined where appropriate.

Proposed fees and charges for all services are attached as Annexe D. These broadly follow the Executive's assumption of 2.5% increases, although some individual charges have been increased by greater or less than this amount. In most areas income is expected to increase in line with inflation, although the budget proposals above include additional income related to car parks, Downshire Golf Course and the Look Out and in Social Services.

ii) Pay and Prices

In recognition of the Council's underlying medium-term funding gap of £4.5m - £5.0m, the Executive proposed to limit the overall provision for inflation on prices as an economy, although it was recognised that some exceptions would be necessary to reflect actual increases that would not be containable without real service reductions. The following guideline increases were proposed:

- Pay awards – 3.0%
- Supplies and services (except those below) – 1.6%
- Purchase of furniture, equipment and materials and postage – nil
- Training, meeting and seminar fees, subsistence and expenses – nil
- Major Energy Supplies (where overall contract applies) - nil

During the consultation process, a number of areas have been highlighted as exceptions to the above guidelines to reflect current market conditions, as follows:

- Home to school / college transport – 7.7%
- Fee payments to independent sector special schools (affects Education and Social Services) – 8%
- Residential and nursing home placements – 2.5% - 4%
- Adoption and fostering allowances – 2.5%
- Highway maintenance – 3.88%

Against this, in the light of the Corporate Resources Select Committee's views, no inflation will be applied to miscellaneous and other expenditure and consultants budgets, since these represent cash allocations and not contractual commitments. Taking all the above factors into account, the calculated inflation provision totals £2.624m, which is below the original estimate of £2.7m. The split between departments is shown in table 6.

Table 6: Inflation Allocations

Department	2002/03 Inflation
	£'000
Corporate	260
Education	1,301
Environment	302
Leisure	90
Social Services & Housing	671
Total	2,624

The figures above do not include the impact of the Teachers' pay award.

Should the final pay award for APTC staff exceed the 3% included in the inflation provision, Members will have the option of increasing devolved staffing budgets by releasing some of the contingency, as in the current year, or could require the additional costs to be absorbed by Departments. This issue can, however, be reviewed when the full impact of the pay award is known.

f) Budget Proposals Impacting on Ringfenced Accounts

In constructing the original budget proposals, only the net impact on the general fund was included for pressures and economies that also impacted on ringfenced accounts such as the Housing Revenue Account and the Education budget. This was necessary to avoid overstating economies or understating pressures. In presenting the final budget package in accordance with accounting practice, these issues have been included on a gross basis within Corporate Services, with the impact on the ringfenced accounts being included through adjustments to the central services recharges.

3.3 New Budget Proposals

3.3.1 In addition to the changes identified above to proposals included in the draft budget published on 18 December, a number of other issues have arisen since that date that have budgetary implications for 2002/03. Details are set out below, except those changes relating specifically to the Education budget, which are considered separately.

a) Local Government Pension Contributions

The required triennial actuarial revaluation of the pension fund for local government employees (excluding teachers) was undertaken towards the end of 2001. It was previously expected that no increase in pension contributions would be required from April 2002, although it was recognised that increases were likely in the medium term. In the event, the actuary has concluded that the underlying rate needed to maintain the value of the fund at the required level is around 12%, compared with a current employers' rate of 6.3%. However, the overall fund was in surplus in 1998 and is still in surplus, albeit to a lesser extent. This surplus is used to reduce the employer's contribution rate. Thus, in the medium term the contribution rate will not need to rise to the level of 12%.

historically had a lower than average contribution rate, in the context of the above it is prudent to budget for an increase in the rate of 1.5% from April 2002, at a cost to the general fund of £0.449m. As this information has only recently become available and options still need to be evaluated fully, it is not proposed to allocate precise amounts to individual services until April. However, indicative allocations are as follows:

Table 7: Impact of 1.5% Increase in Pension Contributions

Department	Increase £'000
Corporate	86
Education	61
Environment	87
Leisure	80
Social Services & Housing	135
Total	449

b) Home to School Transport Administration

It has been agreed to move the administration of Home to School Transport from the Environment Department to the Education Department from April 2002. The net budgetary impact of this is an increase in the Environment commitment budget of £0.035m, matched by a reduction of £0.035m for Education. This represents the overheads element of the current recharge from Environment to Education, which cannot be transferred to the Education Department.

c) Festivals and Celebrations in Bracknell Forest

As indicated in section 3.1 above, during the consultation process a request was made by South Hill Park for funding of £0.050m towards its programme of events to celebrate the Golden Jubilee. Leading Members have indicated their support for this project and propose to include a sum of £0.080m in the final budget proposals. It is intended that this sum will support a mix of community led activity during the year in addition to the event at South Hill Park.

d) Social Services Income

It was known that the commitment budget for 2002/03 would be affected by a potential shortfall in income in the Social Services and Housing Department of £0.133m. This represented an amount included in the base budget for 2001/02 as a notional income target to be achieved through a review of fees and charges for Social Services. However, the consultation period for the fees and charges review was delayed during the year and has overlapped that for the current budget process. The proposed fees and charges for Social Services will generate income of £0.021m towards this shortfall. Other measures identified by the Department will reduce the shortfall to £0.050m. A pressure equivalent to this amount has been approved as part of the final budget proposals for 2002/03.

3.3.2 The impact of the changes highlighted above is summarised in table 8. As indicated above, the Education budget is dealt with separately below.

Table 8: Revisions to Draft Budget Proposals

Department	2002/03 Draft Budget Proposals	Revised Budget Proposals	Change
	£'000	£'000	£'000
Corporate	6,650	7,036	386
Environment	18,766	19,155	389
Leisure	8,609	8,795	186
Social Services & Housing	22,688	23,409	721
Pension Contributions	-	449	449
Non committee budgets	-27,384	-28,084	-700
Inflation (Non Education)	1,400	-	-1,400
Total	30,729	30,760	31

4 Other Budget Issues

4.1 Housing Revenue Account Negative Subsidy

4.1.1 The General Fund currently benefits from a statutory transfer from the Housing Revenue Account called Negative Housing Subsidy. On the basis of a rent increase of 5.2%, the Negative Housing Subsidy transfer to the general fund would be £4.225m.

4.2 Contingency

4.2.1 A number of items such as the costs of a particularly severe winter or other unforeseen/unpredictable items are excluded from detailed budgets as they cannot be accurately predicted. In addition, the pay award for non-teaching staff has not yet been agreed. It is, therefore, prudent to make some allowance for items within a contingency provision.

4.2.2 In setting the contingency provision, the Executive were aware of the need to balance the need to provide flexibility for any unforeseen events during the year with the need to set an affordable budget at the Council meeting on 27 February. In the current year, the pay award for non-teaching staff was settled at a higher level than was provided for in the inflation contingency. In addition, the retendering of the Waste Collection and Recycling contract resulted in significant additional costs that had not been budgeted for. This resulted in almost all of the contingency being committed from the start of the year, which removed a great deal of the flexibility specifically built into the budget to deal with other issues.

4.2.3 It is inevitable that the teachers' pay award of 3.5% will raise expectations in other staff groups. There is, therefore, a risk that the inflation allowance of 3% for non-teaching staff may again prove to be insufficient in 2002/03. Taking the above points together, the Executive determined to raise the contingency provision for 2002/03 to £0.400m from the current level of £0.350m.

4.3 Capital Charges

4.3.1 Capital charges are made to service committees in respect of the assets used in providing services and comprise a charge for depreciation and a capital financing charge. These charges are included in the base budget figures and are important as they represent the opportunity cost to the Council of owning fixed assets. They must therefore be considered as part of the overall cost of service delivery, particularly

when comparisons are made with costs in other organisations. It is also important that these costs should be recognised when setting the level of fees and charges.

4.3.2 Unlike debt charges, however, capital charges represent accounting entries and not cash expenditure. The Council is therefore able to reverse the impact of these charges “below the line”, i.e. outside departmental costs, thereby reducing the budget requirement. This means that the charges do not affect the level of Council Tax or the resources available to individual departments. Overall capital charges are £25.805m in 2002/03, a reduction of £2.645m from the current year due to a revision to accounting requirements within Financial Reporting Standard 15. This should be viewed in the context of the Council’s fixed assets, which total in excess of £0.5bn. Changes to capital charges affect internal services recharges (see below) and need to be incorporated in the final budget proposals.

4.4 Internal Services Recharges

4.4.1 Members’ decisions regarding the above issues will determine the level of expenditure on all services in 2002/03. Due to their corporate nature, some services do not relate to a single service department, e.g. finance, IT, building surveyors, health and safety advisers. The budgets for these services are changed only by the specific proposals impacting on the departments responsible for providing them (mainly Corporate Services and Environment). However, all such costs must be charged to the services that receive support from them.

4.4.2 The impact of these recharges for internal services is neutral across the Council as a whole, since the associated budgets are also transferred to the services receiving the charges. However, where recharges to ringfenced accounts, specifically the Housing Revenue Account and capital, are changed from year to year, this results in a cash profit or loss to the general fund. In 2002/03 recharges from general fund services to the HRA and capital will increase by £0.211m, resulting in additional income to the general fund of this amount. The principal reasons for the changes relate to a change in accounting rules in the Best Value Code of Accounting Practice, requiring depreciation costs to be charged to the HRA, together with a reappraisal of the split between general fund and HRA of support costs provided within the Social Services and Housing Department. This issue has been incorporated in the HRA budget proposals and is included in the final proposals for the revenue account.

5 Education Budget v SSA

5.1 The Council has achieved a position of spending on Education at the SSA level in each of the past three years. The Education SSA includes funding for the Youth Service which is the responsibility of the Leisure Services Department and internal services recharges from other departments. The Executive’s draft budget proposals published on 18 December included the following related to the Education service:

Table 9: Draft Budget Proposals for Education Services

	£000
Base budget 2001/02	60,578
Commitment budget changes	415
Inflation estimate	1,300
Economies	-138
Pressures	588
Change in Post 16 funding	167
Draft Budget 2002/03	59,633

5.2 Revisions to Draft Education Budget Proposals

5.2.1 At that stage the Education budget (assuming no change to expenditure outside of the department's control beyond the identified economy for central recharges) was £0.15m above the SSA level. Since then, all identified commitments, pressures, economies and the inflation estimate have been reviewed. The latter has been confirmed as £1.301m, in line with the figure assumed of £1.3m. The impact of the change in NNDR payments, previously included as a corporate pressure, is shown above in Table 4. Other changes identified are set out below. The draft proposals published by the Executive, including the amendments highlighted below, are attached as Annexe E.

a) Post 16 Funding

The impact of the funding change for this age-group has been confirmed as -£3.198m, revised from the figure of -£3.110m included in the provisional settlement details.

b) Free School Meals

A further decline in entitlement to free school meals is projected, producing a saving of -£0.015m compared with -£0.010m assumed in the draft budget proposals.

c) SEN Recoupment

The forecast net cost of placements in other LEA schools indicates that an economy of -£0.045m will be achieved, compared with -£0.015m previously predicted.

d) Standards Fund

A net increase in the Council's funding requirement of £0.003m, including a further use of capital for NGfL of £0.028m. The LEA will still be £0.065m short of the amount required to take up all Standards Fund allocations.

e) Full Time Education for Permanently Excluded Pupils

A recalculation of the amount required has highlighted a small change from £0.138m to £0.140m, an increase of £0.002m

f) Change in Age of Admissions

As a result of 6 out of 27 schools not taking up the new policy, since they have a Nursery attached to the school which they want to maintain, and an updated estimate of the overall total possible number of pupils, the cost of implementing this initiative will fall from £0.210m to £0.140m.

g) Home to School Transport

Additional costs for the provision of transport have been reassessed as £0.060m, down from £0.090m.

h) Education for Pupils With Special Educational Needs

The impact of this pressure has been reassessed as £0.050m, rather than £0.125m originally anticipated. The change results from a reduction in the number of pupils now expected to be placed in out of Borough Special Schools. More pupils are now anticipated to be provided for in LEA schools, and hence a new pressure is included of £0.020m for additional costs of statemented pupils in maintained schools. The revised cost is derived from the latest list of named pupils and the associated cost at the school they are likely to be placed at.

i) Change in Pupil Numbers

Approximately 90% of school budgets are determined by reference to pupils in schools in January. Forecast pupil numbers provided by schools to the LEA indicated that pupil numbers were reducing, which would result in reduced costs of -£0.150m in 2002/03. Actual pupil numbers have now been confirmed and show that the actual saving will be -£0.055m, £0.095m less than assumed.

j) Teachers' Pension Costs

It is now estimated that the Council's contribution to teachers' pension costs will be £0.035m less than in the current year, compared with a reduction of £0.030m previously projected.

5.2.2 In addition to the above, the draft budget proposals for Education assumed a reduction in central services recharges of -£0.080m. At this stage, a reduction of -£0.070m is now projected in recharges from Corporate Services and Environment. This is lower than the amount previously assumed, as a result of increased payroll costs to reflect more staff in post and greater use of the occupational health service. All changes in recharges are included in the final budget proposals.

5.3 New Budget Proposals

5.3.1 In addition to the changes identified above to proposals included in the draft budget published on 18 December, a number of other issues have arisen since that date that have budgetary implications for 2002/03. The impact of the transfer of Home to School Transport administration is described in paragraph 3.3.1 b. Details of other issues are set out below:

a) Increased Recharges to Adult Education

The cost of provision and support to Adult Education is completely funded by direct specific grant, mainly from the Learning and Skills Council. As this has expanded, a greater amount of officer time has been required to support activities, the additional cost of which can be funded by external grant. This amounts to additional income of -£0.005m.

b) Course Income from the Education Centre

The Standards Fund programme to support developments at Key Stage 3 has been expanded from April 2002. Part of the additional allocation has been earmarked for venue costs to hold teacher training courses. The Education Centre will increase its income from these courses through additional course fees, amounting to -£0.020m.

c) Change in Average Teacher Salary

The average teacher salary is a significant factor in the funding formula for schools as it is applied to the pupil:teacher ratios to determine Age Weighted Pupil Units. Analysis of actual salary payments to teachers has indicated a decrease in average earnings, which will result in a reduced allocation to schools of -£0.065m.

d) Change in Average Employer On-Cost Rate

As part of the recent review undertaken by officers and headteachers on the funding formula for schools, employer on-costs were examined to compare actual payments made by schools to the amounts allocated by the formula. This indicated that the formula provides more funds than the expenses being incurred, and therefore an economy is proposed of -£0.075m.

e) Mainstream Statemented Pupils

The budget for mainstream statemented pupils is forecast to overspend in the 2001/02 financial year. By implementing recommendations from the SEN Best Value Review, the number and average cost of statements are reducing. However, additional resources are required to fund the overspending in the current financial year. This increase of £0.020m is in the context of a reduction in the forecast amount for out of borough placements for 2002-03.

f) Advisory Teacher (0.5FTE)

Reinstatement of funding for a 0.5 fte adviser in order to implement the Education Development Plan, at a cost of £0.024m.

g) Young People In Sport

There is no provision in the base budget to fund this important programme, formerly funded by Leisure Services, which provides specialist coaching and tuition to primary aged pupils over a number of sporting activities. The programme, which costs £0.015m, also provides Top Play skills and organises 2 major festivals annually for over 400 pupils.

h) Home to School Transport

As highlighted in paragraph 7.3.1 above, support for making arrangements for the provision of Home to School Transport will transfer from the Environment Department to Education on 1 April 2002. In the first instance costs of £0.020m will be incurred to set up the service, in addition to the transferred budget.

5.4 The pay award for teachers' has been announced at an increase of 3.5% on all scale points, effective from April 2002. The Executive's original budget proposals allowed for inflation of 3% on employee budgets. The additional cost of funding the pay award at 3.5% is £0.125m.

5.5 Drawing together the above issues, the revised 2002/03 budget proposals for Education, before changes in capital charges and internal services recharges are included, are as follows:

Table 10: Revisions to Draft Education Budget Proposals

	£'000
Draft Budget Proposals (Table 10)	59,633
Change in Post 16 Funding	-88
Change in original proposals *	-51
New Proposals	39
Revised Budget Proposals	59,533

* Includes removal of expected reduction in internal services recharges

- 5.6 Included within the comparison of Education budget and SSA is a share of the corporate contingency, notionally £0.100m. Inclusion of this element is consistent with the DfEE's approach to the calculation of Education expenditure. The Executive's approval of the revised proposals set out above means that actual spending on Education will be £0.125m above the SSA level. This equates to the additional cost of funding the teachers' pay award at 3.5%, and has been approved for one year only in recognition of the lateness of the announcement of this key factor. The position will need to be reviewed fundamentally in 2003/04 due to proposed changes to the local government funding regime, including earmarking SSA for schools and the LEA separately.

6 Funding the Budget Proposals

- 6.1 The approved budget sets the Council's planned expenditure (including levying bodies) at £90.233m. This is £3.886m above SSA and is summarised in Table 11. This gap between expenditure and SSA needs to be bridged by some combination of the following three options:
- an increase in Council Tax;
 - a contribution from the Council's Revenue balances;
 - further expenditure reductions or deletion of service developments.

Table 11: Council Budget Requirement 2002/03

	£'000
Corporate	7,365
Education	57,329
Environment	18,714
Leisure	8,438
Social Services & Housing	23,226
Increase in Local Government Pension contributions	449
Sub-Total Service Committees	115,521
Levying Bodies	3,942
Debt Charges	2,610
Capital Charges	-25,805
HRA Negative Subsidy (assuming 5.2% increase in rents)	-4,225
Investment Interest (after allowing for use of balances)	-1,510
Contribution from Capital Resources	-700
Contingency	400
Sub Total	90,233

6.2 Council Tax

- 6.2.1 National indications are that average Council Tax increases are likely to exceed the Government's national guideline figure of 5.3%. The Council would, however, face a potential challenge from the Government under its reserve capping rights if it decided

to bridge the funding gap outlined above purely by raising the level of Council Tax, as the rise involved would be 16%. Notwithstanding this, each 1% increase in Council Tax above the SSA level would generate an additional £0.28m in income.

6.3 Use of Balances

6.3.1 The Council needs to maintain reserves to aid cashflow and to protect itself from fluctuations in actual expenditure and income. An allowance for cashflow is reasonably easy to calculate. However, an allowance for variations against planned expenditure is more difficult. Given the relatively low level of contingency recommended in paragraph 8.1 (e), a minimum provision of 5% (£4m) would seem prudent. The External Auditor has consistently supported the need for this level of reserves.

6.3.2 In deciding the level of any contribution from balances, the Executive had regard to the level of balances available. The Council's general balances at March 2001 were £13.7m. Of this, it is planned to use £2.1m to support the revenue budget in the current year. The key remaining factor affecting the level of balances in March 2002 will be out-turn expenditure for the current year. It was reported in November 2001 that there was an anticipated overspend of £1.7m but various measures have been agreed to bring the anticipated outturn back in line with the original budget. The latest budget monitoring information still indicates a small overspend of approximately £0.100m, although it is expected that this position will be reversed by the end of the year and that out-turn expenditure will be broadly in line with the approved budget. General reserves are therefore estimated to be £11.6m by 31 March 2002. This effectively allows £7.6m for the support of revenue expenditure before the minimum prudent balance is reached.

6.3.3 The Council therefore has a degree of flexibility in setting the budget and associated Council Tax levels for 2002/03. However, the Executive recognised that the impact of using these balances in support of revenue expenditure would be the loss of interest of £0.0475m per £1m used from the base budget in a full year. In addition, Members also noted that the only sustainable long term strategy is to budget at the level that can be funded by resources generated in the year. Funding ongoing expenditure within the 2002/03 revenue budget from balances will increase the level of savings that will be required in subsequent years. In the light of this, it was agreed that £2.659m of the available general reserves should be used in support of the revenue budget in 2002/03.

6.4 Further Expenditure Reductions

6.4.1 Total reductions of around £2.2m have been identified in the budget proposals. This equates to around 2.5% of the 2001/02 budget. Given this, the Executive preferred to focus on the other options available outlined above to bridge the funding gap.

7 Collection Fund

7.1 The Collection Fund is the account which holds all revenues produced from local taxes and pays to each Local Authority the cash required to cover its precepts. Any surplus/deficit on this Fund must be added to the calculation of the Budget Requirement for the next year, although this is over and above the limitations set by SSAs and any capping limit that might be imposed. It is estimated that there will be a deficit balance of £0.350m on the Council's Collection Fund at the end of the financial year. Of this £0.024m relates to the Thames Valley Police Authority and the remainder to the Council. This has arisen due to the number of qualifying single person discounts during the year being significantly above the anticipated level.

8 Council Tax 2002/03

- 8.1 The following table outlines the Council's budget requirement based upon the figures shown in this report. The resulting Council Tax for Bracknell Forest at Band D was recommended to be £750.69, which represents an increase of 8.5% over the 2001/02 tax level. A full breakdown of each Department's budget is included in the yellow pages within this document.

BUDGET SUMMARY STATEMENT Subject to amendment in the light of final budget decisions

Line Column		2001/02	2002/03
		£'000	£'000
	Bracknell Forest's Expenditure		
1	Corporate	6,657	7,365
2	Education	60,578	57,329
3	Environment	18,336	18,714
4	Leisure Services	8,560	8,438
5	Social Services & Housing	22,336	23,226
7	Increase in Local Government Pension Contribution	-	449
8	Sub-Total	116,467	115,521
9	Non Committee Expenditure		
10	Contingency provision	350	400
11	Housing Revenue Account	(3,806)	(4,225)
12	Reading Borough Council – Debt	3,000	2,610
13	Levying Bodies	3,726	3,942
14	Interest	(2,965)	(1,510)
15	Contribution from Capital Resources	-	(700)
16	Capital Charges	(28,450)	(25,805)
17	Sub-Total	88,322	90,233
18	Movement in General Fund Balances	(2,113)	(2,659)
19	Bracknell Forest's Budget Requirement	86,209	87,574
20	Less - External Support		
21	National Non-Domestic Rates	(31,367)	(34,180)
22	Revenue Support Grant	(26,561)	(22,784)
23	Collection Fund Adjustment	115	326
24	Bracknell Forest's Total Requirement on the Collection Fund	28,396	30,936
25	Collection Fund		
26	Bracknell Forest's Requirement	28,396	30,936
27	divided by the Council Tax Base	41.04	41.21
		£	£
28	Bracknell Forest	691.92	750.69
29	Thames Valley Police Authority	64.49	73.49
	Council Tax at Band D [including TVPA and Parish Councils]	798.72	869.91

ANNEXE A

COMMITMENT BUDGET 2001/02 - 2004/05

	2002/03	2003/04	2004/05
	£'000	£'000	£'000
Committee			
Corporate Services			
Approved Budget	6,558	6,636	6,740
Cost of local elections		60	-60
Recruitment & Retention - grade assimilation	1	1	
Grant support - Bracknell Council for Voluntary Services	9		
Corporate Services Facilities - restructuring of support	-9		
Additional APTC pay award (3.5%)			
Commuted Maintenance - Section 106	2	43	72
Smartcard - The Edge	75		
Inter Committee Virements			
Adjusted Budget			
Education			
Approved Budget	60,604	60,993	61,020
Increase in Teachers' pension contributions	220		
Recruitment & Retention - grade assimilation	56	45	
Teachers' pay award - one-off grant	100		
SEN and Disability Act (site surveys)	10	-20	
SEN Pupils - early intervention	-25	-25	
Disturbance allowance payments to ex-BCC staff	-8		
Continued phased reduction in Major Awards.	-5		
Phased reduction in support to Rhos-Y-Gwaliau outdoor centre	-3		
Additional APTC pay award (3.5%)			
Harmonisation of grading structures	44	27	
Adjusted Budget			
Environment			
Approved Budget	18,657	18,757	19,209
Recruitment & Retention - grade assimilation	1	1	
Access Audits	-15		
Property Management – Legionella risk assessments	-15		
Landfill Tax	50	50	50
Refuse Collection	1		
Waste Disposal	4		
Street Cleansing	1		
Recycling (kerbside collection scheme)	1		
Beacon Status	-25		
Waste Disposal PFI		401	196
Additional APTC pay award (3.5%)			
Inter Committee Virements			
Waste Collection & Recycling contract	97		
Adjusted Budget			

	2002/03	2003/04	2004/05
Committee	£'000	£'000	£'000
Leisure Services			
Approved Budget	8,604	8,585	8,591
Bubbles - Sauna / Steam facility at Bracknell Sports Centre - temporary loss of income through closure for refurbishment	-25		
Recruitment & Retention - grade assimilation	6	6	
Additional APTC pay award (3.5%)			
Inter Committee Virements			
Adjusted Budget			
Social Services & Housing			
Approved Budget	22,385	22,010	22,151
Joint finance taper on home start service	8	4	
Recruitment & Retention - grade assimilation	54	34	
Children's Agency Placements	-100		
NHS Plan 2000	14		
Devolved staffing budget	-300		
Foster Care Strategy	75		
Government Grant - Children's Care Leaving	-175		
Pondmoor Road scheme		74	
Harmonisation of grading structures	49	29	
Additional APTC pay award (3.5%)			
Adjusted Budget	22,010	22,151	22,151
Total Service Committees			
Non Committee budgets			
Approved Non-Committee Budget	-28,486	-27,124	-27,403
Interest Loss from 2001/02 - 2003/04 Capital programme	212	84	26
Debt repayments	-191	-113	-125
Effect of interest rates	1,000	-250	
Contingency	341		
Adjusted Budget			
Total Budget	89,857	90,308	90,467

REVENUE BUDGET 2002/03 COMMENTS FROM SELECT COMMITTEES

Select Committee On Lifelong Learning

Leisure Services

Following consideration of the report, the Select Committee agreed that the following views and concerns be conveyed to the Executive:

- in the light of the deficits in leisure services income over the last two years, realistic targets should be set;
- increasing total income through raising prices but with a potential loss of customers was a disconcerting development; and
- a serious investigation into the above matters should be conducted during the next budget round.

Education

Having received responses to questions concerning matters including grant related expenditure, additions to the Standards Fund and special educational needs, the Select Committee indicated their agreement to the revenue budget as proposed and agreed that the Executive be advised accordingly.

Select Committee on Corporate & Resource Issues

It was agreed that the following views would be conveyed to the Executive:

That, subject to the following specific comments, the Committee endorses the proposals contained in the Executive's 2002/03 Revenue Budget proposals in relation to Corporate Services

- 1 In the event of any additional revenue funding becoming available for Corporate Services, consideration should be given to allocating it to work to expedite ongoing IT developments.
- 2 There is a wish to ensure that the Smartcard project offers value for money and achieves the benefits envisaged. In view of this, it is suggested that when determining the future allocation of resources to the project, the Executive should satisfy itself on these issues and consider putting in place a mechanism for scrutiny of the future development of the project, if pursued following the evaluation of the pilots.
- 3 The Executive should satisfy itself that the inflation provision of 1.6% was appropriate for "Supplies and Services" designated as "Other" given that the Select Committee had not had the opportunity to review in detail the nature of the items making up the sum of £1.037m.

Select Committee on Economic & Sustainable Development

The Select Committee concluded that its comments in relation to Brooke House (below) should be forwarded to the Executive and subject to this and the level of detail provided, it gave its endorsement to the budget proposals.

Brooke House Toilets

Closure of the toilets could lead to the discouragement of shoppers within the town centre. Consideration should be given to the closure of other toilets or by saving £13,000 from alternative budgets. Efforts should be made with regard to sponsorship or the consideration of alternative provision to keep the public conveniences open. The Select Committee concluded that it was not satisfied with the proposal to close the public conveniences at Brooke House.

Select Committee on Social Care

31 January 2002

The Select Committee concurred with the report that the planned inflation rise would be adequate.

18 February 2002

Following consideration of the reports and evidence, the Select Committee made the following views to be conveyed to the Executive:

- That the Select Committee on Social Care supports the 5.2% rent increase outlined as Option 1 and favoured by 48.4% of those consulted (detailed at Annexe E - Tenant Participation in Rent Setting for 2002/2003 of the Executive agenda for 19-2-02).
- That the Select Committee supports the request to the Executive as detailed in information item 5, at paragraph 2.1, "to endorse the principle that a charge is set for those services for which the Local Authority has a power to charge, but based on ability to pay, and subject to consistency, reasonableness and fairness." based on the reports and evidence received.
- Requests that when charges are assessed in the future that this be accompanied by a thorough review of service provision to ensure that the best service is provided in order to meet the needs of the user, with as much service information being made available to the Select Committee as possible.
- With regards to charges for homecare detailed at page 7 of information item 5, the Select Committee considered what increase in charging they would recommend to the Executive. Five members recommended a 5% increase, and 3 members recommended an inflation only increase of 2.5%.
- With regards to charges for meals, detailed on page 8 of information item 5, the Select Committee considered what increase in charging they would recommend to the Executive. Five members recommended a "low" increase of 17.5% and three members recommended an inflation only increase of 2.5%.

- With regards to charges for day care (older people only), detailed on page 9 of information item 5, the Select Committee considered what increase in charging to recommend to the Executive. Five members recommended an inflation only increase of 2.5% and three members recommended the low increase.
- The Select Committee noted the statutory proposals on page 10 of information item 5, relating to transport and those relating to respite care on page 11
- The Select Committee supported paragraph 2.3 of the report relating to the request to the Executive that because of the complex nature of Children's social services, and the planned Best Value Review of Children's Services in 2002/2003, that the agreed implementation date of any further possible revisions to charging for services to children and their families should be deferred to allow time for officers to explore the potential impact of charging.
- The Select Committee considered that it would be for the Executive to make a decision as to the most appropriate option for funding the budget shortfall for the financial year 2002/03.

NB These specific comments to the executive have been extracted from the minutes of the respective select committees. Full minutes of select committee meetings are available on request from the Committee Services Section.

REVISED BUDGET PROPOSALS

CORPORATE SERVICES

2002/03 £'000	2003/04 £'000	2004/05 £'000	Explanation
30	-30		Publicity The effects of the slow down in the national economy are being reflected in the local business economy. It is proposed to run a promotion in 2002/03 in an attempt to reduce this impact on the local area.
128	156	70	Smartcard The Edge smartcard application will complete its pilot stage in mid 2002 and, if successful, will become a fully operational service. The additional funding will be required to fund new applications and to expand the help desk service, which has been run on a minimal basis for the pilot.
5	-5		Lord Lieutenant The six unitary councils in Berkshire fund the cost of the Lord Lieutenant under a joint arrangement. A one off increase in costs has been requested to fund the additional duties arising from the Queen's Jubilee in 2002.
158			Insurance The council's insurers have given notice that insurance premiums will rise from 1 April 2002. This is consistent with market insurance premiums due to be paid in 2002/03. The increase arises from the Council's claims history, lower investment yields and higher cost of re-insurance since 11 September. Of the increase, £31k relates to Education and £67k to the HRA, meaning that the net impact on the general fund budget will be £60k.
10			Members' Allowance The Members' Allowance Scheme was reviewed prior to the start of the new Executive Arrangements. Strategy and Policy Committee on 7 November approved the new allowances based on the advice of two independent panels. Overall there was an increase of £34k in the total allowances. However, this is reduced to £10k (net of inflation) as any Member who has two areas of responsibility is only paid one allowance.
-33			Commercial Properties Increased rent will accrue as a result of a review of the total rents at the Peel Centre. The lease agreement for the property allows for the Council to receive a percentage of this rent increase.

2002/03 £'000	2003/04 £'000	2004/05 £'000	Explanation
-44			<p>Office Accommodation</p> <p>As a result of a review of facilities management this function is to be transferred to the Environment Department. They will result in the saving of the Facilities Managers post. The review also identified the opportunity to reduce the number of receptionists. Of this, £3k relates to Education and £2k to the HRA, meaning that the net impact on the general fund budget will be -£39k.</p>
-118	50	-198	<p>Financial Services</p> <p>The strategy for the replacement of the mainframe includes the renewal of the core financial systems. The consultants advising on the strategy identified potential revenue savings arising from the replacement of the mainframe. These are dependent on the solution that is implemented as a result of a tendering exercise together with the effectiveness of the implementation and the willingness and ability of staff across the organisation to adapt to new systems and working practices. However these savings cannot be achieved until the new systems are completely operational and the mainframe has been decommissioned, which is estimated to be October 2004. There are one off economies accruing in 2002/03 as a result of an implementation team being established which will use existing staff. These costs can be funded from the capital scheme. The existing workload has been temporarily reprioritised and redistributed to other staff, including utilising the trainee accountants. Although this is not sustainable in the long term, it will promote economies in 2002/03. Of the saving identified for 2002/03, £15k relates to Education and £12k to the HRA, meaning that the net impact on the general fund budget will be -£91k. The impact on future years between these funds will need to be assessed at a later date.</p>
-56	-295		<p>Office Accommodation</p> <p>Surrender of the lease of Parr House with effect from November 2001 and Edward Elgar House with effect from July 2002 will result in reduced costs. However, in the financial year 2002/03 the Strategy & Policy Committee agreed that the dilapidation costs on Edward Elgar House together with the costs of moving staff to other locations will be funded from the reduced rental payments. The majority of the savings will not therefore to accrue until 2003/04.</p>
60			<p>Business Rates</p> <p>Business Rates are subject to transitional relief where a property has been subject to a significant revaluation (undertaken every five years). These costs reflect the overall increase in Business Rates on the corporate assets.</p>
140	-124	-128	TOTAL

Environment

2002/03 £'000	2003/04 £'000	2004/05 £'000	Explanation
-6			<p>Civil Defence Grant Following the introduction of a new distribution mechanism by the Home Office, the Council has benefited from an increase in the Civil Defence Grant. Bracknell Forest currently funds the service in excess of the grant which increased from £51,000 to £67,000. However, £10,000 must be used to fund additional staff resource required for emergency planning, giving a net saving of £6,000.</p>
-20			<p>On Street Parking The On Street Parking Scheme is currently achieving a surplus. It is anticipated that this will continue into 2002/2003. Legislation dictates that any surplus is to be spent on highway related activities such as highway maintenance, public transport and road safety. The budgets for spending on these activities already anticipate this level of expenditure. Consequently, the economy can be built into the base budget.</p>
-20			<p>Public Transport The annual printing and delivery of the Public Transport and Rail Guide to all households in Bracknell Forest. is no longer required, as the Council and transport operators now have more up to date information available on the internet and via a telephone bureau service.</p>
-256			<p>Devolved Staffing Budget A reduction in the Devolved Staffing Budget arises out of the proposal to merge the Planning and Transportation and Public and Environmental Services Departments. The timetable approved by Strategy and Policy Committee on 7 November allows for the new structure to be substantially in place by 1 April 2002.</p>
-5			<p>Car Parks It is proposed to increase prices for season tickets for off street car parks at a rate higher than inflation but not to increase the daily charges.</p>
39			<p>Business Rates Business Rates are subject to transitional relief where a property has been subject to a significant revaluation (undertaken every five years). These costs reflect the overall increase in Business Rates on the Environment assets.</p>

2002/03 £'000	2003/04 £'000	2004/05 £'000	Explanation
90			<p>Waste Disposal EU Legislation on the disposal of fridges and freezers comes into force on 1 January 2002. This determines the method of disposal for this type of waste. Pre-1995 fridges and freezers included foam in their manufacture, which contains CFC's. Currently, there are no outlets in this country to take this sort of waste and it cannot be taken abroad. The fridges and freezers will, consequently, need to be stored and then disposed of by a licensed contractor until a service becomes available. Responsibility for the recovery of redundant electrical equipment will pass to electrical manufacturers in 2005/06.</p> <p>EU Legislation also comes into force on the 1 January 2002 which impacts on the disposal of abandoned vehicles. It is estimated that there will be an additional cost of £100 per vehicle to extract hazardous waste prior to disposal.</p>
2	4	4	<p>Street Cleaning Provision of street cleansing services to new streets in the borough arising as a consequence of new development will increase costs.</p>
4	8	8	<p>Refuse Collection An increase in the number of dwellings from which household refuse is to be collected will arise as a consequence of new developments will increase costs.</p>
4	8	8	<p>Waste Disposal Provision needs to be made for the collection of refuse from new properties in the borough.</p>
6	12	12	<p>Highway Maintenance The council will adopt additional road lengths each year as a result of new developments. This commits the council to routine maintenance of the roads, road markings & bollards, verges and drainage gulleys. In addition there will be the maintenance and running costs of street lighting.</p>
9	9		<p>Amenity Maintenance Provision needs to be made for the cost of maintaining the land transferred into the ownership of the council as a result of new development.</p>
14			<p>Pest Control The number of requests to deal with wasps nests fell from 613 in 2000/2001 to 178 in 2001/2002. It is anticipated that this will continue in 2002/2003 resulting in a loss of income against current budgeted levels.</p>
200	-50	-100	<p>Car Parks 2001/02 has seen a number of office buildings within the Town Centre falling vacant. Subsequent demand for season tickets has reduced. It is anticipated that this will continue into 2002/2003 but will rise again in future years as the local economy recovers.</p>
61	-9	-68	<p style="text-align: center;">182</p> <p>TOTAL</p>

LEISURE SERVICES

2002/03 £'000	2003/04 £'000	2004/05 £'000	Explanation
-20			<p>Libraries</p> <p>Wednesday opening of Bracknell Library was to be implemented with effect from April 2002 and funded by re-allocating £20,000 of the Book Stock Fund made possible by a realignment of the fund to the revised Department of Culture, Media and Sports (DCMS) standard. The additional opening hours could now be delayed until April 2003 and, therefore, the £20,000 will represent an economy since it will not be spent on materials.</p>
-46			<p>Golf Course</p> <p>Increase in green fee charges at Downshire Golf Club above inflation could be introduced with effect from 1 April 2002. In calculating the potential additional income it has been assumed that the increased prices will affect usage to the same extent as that experienced in the current financial year, which was approximately 6%.</p>
-23			<p>Look Out</p> <p>It might be possible to increase prices by approximately 14% on science exhibition charges at the Look Out from 1 April 2002. It has been assumed that the increased prices will not affect usage to any great extent since average visits are normally 2 or 3 per year and the facility is unique in the area.</p>
89			<p>Bracknell Sports and Leisure Centre</p> <p>Income streams within the Leisure Management Trading Account have been falling over the last two years due to increased competition in the provision of Leisure facilities within the surrounding areas. The deficit for the financial year 2000/01 was £138,000 and the anticipated deficit for the current financial year is £89,000. This is now considered to be an on-going trend and therefore needs to be built into the base budget</p>
24	-24		<p>Capital Programme – 2002/03</p> <p>The Capital programme for Leisure will require the closure of some facilities resulting in a one off net loss in income from some of its trading areas. These losses will be kept to a minimum but some overheads cannot be avoided when closing a trading activity such as Bracknell Sports & Leisure Centre catering facilities.</p>

2002/03 £'000	2003/04 £'000	2004/05 £'000	Explanation
16			Business Rates Business Rates are subject to transitional relief where a property has been subject to a significant revaluation (undertaken every five years). These costs reflect the overall increase in Business Rates on Leisure assets.
40	-24	0	TOTAL

Social Services & Housing

2002/3 £'000	2003/4 £'000	2004/5 £'000	Explanation
100			Adult Services - Learning Disability - Section 28a In the current year the Council was able to negotiate with the Health Authority the payment in advance of grant. This led to additional investment interest of £100k. Current indications from the Health Authority are that this practice will not be possible in future years.
140			Adult Services - Learning Disability - People with Learning Disabilities This is the full year effect of placements agreed in 2001/02. This pressure has also been reflected (part year) in the 2001/02 budget monitoring process. Approval of this pressure would take the budget to £2.0m, which is the level required to fund the 56 clients.
40			Adult Services - Learning Disability - Waymead Day Centre Neighbouring authorities have reduced the referral rate to Waymead Day centre resulting in a shortfall in income. This issue has also been reflected in 2001/02 budget monitoring process.
70			Adult Services - Mental Health - People with Mental Health Needs This is the full year effect of placements agreed in 2001/02. This pressure has also been reflected (part year) in the 2001/02 budget monitoring process. Approval of this pressure would take the budget to £354,000, which is the level required to fund the 19 clients.
30			Adult Services - National Assistance Act The Authority is obliged to support individuals who present themselves under this Act. The grant awarded is insufficient to meet the associated costs, largely related to accommodation. This is a pressure also identified in the 2001/02 budget monitoring process.
22			Adult Services - Leasing Costs of Vehicles Revenue lease charges arising from the replacement of three coach built ambulance buses to be used at Day Centres. The Council's practice is to purchase operational vehicles through lease agreements, as this is more cost effective than a direct capital purchase.
50			Children - Children Looked After - Larchwood Neighbouring authorities have reduced the referral rate to Larchwood resulting in a shortfall in income. This issue was also reflected in 2001/02 budget monitoring process.
135			Children - Children Looked After - Learning Disability Placements This is the full year effect of placements agreed in 2001/02 (£107k) and 2000/01 (£28k). This pressure has also been reflected (part year) in the 2001/02 budget monitoring process. Approval of this pressure would take the budget to £435,000, which is the level required to fund the 11 clients.

2002/3 £'000	2003/4 £'000	2004/5 £'000	Explanation
15			Children - Other Children & Family - Care Leavers Act Under this Act there is a need to provide a personal advisor facility to the care leavers client base, the age group being 16 to 24 Year olds.
15			Children - Children Looked After - The Adoption & Children Bill National Standards to be introduced in April 2002 will require increased compliance with set time-scales, training and documentation, with a consequent impact on staffing resources.
15			Support Services - Training Budget There is currently no budget to meet the training requirements of the support services function. Investment in these staff is important to support the improved performance of the department.
394			All Divisions - The Devolved Staffing Budget As part of the 2001/02 budget process, an increase of £300k was approved to the DSB, in recognition of the additional resources that would be needed to support the Department's response to the findings of the Joint Review. Since this time a more detailed evaluation of resource requirement has highlighted that £394k more clearly reflects the actual needs. It was initially assumed that the increase of £300k could be reversed in 2002/03 and this is included in the Commitment Budget. It is now apparent that more time is required to implement the Action Plan. It is therefore appropriate to review this issue at a future date to identify the appropriate level of staffing resource in the longer term.
15			Housing Benefits Administration - The Benefits Service A backlog in the current year has necessitated a reduction of opening times for the service. In order to address this issue, an administrative post is required to help manage the section's workload.
15			All Service Areas - External Audit Fees This department has seen an increase in the level of direct grants compared to previous years. The additional cost of auditing and certification will result in a budget pressure of £15k.
30			The Out of Hours Service The Out of Hours service is a project jointly funded with other unitary authorities within Berkshire. This provides Emergency Response, with priority areas being child protection, family breakdown and mental health. The current caseload data shows an increased usage made on the service by Bracknell Forest residents.
80			Adult Services - Older People - Care Standards The Act sets new standards for nursing and residential care which has increased the cost of providing the service. To meet these standards the price of contracts needs to be increased. This sum is required to maintain the approved increase in prices from September 2001.

2002/3 £'000	2003/4 £'000	2004/5 £'000	Explanation
30			Adult Services - Older People - Home Care Service The block contracts are due for renewal and it is known from discussions that providers expect to achieve an increase in prices greater than inflation.
50			Adult Services - Preserved Rights People who were resident in an independent sector residential or nursing home before April 1993 acquired preserved rights which means clients receive a higher level of income support with which to fund their care. Responsibility for the additional income support and care management of these individuals will pass to Councils from 8th April 2002. The way funding will be allocated to Councils is through specific grant. However, draft calculations show a shortfall in funding to BFBC reflecting the inability of a national formula to reflect local needs. An initial estimate is £50k, and further work will be undertaken as more details emerge.
-21	-21	-31	Adult Services - Older People - Home care service A transfer of some hours of care from the in-house service, to the independent sector, to produce savings as identified in the Best Value review of the service.
-39	-39	-39	Adults Services - Older People - Review of nursing placements Saving to be achieved by the use of the new eligibility criteria and better contract management. New specific grant monies (Building Capacity Grant) are available to support and enhance these services.
-7	-7	0	Adult Services - 3 year fixed contract - Mabeley Court A fixed price contract has been negotiated for the period of 3 years being 2001/02-2003/04, resulting in annual savings.
-20	-20	0	Adult Services The opportunity of joint funding for a service head post within the Adult Services division is being pursued.
-50	-50	-50	Adult Services – Learning Disability – Residential placements Savings to be achieved through the introduction of a more robust contract management process and through preventative work/use of home care services.
-104	-164	0	Adult Services – Review of Day Care Provision A review in the method of service delivery for Day Care is required to ensure that it continues to be relevant and appropriate to meet the needs of service users. It is believed that modern methods of service delivery can produce the same service benefits more cost effectively.
-40	-40	0	Children's' Services – Youth Offenders Team The merger of BFBC and RBWM Youth Offenders Team Services is proposed, which will produce ongoing revenue savings.

2002/3 £'000	2003/4 £'000	2004/5 £'000	Explanation
-75	-25	0	Children Services – Children Looked After – Re-provision of residential care A re-focusing of the service is proposed towards a preventative service that will compliment the current Fieldwork teams. Existing benefits will be more cost effective.
-10	0	0	Children Services - Family Support - Section17 Assistance in Kind A review of the preventative budget to enable parents and carers to continue to care for their children has identified that expenditure related to the purchase of supplies and services can be reduced.
-50	-17	-17	Administration Support Review Savings will increase through reconfiguration of the administrative support function for the department.
-62	0	0	Affects all Divisions of Service - National Care Standards Commission This Standard Spending Assessment for Social Services has been reduced in 2002/03 to reflect a transfer of responsibility to a National Care Standards Commission which will take over the responsibility to inspection of all homes in the various service sectors. This reduction reflects the provision included in the 2001/02 Social Services base budget for inspections.
-90	0	0	Adult Services - Mental Health - Glenfield - Provision as Group Home The reclassification of Glenfield as a Unit Home means that the tenancies include service charges. These charges include supported living, which all qualify for Housing Benefit. This has resulted in additional income off setting expenditure.
678	-383	-137	TOTAL

Non Committee

2002/03 £'000	2003/04 £'000	2004/05 £'000	Explanation
-899	-300	0	<p>Interest and Capital Financing</p> <p>It is estimated that over £700k of capital items are currently funded from revenue, such as highway improvements and the purchase of equipment and furniture. Whilst capital funds held by the Council are relatively high and there are pressures on the Revenue Account it would be sensible, in the short term, to fund such expenditure from capital. However, as capital resources reduce, this expenditure will again need to revert to the revenue budget.</p> <p>In addition, the possibility of repaying the debt transferred from Berkshire County Council, which is currently managed by Reading Borough Council, is being investigated. If all of the debt was repaid, a revenue saving of £1m could be achieved.</p> <p>It is proposed to repay the transition debt relating to Berkshire County Council by the end of the current financial year. This will produce savings £199k in excess of the amount included in the Commitment Budget in 2002/03, albeit at the cost of capital resources.</p>
0	75	75	<p>Business Rates</p> <p>Business Rates are subject to transitional relief where a property has been subject to a significant revaluation (undertaken every five years). These costs reflect the overall increase in Business Rates on all Council owned property. In 2002/03 the costs have been apportioned to the relevant services. As the impact of transitional relief is extremely difficult to forecast, the impact on future years continues to be shown as a non departmental figure at this stage.</p>
n/a	113		<p>Capital Programme – Interest on Investments</p> <p>The report to the Executive on 18 December highlighted that the scale of the Council's capital programme for 2002/03 would impact upon the 2002/03 revenue budget and would itself be subject to consultation over the coming weeks. This impact has been included within the overall budget estimate and is explained in detail in section 7.2.1 b of the main report. The full year impact is included for 2003/04.</p>
0	0	380	<p>Negative Subsidy</p> <p>Under the revised proposals for the Housing Revenue Account, Negative Housing Subsidy (currently £4.3m) is to cease. However, a transition scheme has been approved which will spread the loss of this subsidy over ten years. The cost in 2004/05 is £380k increasing to £680k per annum from 2005/06.</p>

2002/03 £'000	2003/04 £'000	2004/05 £'000	Explanation
216			Levies The Royal Berkshire Fire Authority and the Environment Agency are the two major bodies that levy upon the Council. While the Council does receive SSA support in respect of these items, none of the bodies are constrained by the SSA level in determining the scale of the levies. The budget requirements for these organisations has increased by £216k.
-683	-112	455	TOTAL

FEES & CHARGES

Corporate

Details of Charge	Current Charge	Proposed Charge	Increase
<u>HIRE OF ACCOMMODATION IN EASTHAMPSTEAD HOUSE</u>			
Council Chamber of any part of accommodation:-			
Statutory Bodies and Charities			
Parish Councils – Charge per hour	£5.80	£6.00	3.4%
Other Users (Meetings) per hour	£18.00	£18.50	2.8%
Other Users (Commercial) per hour	£47.50	£49.00	3.2%
In addition use after 7.30 pm Charge per hour	£9.80	£10.00	2.0%
<u>LEGAL FEES FOR PROPERTY TRANSACTIONS</u>			
Licence to Assign	£55.00	£70.00	27.3%
Deed of Variation of Lease	£80.00	£95.00	18.8%
Letter/Deed of Postponement	£34.00	£35.00	2.9%
Sale of Small Land Areas	£160.00	180.00	12.5%
Charges not prepaid, when invoice requested	£11.50	£12.00	4.3%
<u>LOCAL LAND CHARGES</u>			
<u>Local Land Charges</u>			
Fee for official search of Register and Standard Enquiries	£102.00	£105.00	2.9%
<u>Additional Parcel (e.g. Garage)</u>			
Standard Enquiries	£10.50	£11.00	4.8%
Requisition	£1.00	£1.00	-
	£11.50	£12.00	4.3%
Optional Enquiries (each enquiry)	£4.50	£4.60	2.2%
Added Enquiries (each enquiry)	£9.00	£9.20	2.2%
Cancellation Administration Fee	£28.00	£29.00	3.6%
Commons Registration Searches	£6.00	£6.20	3.3%
<u>Miscellaneous Research Enquiries (e.g. Planning)</u>			
Enquiries which require investigation of back records, files and documents and any related site visits (up to 1 hour)	£30.00	£31.00	3.3%
Thereafter per hour	£30.00	£31.00	3.3%

Details of Charge	Current Charge	Proposed Charge	Increase	
<u>ELECTORAL REGISTRATION SALE OF REGISTERS</u>				
Street Index	£6.00	£6.00	-	
Request for a confirmation letter – Fee (1 hour)	£32.00	£33.00	3.1%	
Certificate of Current Register	N/A	£10.00	-	
<u>REGISTRATION BIRTHS, DEATHS AND MARRIAGE</u>				
Licensing of Premises as venues for marriages:- Licence (three years)	£825.00	£850.00**	3.0%	
Attendance of Superintendent Registrar at approved premises:- Monday – Saturday	£180.00	£185.00	2.8%	
Sunday	£270.00	£280.00	3.7%	
<u>COUNCIL PUBLICATIONS</u>				
<u>Agendas/Minutes, etc</u>				
Council agenda/minutes – Charge per Annum (Based on 10 per Annum)	£85.00*	£120.00	N/A	
Executive Agenda – Charge per Annum (based on 10 per Annum)		£120.00	N/A	
Planning Control Sub Committee – Charge per Annum (Based on 12 per Annum)	£160.00	£160.00	-	
Any other Committee or Sub Committee Agendas Charge per Annum (Based on 5 per annum)	£85.00	£85.00	-	
Charge per Single Copy	£17.00	£17.00	-	
Part Extract (any Committee) including Background Papers - Administration Fee	£5.00	£5.00	-	
Photocopying Charge (A4 or A3)	£0.25	£0.25	-	
<u>Other Publications</u>				
Annual Reports, etc	No Charge	No Charge		
Planning Publications	As Necessary	As Necessary		
Copies of Ordnance Survey Sheets for use in Planning	OS royalty charge plus standard copying fees			
<u>STANDARD OTHER CHARGES</u>				
These are chargeable in addition or as default to recover actual costs for services				
Invoice Charge	£12.00	£12.50	4.2%	
Hourly Rate	£32.00	£33.00	3.1%	
Minimum Charge	£14.00	£14.50	3.6%	
<u>PERMITS</u>				
Service Yard E	192	£180.00	£190.00	5.6%

* Current charge is based on 5 meetings per annum.

** This charge will also be reviewed by the Licensing & Safety Committee.

Environment

REGULATORY FUNCTIONS

A. LICENSING AND REGISTRATION

PURPOSE OF CHARGE: to recover the cost of processing applications and monitoring compliance with conditions.

THEATRE, PUBLIC AND PRIVATE ENTERTAINMENT LICENCES: Annual Licences				
Permitted No	Initial		Renewal	
	Current	Proposed	Current	Proposed
a) 1 – 99	£320	£330	£198	£200
b) 100 – 499*	£380	£400	£230	£250
c) 500 – 999*	£546	£600	£353	£375
d) 1,000 - 1,999*	£811	£850	£488	£520
e) 2,000 or more*	£995	£1,100	£598	£650
f) 2,000 or more (festival)* * For b,c,d,e,f officer time will be assessed in respect of the likely monitoring demand and charged at the appropriate hourly rate in addition to the licence fee over and above the standard fee.	£1965 + fees calculated at the rate of £55 per Hour.	£2,200 + fees calculated at the rate of £55 per Hour.	£1,200 + fees calculated at the rate of £55 per Hour.	£1,300 + fees calculated at the rate of £55 per Hour.
Music in the Street	£53	£55	£53	£55
Transfer of a licence	£55	£57	£55	£57
Variations of licences	£76	£80	£76	£80
Replacement/duplicate copy of licence	£55	£57	£55	£57
Occasional licence	Fee charged based on estimate of officer time involved. Initial charge of £320 with further charge as appropriate.			
(No fee is payable in respect of entertainment licences at church halls, chapel halls or other buildings occupied in connection with a place of public religious worship or at village halls, parish or community halls or similar buildings - although a licence is still required. The fees in respect of theatres and public entertainment licences where the entertainment is of an educational, charitable or other like character or purpose are waived.)				

	Initial		Renewal	
	Current	Proposed	Current	Proposed
CINEMAS: Annual Licence				
Single screen	£520	£540	£310	£320
Multi screen	£600*	£600*	£600*	£600*
* Maximum permitted fee				
Video juke box	£235	£240	£130	£135
Occasional licence (per month or part of)	£133	£140	£105	£110
Transfer of a licence * prescribed fee	£160*	£160*	£160*	£160*
SEX ESTABLISHMENT: Annual Licence				
Premises	£1500	£1600	£780	£850
DANGEROUS WILD ANIMAL: Annual Licence				
Premises	£265	£275	£145	£160
RIDING ESTABLISHMENT: Annual Licence				
Premises	£300	£310	£155	£160
Per horse	£20	£21	£19	£20
Provisional licence	£170	£180	£86	£90
ANIMAL BOARDING ESTABLISHMENT: Annual Licence				
1 - 30 animals	£232	£240	£130	£140
31 - 60 animals	£275	£285	£148	£155
61 (or more) animals	£332	£350	£175	£190
DOG BREEDERS: Annual Licence				
Premises	£290	£300	£128	£132
PET SHOPS: Annual Licence				
Premises	£232	£300	£127	£132
LICENCE TO SELL GAME. Annual Licence				
Premises (max. permitted fee)	£30	£30	£30	£30

LATE NIGHT CAFÉ: Annual Fee	Current	Proposed
Premises (fee apportioned if application made during the calendar year)	£140	£150
SKIN PIERCING/ELECTROLYSIS:		
Single Payment		
Premises	£110	£120
Person	£20	£25

	Current	Proposed
GAMING MACHINE PERMITS		
Low tariff machine (each) *Maximum fee	£32*	£32*
High tariff machine (total) *Maximum permitted fee	£250*	£250*
Lotteries/Amusements		
Initial	£40	£42
Renewal	£20	£21
STREET TRADERS' FEES		
1 month (inc 1 assistant)	£175	£182
3 months (inc 1 assistant)	£416	£432
6 months (inc 1 assistant)	£695	£720
Additional trading assistant	£25	£26

B. PETROLEUM LICENCES

PURPOSE OF CHARGE: to recover the cost of processing applications and monitoring compliance with conditions.

	Current	Proposed
Replacement of lost petroleum licences	£20	£21
Petroleum storage enquiries	£55 per hour (min charge of 1 hr)	£57 per hour (min charge of 1 hour)

Provision under which a maximum fee is payable		
Petroleum (Consolidation) Act 1928 c.32		
Section 4 Licence to keep petroleum spirit of quantity – not exceeding 2,500 litres	£32	£33
Exceeding 2,500 litres but not exceeding 50,000 litres	£47	£48
Exceeding 50,000 litres	£93	£95
Petroleum (Transfer of Licences) Act 1936 c.27		
Section 1 (4) Transfer of petroleum spirit licence	£8	£8

C. HACKNEY CARRIAGES

PURPOSE OF CHARGE: to recover the cost of processing applications and monitoring compliance with conditions.

HACKNEY CARRIAGE FEES: Annual fee	Current	Proposed
Vehicle;		
Licensing	£162	£165
Inspection	£41 + VAT	£42 + Vat
Re-inspection	£18 + VAT	£18 + Vat
Licence plate	£13	£15
PRIVATE HIRE FEES	Current	Proposed
Vehicle;		
Licensing	£162	£165
Inspection	£41 + VAT	£42 + Vat
Re-inspection	£18 + VAT	£18 + Vat
Licence plate	£13	£15
Home to School	£67	£70
OPERATOR LICENCE		
Licence fee	£125	-
1 to 5 vehicles	-	£100
6 to 20 vehicles	-	£200
more than 20 vehicles	-	£300
DRIVER'S LICENCE		
Dual badge - initial fee	£73	£75
Renewal	£53	£54
Renewal - non-continuous	£73	£75
Lost badge	£11	£11
Renewal (3 years)	£110	£115
Renewal (3 years) - non-continuous	£136	£140
Home to school	£21	£22
OTHER CHARGES		
Business:		
Transfer of hackney carriage or private hire business	£58	£60
Admin fee for change of address only of business	£20	£20
Vehicles:		
Admin fee for change of a vehicle	£42	£43
Admin fee for change of address only of vehicle	£13	£14
Drivers:		
Admin fee for change of address only	£13	£14
Administration:		
Combined admin fee for change of address of both vehicle and driver concurrently	£20	£20
Meter test – Retest after failure	£16	£17
Knowledge Test – Retest after failure	£16	£17
First Aid Training for drivers	£15	£16

D. DOG CONTROL

PURPOSE OF CHARGE: includes prescribed fee, transportation and officer costs.

Return of stray dog	Current	Proposed
Prescribed fee	£25	£25
Daily kennel fees <u>plus</u> any vet fees	at cost	at cost
Transportation/officer costs	£33	£35

SERVICES

E. ENVIRONMENTAL HEALTH SERVICES

PURPOSE OF CHARGE: to recover costs

TRAINING COURSES	Current	Proposed
Food Hygiene/Health & Safety Courses Child Minders Basic course: Delegates from premises within Borough	£43 + VAT Per person	£45 + VAT Per person
Delegates from businesses outside the Borough	£55+VAT	£57 + VAT
Resit fee	£22+VAT	£23 + VAT
Replacement certificates	£15+VAT	£15.50 + VAT
One-off specialist courses/seminars	At cost	At cost
MISCELLANEOUS		
Individual copy from Food Register	£11	£11.50
Complete copy of Food Register (reflects commercial value)	£210	£220
Statement of Facts	£150	£160
Immigration reports for Home Office	£85	£88
Contaminated land enquiries	£85	£88
Certificate for surrender of unsound food	£60 per hour + costs	£62 per hour + costs
Butchers Shop (prescribed fee)	N/A	£100

F. PEST CONTROL (call out and/or treatment charges)

PURPOSE OF CHARGE: contribution towards overall costs

	Current	Proposed
Rats	£12.50 inc.	£15 inc.
Mice, human fleas, body lice and bed bugs Fee per treatment, domestic premises only	£38 inc.	£39.50 inc.
Charges assume a treatment taking no more than 2 hours after which hourly rate applies.		

	Current	Proposed
Wasps: For first nest For each subsequent nest treated during same visit	£31 inc. £9 inc.	£31 inc. £10 inc.
Other pests (for which the Council provides a service)	£41 inc.	£42 inc.
	Per hour plus materials with minimum charge equivalent to 1 hour or 50% of charge for advice only.	
Pest treatment in commercial premises	Where any treatment is to be undertaken on commercial premises in order to safeguard public health then the charge shall represent the actual cost incurred.	
<p>The fees for pest control are collected before the officer provides any treatment or precautionary advice. All pest control fees are increased by 50% where a call is outside normal working hours and by 100% where the visit is deemed necessary on weekends or recognised public holidays.</p> <p>The pest control fees are discounted;</p> <p>(i) by 75% where the principal occupant is in receipt of an income related benefit, i.e. family credit, housing benefit, council tax benefit or income support,</p> <p>(ii) by 50% where the premises are occupied by persons whose principal source of income is a state retirement pension.</p>		

G. CEMETERY & CREMATORIUM

PURPOSE OF CHARGE: to recover costs

CEMETERY	Current	Proposed
For the interment of the body of: a person aged 16 years or over a child 3 years to 15 years a stillborn child, foetus or child under 3 years a child or person in a grave in respect of which an exclusive right of burial has been granted of a greater depth than 4 feet, the charge for every additional two feet will be	£335 £90 £55 £85	£350 £90 £55 £90
For the interment of a cremation urn or casket	£122	£170
Additional charge for casket shaped grave for a child or person aged 3 years or over	£128	£135

The whole of the foregoing fees and charges will be doubled in the case of any person who, at the time of death, was not a Bracknell Forest Borough Council Tax payer or inhabitant of the area administered by Bracknell Forest Borough Council or in the case of a stillborn child of which, at the time of death neither of the parents was a Bracknell Forest Borough Council Tax payer or inhabitant or who had not resided at any time within the Borough during the 12 months preceding his or her death.

In the event of the body of child being buried in the same coffin as the body of its parents, no fees shall be payable in respect of the burial of that child.

	Current	Proposed
For the exclusive right of burial for a period of 75 years including the preparation of the deed of grant	£440	£460
To purchase a grave in reserve for a period of 10 years, with the right to renew for a further period	£158	£460
Right to erect Memorials Tablet 24" x 12" with one name on inscription Additional inscription of each name	£70 £28	£74 £30
Transfer of grant of exclusive right of burial	£50	£53
Indemnity loss of grant of exclusive right of burial	£19	£20
Exhumation of a stillborn child or child up to 3 years or of a child or person over 3 years or of cremated remains at 4 feet	POA	POA
CREMATION		
For the cremation of the body of: a person aged 16 years or over a stillborn child, foetus or child under 16 years Body parts	£262 No charge N/A	£275 No charge £100
Cremation fee includes Medical Referee fee, use of chapel etc., provision of music whether organ or recorded, disposal of cremated remains in the Gardens of Remembrance and provision of polytainer for cremated remains. In the event of the body of child being cremated in the same coffin as the body of its parents, no fees shall be payable in respect of the burial of that child.		
Cremation Urns	£54	£57
Package and despatch to an address in the UK by Securicor	£58	£60
Use of Chapel only for memorial service includes organ or recorded music	£125	£130
Service of double or additional length, including organ or recorded music, per half hour in addition to usual cremation or interment fee	£125	£130
For disposal of cremated remains when cremation has taken place elsewhere	£85	£90
Retention of cremated remains on temporary deposit per month after first month for a maximum of three months	£35	£37
Certified extract from the Register of Cremation	£30	£32

MEMORIAL FEES		
	Current	Proposed
Entries In The Book of Remembrance		
2 line entry	£38	£41
5 line entry	£55	£60
8 line entry	£72	£77
5 line entry with floral emblem	£95	£102
8 line entry with floral emblem	£106	£114
5 line entry with badge, bird, crest or shield	£108	£116
8 line entry with badge, bird, crest or shield	£124	£134
8 line entry with badge, bird, crest or shield	£127	£136
8 line entry with coat of arms		
Copy of an entry from the Book of Remembrance in a folded remembrance card:		
2 line entry	£29	£31
5 line entry	£39	£42
8 line entry	£42	£45
5 line entry with floral emblem	£82	£89
8 line entry with floral emblem	£86	£92
5 line entry with badge, bird, crest or shield	£88	£95
8 line entry with badge, bird, crest or shield	£95	£103
8 line entry with badge, bird, crest or shield	£109	£118
8 line entry with coat of arms		
Memorial Leather Panel		
Prepare and display for a 7 year period	£168	£180
Renewal of period of display for a further 7 years	£98	£98
Replacement of memorial leather panel	£70	£82
Refurbished panel	£22	£24
Babies' Garden of Remembrance Plaque		
Prepare and display for a 7 year period	£171	£179
Roses		
Rose standard with plaque for a 7 year period	£225	£240
Renewal of standard rose for a further 7 years	£189	£204
Rose bush with plaque for a period of 7 years	£149	£149
Renewal of bush rose for a further 7 years	£113	£113
Additional plaque on existing rose standard/bush <i>(limited to two plaques per memorial)</i>	£76	£91
Memorial Garden Seats		
A commemorative bench with plaque for a 7 year period	£494	£499
Replacement plaque for memorial garden seat <i>(only one plaque permitted per seat)</i>	£121	£126
Renewal of commemorative bench with plaque for a further 7 year period	£373	£373

	Current	Proposed
Cremated Remains Desk Tablet (with flower holder) Additional inscription per line (max 3) Second & final interment (includes inscription)	£70 £215	£75 £240
Sanctum 2000® Cremated Remains Memorial Tablet (with flower holder) Prepare and display for 10 year period. An inscribed table for two sets of remains including four lines of inscription Additional inscription per letter Second & final interment (not including inscription)	£610 £2.50 £165	£630 £3 £165
Granite 2000 Prepare and display a blue pearl tablet with three lines on inscription for a ten year period Additional lines (max three)	£245 £10 per line	£263 £11 per line
Memorial Vase Prepare and display for 10year period Replacement plaque (inc inscription)	£260 £125	£280 £135

H. MORTUARY FEE

PURPOSE OF CHARGE: to recover costs

	Current	Proposed
Use of mortuary Storage of a body if not removed within 48 hours of the post-mortem and after clearance by Coroner	£28	£29
Post-mortem	£67	£69
No post-mortem	£9	£10
Long term storage (per night)	£2	£3

I. DRAINS, SEWERS AND CESSPOOLS

PURPOSE OF CHARGE: to recover costs

	Current	Proposed
private blocked drain Mon-Fri 8am – 5.0pm Mon-Fri 4.30pm - 8am and Sat Abortive call charge	£103 inc. £140 inc. £51.50 inc.	£105 inc. £145 inc. £54 inc.
Cesspools Emptying Emergency	At cost Cost plus £48 inc.	At cost Cost plus £50 inc.
Invoice charges (where requested waived if paid within 30 days) 201	£22 inc.	£24
The fees for drainage are discounted;		

- | | |
|------|---|
| (i) | by 75% where the principal occupant is in receipt of an income related benefit, i.e. family credit, housing benefit, council tax benefit or income support, |
| (ii) | by 50% where the premises are occupied by persons whose principal source of income is a state retirement pension. |

J ABANDONED VEHICLES

PURPOSE OF CHARGE: to recover the cost of processing applications and monitoring compliance with conditions.

	Current	Proposed
Removal	£105*	£105 *
Daily storage	£12.50	£13
*Prescribed fee		
Disposal at Cost		
Removal service	£30 + VAT	£50 + VAT
Disposal at Cost		

K. TRADE WASTE

PURPOSE OF CHARGE: market rates to recover costs

	Current	Proposed
Trade Waste Disposal (per tonne)*	£53 per tonne +VAT	£55.03+VAT
Weigh Only	£4.74 + VAT	£8.51 +VAT
Minimum Charge	£8.13 + VAT	£8.51 + VAT
Bulky loads (less than 1 tonne)	-	£150 +VAT
Minimum charge for account customers using the service in any given calendar month	£18.06 + VAT	£18.50 +VAT
Lift bottle bank at commercial premises	£15.00 + VAT	£16 + VAT

* Charge include landfill tax now at £13 per tonne

L. SHOPPING TROLLEYS

PURPOSE OF CHARGE: to recover costs

	Current	Proposed
Return of dumped supermarket trolley	£19.57 + VAT	£21.28 +VAT
Cost if collected	£6.75 +VAT	£7.60 + VAT

M. SPECIAL REFUSE COLLECTION SERVICE

PURPOSE OF CHARGE: to recover costs

	Current	Proposed
Bulky household refuse (excluding DIY material) Up to 3 items excluding a freezer/fridge	£23 inc.	£25 inc.
Collection of fridge or freezer where part of a bulky collection	N/A	Additional item £10 inc.
Collection of fridge or freezer where not part of a bulky collection	N/A	£25 inc
Over 3 items Minimum charge 1 hour	£31 inc.	£33 inc.
Sacked refuse - up to 6 sacks	£12 inc.	£13 inc.
Per additional sack	£1.20 inc.	£1.30 inc.
The waste collection charges are discounted; <ul style="list-style-type: none"> • by 75% where the principal occupant is in receipt of an income related benefit, i.e. family credit, housing benefit, council tax benefit or income support, • by 50% where the premises are occupied by persons whose principal source of income is a state retirement pension. 		
Provision of garden composter	£18.50 inc	£18.50 inc.
Replacement of Wheeled bin – admin charge	N/A	£10 inc.

N. BRACKNELL MARKET

PURPOSE OF CHARGE: market rates to recover costs

	Current	Proposed
Charges per foot run – internal Non VAT registered stallholders VAT registered stallholders	£2.45 +VAT £2.85 +VAT	£2.53 + VAT £2.94 + VAT
Charges per foot run – external Non VAT registered stallholders VAT registered stallholders	£2.28 +VAT £2.63 +VAT	2.35 + VAT 2.71 + VAT
Charity Stall	Free	Free

O. TRADING STANDARDS

PURPOSE OF CHARGE: to recover costs

SPECIAL WEIGHING AND MEASURING EQUIPMENT	Current	Proposed
The charge for examining, testing, certifying, stamping, authorising or reporting on special weighing or measuring equipment:		
1) Automatic or totalising weighing machines	£53.00 per hour	£53.65 per hour
2) Equipment designed to weigh loads in motion		
3) Weighing or measuring equipment tested by means of statistical sampling		
4) The establishment of calibration curves for templets		
5) Templets graduated in millilitres		
6) Testing or other services in pursuance of a Community obligation other than EC initial or partial verification		
7) Bulk fuel measuring equipment following a Regulated 65 or 66 occurrence.		
8) Other tests – misc.	£55 per hour +VAT	£55 per hour + VAT
Where additional costs are incurred in providing the service because of the need to obtain specialised equipment, extra costs will be levied to meet the individual circumstances of each case on a full cost recovery basis		
WEIGHTS	Current	Proposed
1) Exceeding 5Kg or 10lb or not exceeding 500mg or 2 CM2)	£5.82*	£5.95*
2) Other weights	£4.38*	£4.50*
MEASURES		
Linear measures not exceeding 3 m or for each scale	£6.45*	£6.60*
Capacity measures without divisions not exceeding 1 litre	£4.60*	£4.70*
Cubic ballast measures (other than brim measures)	£115.00*	£118*
Liquid Capacity measures for making up and checking average quantity packages.	£18.20*	£18.65*
Templets		
Per scale-first item	£32.00*	£32.70*
Second and subsequent items	£12.25*	£12.55*
WEIGHING INSTRUMENTS		
Not exceeding 15kg	£19.40*	£19.90*
Exceeding 15kg to 100kg	£27.55*	£28.25*
Exceeding 100kg to 250kg	£40.60*	£41.60*
Exceeding 250kg to 1 tonne	£68.80*	£70.50*
Exceeding 1 tonne to 10 tonne	£111.00*	£114*
Exceeding 10 tonne to 30 tonne	£233.00*	£239*
Exceeding 30 tonne to 60 tonne	£347.00*	£356*
Instruments incorporating remote display and/or remote printing facilities: A fee equal to 130% of the full fee which would otherwise be payable.	130%	130%

MEASURING INSTRUMENTS FOR INTOXICATING LIQUOR	Current	Proposed
• Not exceeding 150ml	£11.30*	£11.60*
• Other	£13.10*	£13.45*
MEASURING INSTRUMENTS FOR LIQUID FUEL AND LUBRICANTS	Current	Proposed
1) Container type(unsubdivided)	£47.50*	£48.70*
2) Multigrade(with price computing device) single outlets solely price adjustment	£66.20*	£67.90*
others	£120.00*	£123*
3) Other types solely price adjustment	£52.60*	£53.90*
otherwise(including lubricating oil)	£71.30*	£73.10*
4) Petrol Pumps - Number of meters tested in one unit		
1 meter	£77.75*	£79.50*
2 meters	£125.00*	£128*
3 meters	£172.00*	£176*
4 meters	£219.00*	£224*
5 meters	£266.00*	£272*
6 meters	£311.00*	£319*
7 meters	£362.00*	£369*
8 meters	£408.00*	£416*
Ancillary equipment	£53	£53.65 per hour
a) Electronic console equipment(when tested alone)	per hour	hour
b) Credit Card Acceptors(additional fee)		
ROAD TANKER MEASURING EQUIPMENT(>100 LITRES)	Current	Proposed
1) Meter measuring system		
• Wet hose type with two testing liquids	£127.00*	£130*
• Dry hose type with two testing liquids	£143.00*	£147*
2) Dipstick measuring systems		
• Initial dipstick	£13.10*	£13.45*
• Spare dipstick	£13.10*	£13.10*
• Replacement dipstick (including examination of compartment)	£28.75*	£29.45*

*For the purposes of the above, the fees and charges are reduced by 30% for any second or subsequent item.

MISCELLANEOUS	Current	Proposed
Equipment submitted for testing out of normal office hours 9am to 5pm Monday to Friday (inclusive)	150% of standard fee	150% of standard fee
Administrative charge for provision of a certificate containing results of errors found on testing	£25.00	£26
Minimum charge for the attendance of an authorised officer (i.e. excluding verifications carried out at the premises of the manufacturer or the Trading Standards Service). In the specified circumstances this fee overrides any fee listed above which is less than £55	£55.00	£56
Charge for delayed or aborted appointments £55 per hour , pro-rata to the nearest 15 minutes.	£55.00 per hour	£56 per hour
POISONS ACT	Current	Proposed
Initial registration	£23.80	£25
Re-registration	£12.55	£15
Change in details of registration	£6.35	£10
PERFORMING ANIMALS	Current	Proposed
Registration of trainers and exhibitors for entertainment Performance	£11.20	£20
Provision under which a fee or maximum fee is payable	Current	Proposed
Explosives Act 1875 c.17		
Section 15 A Store Licence	£67	£69
Section 18 Renewal of a store licence	£67	£69
Section 21 Registration and renewal of registration of premises for keeping of explosives with a local authority	£12	£12

P. CAR PARKING

SEASON TICKETS	Current	Proposed
Charles Square and High Street mscps		
5 day annual	£705	£750
5 day quarterly	£235	£250
6 day annual	£750	£800
6 day quarterly	£247	£265
Surface car park no 7		
6 day annual	£602	discontinued
Replacement season ticket	£25	£25
DAILY CHARGES – MULTI STOREY	Current Charge	Proposed Charge
Charles Square and High Street mscps (Mon-Sat incl.)		
0-2hrs	£0.50	£0.50
2-4hrs	£1.00	£1.00
4-6hrs	£3.00	£3.00
6-8hrs	£3.50	£3.50
8-9hrs	£4.00	£4.00
9-10 hrs	£4.50	£4.50
Over 10 hrs	£5.00	£5.00

	Current	Proposed
DAILY CHARGES – PAY AND DISPLAY		
High Street car park - Saturday only		
All day	£1.00	£1.00
Albert Road car park (Mon-Sat incl.)		
0-2hrs	£0.50	£0.50
2-4hrs	£0.80	£0.80
4-6hrs	£1.50	£1.50
6-8hrs	£2.00	£2.00
over 8 hrs	£2.50	£2.50
Old Manor car park (Monday to Saturday incl)		
40 mins	£0.30	£0.30
Charles Square loop road 40 mins.	£0.30	£0.30
Easthampstead House (Saturday only) pay and display		
0-2hrs	£0.50	£0.50
2-4hrs	£0.80	£0.80

Season tickets sold on a non-refundable basis.

Lost ticket charges multi-storey car parks is the all day charge.

All car parks are free on Sundays and Bank Holidays.

Lorry park (Mon – Fri)	Current	Proposed
0-2hrs	£0.50	£0.50
0-24hrs	£1.50	£1.50

Excess Charges in pay & display car parks and lorry park	Current	Proposed
Non display of ticket	£50	£50
if paid within 7 days	£20	£20
Time expired on ticket	£40	£40
if paid within 7 days	£10	£10

Q. CONCESSIONARY FARES

	Current	Proposed
Twelve month full-fare bus pass	£40.00	£40.00
Discounted Twelve month full-fare bus pass	£20.00	£20.00
Six-monthly full-fare bus pass	£20.00	£20.00
Discounted Six-monthly full-fare bus pass	£10.00	£10.00
Half-fare bus pass	£0.00	£0.00
New annual Senior Citizen Railcard	£4.20	£4.20
Renewal of Disabled Person's Railcard	£3.10	£3.10
Renewal of annual minibus pass	£5.00	£5.00*

* This scheme is currently being reviewed and may not continue in its current form

R. REQUESTS FOR ENGINEERING INFORMATION AND TECHNICAL ADVICE

	Proposed
Standard	£45/hour
Difficult	£60/hour
Complex	£100/hour
	Minimum charge 1 hour
Rechargeable works including accident damage	
All works to be recharged at actual cost, works and staff cost, plus 15% administration	
Minimum charge	£250

S. HIGHWAY ADOPTIONS

	Proposed
All costs incurred to be recharged as actual cost	£600
• Minimum charge	
Deposit for larger applications	£1,000
Accelerated preparation	+ £100
Formal declarations	£250
Inspections	6%
Vehicle Access Crossings*	
Construction of crossing	Actual
Administration fee including NRSWA duties	£200

* discount scheme as reported to P&T Committee on 6 April 2000 to be continued

T. BUILDING REGULATIONS

Fees are reviewed and set on a regular basis to achieve the required break even position on a 3 year rolling basis. It is proposed to increase all fees by 3.5%.

U. PLANNING APPLICATIONS

Most fees are subject to prescribed charges set by the Government which are under review.

V. MISCELLANEOUS PLANNING CHARGES

	Current	Proposed
Solicitor enquiry fees	£5 per file or £35 per hour	£6 per file or £40 per hour
Photocopy	10p per copy	15p per copy
Copies of maps	£5	£6
OS Royalty charge plus	10p per copy	15p per copy

Leisure Services

	<u>Current 2001/02</u>	<u>Proposed 2002/03</u>
	£	£
COUNTRYSIDE & HERITAGE		
Westmorland Park		
Football Pitch (with changing rooms) exc VAT*		
Senior Pitch	48.00 +VAT	50.00 +VAT
Senior Pitch for Junior Use	24.00 +VAT	25.00 +VAT
Junior Pitch	16.00 +VAT	17.00 +VAT
*Clubs hiring the pitches for 10 or more consecutive bookings maybe exempt from VAT		
Tennis Association		
Family Membership	40.00	41.00
Adult Membership	20.00	20.50
Junior Membership	10.00	10.25
Hall Hire		
Per Hour	7.00	7.20
Fishing Permits		
Adult - Season Ticket	15.00	15.50
Adult - Day Ticket	2.50	2.60
Junior - Season Ticket	7.00	7.20
Junior - Day Ticket	1.00	1.00
OAP's / Disabled	1.00	1.00
Unemployed	1.00	1.00
Action Grasshopper		
Half Day Session	6.00	6.20
Whole Day Session Day Trips	12.00	12.40
School Visits (by Local Schools)		
On a Countryside Site per Visit	12.50	13.00
At The Look Out per Visit (Summer Term)	20.00	20.50
Hire of Equipment	11.00	11.30
Other Organisations eg Brownies		
Talk / Walks etc per Session	10.00	10.30
Other Walks and Talks	as appropriate	
Sales		
Sale of Logs - Trailer Load Unsplit	36.00	37.00
Sale of Woodchips - Trailer Load	46.00	47.00

	<u>Current 2001/02</u>	<u>Proposed 2002/03</u>
	£	£
<u>Youth & Community</u>		
Youth Centre Charges		
Young Peoples Attendance Fee		
Per Session	0.50	0.50
Youth & Community Groups - non-profit basis		
Hall	4.65 - 7.75	4.75 - 7.95
Meeting Room	3.10 - 6.20	3.20 - 6.35
Private & Commercial		
Hall	8.25 - 23.70	8.45 - 24.30
Meeting Room	5.65 - 11.85	5.80 - 12.15

	Unit	Current 2001/02 £	Proposed 2002/03 £
<u>Libraries, Arts & Information</u>			
Overdue Charges (per loan period)			
Adult Books including 14+ stock, books with floppy disks, CDs or CD Roms	Daily	0.11	0.12
	Max. Per Item	4.00	4.80
Cassettes & CDs (Adults & Childrens)	Daily	0.11	0.12
	Max. Per Item	4.00	4.80
Children's books	Daily	0.04	0.04
	Max. Per Item	1.60	1.60
Videos & CD Roms	Daily	0.50	0.60
	Max. Per Item	10.00	12.00
Audio / Visual Loan Charges			
Audio Visual Compact Discs (single discs)	3 Weeks Loan	1.50	1.50
Compact Discs (2 or more discs)	3 Weeks Loan	2.00	2.00
Cassettes (1-2 Tapes)	3 Weeks Loan	1.00	1.00
Cassettes (3-6 Tapes)	3 Weeks Loan	1.25	1.25
Cassettes (7+ Tapes)	3 Weeks Loan	1.50	1.50
*No hire charge on spoken word items for members who are registered blind or disabled	3 Weeks Loan		
CD-ROM	1 Weeks Loan	2.50	2.50
Audio / Visual Loan Charges			
Books with accompanying floppy diskette (adult items only)	3 Weeks Loan	1.50	1.50
Books with accompanying CDs or CD ROM	3 Weeks Loan	1.50	1.50
Mixed media items (those items made up of 3 or more media)	3 Weeks Loan	1.50	1.50
Videos	1 Weeks Loan	1.50	1.50
Videos - Edge Card Holders	1 Weeks Loan	1.25	1.25
Specific new titles for first 6 months in stock (approximately)	1 Weeks Loan	2.00	2.00
Specific new titles - Edge Card Holders	1 Weeks Loan	1.50	1.50
Requests			
Books / Periodical Articles			
Children's	Per Item	0.30	0.30
14+	Per Item	0.30	0.30
Large Print	Per Item	0.25	0.25
Other Authorities	Per Item	1.50	1.50
British Library Document Supply Centre (BLDSC)	Per Item	2.50	2.50
SLDSC Urgent Action Service - Book	Per Item	16.70	16.70
SLDSC Urgent Action Service - Student Concession	Per Item	11.90	11.90
Audio Visual Items			
Adult Cassettes, CD's & Videos	211	0.70	0.70
CD-Rom		0.70	0.70
Children's Cassettes		0.30	0.30

	Current 2001/02	Proposed 2002/03
	£	£
<u>The Look Out</u>		
Admission		
Adult	3.95	4.50
Junior	2.60	3.00
Saver Ticket	10.60	12.00
School Children	2.35	2.70
Concessions	2.40	2.70
Under 4s Group Bookings	2.40	2.70
45 minute visit special needs	1.65	1.85
Adult after 4pm	2.00	2.25
Junior after 4pm	1.30	1.50
Saver Ticket after 4pm	5.30	6.00
Concessions after 4pm	1.20	1.35
Parent & Toddler	3.20	3.65
Birthday Parties		
Hot menu	8.40	8.60
Cold menu	7.90	8.10
Self catering	4.75	4.85
Self catering - no room hire	4.25	4.35
Loyalty Card		
Adult	15.80	18.00
Junior	10.50	12.00
Family	42.00	48.00
Commercial Hire		
Whole Day	155.00	158.00
Half Day	77.50	79.00
Per Hour	36.80	38.00
Evening hire, per hour	48.00	50.00
Discovery Terms	1.30	1.30

	Current 2001/02 £	Proposed 2002/03 £
DOWNSHIRE GOLF COURSE		
Main Course		
Adult Summer - Weekday	15.40	17.00
Adult Summer - Weekend & BH	19.30	21.00
Adult Winter - Weekday	12.80	13.40
Adult Winter - Weekend & BH	17.20	18.90
Under 18 Summer - Weekday	7.90	8.50
Under 18 Summer - Weekend & BH	10.70	11.30
Under 18 Winter - Weekday	7.40	8.00
Under 18 Winter - Weekend & BH	10.20	10.80
60+ Summer - Weekday	9.70	10.50
60+ Winter - Weekday	8.60	9.40
Limited Time		
Summer Rate - Weekday	9.40	10.25
Summer Rate - Weekend	12.30	13.20
Winter Rate - Weekday	7.90	8.75
Winter Rate - Weekend	10.50	11.40
Pitch & Putt		
Adults	3.30	3.50
Under 18's	1.65	1.75
Family (2 adults & 2 under 18's)	6.90	7.30
Driving Range	2.00	2.50

	Current 2001/02 £	Proposed 2002/03 £
<u>Edgbarrow & Sandhurst Sports Centres</u>		
Memberships		
Family In Area	32.70	33.70
Adult In Area	22.20	22.90
Junior / OAP/ Disabled In Area	10.50	10.80
Family Out Area	45.70	47.05
Adult Out Area	34.70	35.75
Junior / OAP/ Disabled Out Area	16.90	17.40
Adult Temporary without EDGE card (per visit)	1.20	1.20
Adult Temporary with EDGE card (per visit)	1.10	1.10
Junior / OAP/ Disabled Temporary without EDGE card (per visit)	0.80	0.80
Junior / OAP/ Disabled Temporary with EDGE card (per visit)	0.70	0.70
Indoor Activity - Adult		
Badminton	6.20	6.40
5-a-side Football	24.60	25.35
Cricket Nets	24.60	25.35
Archery	24.60	25.35
Main Hall	24.60	25.35
Small Hall / Bar	15.60	16.05
Squash (Peak)	4.60	4.75
Squash (Off Peak)	3.50	3.60
Indoor Activity - Junior / OAP/ Disabled		
Badminton	4.10	4.20
5-a-side Football	16.70	17.20
Cricket Nets	16.70	17.20
Archery	16.70	17.20
Main Hall	16.70	17.20
Small Hall / Bar	15.20	15.65
Squash (Peak)	4.60	4.75
Squash (Off Peak)	3.50	3.60
Outdoor Activity - Adult		
Small Tarmac (ESC)	13.70	14.10
Small Synthetic Pitch(SSC)	23.50	26.00
Large Tarmac	20.00	20.60
Synthetic Pitch	39.40	42.00
1/2 Synthetic Pitch	23.00	25.00
Netball Court	7.60	7.85
Tennis Court (ESC)	2.90	3.00
Tennis Court (SSC)	5.00	5.15
Cricket Nets	7.60	7.85

	Current 2001/02 £	Proposed 2002/03 £
Outdoor Activity - Junior / OAP / Disabled		
Small Tarmac (ESC)	9.60	9.90
Small Synthetic Pitch(SSC)	14.70	15.15
Large Tarmac	13.20	13.60
Synthetic Pitch	23.70	24.40
1/2 Synthetic Pitch	13.90	14.30
Netball Court	5.10	5.25
Tennis Court (ESC)	1.60	1.65
Tennis Court (SSC)	3.50	3.60
Cricket Nets	5.10	5.25
Body Logic Fitness Room		
Casual Use	3.60	3.70
Monthly Direct Debit	26.00	26.75
Annual	290.00	294.25
Induction (free monthly/annual payees)	10.00	11.00
Fitness Test	10.00	11.00
Personal Programme Card	5.00	5.50
Personal Training Session	15.00	16.00
Body Logic Fitness Room - Student / OAP/ Disabled		
Casual Use	2.50	2.60
Monthly Direct Debit	17.30	17.80
Annual	195.00	195.00
Induction (free monthly/annual payees)	10.00	10.00
Fitness Test	10.00	10.00
Personal Programme Card	5.00	5.00
Personal Training Session	15.00	15.00

	Current 2001/02 Proposed 2002/03	
	£	£
Coral Reef World		
Adult	5.50	5.70
Junior	3.95	4.00
Family (2 adults and 2 juniors)	15.90	16.40
Under 4's	Free	Free
Sauna World (includes access to Coral Pools)	7.95	8.00
Sunbed in Sauna World	3.50	3.60
Sunbed in Coral Pools	8.80	9.05
Early Bird Swim & Sauna	3.30	3.40
- Season Ticket 1 month	38.00	40.00
- Season Ticket 3 months	108.00	112.00
Spectator	1.70	1.75
Disabled	2.70	2.80
1 Helper admitted	2.70	2.80
The following Off Peak charges		
Adult	3.10	3.20
Junior	3.10	3.20
Over 50	2.70	2.90
Parent & Toddler (1 adult and 2 pre-school children)	3.10	3.20
Sauna World	5.60	5.80
Over 50 Sauna	4.90	5.10
Sunbed in Coral Pools	6.50	6.70

Off Peak is defined as:

Monday - Friday 10.30 a.m. - 3.30 p.m. (during school term time)

Bracknell Sport & Leisure Centre			Current 2001/02 £	Proposed 2002/03 £
Membership				
Family	(Inside Borough)		37.00	39.00
Adult	(Inside Borough)		18.00	19.00
Junior / 60+ / Disabled	(Inside Borough)		9.00	9.50
Family	(Outside Borough)		50.00	53.00
Adult	(Outside Borough)		25.00	26.00
Junior / 60+ / Disabled	(Outside Borough)		12.50	13.00
Day Membership	(Outside Borough)	Adult	1.00	1.05
	(Outside Borough)	Junior	0.70	0.75
Facility Hire per hour				
Badminton Court		Peak	6.30	6.50
		Off Peak Adult	4.90	5.05
		Off Peak Junior/60+	4.10	4.20
Table Tennis Table		Peak	2.90	3.00
		Off Peak Adult	2.70	2.80
		Off Peak Junior/60+	2.30	2.40
Main Hall		Peak (8 Badminton Courts)	52.00	54.00
		Off Peak	41.00	42.50
Main Hall (Half)		Peak (4 Badminton Courts)	26.00	30.00
		Off Peak	20.50	21.60
3M Hall		Peak (5 Badminton Courts)	32.50	33.50
		Off Peak	25.30	26.50
Meeting Room	per hour	Peak	10.00	10.50
Squash Court (40 mins)		Peak	4.90	5.10
		Off Peak Adult	3.90	4.10
		Off Peak Junior/60+	3.20	3.30
Pool Complex for Swimming Galas: Clubs etc. Inside Borough			216.85	225.00
Clubs etc. Outside Borough			271.10	280.00
Grass Pitch per game		Adult	40.00	42.00
		Junior	20.00	21.00
Synthetic Pitch per hour		217	42.00	44.00
		Half Pitch	0.00	26.00

				Current 2001/02 £	Proposed 2002/03 £
Athletic hour	Arena	per	hour		
Clubs Borough	etc.	Inside			
			Weekday	24.50	25.25
			Weekend / Bank	40.65	42.00
			Holiday		
Clubs etc.	Outside	Borough			
			Weekday	29.85	31.00
			Weekend / Bank	47.40	49.00
			Holiday		
Activity Charges					
Swimming		Per session	Family (2+2)or (1+3)	N/A	6.00
			Adult	2.00	2.10
			Junior / 60+	1.40	1.45
			Student	N/A	1.70
			Under 5	Free	
		6 months	Adult	120.00	125.00
			Junior / 60+	60.00	62.50
Early Bird		Per session	Adult	2.90	3.00
		3 months	Adult	48.10	49.60
			60+	30.00	31.00
		6 months	Adult	70.35	75.00
			60+	45.00	46.50
Sauna Suite (Forest Spa Suite)		Per session	Peak Adult	5.95	6.20
			Off Peak Adult	5.20	5.40
			Off Peak 50+	N/A	4.50
Sunbed (200 bed)	(200 Starter bed)	20 min	Peak Adult	5.00	5.00
			Off Peak Adult	3.70	3.85
Sauna & sunbed combo		session		11.80	11.80
Sunbed (300)		20 min	Peak Adult	6.50	6.70
		20 min	Off Peak Adult	5.10	5.25
Sauna Suite		6 months	Adult	203.40	210.00

			Current 2001/02 £	Proposed 2002/03 £
Fitness Room (Bodyworks)	Per session	Peak	4.80	4.95
		Off Peak	4.05	4.20
		Student peak	N/A	2.40
		Student off peak	N/A	2.00
		12 months	Single Adult	479.00
		Per Couple	745.00	770.00
Fitness Test			15.00	15.50
Fitness Re-test			10.00	10.50
Blood pressure check			N/A	2.00
Programme review			N/A	7.50
Bodyfat Analysis			7.00	5.00
GP Referral			2.60	2.70
Circuits			4.30	4.45
Junior Sessions			3.00	3.10
Crèche	Per child 1hour		1.60	1.65
	Per child 1.5 hours		2.40	2.50
Athletics Training (Use of Track)	Per Session	Adult	0.95	1.00
		Junior	0.50	0.50
Equipment	Hire			
Charges				
Racquet			0.95	1.00
Table Tennis Bat			0.50	1.00
Sauna Towel Hire			1.00	1.00

Concessionary Charges

The Council has agreed concessionary rates for unemployed people plus up to 2 members of his/her family as detailed below. These rates apply at off peak times only.

Swimming	1.40	1.50
Fitness Room	3.40	3.50
Badminton Court	3.40	3.50

Disabled people will be entitled to pay the junior rate applying to the particular activity at any time within the programme.

Off Peak is defined as: Monday - Friday 9.00 a.m. - 12 noon
2.00 p.m. - 5.00p.m.

A Junior is defined as:
A person 5 - 15 years inclusive
Under 5s are admitted Free

Day membership charges apply where person taking part in the activity is not a member of the centre . Only one day membership is payable per visit to the centre.

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